

GOVERNMENT OF NCT OF DELHI
HEALTH & FAMILY WELFARE DEPARTMENT
9th LEVEL, A-WING, DELHI SECRETARIAT, NEW DELHI -110002

F.HFW/117/2026-DGHS-HFWDepartment/E-401901/258-61 Dated: 02/09/2026

ADMINISTRATIVE ORDER

Subject: Simplification of registration process for fresh registration and renewal of registration of existing nursing homes under the Delhi Nursing Homes Registration Act, 1953.

The Government of NCT of Delhi intends to streamline and expedite the process of fresh registration and renewal of existing nursing homes by making them transparent, efficient and applicant-friendly, while ensuring continued compliance with the provisions of the Delhi Nursing Homes Registration Act, 1953 and the rules framed there under.

For this purpose, a committee was constituted vide Order No. F. No. 23/462/EODB/DGHS/NHC/2026/2239 dated 06.08.2026 to examine the documents required for fresh registration and renewal. After examining the existing checklists for Category A & B and Category C nursing homes and obtaining stakeholder views in the Committee meeting held on 07.08.2026, the Committee recommended that related requirements be combined and the documentary compliance be organized under eight consolidated submission heads.

The Competent Authority has accepted the Committee's recommendations submitted vide DGHS letter F. No. 23/462/EODB/DGHS/NHC/2026/2296 dated 24.08.2026. Accordingly, the Directorate General of Health Services (DGHS) is directed to:-

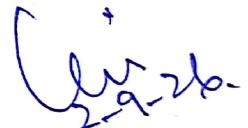
1. Revise the existing checklists for fresh registration / renewal of Category A & B and Category C nursing homes, and the related inspection proforma, in accordance with Annexure I to this Order. The revised checklist shall be used for both fresh registration and renewal.
2. Arrange the documentary requirements strictly under the eight consolidated submission heads listed in Annexure I. **Documents not required under the Delhi Nursing Homes Registration Act, 1953 or the Rules made there under shall not be sought from the applicant.**
3. For fire safety, the Fire Safety Certificate issued by Delhi Fire Services shall be taken as per the applicable extant building bye-laws and fire-safety norms. **No other fire-safety certificate or document shall be required.** An undertaking regarding compliance with fire-safety requirements as prescribed in the Fire Safety Act or relevant Rules shall also be obtained from the applicant.
4. For Delhi Pollution Control Committee (DPCC) compliance, only the agreement with a DPCC-authorized agency for bio-medical waste disposal and the DPCC authorisation for bio-medical waste shall suffice. The noise-monitoring report for DG sets and the ETP/STP consent or authorisation are



- not required.
5. Issue one consolidated undertaking/affidavit by merging existing Point 13 and i-RAD undertaking under existing Point 16. The revised format shall not ask for details of a laundry agreement.
 6. Hospital letterhead and the last registration certificate shall also not be sought, since these may be seen from the available records.
 7. An application for renewal of Nursing Home registration shall be deemed to be approved on submission of required documents. The certificate of renewal of registration shall be issued within two working days from the date of submission. The provision of the auto-renewal of registration shall also be included in the online portal for Nursing Home Registration. The certificate of renewal can be instantly downloadable from the said portal. However, at the backend the documents submitted for renewal shall be verified by the Department. In the event, Competent Authority during verification or otherwise observes any discrepancy, misrepresentation, false information, or violation of applicable laws, rules, or prescribed norms, it may, subject to clarification, initiate appropriate action in accordance with the extant legal and regulatory framework, including suspension, cancellation, or other measures as may be permissible under the law.
 8. Place the revised checklists, formats and inspection proforma on the official website and ensure their uniform use by the Nursing Home Cell.

This simplification relates to the documents to be submitted with an application. Scrutiny and inspection under the Delhi Nursing Homes Registration Act, 1953 and the Rules made there under shall continue, as applicable. These directions shall take effect from the date of issue of this Order.

This issues with the approval of the Competent Authority.



(C.L.ROY)

DY. SECRETARY (DGHS)

Copy for information and necessary action to:

1. Director General of Health Services, GNCTD;
2. Chairperson of the Committee;
3. Officer-in-Charge, Nursing Home Cell and
4. Guard File.

