



Mahdiyeh educational medical center

Inpatient admission process



1. Refer to the inpatient admission unit located in the emergency department and perform the admission service (formation of a case)
2. Refer to the fund unit for payment
3. Returning to the inpatient admission and receiving the admission form and identification bracelet
4. Refer to the relevant section

tip :

- In case of not receiving the insurance eligibility assessment due to reasons such as overlapping of insurance (having social security and health insurance at the same time) or lack of credit or less than 60 days of being insured in the type of social security insurance for childbirth and... type of insurance It is calculated freely. Therefore, the patient/companion is obliged to solve the insurance problem before discharge.
- 2. If you do not have the original identification documents of the patient, the insurance type of the patient will be considered uninsured and free.

Tips and standards:

The method and documents required for hospitalization:

It is necessary to bring the following documents to complete the documents and submit them to the reception area.

- It is mandatory to bring the original identification documents, including:

(**Iranian citizens**): National card and birth certificate with the national code of the patient and the patient's spouse

(**Non-Iranian citizens - FIDA code**): Passport or residence card or census card with FIDA code and credit card

- Having a hospitalization order and pre-admission forms approved by related units

- An amount for hospitalization on account

- The presence of the patient's wife to obtain consent for surgery and amputation (including hysterectomy, mastectomy, tubal ligation...) with a valid identification card.

- Copy of the first and second page of the birth certificate of the husband and wife: two pages

Copy of the national card of the husband and wife: two pages (back and front of the national card)

- Copy of valid identification card of non-Iranian patients (passport/residence card/census card)

- The original of all documents, including birth certificates and national cards for Iranian nationals and passport/residence card/census card with FIDA code for non-Iranian nationals, must be kept in the hospital and with the patient for the issuance of insurance introduction and birth certificate until discharge.

- It is mandatory to provide postal code and exact address at the time of admission, especially for maternity patients