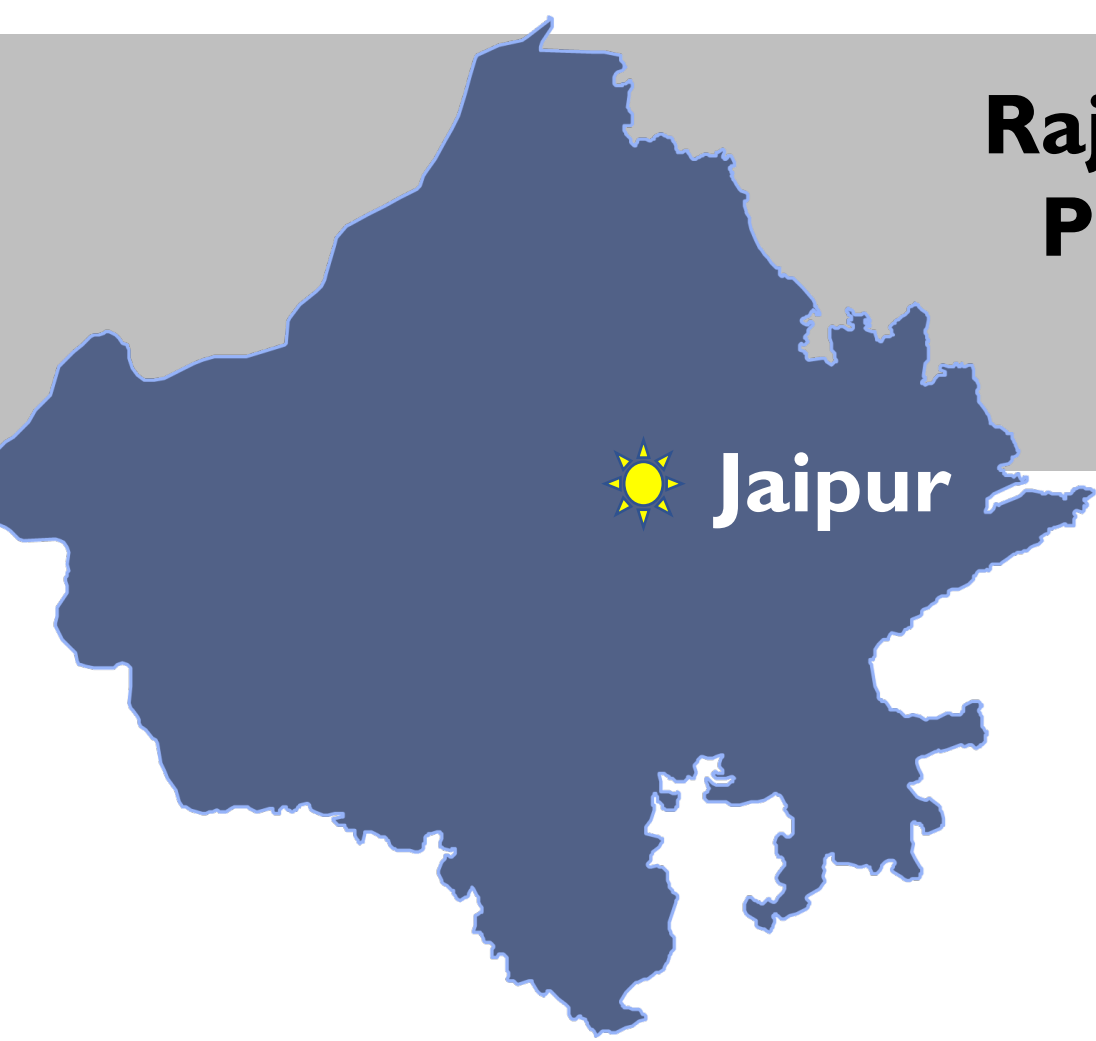


# **Rajasthan Government Health Scheme, Process Flow (Edit Functionality: For Serving Employees)**

*10<sup>th</sup> June 2021*



**State Insurance Provident Fund Department,  
Government of Rajasthan**

# Serving Employees (Edit Functionality): For Registered Users Only

Edit module will help user in:

