**PROCEDURE :**

1. **Dialysis patient will apply for pass in < Dialysis Patient Services > in TSRTC Bus pass Portal ie.** [**www.online.tsrtcpass.in**](http://www.online.tsrtcpass.in)**.**
2. **An Application form will be displayed to the Patient as shown. He/She has to input the WAP number and Member Serial Number. Then details of the patient ie . Name, Age, Gender and photograph will be displayed.**
3. **The patient has to input his/her Mobile Number , Optionally eMail ID.**
4. **Then Present Residential details like Erstwhile District , Mandal , Village , Address and PIN etc. to be selected by the patient.**
5. **Depending on the Erstwhile district selected by the patient, all the Dialysis centers along with location ie. Town/City will be populated in < Dialysis centers > list .**
6. **Patient has to <select > one Dialysis center which is nearer to his Present Residence.**
7. **After selecting the Dialysis center, the system will show Address of the selected dialysis center.**
8. **And patient has to Select < FROM PLACE > ie. Bus Stop at which he/she intends to board the bus and which is also nearer to his/her Present Residential address. The system also displays < TO PLACE > ie nearest Bus Stop to the selected dialysis center.**
9. **Then patient has to < select> the Bus Pass Center at which he/she would collect the Dialysis Patient Pass and system will display the Type of Pass depending on the selected Dialysis center ie. District Dialysis Patient Pass or City Dialysis Patient Pass**
10. **Finally patient has to <select> payment mode ie. Cash at Counter and Pass Delivery Mode ie Center.**
11. **Once < Submit > button is pressed , a SMS will be sent to the his/her Mobile number with details like Application Registration number , Date , Center etc. And optionally he/she get the print out of the online application**
12. **At the center he/she has to show or handover the printed Application to the Counter Operator and get the Laminated Card after paying applicable IDCARD charges.**