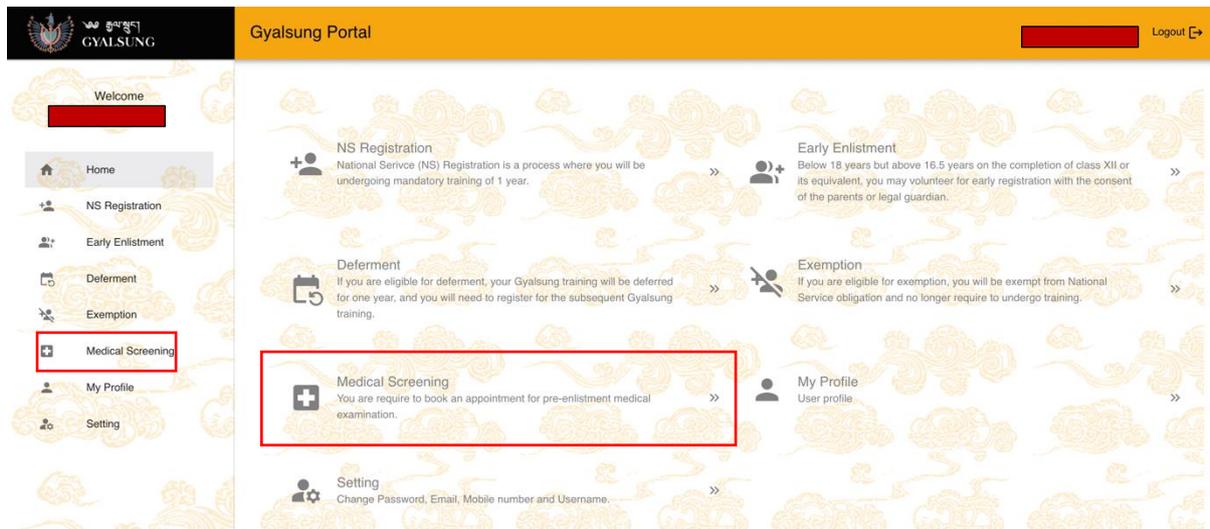


# Gyalsung Portal User Manual

## MEDICAL BOOKING

**Note:** Medical booking is mandatory after you have completed national service registration. You have to book the nearest hospital at your convenience.

**Step 1:** To book an appointment, you will have to click Medical Screening. You can navigate to the Medical Screening page from the dashboard or from the side menu. Click on medical screening.



**Step 2:** On clicking Medical Screening from the side menu or dashboard, you will be navigated to the Medical Booking page.

### Medical Booking

1. You are eligible for medical screening.
2. It is important to declare pre-existing medical conditions honestly to prepare for the training and for Gyalsung HQ to provide timely interventions and support (if required) for uninterrupted training.
3. You are required to declare your own medical conditions first and then proceed to booking. We collect self-declarations to study the mental state of individuals. We maintain that this data is highly confidential.

#### Book For Medical

Hospital \*

Appointment Date \*

AM Vacant Slots: PM Vacant Slots:

AM  PM

**Step 3:** You will need to select the hospital of your choice, and the available appointment date will be enabled. Select any one date of your choice and choose AM or PM. It indicates whether you want to do the medical checkup in the morning or evening.