- available **Only** for **already registered users**. Users can edit the details (addition and deletion of members only) in case of wrong/incorrect entry while defining family with respect to govt employee.
- user will not be able to edit employee category.
- in case of category change, user will need to write to: [helpdesk.rghs@rajasthan.gov.in](mailto:helpdesk.rghs@rajasthan.gov.in) informing about wrong/incorrect category selection. user will be notified post deletion of registration. Once deleted user will be informed to reregister on [rghs.rajasthan.gov.in](http://rghs.rajasthan.gov.in).
- addition or deletion of family details in case of marriage, birth, death and change in employment status.
- addition of blood group for self and other family members.
- capturing the date of superannuation of the user. The date of superannuation will be the validity data of the RGHS card for employees.
- In case your spouse is government employee/pensioner, please check the “is government employee/pensioner” and again validate/verify the spouse detail.

❖ **Step 1: Log-in through SSO ID used for registration** : User will log in **ONLY** through his/her G2G SSO Id that was used during registration process ([sso.rajasthan.gov.in](http://sso.rajasthan.gov.in))

❖ **Step 2: Link for RGHS (Icon)**: RGHS icon will be displayed on SSO website which redirects user to RGHS portal. User will Click on Edit Serving Employee menu for changes. **Edit option will be available ONLY for already registered users**

Relation	DOB: (Validated from Jan Aadhar: Age<25yrs)	Marital Status	Earning- Less than 6000? Yes/No	Parents	Is there any case of disability?	Blood Group	Date of Superannuation
1. Self		1. Married		1. Real Parents	1. Yes	1. B+	DD MM YYYY
2. Husband		2. Unmarried		2. Legally Adopted	2. No	2. O+	
3. Wife		3. Divorced			(Will be applicable only for cases of Son/Daughter)	3. A+	
4. Father		4. Widowed				4. AB+	
5. Mother						5. B-	
6. Son						6. O-	
7. Daughter						7. A-	
						8. AB-	

❖ **Step 3**: Post clicking on submit option, User may visit home page and click on view details tab for reviewing the list of family member in RGHS card.

❖ **Step 4** : User shall go to home page and can download their updated e Cards.

**Screenshots shall follow for ease of understanding**



## G2G APPS

2 2 2

## G2C/ G2B APPS

1 4 5

## IDENTITIES

2, 1 1, 5 1, 5 3 2

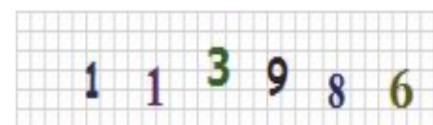
Login

Registration

Digital Identity (SSOID/ Username)

Password

Password is required



Enter Captcha



Login

[👍 I Forgot my Digital Identity \(SSOID\). Click Here](#)[👍 I Forgot my Password. Click Here](#)

Rajasthan Single Sign On (1) x +

ssotest.rajasthan.gov.in/sso


**RAJASTHAN SINGLE SIGN ON** v10.9  
GOVERNMENT OF RAJASTHAN

Govt. Apps (G2G) Citizen Apps (G2C)

Search Apps Sort By SIMPLE VIEW

Recent Apps

RGHS CLEAR RECENT APPS



Active Apps InActive Apps Development Apps

HELPDESK

Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan. [Website Policy](#) | [Website Sitemap](#) | [Release Notes \(Last Release Date:02.04.2021\)](#)

Type here to search

14:54 08-04-2021



# Rajasthan Government Health Scheme

HOME


BACK TO SSO LOGOUT




Register as Serving Employee




Register as Serving Minister




Register as AIS-Serving



View Registration Details



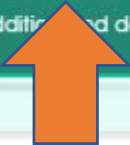
Edit Serving Employee Details (addition and deletion of members)



E-Card Download



Registration Report



## Rajasthan Government Health Scheme

← HOME

BACK TO SSO

LOGOUT

## Employee Details:-

S.No.	Name	Category	Employee ID
1	Sunita Bissa	Serving Employees (prior to 01-01-2004)	RJP200019000200

