**Hospitalization on a paid basis** (under an agreement with an insurance policy) is carried out after prior face-to-face consultation with the head of the structural unit, or after consultation with specialists of the Outpatient Advisory Center of JSC NNMC.

The hospitalization process is carried out in accordance with the order of the Minister of Health of the Republic of Kazakhstan dated October 29, 2020 No. KR DSM-170/2020 "On approval of the rules for the provision of paid services by healthcare entities and the standard form of the contract for the provision of paid medical services".

- On the day of the planned date of hospitalization, the head of the structural unit provides a referral for hospitalization with an accurate diagnosis (with a possible operation code), an agreed prepayment amount, with a minimum list of examinations at the pre-hospital stage.

- At the level of the admission department in the examination room, the patient is examined by the attending physician of the specialized department. The attending physician informs him about the internal regulations of the health organization with a note in the medical record, the procedure for visiting a patient receiving medical care in an inpatient setting is established by the internal regulations of the health organization, an informed consent is filled in for the provision of round-the-clock inpatient care.

- The nurses of the admission department start a medical card of an inpatient in the Damumed system, with further support to the specialized department.