Ayornish

YOUR HEALTH COMPANION

AHARNISHAM 24×7

USER MANUAL

Medical Doctor Registration & Profile

Apply as a Medical Doctor: details, registration, documents, practice, consultation setup and submission

UM-02 · Version 1.0 · 22 Nov 2026

For: Doctors applying to practise on Ayornish

Checked on Ayornish UAT (test environment), 22 Nov 2026

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About this guide

Item	Detail
Guide	UM-02 · Medical Doctor Registration & Profile
Version	1.0 (22 Nov 2026)
Who it is for	Doctors applying to practise on Ayornish
Checked on	Ayornish UAT (test environment), web revision 00236-jay, 22 Nov 2026, with a synthetic test applicant. The same screens are used on ayornish.com.
Screens	Real screens recorded in Chrome on a laptop display (1536 px wide, 125% scaling). Documents and the photo in the recording are plain synthetic placeholders.

Quick start

1. Sign in, open the account menu and choose **Professional applications**, then **Create Profile** on **Medical Doctor**.
2. **Professional details**: enter Display name, System of medicine, experience and your Primary display language. Choose **Save draft**.
3. **Qualifications & credentials**: enter your HPR number, Registration number, Council or authority, and add at least one degree.
4. **Specialties & languages**: choose at least one specialty and the languages you consult in.
5. **Profile photo** and **Practice location**: add a clear photo and your practice address. Verification documents are optional but recommended.
6. **Consultation setup**: switch on video consultation, set your fee and weekly hours.
7. **Declarations**: tick both boxes. Then **Review & submit** and choose **Submit for verification**.
8. Wait for Admin review. Approval and public listing are separate steps (see section 8).

> **CAUTION** Submitting does not make you visible to patients. Your profile appears publicly only after Admin approves it and publishes the reviewed copy. Bank & payout is optional for registration, but without payout details your earnings cannot be transferred.

1. Before you start

You apply from your own Ayornish account. If you do not have one, follow guide UM-01 first.

- Have ready: your council registration number and council name, your HPR (Healthcare Professional Registry) number, your degree and institution, a clear head-and-shoulders photo, and your practice address.
- Certificates (registration, degree, identity) can be uploaded as PDF, JPEG, PNG or WebP up to 20 MiB. Uploading is optional for submission, and Admin may ask for them during review.
- You can stop at any time. Your draft is saved, and you continue from **Professional applications** by choosing **Continue Profile**.

2. Start the application

1. Open the account menu and choose **Professional applications** (or go to **My Professional Profiles**).
2. Choose **Create Profile** on the **Medical Doctor** card. The card shows **Not Started**.
3. The application page opens. The sections are listed on the left with a status, and the page shows your progress and the status **Draft**.

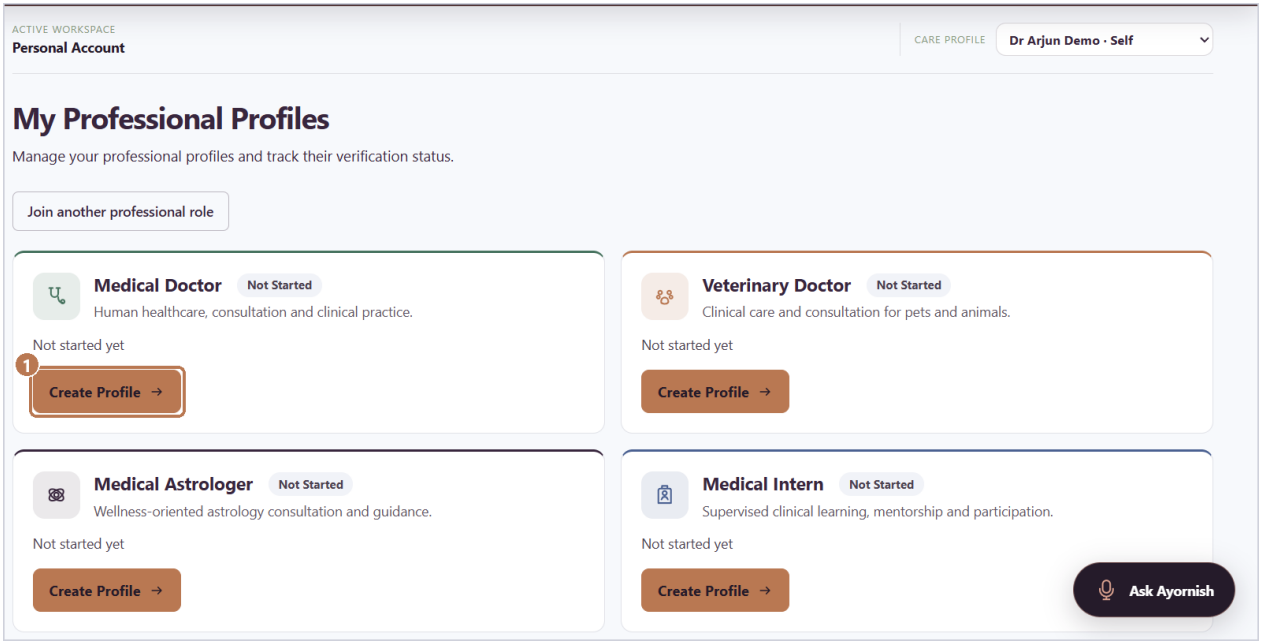

Figure 1. My Professional Profiles. Medical Doctor shows Not Started.

1 Create Profile (Medical Doctor)

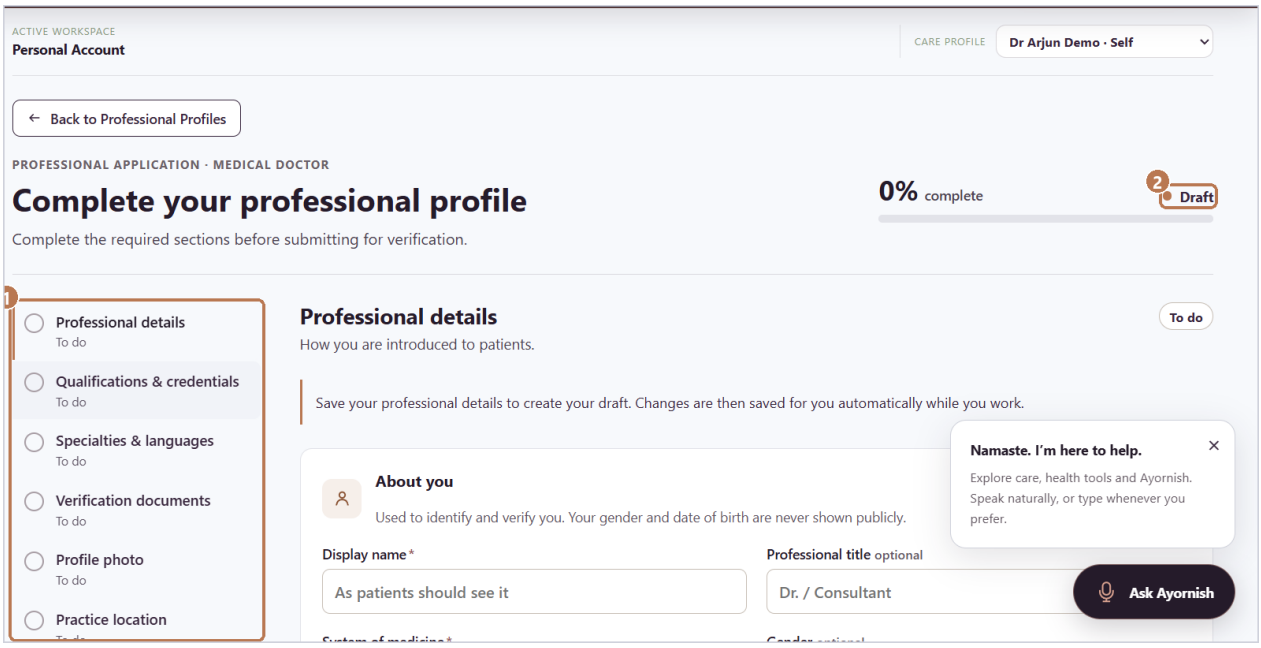

Figure 2. The application page: sections on the left, progress 0%, status Draft.

1 Section list **2** Status

Section	Needed to submit?	What it holds
Professional details	Yes	How you are introduced to patients.
Qualifications & credentials	Yes	HPR number, council registration and degrees.
Specialties & languages	Yes (a specialty)	What you treat and the languages you consult in.
Verification documents	Optional	Certificates, private to you and authorised reviewers.

Profile photo	Yes	A clear, professional photograph.
Practice location	Yes	Your own practice address, shown publicly.
Consultation setup	Yes	Services, fee, weekly hours and days off.
Bank & payout	Optional (add later)	Where earnings are paid.
Declarations	Yes	Two confirmations before you submit.

3. Professional details

1. Enter **Display name** (required). Optionally add **Professional title**, **Gender**, **Date of birth** and **Clinical experience (years)**. Gender and date of birth are never shown publicly.
2. Choose **System of medicine** (required): Modern Medicine / Allopathy, Ayurveda, Homeopathy, Unani Medicine, Siddha Medicine, Yoga & Naturopathy, Dentistry or Physiotherapy. This decides which degrees and specialties you can choose next.
3. Optionally add a **Short introduction** (up to 500 characters) and **Professional biography**. Write in the third person and leave out phone numbers and promotions.
4. Enter **Primary display language** (required), for example English.
5. Public contact details are optional. Tick **Show these contact details on my public profile** only if you want them reviewed for public display. Your login email and private mobile number are never shown.
6. Choose **Save draft**. This creates your draft. After that, changes are also saved automatically while you work.

