



Punjab Residency Program

Level-IV User Manual



1. Introduction:

The portal has been designed/developed to help the candidates of Residency (Level-IV) through step by step guidance, designed by Punjab Health Foundation, a subordinate entity of Specialized Healthcare and Medical Education Department, Government of the Punjab. The Policy and Procedure Manual (PPM) elaborating the complete framework of Punjab Residency Program Level-IV is available on the <http://level4.phf.gop.pk/>.

2. Helpline:

The program is intended to make the entire process of candidacy and selection automatic and transparent. For any inquiries and queries, please contact at:

Helpline: +92 304 1111972

3. Application Validity:

This application is valid for Current Residency Program.

4. Online Portal and Web Browser:

<http://level4.phf.gop.pk/>

Use latest **Browser** for better performance.

5. Application Fill Up Process:

Please note that an (*) mentioned against any field in this form, is mandatory and if not filled properly, the system will generate an error and you will not be able to proceed any further.

Please go <http://level4.phf.gop.pk/>











On the welcome page, there are two options:

Register : For new registration of candidates.

Login : Already registered candidates to login. Enter Email as login and Password.

For New Registration enter following information:

Register with Punjab Residency Portal

| | |
|--|--|
|  Shahzad Yaqoob |  02468-P |
|  03244051002 |  Level 4 Year-1  |
|  MBBS  |  shahzad@phf.test.com |
|  |  |

I agree with the Punjab Residency Program [Terms & Condition](#)

Register

Full Name: As per matriculation.

PMDC Number: As per PMDC certificate

Mobile Number: Current active mobile number.

Faculty: MBBS / BDS

Level: Level- IV (Default selection for this program)

Email: Active email address.

Password: Minimum 6 characters are required.

Activation: A validation link will be sent to you via email. Your account will be activated when you will click on validation link.

Important: Fill the Registration Part carefully as PMDC number, email address and mobile number cannot be edited later.

Logout:

If you want to logout of the system, click the Log Out button.

Logout

On your login for the very first time, you will see on the bottom,

Continue Your Application Process 

Profile Builder:

Use "Profile Builder" button on top of the menu for complete your profile.

Profile Builder 

Step 1: Personal Information

10%

Personal Information : Step 1 of 6

Full Name *

Shahzad Yaqoob

Father/Husband Name *

M.Yaqoob

Gender *

Male

Date of Birth *

6/2/1975

Date of Passing MBBS *

5/12/1995

Country of Passing MBBS *

Mozambique

Email *

shahzadyaqoob40@gmail.com

Contact *

03244051002

PMDC Number * ACTIVE

50902-p

PMDC Expiry Date *

31/01/2029

Natinality Type *

Single Dual

District of Residence *

Lahore

CNIC * (Without dashes)

1234567891011

Expiry on CNIC *

20/5/2025

Province of Domicile *

Punjab

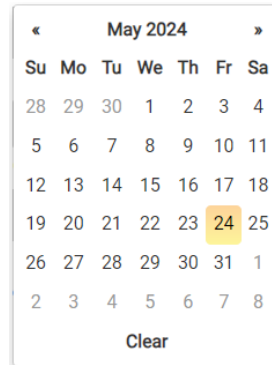
District of Domicile *

Dera Ghazi Khan

Address *

Lahore ring road

Dates Entry:



This is how the Dates are entered in the entire application process. When you click the button on the right of the date field, a calendar appears and by using the arrow keys on both sides, you can select your required month and then select the day. Upon click back at the same button the calendar will be closed and you will see the new inserted date in the date field.

When you are adding the Profile Picture, please make sure you have a digital file of your portrait picture in your computer as by clicking the Browse button, you be then required to click that file and select open.

Upload the relevant documents:

Upload documents in jpg / jpeg format only.

Allowed Upload Image types are jpg or png only with size less then 500 KB each.

| | | |
|--|--|---|
| Profile Picture * <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | CNIC Front Picture * <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | CNIC Back Picture * <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |
| Domicile Front Picture * <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | | |

Employment Information:

Employment Info:

| | | | |
|--|---|--|---|
| Are you in Govt Service ? <input type="button" value="Yes"/> | BPS * <input type="button" value="BPS 17"/> | Date of Joining * <input type="button" value="30/11/2024"/> | Federal or Provincial * <input type="button" value="Federal"/> |
| Department * <input type="button" value="Ministry of national health service"/> | Designation * <input type="button" value="MO"/> | Mode of appointment <input type="button" value="Regular"/> | Expereince <input type="button" value="2 or More then 02 Year"/> |
| Have you obtain NOC from relvant authority ? <input type="button" value="Yes"/> | Noc Image <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | | |

Save & Continue →

Please note that system will only accept a file size less than 500 KB. If you have a larger picture, Read the following note.

