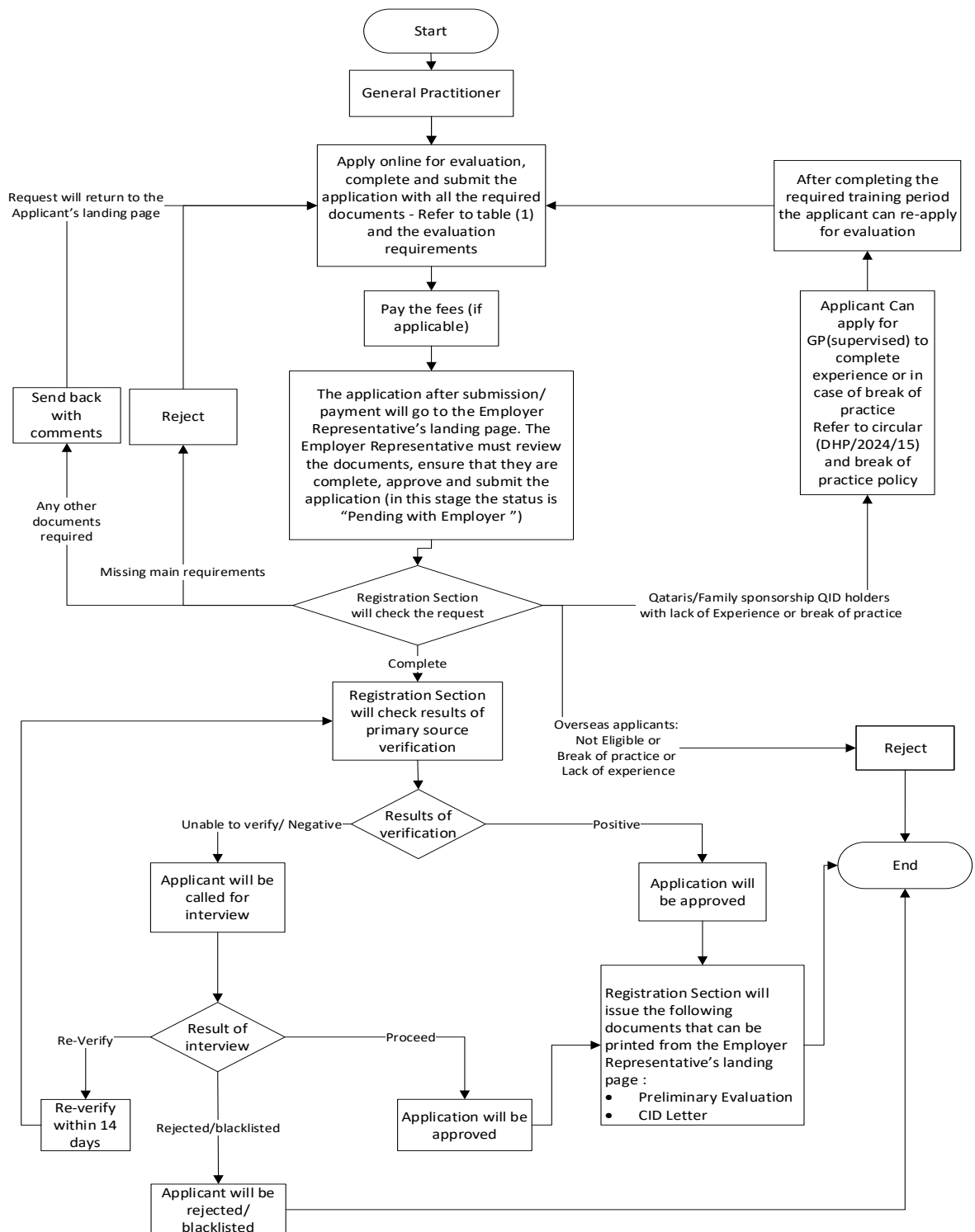


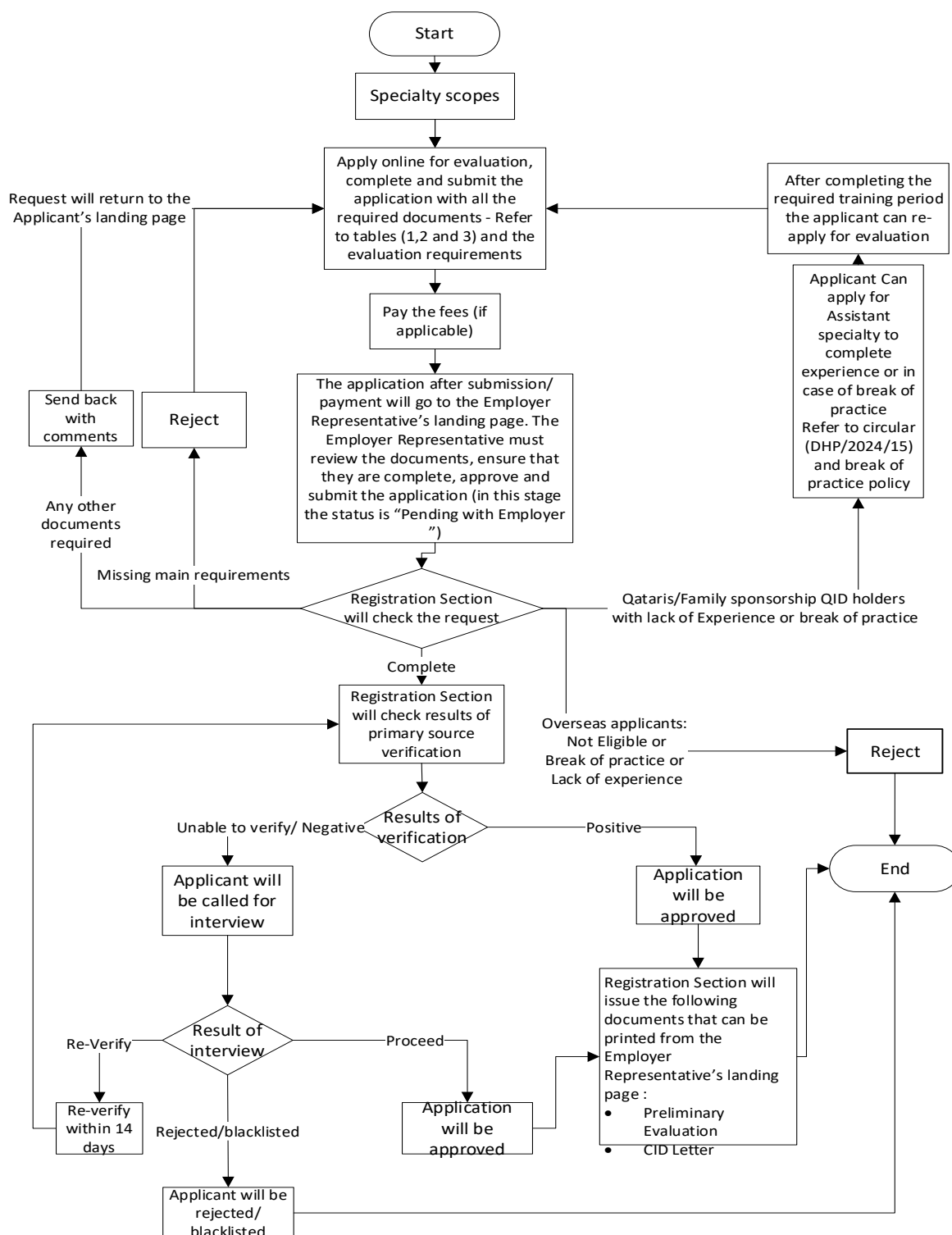
Guidelines for Physicians

A) Registration/Evaluation Process Map for “General Practitioner”



- ❖ The applicant should follow up on the request with the employer representative.
- ❖ Preliminary evaluation is only valid for 6 months.

B) Registration/Evaluation Process Map for “Specialty Scope”



- ❖ The applicant should follow up on the request with the employer representative.
- ❖ Preliminary evaluation is only valid for 6 months.

Registration/Evaluation Requirements for permanent physician

Permanent Physician is a licensed physician, who will be practicing in the State of Qatar on a full-time basis with a maximum allowable leave duration of 2 months per year.