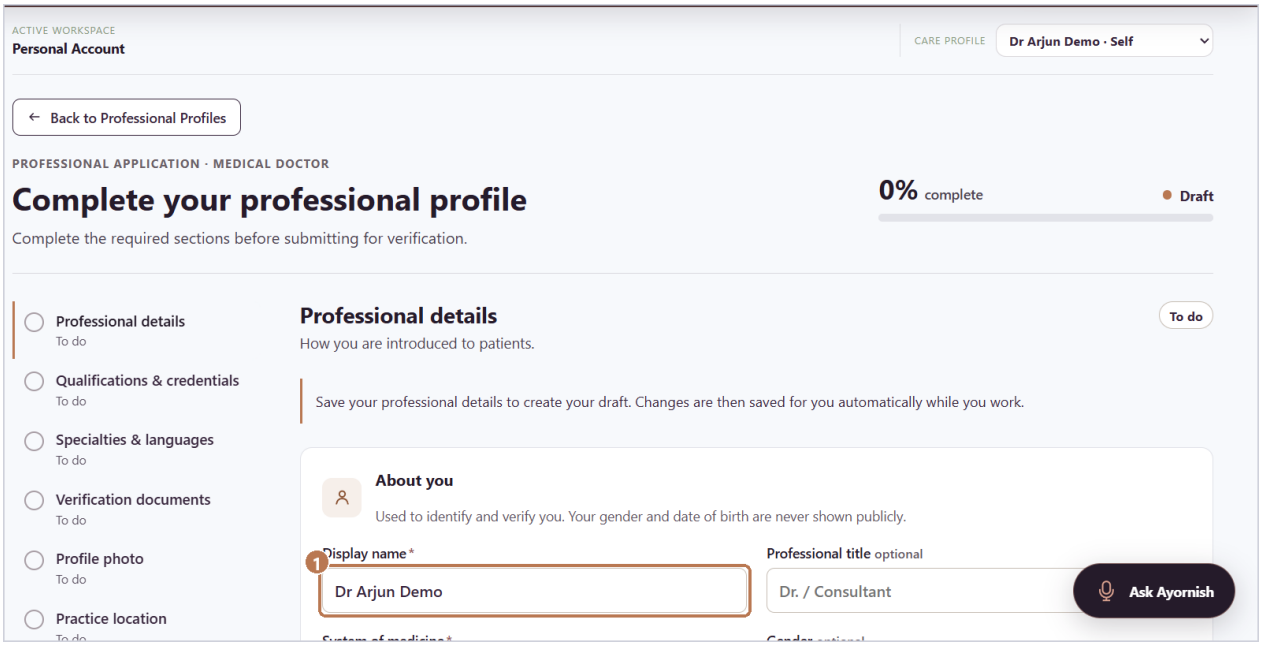

Figure 3. Professional details.

1 Display name **2** System of medicine **3** Primary display language

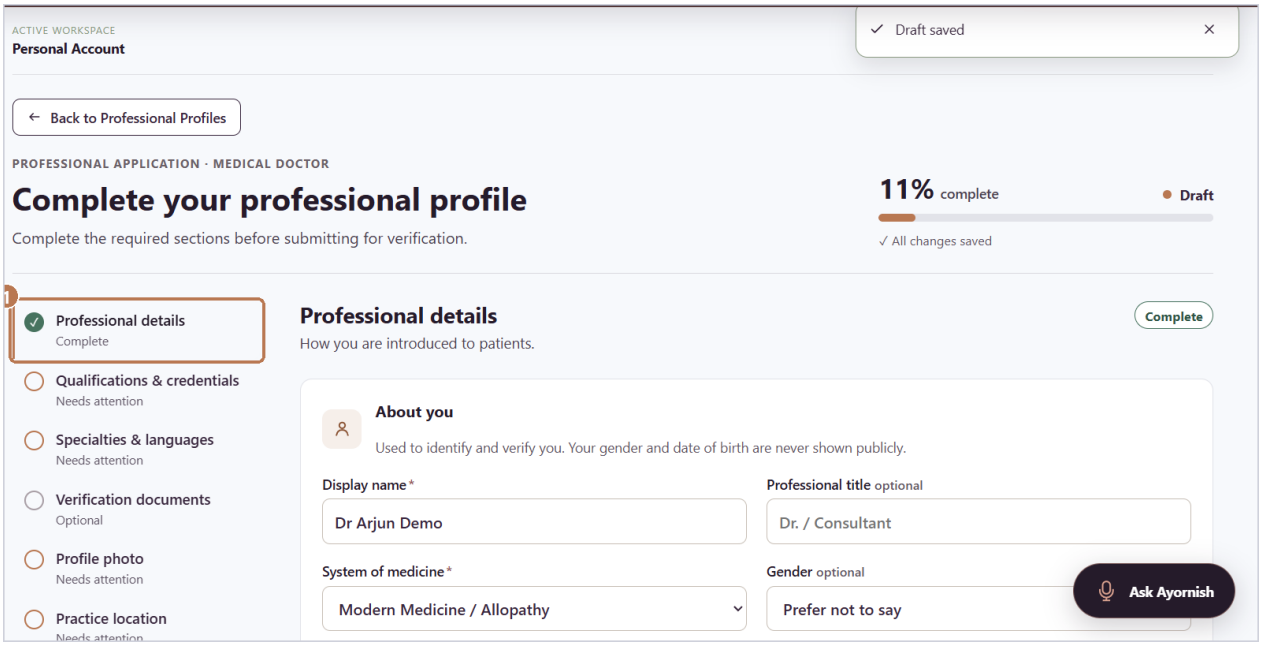

Figure 4. After Save draft the section shows Complete and the draft exists.

1 Professional details

> **NOTE** Changing the System of medicine later can change which degrees and specialties are valid, and may need re-checking before submission.

4. Qualifications and credentials

This section holds the details Admin verifies. They are never shown publicly.

1. Enter your **HPR number** (needed to submit; you can save a draft without it). It is your Healthcare Professional Registry ID and is different from your council registration number.
2. Enter **Registration number** and **Council or authority** (both required). Council or authority is the body that registered you, not your university.
3. Optionally choose **Council type** (NMC, State Medical Council, NCISM, State Ayurveda Council, Dental Council, Homeopathy Council, Other), **State / jurisdiction**, **Registered on** and **Valid until**.
4. Under **Qualifications** choose **Add your first qualification**. Choose the **Degree** (required; only degrees for your system of medicine are listed) and **Institution** (required). University / board and Completion year are optional.
5. Use **Add another qualification** for further degrees. The first is marked Primary; use **Make primary** to change it.
6. Choose **Save draft**.

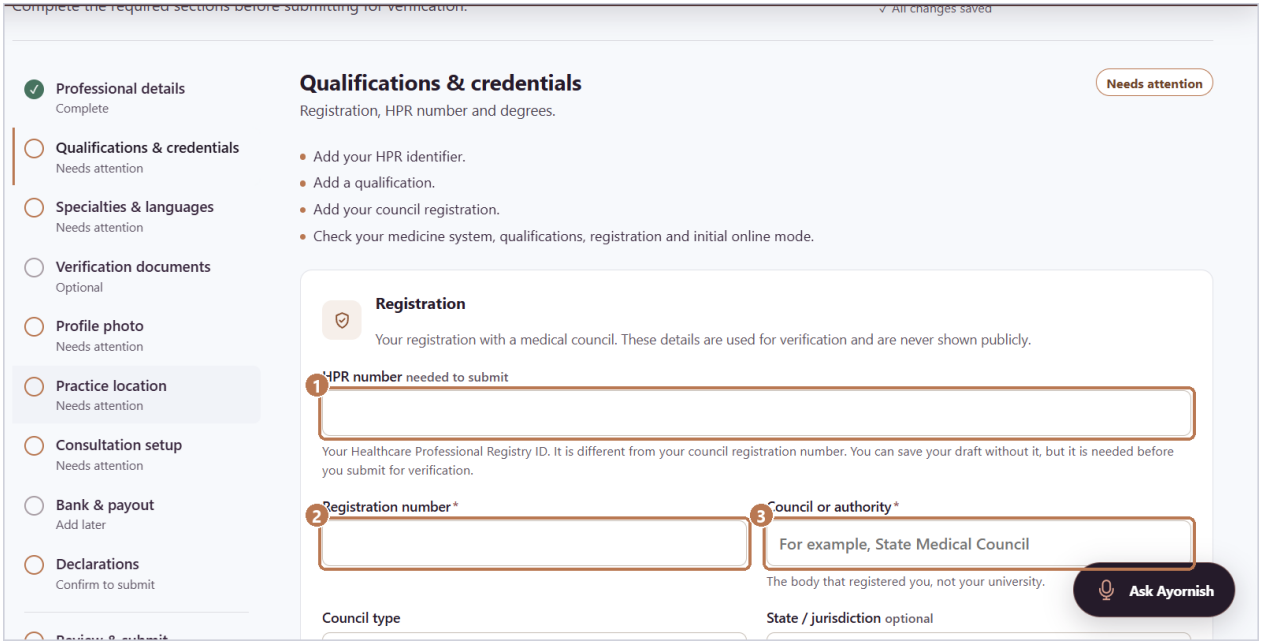

Figure 5. HPR number, Registration number, Council or authority.

1 HPR number **2** Registration number **3** Council or authority

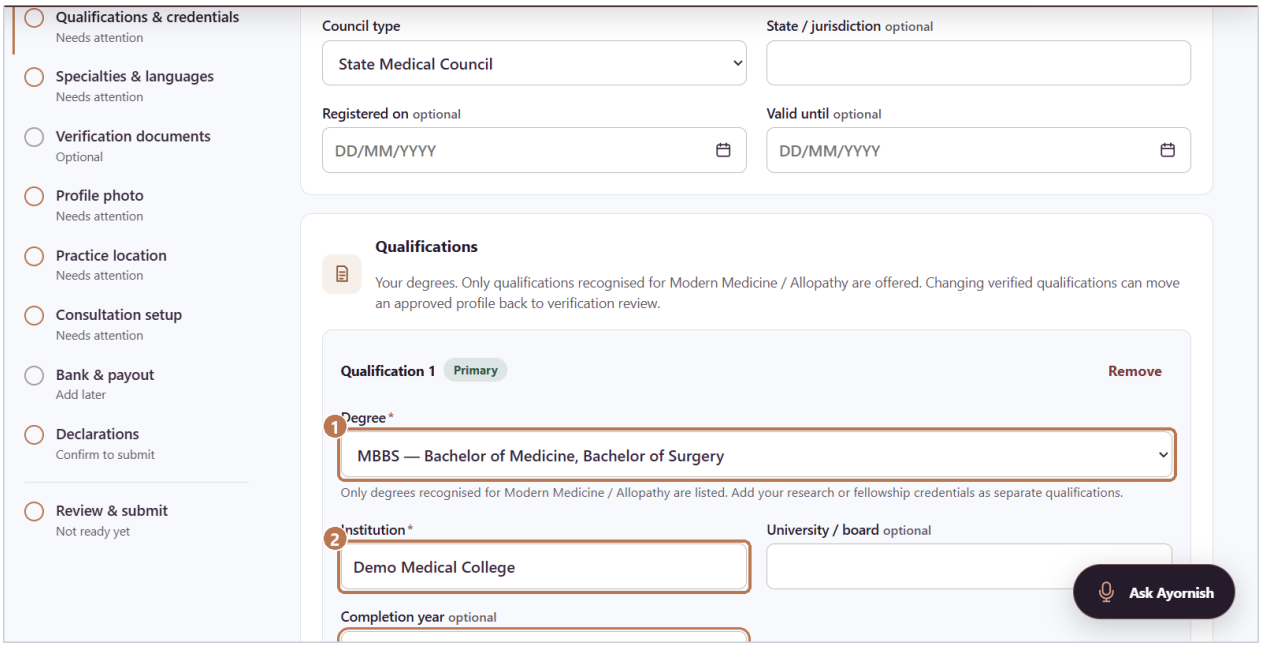

Figure 6. Add a degree: Degree and Institution are required.

