



NHMHP-NCD/1/2024-NCD-Section-5506  
National Health Mission  
Himachal Pradesh



To

1. All the Chief Medical Officers,  
Himachal Pradesh
2. All the Principals,  
Govt. Medical Colleges  
Himachal Pradesh
3. All the Medical Superintendents,  
Himachal Pradesh
4. The Executive Director,  
AIIMS Bilaspur, H.P.



Subject: - SoP's for Population based Cancer Registry/Atlas in Himachal Pradesh

Madam/Sir,

I am pleased to inform that Himachal Pradesh has initiated the Population Based Cancer Registry in collaboration with Indian Council of Medical Research (ICMR), National Cancer Registry Programme. This has been done to generate reliable data on magnitude and trends of Cancer in the state. This would help in monitoring health impact assessment, improving quality of health care interventions, in health care planning and resource allocation.

For proper implementation of the Population Based Cancer Registry in the state the following Standard Operation Protocol need to be followed:

1. The Nodal Officers would be responsible for collection of data from all the institutions mentioned at point no. 4 and entry of the same on the Cancer Registry portal. Twenty Nine Nodal Officers have been designated for the purpose in all the Medical Colleges and in selected Day Care Cancer Centres (DCCC) details of whom are attached as Annexure-I. More Nodal Officers may be designated in future as per requirement.
2. Only patients with confirmed diagnosis of Malignancy are to be entered in the

### Registry.

3. Cancer has been made a notifiable disease in Himachal Pradesh vide notification no. HFW-A-F(8)1/2024 dated 03-09-2024 (Annexure-2).
4. All confirmed cases of Malignant Cancer need to be mandatorily referred to the designated nodal officers for registration. These cases may be from different departments of Medical Colleges, Government or private hospitals, Pathological, Clinical and Radiological labs, Nursing homes, Hospices, AYUSH facilities, ESI/Industry/Railway/Army Health facilities. The Principal of Medical Colleges and Chief Medical Officers would ensure that all departments/facilities mentioned hereby are adequately sensitized on reporting confirmed cases of cancers
5. NGOs, Insurance Companies (Govt and Private), Registrars of Birth and Death, any other hospital/medical institution not covered above which including Sowa Rigpa, Unani and other any facilities, and any other government private scheme and programme collecting data on cancer cases also need to mandatorily report Cancer cases. Chief Medical Officers would ensure that all concerned mentioned hereby are adequately sensitized on reporting confirmed cases of cancers.
6. In case a patient of cancer who is under treatment or completes the treatment and comes in contact with any of the front-line health workers i.e. MO-PHC, CHO. MPW-M&F, ASHA etc., the front-line health worker would inform the BMO & DPO-NCD regarding the patient. The DPO-NCD in turn would confirm with the Nodal Officer of Medical College/ Day Care Cancer Centers if the patient is registered in the Cancer Registry. In case the patient is not registered, DPO-NCD is responsible to get the patient registered in the Cancer Registry. CMO will overall supervise this process.
7. It is mandatory to report all confirmed cases of cancer on a real time basis but not more than two weeks of diagnosis.
8. The Principals of the Medical Colleges/CMO/MSs would assign the work of

assisting the nodal officers in data entry to any of the Data Entry Operator working in the institution; however, the responsibility of validated data would be of the designated Nodal Officer. All pending cases of registration must be registered on the Registry in a time bound manner and not later than 31.03.2025.

You are requested to ensure that all confirmed cases of Cancers are updated on the Population Based Cancer Registry of the state.



Approved By

Secretary (Health)  
to the Govt. of Himachal Pradesh

Endst. No. \_\_\_\_\_ Dated Shimla-9, the \_\_\_\_\_  
Copy for information to.

1. The Additional Secretary-cum-Mission Director, NHM, MOHFW, GoI.
2. The Special Private Secretary to the Hon'ble Chief Minister/Chairman of State Advisory Board on State Cancer and Palliative Care, H.P. Shimla-2.
3. The Private Secretary to the Hon'ble Health Minister/ Co-Chairman of State Advisory Board on State Cancer and Palliative Care, H.P., Shimla-2 .
4. The Private Secretary to the Chief Secretary to the GoHP/ Vice Chairman of State Advisory Board on State Cancer and Palliative Care, Shimla-2.
5. The Director, NCDIR-ICMR, Nirmal Bhawan, ICMR Complex Poojanhalli Road, Kannamangala Post Bengaluru – 562110, Karnatka, India.
6. The Executive Director, NHSRC, MOHFW, GoI.
7. The Director, Health Services, H.P, Shimla-9.
8. The Director, AYUSH, H.P. Shimla-9.
9. The CEO, RSBY, H.P. Shimla-9.
10. The Director Medical Education, H.P., Shimla-9
11. Prof. G.K Rath, Dr. Dinesh Pendharkar & Dr. CM Tripathy member of State Advisory Board on State Cancer and Palliative Care.

Mission Director  
National Health Mission