Important Note: Many users find it difficult to check the size of their portrait pictures and large scanned pictures are not accepted by the system, so it is important to have a portrait picture which is web-friendly. For this purpose, use <https://compressjpeg.com/> to compress your picture in a web-friendly size.

Step 2 Education:

If you have Local/Recognized education please select that option, and in case of education from any foreign country, kindly select the Foreign from the radio buttons as show below.

Please fill all the fields and attached necessary documents against each year. Total marks and obtained marks should be inclusive of Pakistan Studies and Islamiyat marks. All the DMC Images should be reduced to 500KB otherwise system will not accept it and you will not be able to proceed further.

If you are a Foreign University Graduate, you will see the following form. You will have to submit PMDC Equivalent Result document as a proof. Kindly make sure to fill all the fields with the exact information as the system can reject your entry after verifications. Attempts and percentage marks of MBBS also entered through dropdown (You can view it from your DMC of any professional)

33%

Education : Step 2 of 6

| | | | | |
|---------------|------------------|---------------------------------------|--|-------------|
| Degree: _____ | | | | |
| Nationality | Graduate Country | Graduation | Degree | Duration |
| Pakistan | Pakistan | Local | MBBS | 5 |
| Province * | Institute Type * | University / Hospital * | MBBS/BDS Degree Image Remove | |
| Punjab | Government | Gujranwala Medical College,Gujranw... | Choose File | No fi...sen |

Attempts and Position Marks in MBBS (Professional Examination):

– Attempts and Percentage Marks in MBBS (Professional Examination):

| Year | DMC Image * | Position obtained at University level * | Position Certificate |
|------|---|---|---|
| 1 | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | 1st | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |
| 2 | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | None | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |
| 3 | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | None | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |
| 4 | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | None | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |
| 5 | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> | None | <input type="button" value="Choose File"/> No file chosen <input type="button" value="Remove"/> |

Level-III Information:

Candidate can add FCPS / MD/MS information while entering the Level-III information

[Check Seats List Here](#)

Level-III Information:

FCPS MS MD

FCPS

Speciality

General Medicine

Passing Date *

6/11/2020

FCPS Certificate Image

No file chosen

Gold Medal in FCPS/MS/MD

Yes

Gold Medal Certificate Image *

No file chosen

Step 3: Experience:

Experience in public sector organizations are acceptable. The experience at primary, secondary or tertiary level may be entered here.

58%

Post Fellow Ship Experience: Step 3 of 6

Post Fellow Ship Experience Information

The post-fellowship experience (experience attained after qualifying FCPS/MS/MD or equivalent recognized by PMDC) in any institution /Hospital of the Government of the Punjab or any PMDC-recognized institution shall be credited only. The post-fellowship experience does not necessarily have to be in the same discipline for which applying for second fellowship.

Note: The candidate must submit their post fellowship experience certificates duly signed from the Head of Institutions on the online portal with their application before the last date of application and no experience claim shall be entertained thereafter. The candidates must apply for these certificates well before time to avoid any inconvenience later.

| Image | Type | Name | Speciality | Same Institution | From | To | Duration | Province | Employment Type | Action |
|-------|--------------------|--------------------------------|----------------------|------------------|-----------|-----------|----------|----------|-----------------|-------------------------------------|
| | Tertiary, Tertiary | Sir Ganga Ram Hospital, Lahore | Accident & Emergency | No | 20/6/2021 | 14/3/2022 | 8 | Punjab | Contract | ✎ 🗑 |

Institute Level *

Primary

Institute Type (PMDC Recognized Institutes) *

RHCs

Speciality

Accident & Emergency

Name Of Hospital *

Select One

Already working in Institution where applying for supra speciality training before the last date of application submission

Date From *

Date From

Date To *

Date To

Certificate *

No file chosen

Province *

Punjab

Type of Employment *

Regular

Step 4: Research Paper:

78%

Research Paper : Step 4 of 6 Research Papers

Note:

- i. Papers published in National and International impact factor journals shall be accepted.
- ii. Active DOI link required.
- iii. Publisher Web Link required.

