

I. Change of management

The steps to be followed for the change of management by the network hospital shall be as follow.

- a) In the letter of intimation the hospital authorities have to notify the details of existing management and proposed management along with reasons of change of management.
- b) The existing hospital is required to opt for de empanelment submitting declaration/undertaking as follow.
 - 1) To provided services to the YSR Aarogyasri and other scheme beneficiaries under the Trust who are on the bed till discharge and also provide follow up treatment to eligible patients.
 - 2) To be held liable and accountable for all and each of the act of omissions and commissions committed by the existing NWHs and its personnel during their term period relating to contract as such answerable for the same in the EDC panel, courts and other forums.
 - 3) The New Management has to apply for fresh empanelment and undertake to provide follow up treatment to the YSR Aarogyasri and other scheme beneficiaries under the Trust of the existing hospitals.
 - 4) The New/owner management shall submit the copy of contract or transfer deed to the Trust.
 - 5) The new owner/management shall have entered into a supplementary agreement/agreement with the Trust on the same terms and conditions envisaged in SCA.
 - 6) The new owner/management shall submit revised certificate of registration and incorporation.
 - 7) Bank accounts and related other particulars.
- c) Notarized affidavit/declaration to be given by new management/owner mentioning the following particulars.
 - a) The network hospitals and its personnel shall protect the interests of the Trust and its objectives
 - b) Liability for the acts omissions and commission upon the new owner/management and previous management either separately or jointly as the case may be lies and previous management either separately or jointly as the case may be lies upon them, as such answerable for the same in EDC panel, court and other forums.
 - c) The EDC may take the decision on case to case basis depending upon the circumstances and the situations in the best interest of the Trust and its objectives.

I. Change of authorized representative/head of the institution representing the hospital:

The hospital authorities has to apply online requesting to permit the change of authorized person to represent the hospital and the name of proposed in charge should be brought on record.

- a) Notarized copy of board resolution authorizing the person in charge to sign the document and as well to administrator and represent on behalf of the hospital with the Trust.
- b) Authorization letter with attested signature of person in charge.

- c) Notarized declaration affidavit of person in charge.
- d) Renewals of MOU are signed by the person in charge, submission of documents by hospital for approval

II. Change of name of the hospital:

The hospital authorities have to notify the details of existing name and proposed name with the reasons for change.

The hospital has to apply online requesting for change of name.

The hospital should submit the following documents for change of name

- a) Notarized declaration affidavit by the MD/CEO etc., of the hospital stating the change of name of the hospital.
- b) Certificate of registration of Allopathic medical care establishment/Andhra Pradesh private medical care Registration and Regulation Act 2002 and its rules and regulations governing thereto, from the concerned registration authorities with the new name
- c) Permission form the statutory authorities and local bodies.

The hospital has to furnish the other relevant documents other than the above and when demanded by the Trust.