1 Degree **2** Institution

CAUTION HPR and council registration are details you enter. In the Admin review they appear with a verification status of **pending** until Admin verifies them. This guide has not seen any automatic check against an external HPR or council register, so do not expect instant verification.

5. Specialties, languages, documents and photo

1. On **Specialties & languages** choose at least one specialty (use **Search specialties** or tap **+** beside a name). Chosen items move to the top.
2. Choose the languages you consult in. Patients can search by language. Set your level for each language.
3. On **Verification documents** choose a **Document type** (Registration certificate, Degree certificate, Qualification / training certificate, Identity proof, Experience certificate or Other supporting document), pick the file, then choose **Upload document**. Optional details can be added.
4. On **Profile photo** choose **Add photo**, select a clear, front-facing head-and-shoulders photo (JPEG, PNG or WebP, up to 5 MB) and confirm it. Avoid group photos, logos and text.

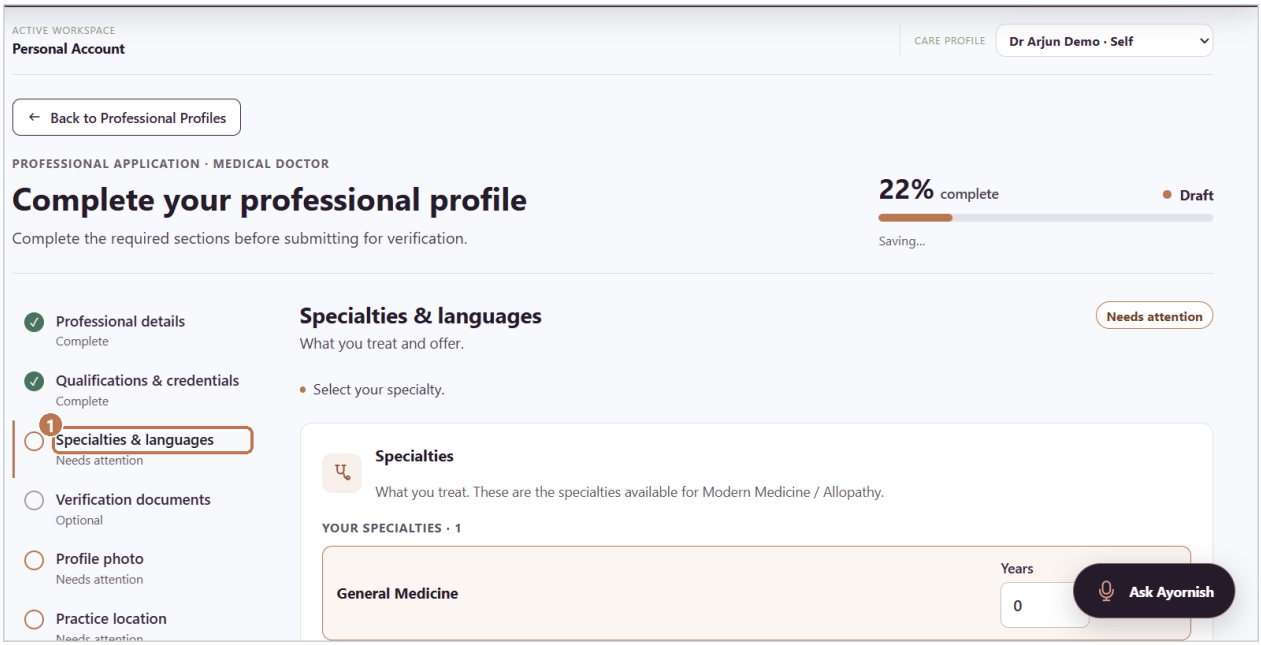

Figure 7. Choose specialties and languages.

1 Specialties

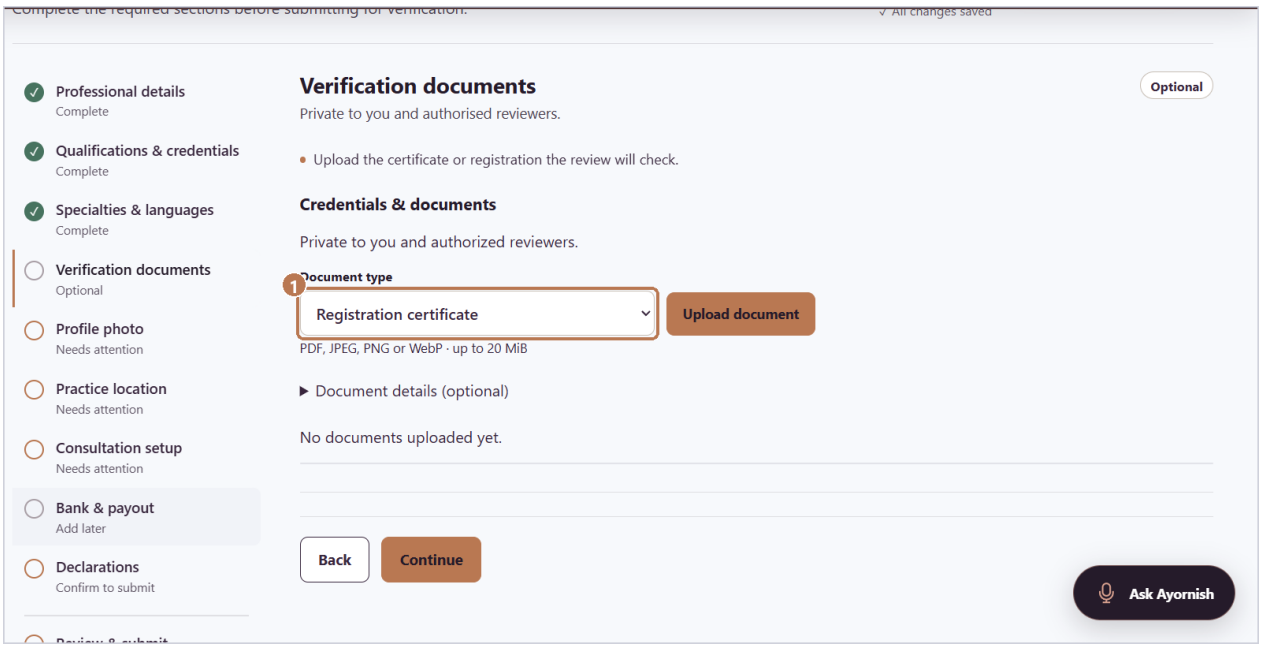

Figure 8. Verification documents are optional. Choose the document type first.

1 Document type

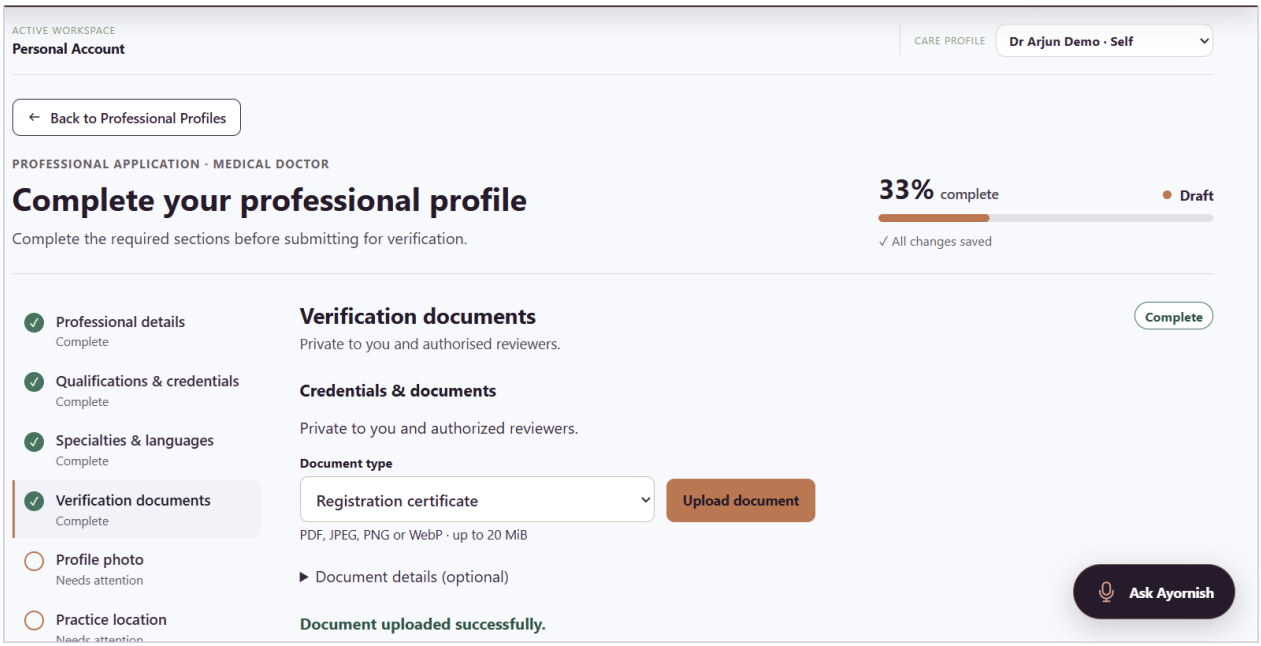

Figure 9. An uploaded document appears in the list.