## Gyalsung Portal User Manual

### Book For Medical

Hospital\*  
Gelephu Hospital

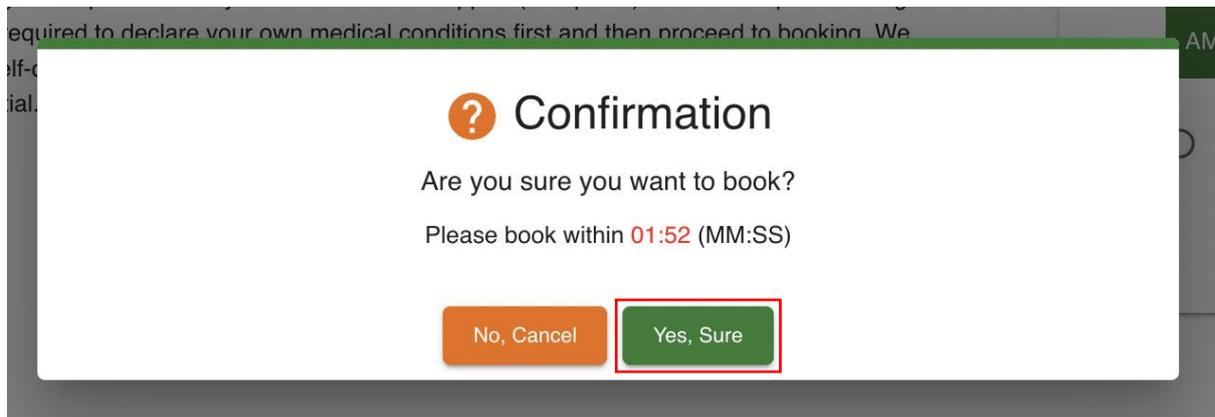
Appointment Date\*  
20/10/2023

AM Vacant Slots: 15 PM Vacant Slots: 21

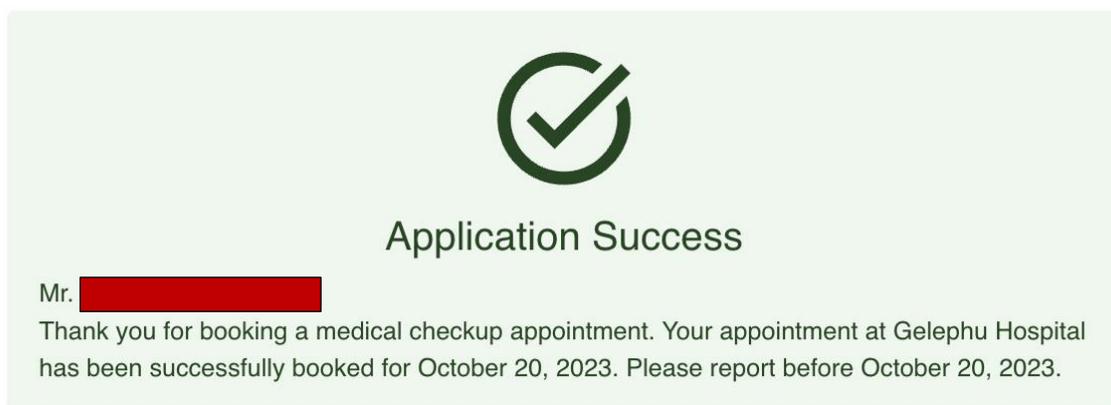
AM  PM

Book

**Step 4:** Once you click the "Book" button, A confirmation pop-up will appear, and you need to click the "Yes, Sure" button within 2 minutes. If you failed to book within 2 minutes, you need to cancel it and select the hospital and appointment date again.



**Step 5:** On clicking the "Yes, Sure" button, you will see a successful booking message. You will receive the same via SMS and email, confirming you have successfully booked your medical screening appointment.



# Gyalsung Portal User Manual

**Note:** If you want to change your booking, you can do so only 10 days before the booking date that you have booked. To change, you need to click the “Click here” link.

## Medical Booking

1. You are eligible for medical screening.
2. It is important to declare pre-existing medical conditions honestly to prepare for the training and for Gyalsung HQ to provide timely interventions and support (if required) for uninterrupted training.
3. You are required to declare your own medical conditions first and then proceed to booking. We collect self-declarations to study the mental state of individuals. We maintain that this data is highly confidential.

 You have already booked at Gelephu Hospital on November 20, 2023. If you want to make changes, then kindly ensure they ~~are made at least~~ 10 days prior to the scheduled appointment date. Please [Click here](#) to change. 