## Define Family with respect to Selected Government Employee

S.No.	Name	Relation	Gender	Is Govt. Employee	Is Pensioner	Specialy Abled	Age	Marital Status	Income	Blood Group	Date of Superannuation
1	Sunita Bissa	Self	Female	N/A	N/A	N/A	58	N/A	N/A	AB+	31-Dec-2030
2	Niahi Bissa	Daughter	Female	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Yes	35	Unmarried	NIL or Less Than Equal to 1500	Select Blood Group	dd-yyy
3	Vijendra Kumar Bissa	Spouse	Male	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	62	Select Marital Status	Select Monthly Income	B+	dd-yyy
4	Pushkar Pushp Bissa	Select Relation	Male	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	30	Select Marital Status	Select Monthly Income	Select Blood Group	dd-yyy

CONTINUE

\*\*In case you have made any changes in the family details, please click on continue to view the eligible members list. (यदि आपने परिवार के विवरण में कोई परिवर्तन किया है तो कृपया पत्र सदस्यों की सूची देखने के लिए continue बटन पर क्लिक करें।)

\*\*In case your spouse is govt. employee/pensioner, please check the "Is Govt. Employee/Is Pensioner" and validate spouse details. (यदि आपके पति/पत्नी (spouse) सरकारी कर्मचारी/पेंशनर है तो कृपया अनचेक और चेक बॉक्स द्वारा अपने पति/पत्नी (spouse) के सरकारी कर्मचारी/पेंशनर होने के विवरण को सत्यापित करें।)

## Employee Details:-

S.No.	Name	Category	Employee ID
1	Sunita Bissa	Serving Employees (prior to 01-01-2004)	RJJP200019000200

## Define Family with respect to Selected Government Employee

S.No.	Name	Relation	Gender	Is Govt. Employee	Is Pensioner	Specially Abled	Age	Marital Status	Income	Blood Group	Date of Superannuation
1	Sunita Bissa	Self	Female	N/A	N/A	N/A	58	N/A	N/A	AB+	31-Dec-2030
2	Nidhi Bissa	Daughter	Female	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Yes	35	Unmarried	NIL or Less Than Equal to 1500	Select Blood Group	dd----yyyy
3	Vjendra Kumar Bissa	Spouse	Male	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	62	Select Marital Status	Select Monthly Income	B+	dd----yyyy
4	Pushkar Pushp Bissa	Select Relation	Male	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	No	30	Select Marital Status	Select Monthly Income	Select Blood Group	dd----yyyy

CONTINUE

\*\*In case you have made any changes in the family details, please click on continue to view the eligible members list. (यदि आपने परिवार के विवरण में कोई परिवर्तन किया है तो कृपया पात्र सदस्यों की सूची देखने के लिए continue बटन पर क्लिक करें।)

\*\*In case your spouse is govt. employee/pensioner, please check the "is Govt. Employee/is Pensioner" and validate spouse details. (यदि आपके पति/पत्नी (spouse) सरकारी कर्मचारी/पेंशनर है तो कृपया अनचेक और चेक बॉक्स द्वारा अपने पति/पत्नी (spouse) के सरकारी कर्मचारी/पेंशनर होने के विवरण को सत्यापित करें।)

## RGHS Card Family : Eligible Member for RGHS (Category - 7)

S.No.	Name	Relation
1	Sunita Bissa	Self
2	Nidhi Bissa	Daughter
3	Vjendra Kumar Bissa	Spouse

I consent to use my Jan-Aadhar ID and declare that the above information submitted is true to the best of my knowledge.

SUBMIT



# Rajasthan Government Health Scheme

HOME

BACK TO SSO


LOGOUT




Register as Serving Employee




Register as Serving Minister




Register as AIS-Serving



View Registration Details



Edit Serving Employee Details (addition and deletion of members)



E-Card Download



Registration Report





[HOME](#)[BACK TO SSO](#)[LOGOUT](#)

## List of Family Members

S.No.	Name	Gender	Age	Relation	Is Govt. Employee	Is Pensioner	Monthly Income	Specially Abled	Wholly Depended	Blood Group	Annulation Day
1	Sunita Bissa	Female	58	Self	YES	NO				AB+	31-DEC-30
2	Vijendra Kumar Bissa	Male	62	Spouse	NO	NO		No		B+	
3	Nidhi Bissa	Female	35	Daughter	NO	NO	Greater Than 6000	Yes		B+	