Guidelines for Apply for Centre Registration (PCPNDT)

Online Application Guidelines For Users

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Introduction to PCPNDT (Pre Conception & Pre Natal Diagnostic Techniques):

Monitoring System for PCPNDT has been implemented with a view to facilitate the government to track the cases of pregnant women registered for Sonography /Ultrasound at any of the registered Sonography centre across the state. The system discourages pre natal sex determination at the sonography centres and thereby essentially helps in implementation of PCPNDT act in the state.

This web based system captures details of every Sonography centre registered with the DAA of Haryana State including details of equipments and the doctors. Each case of pregnant woman which undergoes sonography is reported through the system.

How to Apply for new Centre Registration:

1. By clicking on link **Apply for Centre Registration**, User can apply for new centre registration.

2. Add centre registration details and can also feed other details of the centre, radiologist / gynecologist / RMP details and equipment details, **demand draft details**.

3. After registering the centre, A unique number will be send to user on the mobile number provided by the centre. By this number, new user can track his application status.

4. Centre can take print out and submit it to appropriate authority for further processing with required document and Demand Draft.

5. District Appropriate Authority may sanction or reject the application. On sanction of the application, centre will get **UserID** on the mobile number provided by them. After that centre can set the password through the link provided on the login page.

6. If a centre forgot or misplace user name or password and user can reset the password or contacts District Coordinator to reset the password, than District User has a right to reset the password that will be send to the centre mobile number.

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LOGIN Page:

User must enter correct user name, password and security code as shown in the image for security purpose in order to log into the system. Login page also include links to Apply for Centre Registration (For New Centre Registration) and Application Status (For Track the Application Status).
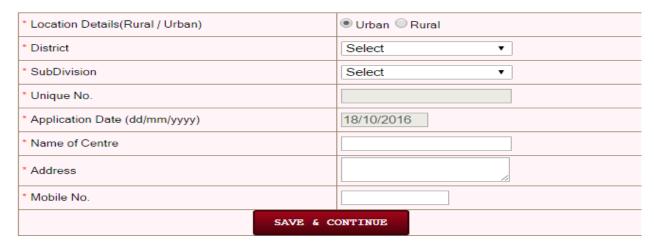

Apply For Centre Registration:

"Apply For Centre Registration" Link is used to register centre and capture complete centre details (PART A), centre owner details (PART B), equipment information (PART C) available in the centre and centre radiologist / gynaecologist / others information (PART D) and Form-A Draft Detail.

Centre Information has following parts:

- Centre Registration.
- Centre Details (Part A).
- Owner Details (Part B).
- Equipment Details (Part C).

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- Radiologist Details (Part D).
- Form-A Draft Detail.

Centre Registration

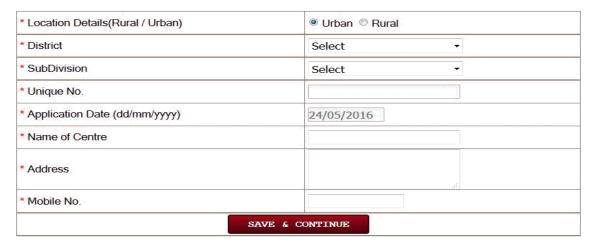|	
* Location Details(Rural / Urban)	◉ Urban ○ Rural
* District	Select ▾
* SubDivision	Select ▾
* Unique No.	
* Application Date (dd/mm/yyyy)	18/10/2016
* Name of Centre	
* Address	
* Mobile No.	

SAVE & CONTINUE

Centre Registration:

With the help of **"Centre Registration" part**, user can register the centre under PCPNDT System. Under this part, user must select location of centre (i.e. "Location Details (Rural / Urban)", "District" and "Subdivision" name), "Name of Centre", "Address", "Mobile No".

Centre Registration

* Location Details(Rural / Urban)	◉ Urban ○ Rural
* District	Select ▾
* SubDivision	Select ▾
* Unique No.	
* Application Date (dd/mm/yyyy)	24/05/2016
* Name of Centre	
* Address	
* Mobile No.	

SAVE & CONTINUE

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Centre Details (Part A):

"Centre Details" part helps user to store centre information like mobile number, facility to be registered, telephone number, fax, email, type of ownership and facilities. After click on "Save & Continue", user will be prompted to complete the mandatory information, if they are not provided. In this part Centre mobile number, facility to be registered, email, type of ownership and type of institution are mandatory fields. After

successful saving of "Centre Details", details of centre will get saved and user will redirect to "Owner Details" part.

