

## REQUIRED DOCUMENTS FOR RENEWAL REGISTRATION UNDER PHSRC

### **Private Hospitals**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the Registered Medical Officer (Full Time) mentioned on the application form
- Certificate copy of SLMC, SLNC or PHSRC Listed Nursing Officer (Full Time) mentioned on the Application form
- Central Environment Authority Certificate (Current certificate should be valid at the time of applying)
- Fire Safety Certificate from the Fire Brigade / Local Authority (Current certificate should be valid at the time of applying)
- Structural Safety Certificate from a Chartered Engineer (Valid for 5 years from the date of issued)

#### ***Optional Documents:***

- SLMC copy of the registered MLT (If laboratory facilities are available)
- SLMC copy of the registered radiographer (If Radiological facilities are available)
- Atomic Energy Regulatory Authority certificate (Current certificate should be valid at the time of applying)
- Certificate of conformity from the Local Authority/UDA **(Only for new registrations)**

### **Medical Centers/Screening Centers/Day Care Centers/Channel Consultations**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the Registered Medical Officer **(Full Time or Part Time)** mentioned on the application form
- Method of Waste Disposal System – An agreement copy from authorized company or in-written document for clarification.

#### ***Optional Documents:***

- SLMC certificate copy of the registered MLT (if laboratory facilities are available)
- Atomic Energy Regulatory Authority certificate (if radiology facilities are available)  
(Current certificate should be valid at the time of applying)

### **Medical Laboratory**

#### **Small Lab**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered MLT mentioned on the application form
- Method of Waste Disposal System – CEA License or agreement copy from authorized company or In-written document for clarification (Current certificate should be valid at the time of applying)

***Optional Documents:***

- Atomic Energy Regulatory Authority certificate (if radiology facilities are available)  
(Current certificate should be valid at the time of applying)

**Medium / Large Lab**

***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered laboratory consultant (Pathologist, Chemical Pathologist, Histopathologist, Haematalogist, Microbiologist, Virologist) mentioned on the application form
- SLMC certificate copy of the registered MLT mentioned on the application form
- Method of Waste Disposal System – CEA License or agreement copy from authorized company or In-written document for clarification (Current certificate should be valid at the time of applying)

***Optional Documents:***

- Atomic Energy Regulatory Authority Certificate (if radiology facilities are available)  
(Current certificate should be valid at the time of applying)

**Collecting Centre**

***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- Draining Letter (A clarification letter from the relevant hospital or laboratory where the tests are conduct)
- Phlebotomist details (MLT/Nurse/Nurse Assistant or Trained Person)
- Method of Waste Disposal System – CEA License or agreement copy from authorized company or In-written document for clarification (Current certificate should be valid at the time of applying)

**Full Time Dental Surgeries**

***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered dental surgeon (Full Time) mentioned on the application form
- Method of Waste Disposal System – CEA License or agreement copy from authorized company or In-written document for clarification (Current certificate should be valid at the time of applying)

## **Part Time Dental Surgeries**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered dental surgeon (Part Time) mentioned on the application form
- Method of Waste Disposal System – CEA License or agreement copy from authorized company or In-written document for clarification (Current certificate should be valid at the time of applying)

## **Full Time General Practices**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered medical officer (Full Time) mentioned on the application form

## **Part Time General Practices**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered medical officer (Part Time) mentioned on the application form

## **Full Time Medical Specialist Practice**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered medical officer (Full Time) mentioned on the application form

## **Part Time Medical Specialist Practice**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered medical officer (Part Time) mentioned on the application form

## **Ambulance Services**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- A qualified person (either a doctor or a nurse or EMT or Paramedic)
- Licensed Driver/s

## **Other Private Medical Institutes**

### **Home Care Nursing Services**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC/SLNC registered or PHSRC listed certificate copy of the nursing officer in charge mentioned on the application
- SLMC certificate copy of on call SLMC registered medical officer
- Nurse Assistants/Attendants

#### ***Optional Documents:***

- SLMC certificate copy of the registered medical officer in charge.

### **Physiotherapy Centers**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the registered physiotherapist.

### **Rehabilitation Centers**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the relevant Paramedic

#### ***Optional Documents:***

- SLMC certificate copy of the registered medical officer in charge.

### **Long Term Care Homes**

#### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of on call SLMC registered medical officer
- SLMC/SLNC registered or PHSRC listed certificate copy of the nursing officer in charge

#### ***Optional Documents:***

- Agreement letter from an Ambulance Service when in an emergency

## **Dental Laboratories**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- Certificate copy from a recognized institution as a Dental Technician

## **Audiology Centers**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of the relevant paramedic

## **Mobile Medical Services**

### ***Mandatory Documents:***

- Digital Application Form through the online portal
- Relevant payments
- SLMC certificate copy of on call SLMC registered medical officer
- SLMC/SLNC registered or PHSRC listed certificate copy of the nursing officer in charge