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply for Evaluation” request and upload the below mentioned required documents:

1. Copy of valid passport.
2. Copy of valid QID (front and back) or copy of the national ID.*
N.B.: “QID with family sponsorship is mandatory for GP (supervised) and Assistant Specialty”
“For offspring of residents of Qatar who changed their sponsorship to a healthcare facility or husband, Valid QID of the father shall be submitted in the evaluation application.”
3. One recent photo (according to photo criteria stated in [circular \(04-2014\)](#) or in the “[Additional Attachments](#)” document).
4. An up-to-date Curriculum Vitae (C.V) as per DHP [C.V template](#).
5. Copy of all academic certificates relevant to applicant’s scope with official transcript (refer to [Table no. 1](#)).
6. Copy of the recent last 5 years work experience certificates (with an issue date) required according to applicant’s scope (refer to [Table no. 1](#)).
7. Copy of valid medical/registration licenses accompanying the required years of work experience.
8. Copy of primary source verification report.
9. The verification report will be reviewed during this phase; any misleading information provided will result in further investigations and could result in disciplinary action.
10. Copy of the passing certificate of the qualifying exam (if applicable).
11. For GP (supervised) and Assistant Specialty: Supervision letter and undertaking letter are required according to circular no. [\(DHP/2024/15\)](#)

*The national ID depends on each country such as the national ID in Sudan, the national insurance number in UK, the multi-purpose number in the Philippines...etc.

Note: The specified time for reviewing the application is 25 working days, starting from the date of completing the requirements.

Visitor physicians:

- A. Locum physician:** A licensed Physician, holding a post-graduate degree from the “DHP approved specialty qualification list for physician”, who will be covering a permanent physician in the “**governmental or semi-governmental sectors**” on a temporary basis for a maximum of 6 months as required by their healthcare facility.
- **The following items are required in addition to the previous evaluation requirements for permanent physician noted above:**
 1. Letter of intent from the healthcare facility signed by the medical director.
 2. Undertaking letter from the healthcare facility, signed by the medical director, to ensure a proper handover for the patients treated by the locum physician.
 3. Tick the locum box in the “personal and profession information” page in the evaluation application.
- B. Non-resident physician:** A licensed physician, holding an approved post-graduate degree from the “DHP approved specialty qualification list for physician”, who will be practicing in the “**governmental or semi-governmental or private sectors**” with periodic/multiple visits to the country as required by their healthcare facility.
- **The following items are required in addition to the previous evaluation requirements for permanent physician noted above:**
 1. Letter from the healthcare facility, signed by the medical director and the permanent physician, specifying the name of the licensed permanent physician in the same specialty or relevant who will be responsible for overseeing the patients.
 2. Letter of experience for a total of 5 years of clinical practice in their specialty after the postgraduate degree including the required years of experience as per their category in the “DHP approved specialty qualification list for physician”.
 3. Tick the non-resident box in the “personal and profession information” page in the evaluation application.
- C. Visitor/short notice physician:** A specialized physician, with a total 10-year experience in their specialty, requested by either a healthcare facility or a patient to provide specific healthcare services at **one healthcare facility** (governmental or semi-governmental or private sectors) **per visit** with the full responsibility for the provided healthcare services on the healthcare facility and/or the patient. Each visit shall not exceed two weeks.

- **Submit an electronic “Short Notice” request for each visit at one healthcare facility and attach the following requirements:**
- ✓ **In case the physician is coming based on the healthcare facility’s request:**
 - a. Copy of valid passport.
 - b. Copy of national ID (if any).
 - c. Copy of updated C.V (showing the details of the required 10 years of experience in their specialty which must be in a “governmental institution” or “governmental/ private training/teaching hospitals)
 - d. Copy of valid and verified medical license covering recent experience (verification must be done by the potential healthcare facility).
 - e. Undertaking letter from the healthcare facility, signed by medical director, stating that the facility is fully responsible for the provided healthcare services by the visiting physician.
 - f. Letter from the healthcare facility, signed by the medical director and the permanent physician, specifying the name of the licensed permanent physician in the same specialty who will be responsible for overseeing the patients.
- ✓ **In case the physician is coming based on patient’s request:**
 - a. Copy of valid passport.
 - b. Copy of national ID (if any).
 - c. Copy of updated C.V
 - d. Undertaking letter from the healthcare facility, signed by medical director, stating that the facility is fully responsible for the provided healthcare services by the visiting physician.
 - e. Undertaking letter from the patient in case the physician is coming based on patient’s request.