ANNEXURE I

SIMPLIFIED DOCUMENTARY SUBMISSIONS FOR FRESH REGISTRATION AND RENEWAL

Applicable to Category A & B and Category C nursing homes

1. **Fee and Form B** (Available on the website www.health.delhigovt.nic.in (click DGHS on left column followed by – click Nursing Home Cell on the left column) to be duly filled in all respects (No form shall be accepted wherein the personal & official mobile number and email ID of the keeper is not mentioned)

02 to 10 beds	Rs. 2000/- + Rs. 100/- for Form 'B'
11 to 30 beds	Rs. 3000/-+ Rs. 100/- for Form 'B'
More than 30 beds	Rs. 3000/-+ Rs. 100/- for every additional beds + Rs. 100/- for Form 'B'

Note:

- a. To be paid digitally either in Accounts Branch of DGHS (HQ) or through NEFT/RTGS
- b. Demand Draft/ Cheque shall not be accepted.
- c. Keepers applying for renewal of registration who are submitting their application after 31st January shall pay a penalty of 10% of the requisite fees per month

2. Ownership Documents & Land details

a. Ownership Documents

Ownership	Documentary proof
Individual	Affidavit & PAN Card
Partnership	Partnership deed and NOC of partners & PAN Card of Partner and Firm.
Society/ Trust	Proof (Certificate/ Deed issued by Registrar alongwith List of existing members/ trustees and their details (Name & Contact Number); MOA & PAN Card of the Society/ Trust
Company (Private/ Public/ Joint Venture)	Certificate of Incorporation alongwith list of existing Directors/ Board Members (Name & Contact Number) ; MOA & PAN Card.

b. Land details:

Type of ownership	Documents required
Individual ownership	Sale deed
Rented premises	Copy of rent agreement at least five years/lease deed with ownership proof.
Land owning agency (DDA; L&DO; DUSIB; MCD; NDMC, etc.)	Copy of valid Lease Deed & allotment letter and affidavit

3. Fire Safety Points

- a. Nursing homes running on second floor and above and having height more than 9 meters or Day care Centres running on fourth floor and above and having height more than 15 meters then the following points to be taken :
 - As-built building plan of the nursing home prepared by a registered architect, empanelled with the concerned local body.
 - NOC from Delhi Fire Service.

Or

- b. In Institutional Occupancy, nursing homes operating on the Ground and First Floors and having height less than 9 metres, shall submit an undertaking on an affidavit on ₹100/- non-judicial stamp paper, duly notarised, stating that the nursing home activities are limited to the Ground and First Floors and height less than 09 meters and no inpatient activities are being carried out on the Second and Third Floors and height more than 09 meters. In case any such activity is found, I/we shall accept full responsibility and shall be solely accountable for the violation and non-compliance.

In Business Occupancy, day care centres operating on the Ground; First; Second and Third Floors and having height less than 15 metres and where night stay of the patient after admission for any medical/ surgical procedure is not required, shall submit an undertaking on an affidavit on ₹100/- non-judicial stamp paper, duly notarised, stating that the day care activities are limited to the Ground; First; Second and Third Floors only and height less than 15 meters and no day care activities are being carried out on above third floor and more than 15 meters. In case any such activity is found, I/we shall accept full responsibility and shall be solely accountable for the violation and non-compliance.

4. Layout Plan and bifurcation of beds

- a. Blueprint of floor-wise lay-out plan along with dimension of each room, ward, OT, Labour Room, ICU, etc. of the premises endorsed by an architect registered with local bodies.
- b. **Bifurcation of beds & details of rooms/wards.**

Category of beds	Situated on which Floor	Countable for the purpose of registration	Number of beds
ICU beds with ventilator		Yes	
ICU beds without ventilator		Yes	
Newborn nursing/ NICU/ Neonatal care beds		Yes	
General room/ ward		Yes	
Day care beds		Not to be counted in nursing homes where patients require night stay	
Pre-operative beds		Not to be counted	
Post-operative beds		Not to be counted	
Pre-natal beds		Not to be counted	
Post-natal beds		Not to be counted	

Dialysis beds		Not to be counted	
Emergency room/ triage beds		Not to be counted	

Floor-wise bifurcation

Floor	Number of census beds
Ground Floor	
First Floor	
Second Floor	
Third Floor	
Fourth Floor	

Note:

- Census bed **does not** include Pre-operative beds/ Post-operative beds/ Pre-natal beds/ Post-natal beds/ Dialysis beds/ Emergency room/ triage beds/ Day Care beds.
- In nursing homes where night stay of the patient is not required like eye centres, IVF centre, dialysis centres etc. the day care beds shall be counted as census beds.