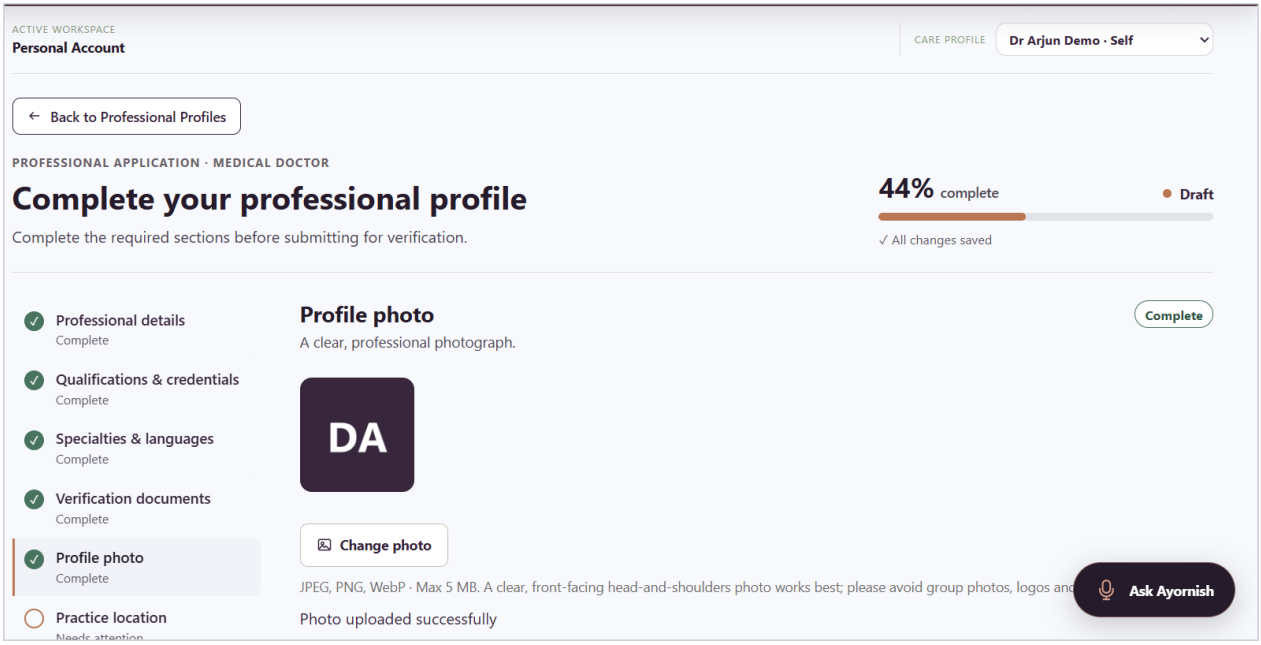

Figure 10. Choose the photo. This recording uses a plain placeholder image, not a real photo.

6. Practice location

1. Open **Practice location**. Choose **Find by PIN** or **Enter manually**.
2. With a PIN, enter the **PIN code** and choose **Find**, then choose the **Post Office / Locality**.
3. Check **City / Town / Local Area** and enter **Address line 1**. Address line 2 and Landmark are optional. **Use my current location** can add a GPS pin.
4. Choose **Save location**. This address appears on your public profile after review.

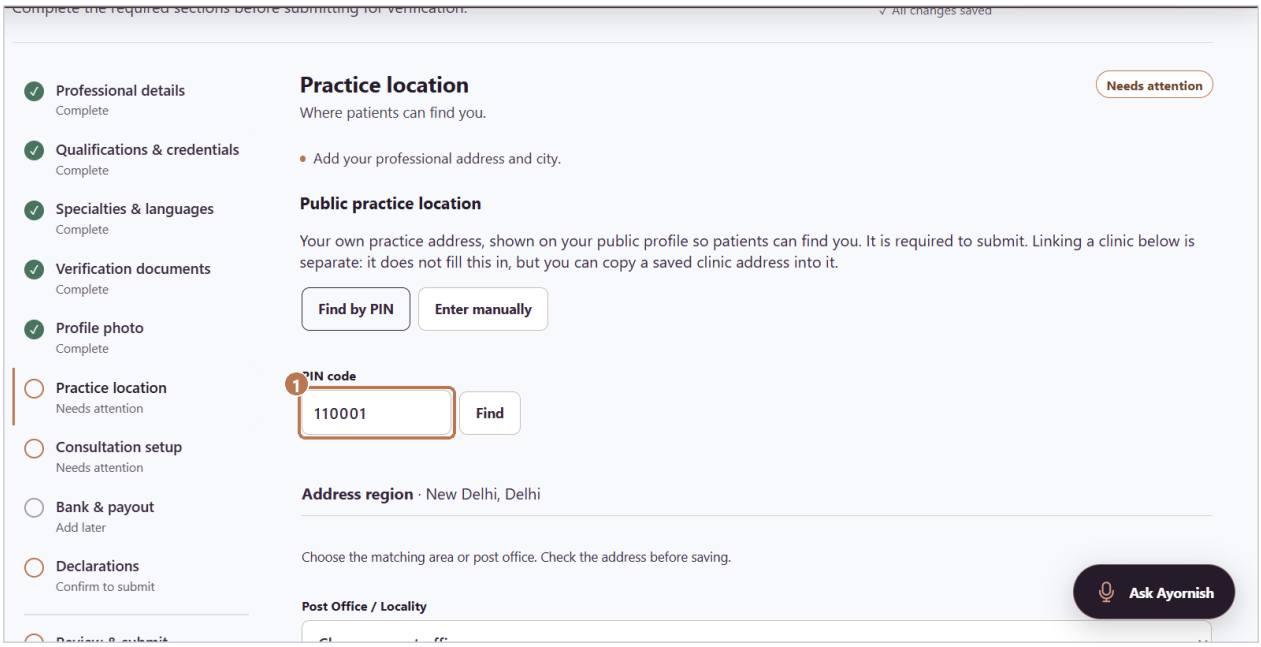

Figure 11. Practice location: find by PIN, then complete the address.

1 PIN code **2** Address line 1 **3** Save location

Independent practice or clinic

On the same page, **Link your clinic or hospital** lets you find a clinic that is already on Ayornish and link to it. Search first and do not register a clinic twice. In-person consultations are offered only through a linked, approved clinic. Video consultations do not need one. Linking is covered in guide UM-03.

7. Consultation setup, payout and declarations

1. Open **Consultation setup**. It has five steps: Services, Fee & time, Weekly hours, Days off & extra dates, Review.
2. **Services**: switch on **Video consultation**. In-person appears once you are linked to an approved clinic.
3. **Fee & time**: enter the **Fee (₹)** and choose the **Length of each consultation** (15, 20, 30, 45 or 60 minutes). Ayornish keeps a gap between scheduled appointments.
4. **Weekly hours**: switch on each day you work. A day starts as 09:00 to 13:00. Change the times, add a second window, or use **Copy to all open days**.
5. **Days off & extra dates** is optional. Choose **Skip for now** or **Continue to review**.
6. **Review**: check what patients will see. You can edit any step.

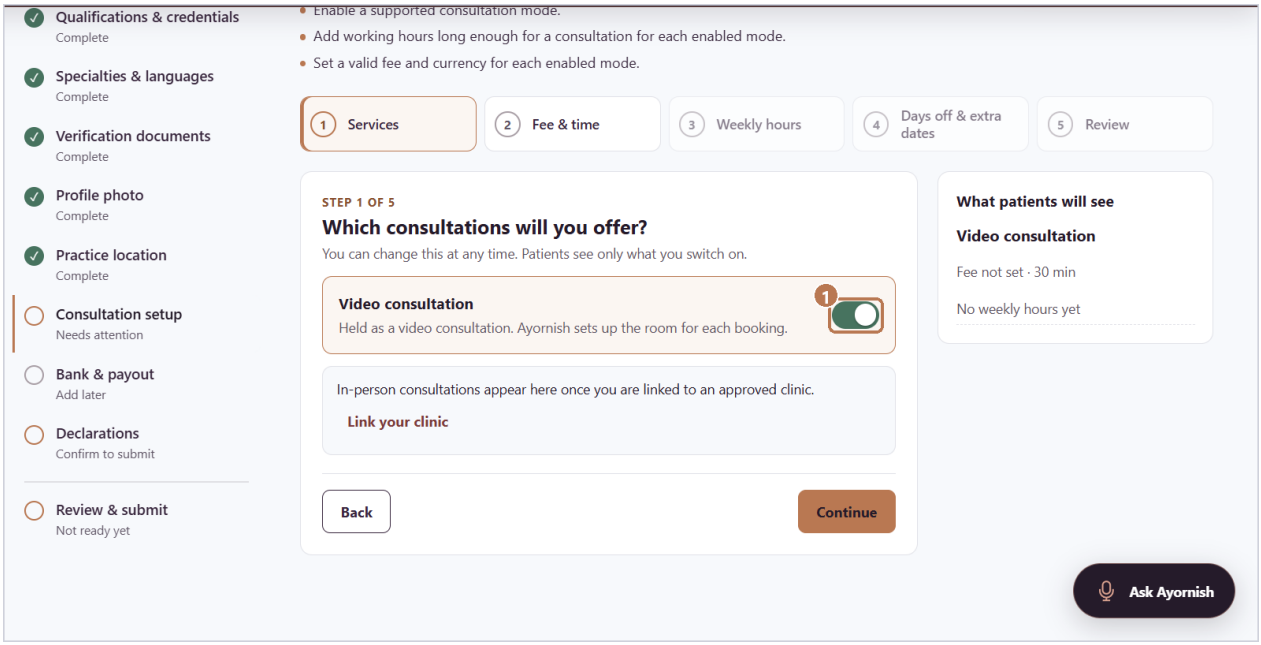

Figure 12. Step 1: switch on Video consultation.

