

**LIST OF DOCUMENTS REQUIRED FOR REGISTRATION OF A MANAGED CARE ORGANISATION (MCO)**

No.	Documents	Check-List
1	Certified true copies of Forms 9,24,44 and 49 under the Companies Act 1965	
2	Certified true copies of Contractual Agreement between Managed Care Organisation and Provider and Between Managed Care Organisation and Insurance Company/ Corporate Company	
3	Annual returns for information required	(To Be Submitted Every 1 <sup>st</sup> February Of The New Calendar Year)
4	A copy of the company's organisational chart	
5	A copy of the company's operating manual	
6	A write-up of the committee /body providing clinical leadership within the organisation	
7	Procedures to handle enrollee / provider complaints	
8	Method of selecting providers including the exclusion criteria	
9	Financial background	

Declaration:

I hereby declare that all the information given above and the documents provided for the registration process of the Managed Care Organisation is true and correct to the best of my knowledge.