5. Details of Resident Medical Officers, Consultants and nurses

a. List of Resident Medical Officer (RMO)

S. No.	Name of RMOs	Qualification	Registration No. (DMC)	HPR ID	Posted ICU/NICU/GEN Beds in
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

b. Consultant

S. No.	Name of Consultant	Qualification	Registration No. (DMC)	HPR ID	Posted ICU/NICU/GEN Beds in
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

c. List of Nurses

S. No.	Name of Nurses	Qualification	Registration No. (DNC)	HPR ID	Posted ICU/NICU/GEN Beds in
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

Information regarding Services Available in the nursing homes

- a. List of Specialty-wise services
- b. Radiological diagnostic services, if any and requisite authorisation/certificate and their schedule of charges (Yes/ No)
- c. Laboratory services, if any and their schedule of charges (Yes/ No)
- d. MTP registration and PC& PNDT registration, if any (Yes/ No)
- e. Pharmacy (Yes/ No)

7. DPCC

Agreement with agency authorized by DPCC for Bio-medical waste disposal and authorization of Delhi Pollution Control Committee for Bio-medical waste disposal.

8. Affidavit / declarations and registration detail of i-RAD Portal

a. Affidavit on Rs. 100/- non-judicial notarized stamp paper regarding the following:

- i. Nursing home activities (In-patient) i.e. Institutional Occupancy is limited to Ground floor and First floor only and the remainder floors i.e. 2nd & 3rd floor is used for OPD purposes, etc. i.e. Business occupancy or residential purposes (only for nursing home running on GF & FF)
- ii. The building / premises of the nursing home conforms to the land use as prescribed under MPD, 2021
- iii. The nursing home is situated in a place having clean surrounding with sufficient facilities for parking area for the visitors, as per norms of MPD, 2021.
- iv. The nursing home has adequate provisions of clean & potable water
- v. The schedule of charges levied by the nursing home for all services available therein is prominently displayed
- vi. The nursing home shall not refuse treatment to the injured/ serious patients brought to them due to any reason whatsoever
- vii. One being directed by the supervising authority in writing the nursing home shall provide reasonable assistance and medical aid as may be considered essential by the supervising authority at the time of natural calamities including outbreaks and epidemics or disasters
- viii. Non-DMC registered doctor/person will not be interfacing with the patients in disguise of doctor in the nursing home
- ix. Nurses working in the hospital are registered with Delhi Nursing Council and are being paid remuneration not less than the minimum wages of a skilled worker issued by Labour Department, GNCTD and revised from time to time.
- x. The number of doctors and nurses in the nursing home is as per the provisions laid down under Delhi Nursing Homes Registration (Amendment) Rules, 2011 and they have valid registration with Delhi Medical Council and Delhi Nursing Council Registration, respectively.
- xi. The staff employed shall be free from contagious diseases, and shall be provided with clean uniforms suitable to the nature of their duties.
- xii. The workers shall be medically examined at the time of employment and periodically so examined thereafter.
- xiii. The worker shall be vaccinated against all contagious diseases to which they are exposed or have a high risk of being exposed.

- xiv. All information furnished with form B for registration / renewal of registration is true to the best of my knowledge and belief and if it is found wrong in any manner than I shall be held fully responsible for it and its legal consequences
- xv. Nursing/ hospital building is not built/ situated on Nazul Land.
- xvi. Maintaining stock register w.r.t. drugs, equipments & its maintenance, instrument and linens.
- xvii. Details of ambulance of the hospital and its category (ALS/BLS/PTA) and in case the nursing home does not have its own ambulance, the keeper shall provide the details of the registered ambulance services provider
- xviii. Not carrying out any research activities in the hospital and in case word "Research" is used in the name of the nursing home, the keeper shall provide permission for carrying out research activities therein by the competent authority
- xix. Paramedical staff working in the nursing home are having requisite qualification
- xx. There is adequate provision of cooling & heating and cleanliness & sanitation in the nursing home.
- xxi. A record of the schedule of fumigation and microbiological surveillance of the OT. Information regarding scrub area/ changing room in OT /LR is being maintained
- xxii. Provision of alternate arrangement for uninterrupted power supply

b. Registration detail of i-RAD portal

• For New Registration

I / We will get our hospital registered on i-RAD portal within one week of our registration in Nursing Home Cell and enter each and every accident on i-RAD portal and send the acknowledgement of the registration of i-RAD portal to mail address nursinghomecell-dghs@delhi.gov.in. The name of Nodal Officer of our nursing home for i-RAD Portal is _____ having Mobile No. _____.

• For Renewal of registration

I / We have registered our hospital on i-RAD portal and the acknowledgement of the registration no. is enclosed and the name of Nodal Officer for our nursing home is _____ having Mobile No. _____.