



## **Rothshield Healthcare TPA Services Pvt. Limited**

**402, Raheja Chambers, Nariman Point, Mumbai 400021**

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**URL : [www.rothshield.co.in](http://www.rothshield.co.in)**

The Medical Manager/Marketing Head

Dated

Dear Madam/ Sir,

**Sub: Empanelment of your Diagnostic Centre.**

We take the privilege to introduce ourselves as a Third Party Administrator vide IRDA license no. 030 dated 5 th July 2007. Further we would like to inform that we are also in the business of facilitating pre policy health checkup for life and non life insurance companies of repute on all India basis.

With a strong intention to have our presence felt in quality oriented network of diagnostic centre, we invite you to be a part of this important development, a system that is going to create a new landmark in health check up system. In this regard, we enclose the following documents:

- 1 Two sets of MOU copy.
- 2 DC Infrastructure questionnaire

We request you to kindly peruse the document in detail, complete the formalities and revert to us. Some guidelines to make the process hassle free for you are given below.

**1. Memorandum of Understanding:**

- a. Two sets of MOU are provided to you, Kindly sign on both copies.
- b. One copy may be retained by you and the other copy should be forwarded to us at the above address

**2. Infrastructure questionnaire**

- a. Please furnish all details requested in the information sheet. The columns left blank would be considered not available.
- b. Please complete the detail in capital letters only.
- c. Please organize to provide a copy of DC registration certificate, quality certificate, a copy of Consultant Degree and detail of Doctors/Technicians as applicable conducting various tests & FMR.

**3. Rate list for each Insurance companies shall be forwarded to you as soon as these are finalised**

**Renewal of Agreement:** If the qualities of services extended by your Health Service Provider are found to be at par after six month of agreement then the agreement would be renewed.

**Service charge:** Our service charges will be 7.5% of the total billed amount.

We look forward for your prompt response. In case of any further clarification, please feel free to call **Rothshield Healthcare TPA Services Limited (022-22022147 / 22048144), Email [info@rothshield.com](mailto:info@rothshield.com)**  
**This networking process is absolutely free of charge and you are not to pay any amount to anyone claiming to be our representative/agent**

Assuring you of our best services and attention at all times.

Thanking You,  
With Regards,

Provider networking DEPT

For **Rothshield Healthcare TPA Services Ltd.**

**DC/ Clinic seal & signature**

