

Document Validation and Final Interaction Process and Guidelines
Specialist Doctors- National Health Mission, Uttar Pradesh

Document Validation and Final Interaction Process Shall Include Following Steps:

- 1) Attendance Process
- 2) Document Validation
- 3) Interaction with Panel Members
- 4) Workshop on HMIS and Reporting

1) Attendance:

- (1) The qualified bidder shall report at the venue with invitation letters and other testimonials in support of qualifications and registration as per his/ her reporting time;
- (2) There will be a Registration Desk where SAMS' representatives will take attendance of the Specialist Doctors and after the attendance, Specialist Doctors will be guided to Document Validation Desk for Document Validation.

2) Document Validation:

- (1) There shall be five document validation desks with one resource person each for document validation;
- (2) To validate the information provided by the Specialist Doctors regarding their age and qualification and experience (Self-attested), SAMS' representatives will validate with their original documents and registration;
- (3) Bidder shall be rejected on account of document validation in case he/she fails to present supporting documents and will be liable for the disqualification/ cancellation of his/her candidature for the further processes.

(Note: Specialist Doctors must bring their original certificates with self-attested photocopies of all the documents)

Sr. No.	Requirement	Original and self-attested photocopies
1	Invitation Letter	Printout of Invitation Letter
2	Passport size photo	Two passport size photos
3	Valid ID Proof	Must bring the Aadhar Card or any govt approved Id proof
4	Educational and Experience Certificates	10th Mark Sheet, MBBS and MD/ MS/ DNB/ Diploma or Other Relevant Degree/ Diploma Mark sheet/ Certificates and Experience Certificate (In case of self-employed, self attested certification shall be needed)
5	Internship and Registration Certificates	Internship Completion Certificate Medical Council Registration Certificate Provided by State (UP/ Other)

Note:

Uttar Pradesh Medical Council Registration of MD/ MS/ Diploma/ DNB need to be produced by Specialist Doctor at the time of Joining/before the release of your first fee.

3) Interaction with Panel Members:

- (1) Post-Document Validation Process, Specialist Doctors will be directed for final interaction with UPNHM's Officials.

(2) There will be four Panels members constituted by UPNHM to discuss regarding place of posting and performance based indicators etc. of the Specialist Doctors

(3) The duration of interaction will be average 10-15 minutes.

4) Workshop on HMIS and Reporting:

All the Specialist Doctors in a group of 40-50 shall be called for a Workshop on HMIS and daily reporting. This workshop shall be conducted twice in a day for covering all the Specialist Doctors called for the day. Tentative schedule for the workshop shall be 2:00 PM and 5:00 PM