Please refer Circular No (DHP/2023/107) - Update on the categorization of registration/licensing for specialized physicians/dentists for further details.

Notes

- Application missing one of the above-mentioned main requirements will be rejected.
- Physicians applying on healthcare agencies are advised not to work in homes, schools and nurseries for more than 6 months during the 2 years license cycle as any experience more than that will not be counted by DHP for renewal or change place of work to a licensed healthcare facility.
- Any other documents required to support the application that are not mentioned above must be

submitted upon request, and the application will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.

- Practitioner working in a healthcare facility without a license will not be eligible for registration/licensing in the state of Qatar.
- Any experience certificate that was not submitted/mentioned in the C.V in the first evaluation application will not be considered in any other evaluation or change scope of practice applications.
- The evaluation does not obligate the Department of Healthcare Professions to grant the applicant any specific degree or title.
- Please note that the verification process done by the verification companies replaces attestation of certificates by related competent authorities (i.e.: certificates do not have to be attested).
- The certificate of good standing will be required in the licensing phase unless the case requires otherwise.
- It is the applicant's responsibility to follow up on the verification report and the certificate of good standing.
- Applicants/employer representatives can follow up on the certificate of good standing with DHPGoodSt@moph.gov.qa
- Original documents/certificates might be requested on a case-by-case basis.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.
- You can follow-up on the request with your employer representative.

Table No. "1" Scope of practice for the physician profession

Scope of practice	Education requirements	Clinical Experience requirements
1-General Practitioner (supervised) Please refer to circular no. (DHP/2024/15)	1. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory.	No experience required.

	2. Should sit for the GP qualifying exam unless exempted Note: 5 exam trials are only allowed. (Please refer to circular (DHP/2024/15))	
2-General Practitioner	3. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory. 4. Should sit for the GP qualifying exam unless exempted Note: 5 exam trials are only allowed. (Please refer to circular (DHP/2024/15))	- For overseas applicants 5 years clinical experience is required. - For Qatari, offspring of Qatari women, offspring of Qatar residents (Please refer to circular No. (DHP/2024/15))
3- Assistant Specialty Please refer to circular no. (DHP/2024/15)	1. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory. 2. Specialty qualification from the approved list. (Please refer to tables no. 2 & 3) 3. Qualifying exam (if applicable, please refer to tables no. 2 & 3 and the qualifying examination page) Note: 3 exam trials are only allowed	Please refer to circular no. (DHP/2024/15)
4-Specialty Scope Please refer to circular (03/2023)	1. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory. 2. Specialty qualification from the approved list. (Please refer to tables no. 2 & 3) 3. Qualifying exam (if applicable, please refer to tables no. 2 & 3 and the qualifying examination page) Note: 3 exam trials are only allowed	5 years' experience in total plus the required experience post-specialty degree according to tables no. 2 & 3 . For non-resident physicians, please refer to non-resident section and circular No (DHP/2023/107)

5-Resident	<ol style="list-style-type: none"> 1. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory. 2. Should have an acceptance letter from the residency program in Qatar. 	No experience required.
6- Fellow	<ol style="list-style-type: none"> 1. Bachelor's degree of Medicine (or equivalent) from a university that is listed in the IMED FAIMER Directory. 2. Specialty qualification from the approved list. 3. Should have an acceptance letter from the fellowship program in Qatar. 4. Qualifying exam (if applicable, please refer to tables no. 2 & 3 and the qualifying examination page) <p>Note: 3 exam trials are only allowed</p>	5 years' experience in total

1. General Practitioner (Supervised)

A. "Qataris", "offspring of Qatari women", "Offspring of residents* of Qatar holding a valid QID with a family sponsorship", can be granted "GP (supervised)" in the following cases:

1. Didn't complete the required years of experience to be eligible for registration/licensing as General Practitioner as follows:
 - ✓ Physicians who are planning to join governmental/ semi-governmental sectors, will be exempted from the required experience when applying for the registration/ licensing.
 - ✓ Physicians who are planning to join the private sector are required to complete 2 years of experience as General Practitioner (Supervised). Only recent experience (within the last 5 years) will be accepted if it was total of 10 months clinical practice per year.