1 Offer video consultation

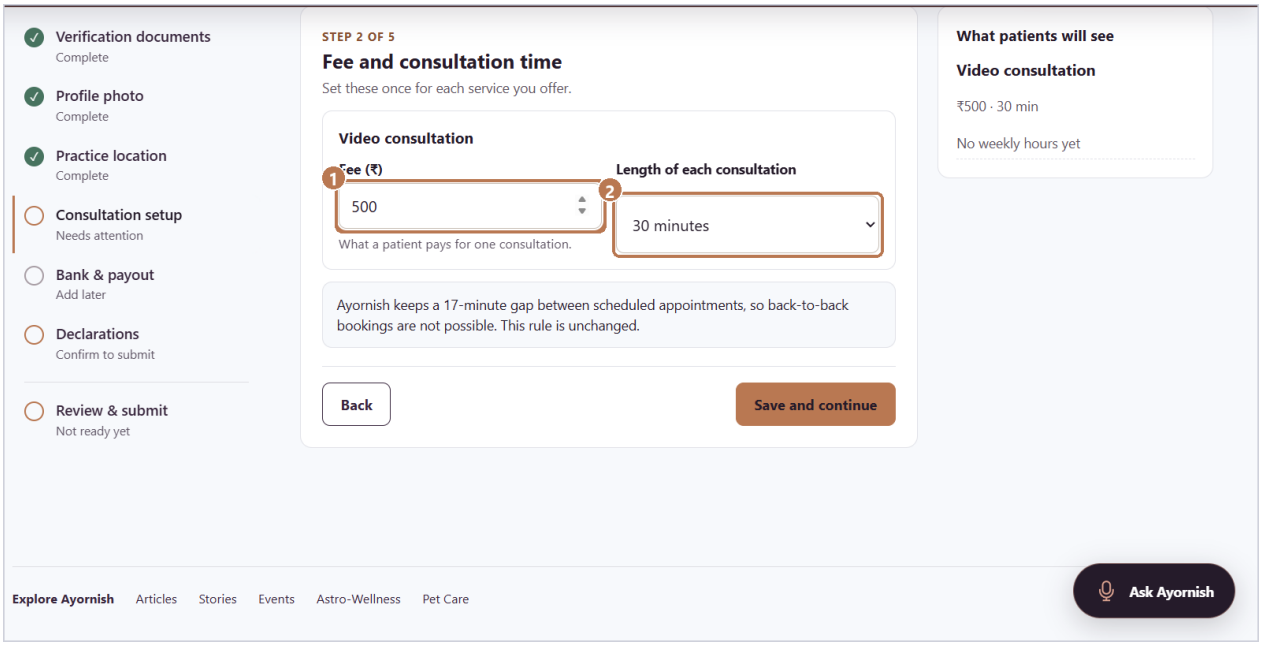

Figure 13. Step 2: fee and length of each consultation.

1 Fee **2** Length

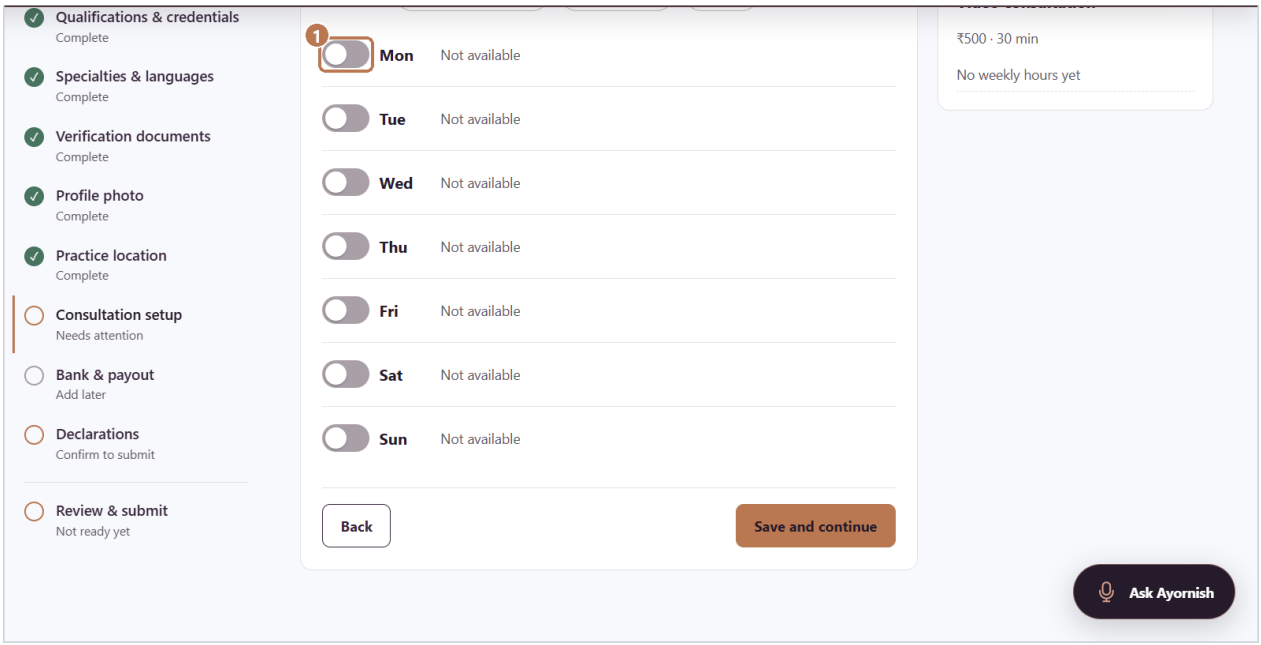

Figure 14. Step 3: switch on the days you work.

1 Available on Monday

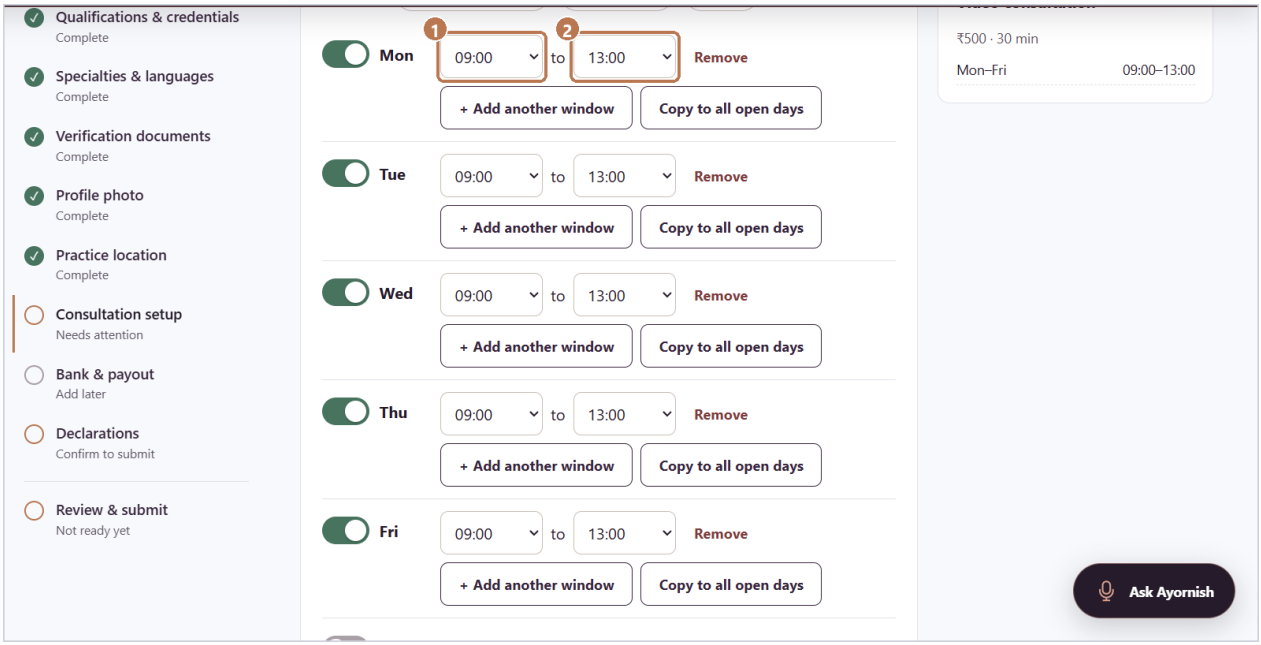

Figure 15. Hours added for Monday to Friday. Change times as needed.

1 Start **2** End

Bank & payout is optional for registration. Without verified payout details, eligible Ayornish earnings cannot be transferred to your bank account. You can add or update the details later with **Set up bank account**.

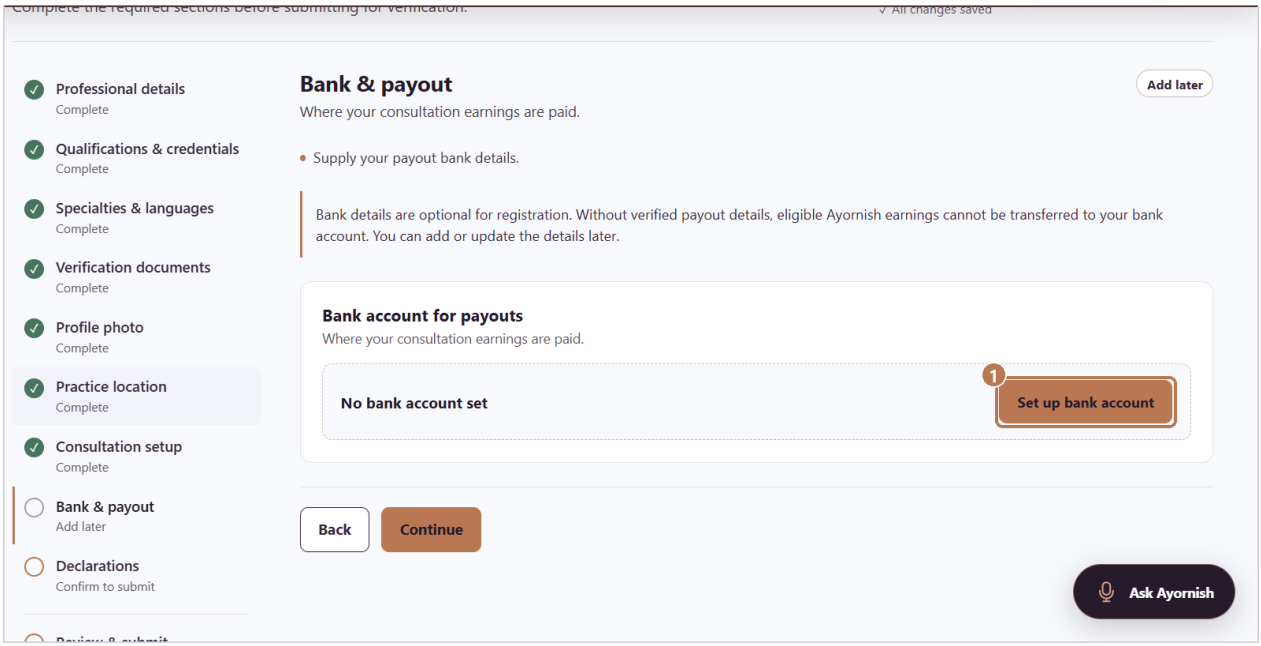

Figure 16. Bank & payout can be added later.