| Journal | Research | Country | Displine | Title | Author | Status | DOI Link | Web Link | Action |
|--|------------------|---------|-----------------|---------------------|--------|-----------|----------------------------|----------------------------|-------------------------------------|
| INTERNATIONAL JOURNAL OF MEDICINE AND MEDICAL SCIENCES | Original Article | Nigeria | Health Sciences | Medicine And Allied | 1st | Published | Https://Phf.Punjab.Gov.Pk/ | Https://Phf.Punjab.Gov.Pk/ | ✎ 🗑 |

Research Type * Journal

DOI Link *

Publisher Web Link *

Title *

Author Status

[Add Research Paper](#)

Step 5: Specialty Preference:

90%

Speciality : Step 5 of 6

[Check Seats List Here](#)

FCPS

| Speciality | Super Speciality | Hospital | Preference No | Action |
|------------------------------------|-----------------------------|---------------------------|---------------|-------------------|
| Paediatrics / Paediatrics Medicine | Paediatric Nephrology | Mayo Hospital, Lahore | 1 | 🗑 |
| Paediatrics / Paediatrics Medicine | Paediatric Gastroenterology | Children Hospital, Lahore | 3 | 🗑 |
| Paediatrics / Paediatrics Medicine | Paediatric Neurology | Children Hospital, Lahore | 2 | 🗑 |

Preference

Type *

Speciality *

Super Speciality *

Hospital *

Preference No. *

[Save Preference](#)

Payment Step:


Candidate can enter Payment information using this screen. They can download Fee Voucher at any stage of application. They have to get printout of the Fee Voucher and required to deposit in any branch of Bank of Punjab.

100%

Payment : Step 6 of 6

Payment Information

| Brach Code | Submitted Date | Voucher | Edit |
|------------|----------------|---|---|
| 44 | 24/6/2024 |  |  |

 Generate & Download Fee Voucher

In Case you deposited(voucher) fee in Bank of punjab.

* Branch Code

44

* Submit Date

24/6/2024

* Voucher Image

Choose File No file chosen

 Remove

Save

Voucher Form

Date : 24 May 2024 Voucher No. : 46019819



Punjab Health Foundation

Bank Copy

**Bank of Punjab
(Through Cash Management Solution
Only)**

Applied For PG Level IV
Candidate No 46019819
Candidate Name Shahzad Yaqoob
Candidate CNIC 1234567891011
Candidate PMDC 02468-P

| S.No | Description | PKR |
|---------------|-----------------|-------|
| 1 | Application Fee | 2,000 |
| Total Payable | | 2,000 |

Amount in Words Two Thousand Only

Due Date : 04 Jun 2024

Fee from Pakistani candidates will only be accepted through Cash Management Solution.

Note :

" Payment made through Demand Draft /Pay Order or any other mode shall not be acceptable".

Date : 24 May 2024 Voucher No. : 46019819



Punjab Health Foundation

PHF Copy

**Bank of Punjab
(Through Cash Management Solution
Only)**

Applied For PG Level IV
Candidate No 46019819
Candidate Name Shahzad Yaqoob
Candidate CNIC 1234567891011
Candidate PMDC 02468-P

| S.No | Description | PKR |
|---------------|-----------------|-------|
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Amount in Words Two Thousand Only

Due Date : 04 Jun 2024

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Note :

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Date : 24 May 2024 Voucher No. : 46019819



Punjab Health Foundation

Candidate Copy

**Bank of Punjab
(Through Cash Management Solution
Only)**

Applied For PG Level IV
Candidate No 46019819
Candidate Name Shahzad Yaqoob
Candidate CNIC 1234567891011
Candidate PMDC 02468-P

| S.No | Description | PKR |
|---------------|-----------------|-------|
| 1 | Application Fee | 2,000 |
| Total Payable | | 2,000 |

Amount in Words Two Thousand Only

Due Date : 04 Jun 2024

Fee from Pakistani candidates will only be accepted through Cash Management Solution.

Note :

" Payment made through Demand Draft /Pay Order or any other mode shall not be acceptable".

Save & Proof Read:

 Save & Proof Read

Proofreading:



After clicking "save & Proof Read" you will see following window where all information of applicant display. If you want change some information, click on "Edit" button.

