

Steps to Update Mobile Number, E-mail in CGHS Database

There are 2 ways to update the mobile number of a beneficiary:

1. **By Beneficiary Login:** When beneficiary has registered as well as new mobile number.
2. **By CMO In-Charge:** When beneficiary has not registered mobile number yet or does not have registered mobile number.

Case-I: Steps to update mobile number by Beneficiary Login:

Step 1: Click on the link 'Beneficiary Login' on cghs.nic.in

The following screen appears

Beneficiary Sign In

Beneficiary Id
1058503

Password
Enter Password

Captcha (Case Sensitive)
H8ENCV Refresh

Enter Captcha

Sign In Reset Home

New User/Forgot Password
Generate/Reset Password

Step 2: Enter the **beneficiary Id** of any of the family members and the **Password** in the screen shown above.

If a beneficiary doesn't have the password, click on the option '**Generate/Reset Password**'

The following screen will appear

Please Enter Card Holder's Details to Register

Beneficiary Id
Enter Beneficiary Id

Date of Birth
Enter Date of Birth

Mobile
Enter Mobile Number

Captcha (Case Sensitive)
H8ENCV Refresh

Enter Captcha

Register Reset Home Back

Enter the **Beneficiary Id** of main card holder, **Date of Birth** and **Mobile No.** that exists in the CGHS database and click on **Register** button.

OTP is sent to the registered Mobile No.

Step 3: The beneficiary can then enter **Beneficiary Id** and **Password** on screen shown in **Step 1** to print plastic cards of family members or update mobile number, email or view medicine history etc.

Click on relevant option like 'Updation -> Update Mobile No'.



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BENEFICIARY DETAILS

RAJ KUMAR JOSHI

Card No. [REDACTED]
 Card Type: SERVING
 Wellness Centre: VIRTUAL DISPENSARY(999)
 Entitlement: PRIVATE
 Card Valid Up to: 18/04/2019
 Date of Issue: 03-04-2009
 Address: 12B04, RAMVIHARR
 Place: E 32
 City: DELHI/NCR
 Pin Number: 110092
 Phone Number: [REDACTED]
 Mobile Number: [REDACTED]

Update Mobile No

Update Email

Update Aadhaar No

FAMILY DETAILS

Sr	Update Aadhaar No	If Birth	Relation	Ben Id	Sex	Blood Group	Mobile	Email	Photo	CGHS Card
1		1975	SELF	1058503	M		[REDACTED]	innoc@gmail.com	[REDACTED]	[Print]
3	AJAY SINGH	16-02-1988	H	3622893	M	B+	[REDACTED]	om@gmail.com	[REDACTED]	[Print]
4	AVNI SINGH	03-02-2014	DAUGHTER	4301884	F	A+	[REDACTED]	ram@yahoo.co.in	[REDACTED]	[Print]
5	Rajiv Saxena	01-09-2012	SON	4902596	M		[REDACTED]	ram@yahoo.co.in	[REDACTED]	[Print]

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Update Mobile No

Update Email

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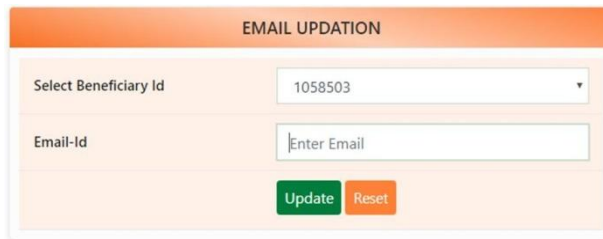
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5	Rajiv Saxena	01-09-2012	SON	4902596	M		[REDACTED]	ram@yahoo.co.in	[REDACTED]	[Print]

Or 'Updation -> Update Email'

Step 4: The desired screen is displayed for updating the Mobile No.



Or for updating the Email



Step 5: Enter the mobile number/Email of the self/dependents and click on **Save** button.

Case-II: Step to update Mobile Number if already not registered or registered mobile is not with beneficiary

In case the mobile number of a beneficiary is not available in CGHS database or does not have already registered mobile number, in such cases the beneficiary has to approach the CMO In -Charge of respective wellness centre with his/her mobile.

The CMO In-Charge will update the mobile against the beneficiary Id. An OTP will be received on beneficiary's mobile number that will be communicated to CMO In -Charge to finally update the mobile no. of the beneficiary.