1 Set up bank account

1. Open **Declarations**. Tick **The information and documents I have provided are accurate.** and **I accept the Professional Terms & Conditions.** Marketing preferences are separate (Preferences).

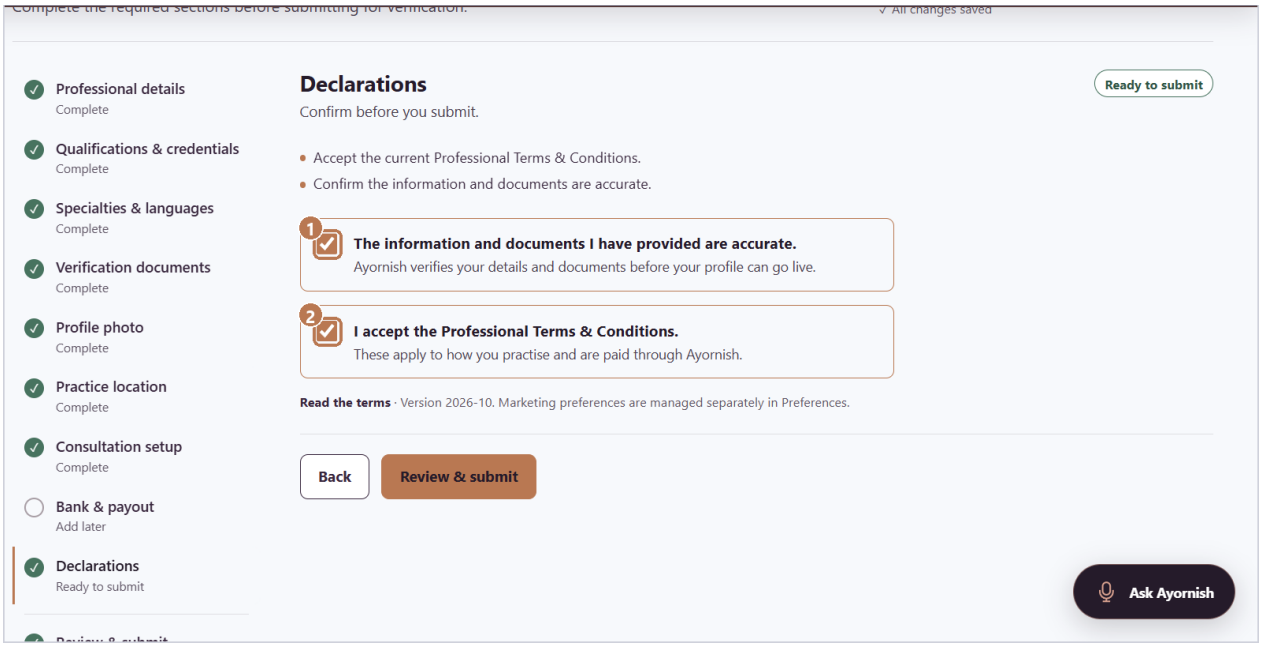

Figure 17. Declarations: both boxes are needed.

1 Accuracy **2** Terms

8. Review, submit and what happens next

1. Open **Review & submit**. Each section shows Complete, Needs attention, Optional or Add later. Anything missing is listed under **Still to complete** with a link to fix it.
2. Choose **Submit for verification**. Your details are locked while Ayornish reviews them.
3. Track the status on **My Professional Profiles**. The Medical Doctor card shows **Submitted** and the message **With Ayornish for verification**.

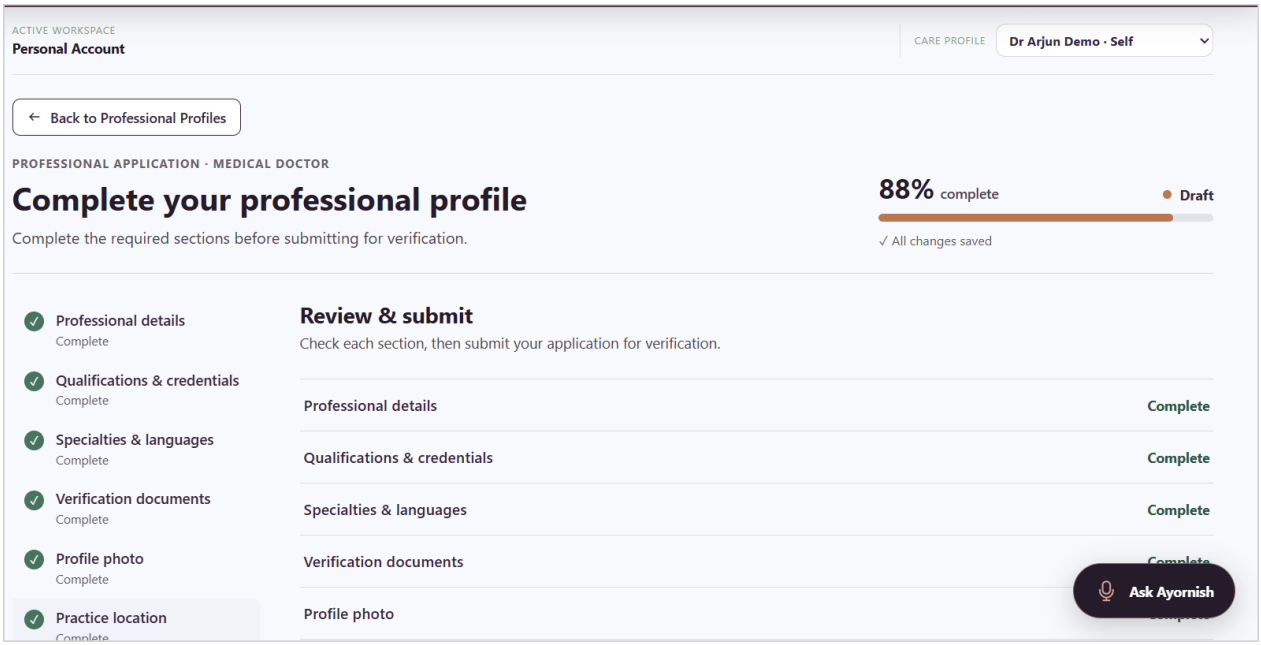

Figure 18. Review & submit: sections and anything still missing.

1 Submit for verification

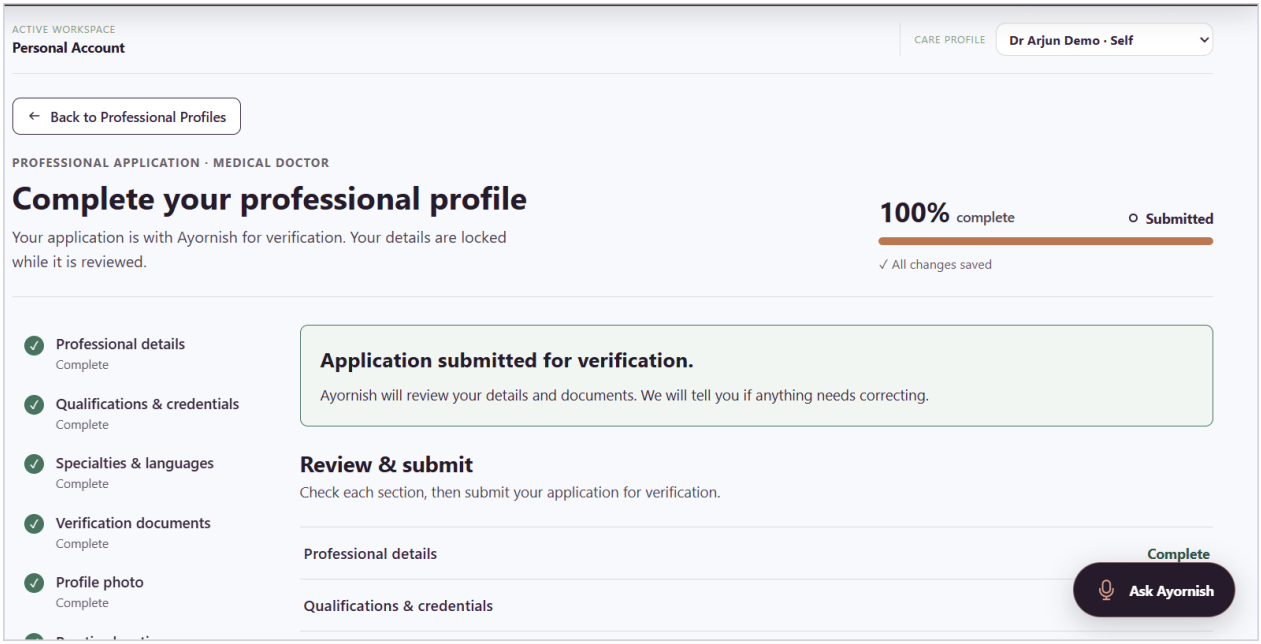

Figure 19. After submitting, the application is locked for review.