Shahzad Yaqoob

 Edit



Form No: 19819











| | | | |
|---------------------------|--|---------------------|--|
| Name | Shahzad Yaqoob | Father/Husband Name | M Yaqoob |
| Email | shahzadyaqoob40@gmail.com | Mobile No | 03244051002 |
| Date Of Birth | 06 Feb 1975 | Gender | Male |
| PMDC Number | 50902-p View | Last Date of PMDC | 31 Jan 2029 |
| Degree - Country | Pakistan | Nationality | Pakistan - Lahore |
| CNIC | 1234567891011 | CNIC Expiry Date | 20 May 2025 |
| CNIC Front |  View | CNIC Back |  View |
| Disability | No | Domicile | Punjab - Dera Ghazi Khan - View |
| Are you in Govt Service ? | Yes | Mode | Contract |
| Department | ABCDEF Department | Designation | AP |
| BPS | BPS 16 | | |
| Address | Lahore ring road | | |

Education (Attempts Postion : 2.00) Edit


Graduation Detail : Punjab : Government Gujranwala Medical College,Gujranwala

Degree :  [View](#)


Attempt Certified

| Year | Attempt Certificates | Position | Position Certificates |
|------|--|----------|--|
| 1 |  View | Yes |  View |
| 2 |  View | None |  N/A View |
| 3 |  View | None |  N/A View |
| 4 |  View | None |  N/A View |
| 5 |  View | None |  N/A View |

LEVEL-III Information (Gold Medal : 5.00)

| Type | Speciality | Gold Medal | Passing Date | Certificates |
|------|-----------------|------------|-----------------------|--|
| FCPS | General Surgery | Yes | 11/6/2022 12:00:00 AM |  View |

Work Experience (Aggregate: 5.00) Edit

| Sr.# | From | To | Duration | Level | Institute | Province | Type of Employment | Certificate |
|------|-------------|-------------|----------|----------|--------------------------------|----------|--------------------|--|
| 1 | 20 Jun 2023 | 25 Nov 2024 | 17 Month | Tertiary | Sir Ganga Ram Hospital, Lahore | Punjab | Contract |  View |

Research Paper (4.00) Edit

| Sr.# | Title | Author | Status | Link |
|------|---|--------|-----------|---|
| 1 | Medicine and Allied | 1st | Published | https://phf.punjab.gov.pk/ |
| 2 | PHF | 1st | Published | http://prp.phf.gop.pk/applicant-experience |
| 3 | Http://Prp.Phf.Gop.Pk/Applicant-Voucher | 1st | Published | Http://Prp.Phf.Gop.Pk/Applicant-Voucher |

FCPS Preference Edit

| Preference No. | Speciality | Super Speciality | Institute | Institute Marks | Total Marks |
|----------------|-----------------|------------------------|---------------------------------|-----------------|-------------|
| 1 | General Surgery | Breast Surgery | DHQ Teaching Hospital, Sargodha | 0.00 | 16.000000 |
| 2 | General Surgery | Critical Care Medicine | Sir Ganga Ram Hospital, Lahore | 2.00 | 16.000000 |

Weightage Marks Claimed

Please note that the claimed marks are just provisional marks.

FCPS Aggregate 16.000000

Payment Information Edit

it is certified that information are correct.

- I, Shahzad Yaqoob, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
- I am solely responsible for providing any of incorrect information supplied in the application form for registration.
- If information submitted found wrong, mismatched or forged the application will be rejected and training will be discontinued with no right of appeal at institution / government level.
- I will be liable to a disciplinary action may be initiated against me if any of the documents uploaded/attached/submitted found fake/ forged.**

 Accept & Submit

Edit Button

This Button in each panel provides an opportunity to edit the profile before submitting it. Note that once submitted profile can't be changed.



Accept and Submit

it is certified that information are correct.

1. I, Shahzad Yaqoob, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
2. I am solely responsible for providing any of incorrect information supplied in the application form for registration.
3. If information submitted found wrong, mismatched or forged the application will be rejected and training if started will be discontinued with no right of appeal at institution / government level.
4. **I will be liable to a disciplinary action may be initiated against me if any of the documents uploaded/attached/submitted found fake/ forged.**

Accept & Submit

Submit and Close Application:

Once application is completed, submit application. The following screen will appear.

Application Completed



Your application process is almost completed. Please click on following link and download voucher. And voucher along with 1,000 Rs amount submit in "Bank of Punjab". And upload candidate slip to complete your application process.

[View and Print Application](#)