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Owner Details (Part B):

In the **"Owner Details" part**, user has to provide owners information, owner declaration information that is authorized. If owner has same address as centre, then user can tick

"Address Same as Centre", after that address, telephone number, fax, mobile number and email will automatically gets filled.

After click on "Save & Continue", if user does not provide information which are required, user will be prompted to fill mandatory fields i.e. "Name of Applicant", "Address", "Mobile Number", "Email", "Name and Designation of Authorised Person", "Son / Daughter / Wife of", "Age", "Resident of", "Working as (Indicate Designation)", "Date" and "Place".

After successful save, owner details will get captured and user will redirect to "Equipment Information" part.

Owner Details

District : AMBALA	SubDivision : AMBALA-II	Centre Name : Sunil

PART - B	
Owners Information	
* Name of Applicant	
	☐ **Address Same As Centre**
* Address	
* Qualification	
Telephone No. (With STD Code)	
Fax	
* Mobile No.	
* Email	
Declaration	
* Name and Designation of Authorised Person	
* ○ Son of ○ Daughter of ○ Wife of	
* Age	
* Resident of	
* Working as (Indicate Designation)	
* Date	18/10/2016
* Place	

☐ **I hereby declare that all the above information is correct to best of my knowledge**

SAVE & CONTINUE

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Equipment Details (Part C):

"Equipment Details" part is used to capture complete equipment information like name, model number, serial number, manufacturer name, seller name, distributor name, machine type (either new or old) whether fixed or portable, purchase date and remarks.

This part has some mandatory fields which will prompt user, if they are not filled i.e. "Name of Equipment", "Model No.", "Serial No.", "Manufacturer Name", "Seller Name", "Machine Type" and "Purchase Date". If these information are provided, equipment information will get saved and user redirects to "Radiologist Details" part. User can skip this part if he doesn't have information about equipments.

Radiologist Details (Part D):

"Radiologist Details" part is used to capture category (Radiologist / Gynaecologist / RMP), RMC registration number, name, qualification, certificate issued by, experience in years, experience issued by and training in months, Specific timings. This part will prompt user for some required fields, if they are not provided i.e. "Category", "RMC Registration No.", "Name" and "Qualification", otherwise radiologist details will get successfully saved.

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Radiologist / Gynaecologist & Bank Draft Details

District : AMBALA   **SubDivision : AMBALA-II**   **Centre Name : Sunil**

* Category	Select ▼	* MCI Registration No.	
* Name		* Qualification(Post Graduate/Equivalent)	
*Upload(Post Graduate/Equivalent Certificates)	Choose File No file chosen of Documents & then Upload Make Combined file		
Post Graduate/Equivalent Certificate Issued By		Experience in years	(Min.1 year)
Experience Issued By		Training in months	(Min 6 Months)
* Mobile No.			
* Timing Of Operator	From 12 :35 :00 PM ▲▼ To 12 :35 :00 PM ▲▼		
	SAVE & SUBMIT		

Form-A Draft Details:-

On the click 'SAVE & SUBMIT' button in radiologist details part, a popup of 'Form-A Draft Details' is open. All detail of bank's demand draft are fill in this popup and then save it.

Form-A Draft Details

* Bank Name	
* Bank Draft No.	
* Draft Date	(dd/mm/yyyy)
* Amount	
	SAVE & CLOSE

At last, centre can take print out and submit it to concerned district appropriate authority for further processing. A unique number will be send to user on the mobile number provided by the centre. By this number, new user can track his application status. District AA either sanction or reject the application. On sanction of the application centre will get UserID on the mobile number provided by them. After that, centre can set the password through the link provided on the login page.

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E. Application Status:

Application Status link is used to track the status of his application. A unique number will be send to user on the mobile number provided by the centre. By this number, new user can check his application status.

Check Online Application Status

Enter Unique No.	
CHECK STATUS	

. There are four status that assigned to applications.

1. It shows your application is incomplete.

Your online application is Incomplete.

2. It shows your application is under process by appropriate authority.

Your online application is Under Process.

3. It shows your application is sanctioned by appropriate authority.

Your online application has been Sanctioned.

4. It shows your application is rejected by appropriate authority.

Your online application has been Rejected.

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