



**NATIONAL BOARD OF EXAMINATIONS
IN MEDICAL SCIENCES (NBEMS)
NEW DELHI**

Dated: 12-08-2021

NOTICE

Subject: Submission of Online Application form for Annual Review 2021 for NBEMS Accredited Departments in various DrNB (Super specialty) & FNB (Fellowship) Courses

1. NBEMS accredits institutes for DNB / DrNB / FNB / Diploma courses on provisional basis for a period of five years. **It is mandatory for the accredited hospitals which are in the 2nd /3rd /4th year of their ongoing accreditation cycle to participate in the Annual Review of accreditation by submitting the online application form.** The accredited hospitals in the 1st or 5th year of their ongoing accreditation cycle are not required to participate in the Annual Review of accreditation. The list of hospitals along with DrNB (Super Specialty) / FNB (Fellowship) courses for which application form for Annual Review of accreditation has to be submitted is indicated below:

[Click here for List of Hospitals](#)

2. **Fee for Annual Review:** The fee to be submitted for each Application Form is:

Annual Review Fee	GST @ 18%	Total Fee to be paid
Rs.10,000/-	Rs. 1,800/-	Rs. 11, 800/-

- i. The payment of fee is a last step of online Annual Review Application. The payment of fee can be made through ONLINE PAYMENT GATEWAY only.
- ii. How to pay the fee: [Click here to Download the Procedure of Fee Payment](#)

Important Dates:

Availability of online application form for Annual Review of Accreditation:

Start Date for submission	Last Date for submission
12-08-2021	20-09-2021

3. **Procedure for submission of online application form for Annual Review:**

- i. Hospital is required to login at <https://accr.natboard.edu.in> using it's User ID and Password which is available with the hospital



- ii. After Successful Login, click on “Annual Review” option from the left panel



iii. The list of courses for which Annual Review for the year 2021 are to be submitted **will be displayed.**



iv. **Separate online application form** for each indicated specialties are required to be submitted for Annual Review 2021.



v. To start filling the online application form, click on “**Proceed to Fill the Annual Review Form**” button earmarked against each specialty as appeared on the Screen.



vi. The following information is required to be provided by the hospital:

- Status of existing Faculty & the details of new faculty, if any.
- Following Documents with respect to each faculty (existing or new) are required to be uploaded:
 - The Form 16/16A (downloaded from traces) for the F.Y. 2020-21
 - **Any one of the following Documents:**

1. Form 26AS	(Financial Year 2020-21, Downloaded from traces website)
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‘OR’

2. Bipartite Agreement	In case the proposed faculty is not willing to submit Form-26AS, the applicant hospital will be required to submit to NBEMS a Bipartite Agreement and affidavits as a proof of working of the proposed faculty on full-time basis in the applicant hospital. Separate Bipartite Agreement and affidavits have to be submitted for each proposed faculty. The Bipartite Agreement and the affidavits can be seen at https://accr.natboard.edu.in/ under the link Downloads. Click here to view the Bipartite Agreement Proforma
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‘OR’

3. Tripartite Agreement	A. For faculty working in the applicant hospital on outsourcing basis ‘Or’ B. For faculty whose Form-16 is generated by the parent office, the address of parent office being different from the address of the applicant hospital
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	<p>Such faculty members are not required to submit the Bipartite Agreement and affidavits.</p> <p>Click here to view the Tripartite Agreement Proforma</p>
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- Upload MoU of Rotational Posting with NBEMS Accredited Hospitals / NMC Recognized Medical Colleges/institutions to impart training to NBEMS trainee as externship in the area /departments where in-house facility/case load is not available at the hospital.
- Stipend Details
- Departments in the hospital and the number of beds allocated to each department.
- Upload Original Scanned copy of PCB certificate
- IPD and OPD case load for the Calendar year 2019 & 2020 (wherever applicable)
- Number of Major and Minor Surgeries/procedures for the calendar year 2019 & 2020 (wherever applicable).

vii. Upload Hospital Declaration ([Click here to download the proforma for Declaration](#))

viii. Payment of Annual Review Fee of Rs. 11800/- per Specialty Through Online Payment Gateway.

ix. After successful payment towards Annual Review Fee, the form is Submitted and preview page will appear.

4. **Kindly note that the payment of annual review fee shall be acceptable through online Payment Gateway only.** There is no other mode of payment of fee including NEFT/RTGS. The applicant hospital is requested to not to pay the fee through RTGS or not to submit the fee directly in NBEMS Bank Account.
5. The accredited hospital may note that if the application form for Annual Review in any required specialty is not submitted, the DrNB/FNB seats in that particular specialty shall not be considered for inclusion in counselling for admission year 2021.

6. Mere submission of Online Annual Review Application form does not confirm the inclusion of seats in the counseling. The hospital is required to maintain the Minimum Accreditation Criteria of NBEMS at all the times for inclusion of seats in the counseling / continuation of Accreditation.
7. Queries related to Annual Review of Accreditation are to be sent at annualreview@natboard.edu.in only.



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