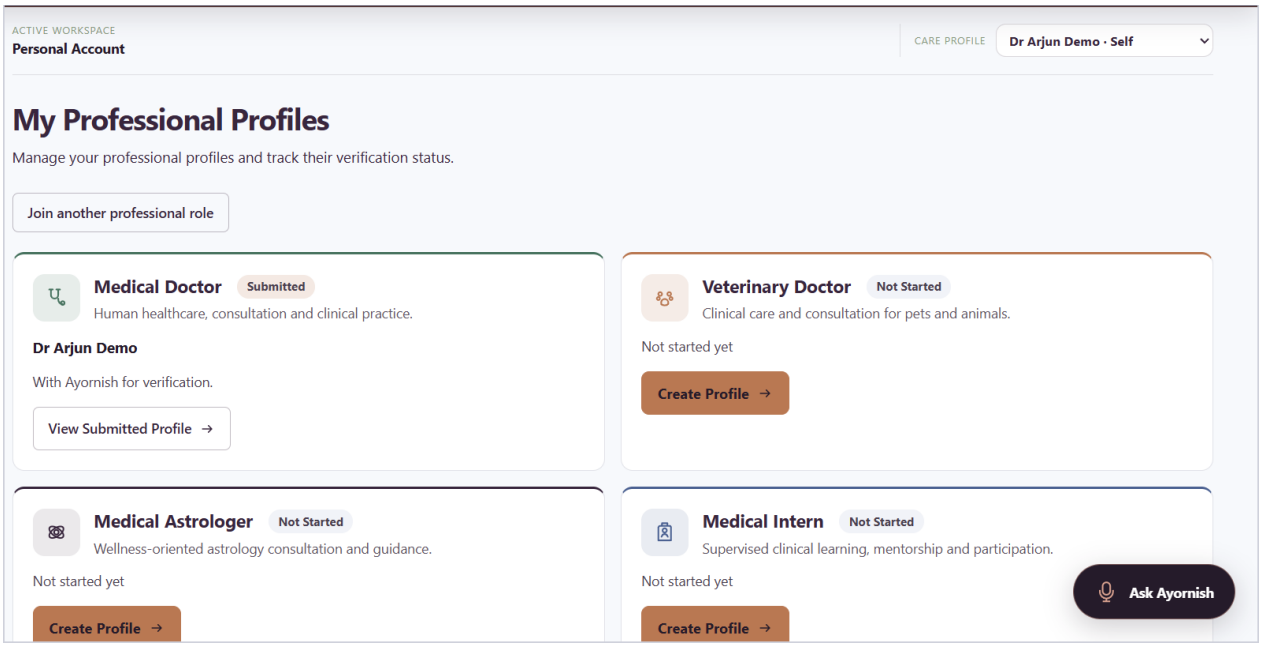

Figure 20. Status on My Professional Profiles.

What Admin does (for your information)

These screens belong to the Admin team, not to you. They are shown so you know what happens to your application.

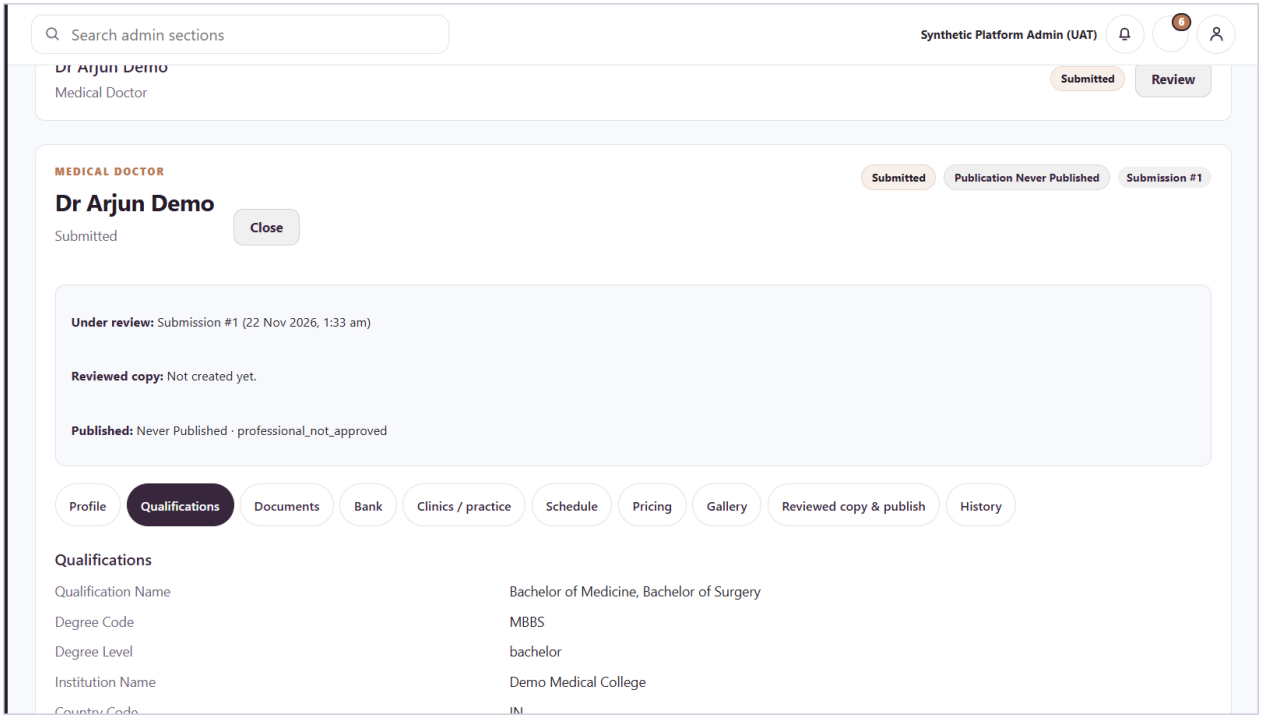

Figure 21. Admin sees your degree and council registration exactly as you entered them. Each shows a Verification Status of pending until Admin verifies it.

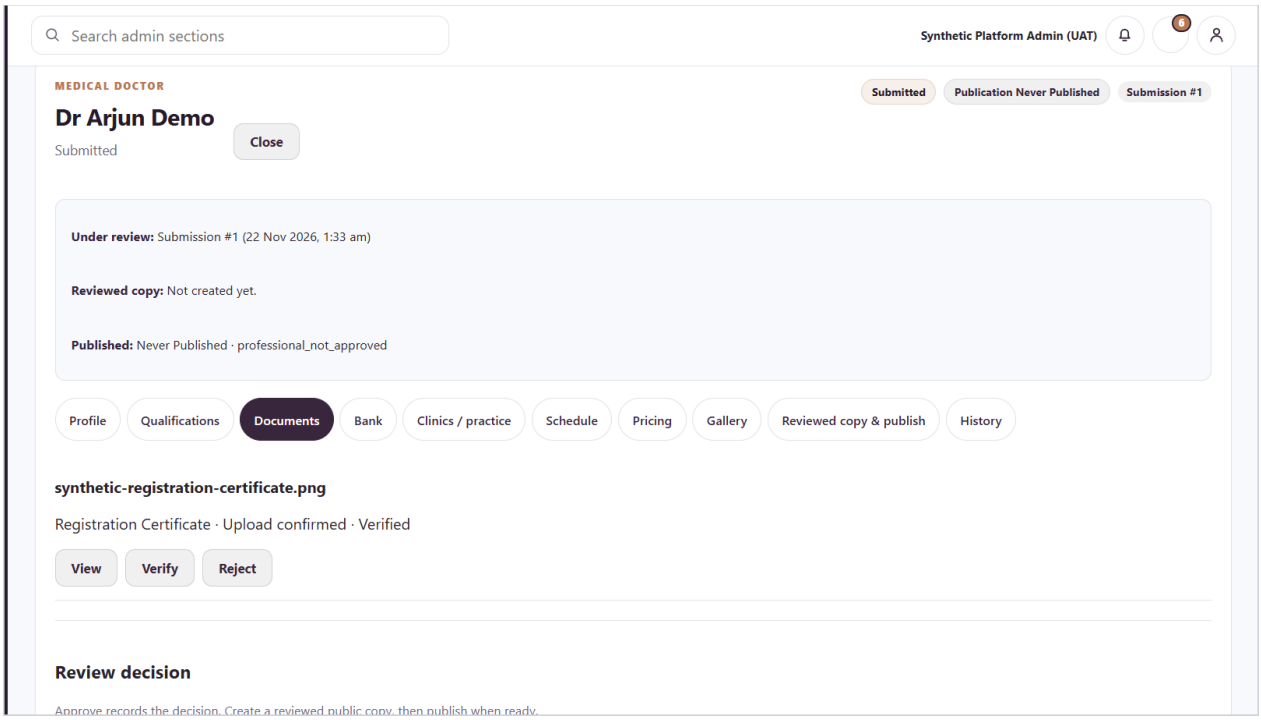

Figure 22. Admin enters a remark and chooses Approve (the other choices are Return for correction and Final reject).

1 Remark **2** Approve

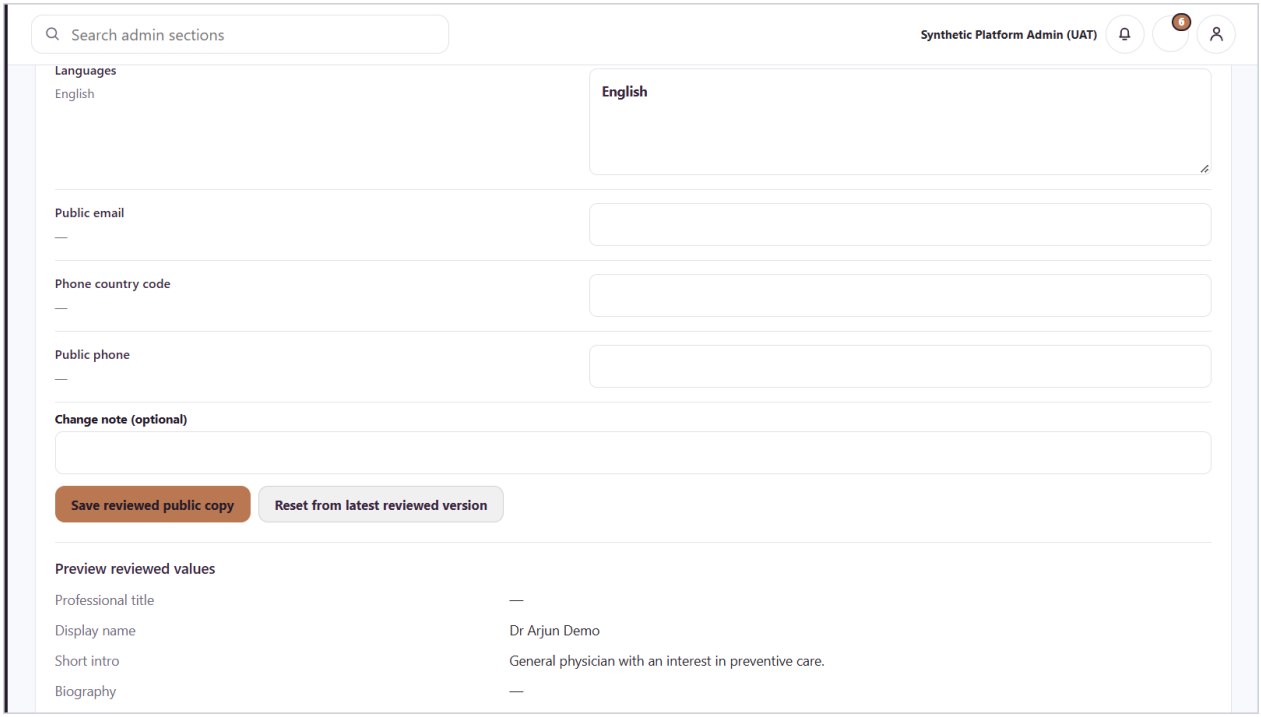

Figure 23. Approval and publication are separate: Admin saves the reviewed public copy, then chooses Publish reviewed version.

1 Publish reviewed version

Stage	What happens	Status you see
Submitted	An Admin opens your application and checks Profile, Qualifications, Documents, Practice location, Schedule and Pricing. Each document is verified or rejected on its own.	Submitted: With Ayornish for verification
Decision	Admin chooses **Approve**, **Return for correction** or **Final reject**, enters a remark (at least 5 characters) and confirms in a dialog.	Approved, Returned for correction (you edit and resubmit) or Rejected
Reviewed public copy	After approval Admin prepares the reviewed public copy (name, introduction, qualifications, specialties, languages) from your submission. Admin may edit the allow-listed public fields.	Approved, not yet public

Publication	Admin publishes the reviewed version. Only then does the profile show as publicly listed and patients can find and book you.	Approved. Verified and live. Public listing: Listed

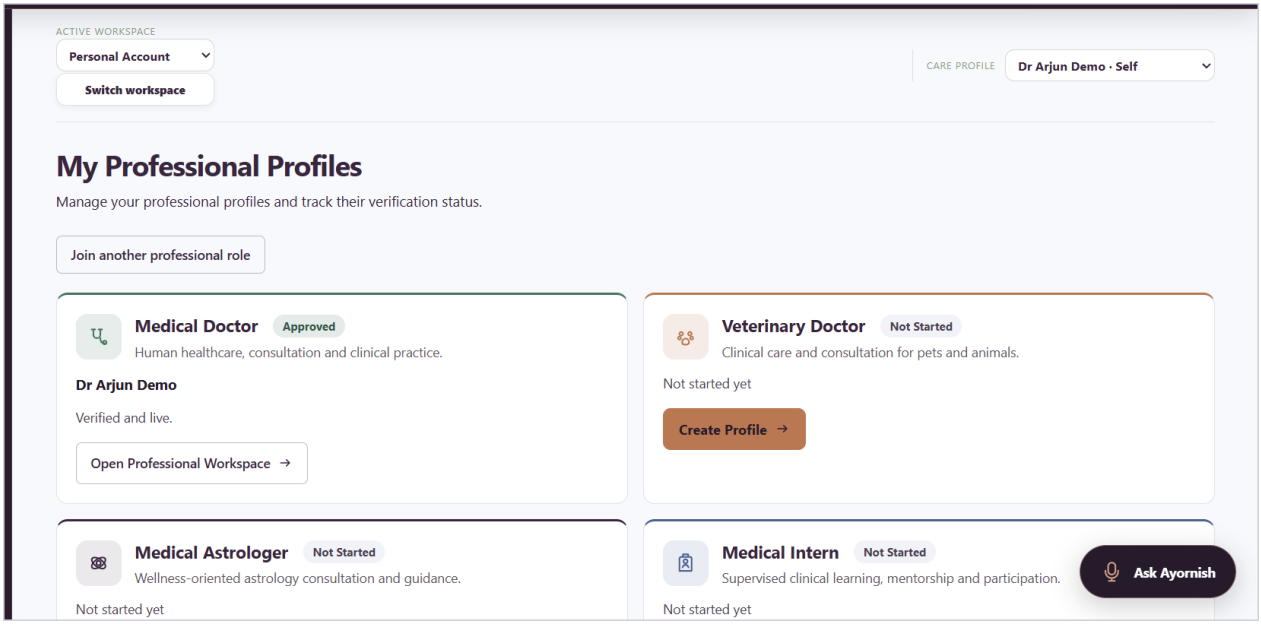

Figure 24. After approval and publication the Medical Doctor card shows Approved, Verified and live, with Open Professional Workspace.

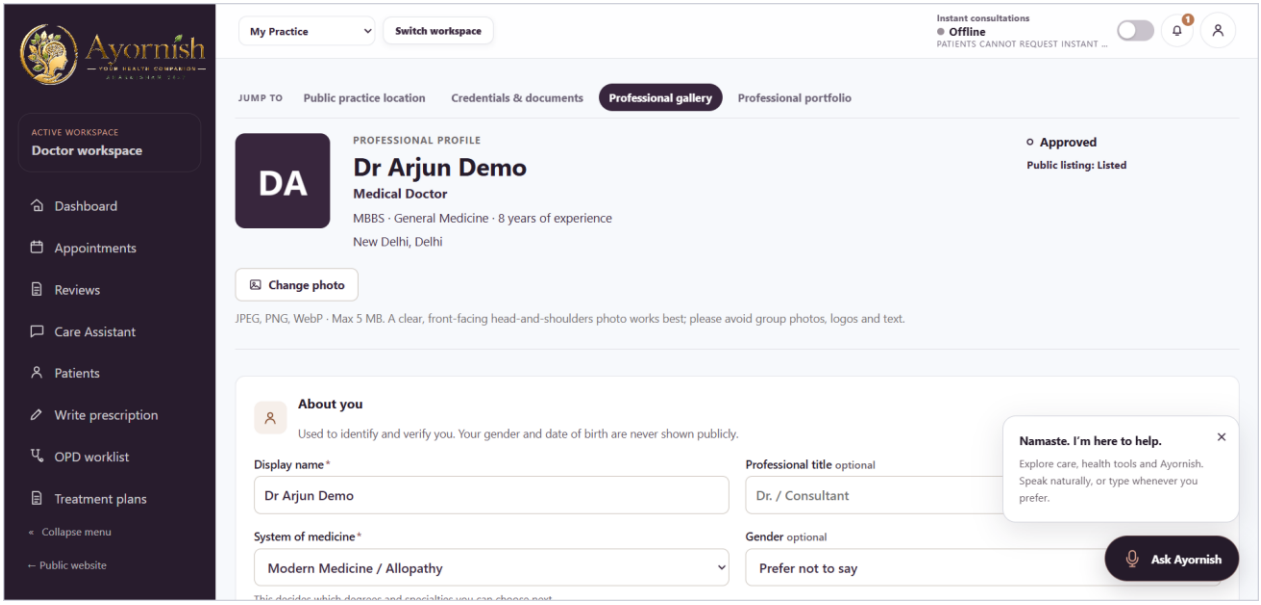

Figure 25. The doctor workspace opens on your profile: Approved, Public listing: Listed. The side menu has Dashboard, Appointments, Reviews, Care Assistant, Patients, Write prescription, OPD worklist and Treatment plans.

NOTE Profile completeness (all sections Complete) is not the same as being approved or publicly listed. Bank verification does not block approval or publication.

After approval: editing

Once approved, open your **Public profile** from the doctor workspace to edit. Changing verified qualifications can move an approved profile back to verification review. Fees and hours are changed in **Schedule**.

NOT VERIFIED Not performed in this test: Return for correction and resubmission. The Admin screens above were captured during the real approval of this test application, off-camera. HPR and council registration appear in Admin as entered, with a pending status; no automatic external check was seen.

Common problems and what to do

What you see	Why	What to do
Add your HPR identifier.	The HPR number field is empty. You can save a draft without it, but not submit.	Enter your HPR number on **Qualifications & credentials**.
Add a qualification.	No degree has been added.	Choose **Add your first qualification** and complete Degree and Institution.
Add your council registration.	Registration number or Council or authority is missing.	Fill both fields on **Qualifications & credentials**, then **Save draft**.
Select your specialty.	No specialty chosen.	Open **Specialties & languages** and choose at least one.
Upload and confirm your profile photo.	A photo was selected but not confirmed, or none was added.	Open **Profile photo**, choose the photo and confirm it.
Add your professional address and city.	The practice location is not saved.	Fill the location form and choose **Save location**.
Enable a supported consultation mode. / **Add working hours...** / **Set a valid fee...**	Consultation setup is incomplete.	Open **Consultation setup**: switch on video, set the fee, and switch on at least one working day.
The Degree list does not show my degree	Only degrees recognised for the chosen system of medicine are listed.	Check **System of medicine** on **Professional details**. Add research or fellowship credentials as separate qualifications.
After submitting, fields are locked	Details are locked while Ayornish reviews them.	Wait for the review. If it is returned for correction you can edit and resubmit.

Related guides

- UM-01 Personal User Registration (you need an account first)
- UM-03 Doctor–Clinic/Hospital Association
- UM-09 Doctor Consultation Workflow
- Smart Rx Doctor Manual