*Offspring of residents includes:

- Offspring of residents who changed his/her sponsorship to a healthcare facility. (Valid QID of the father shall be submitted in the evaluation application)

- Offspring of residents who changed her sponsorship to her husband. (Valid QID of the father shall be submitted in the evaluation application)
- 2. Have break of practice (as per the break of practice policy).
- B. “Spouses holding a valid QID with a family sponsorship can be granted “GP (supervised)” in the following case only:** (Only recent experience (within the last 5 years) will be accepted if it was total of 10 months clinical practice per year)
- 1. Have break of practice (as per the break of practice policy)

Notes:

- GP (supervised) must attach the valid passing GP exam certificate in the evaluation application as GP (supervised).
- Spouses holding a valid QID with a family sponsorship, who don't have the required years of experience as per their scope of practice, **will not be** eligible for registration / licensing in the state of Qatar.
- Spouses holding a valid QID and not on a family sponsorship who don't have the required years of experience or have break of practice as per their scope for more than one year, **will not be** eligible for registration / licensing in the state of Qatar even if the Husband/wife has a valid QID.

Please refer to Circular No (DHP/2024/15) - Update regarding “Assistant Specialty” and “GP(Supervised)” categories under physicians’ profession for all the required information.

2. General Practitioner

- A. In determining the eligibility of an applicant for registration in GP Scope, applicant shall comply with the following basic requirements:
 - 1. To have a minimum of six (6) years undergraduate degree (MBChB/MBBS/MBBCh/ Northern American MD or equivalent)
 - 2. The internship program can be considered for completion of the required undergraduate study years in case the medical college program is less than (6) years.
- B. All overseas practitioners under this category must pass the qualifying exam after completing not less than five years of experience and meeting the registration and licensing requirements.
- C. For Qatari, offspring of Qatari women, offspring of Qatar residents and spouses of residents, please refer to Circular No (DHP/2024/15). Only recent experience (last 5 years) will be accepted if it was total of 10 months clinical practice per year.

D. Listed below the qualifying exams that exempt applicants from the State of Qatar's qualifying exam for General Practitioners, please refer to "[Qualifying Examination policy](#)."

- ✓ Australian Medical Council Multiple Choice Questionnaire
- ✓ Professional and Linguistic Assessments Board Part 1 (PLAB)
- ✓ United States Medical Licensing Examination Part 3
- ✓ Medical Council of Canada Qualifying Examination Part 1
- ✓ Hamad Medical Corporation National Board Examination
- ✓ The IFOM Clinical Science Exam
- ✓ Pre-Registration Examination system both parts (MCQ and OSCE) from Ireland

E. Validity of the Equivalent Exams is as specified on the exam certificate; else it will be considered as 3 years.

3. Assistant Specialty:

A. Qataris, Offspring of Qatari women, Offspring of Residents of Qatar holding a valid QID with a family sponsorship can be granted "Assistant Specialty" in the following cases:

- Holding a post-graduate degree that is included in the DHP approved specialty qualifications list for physicians; however, he/she did not complete the required years of work experience to get "Specialty" title.
- Holding a post-graduate degree that is included in the DHP approved specialty qualifications list for physicians and completed the required years of work experience to get specialty title; however, he/she has a break from practice and should complete a supervised practice period based on the "[Break from Practice](#)" policy.

*Offspring of residents includes:

- Offspring of residents who changed his/her sponsorship to a healthcare facility. (Valid QID of the father shall be submitted in the evaluation application)
- Offspring of residents who changed her sponsorship to her husband. (Valid QID of the father shall be submitted in the evaluation application)

B. Spouses holding a valid QID with a family sponsorship can be granted "Assistant Specialty" in the following case only:

- Holding a post-graduate degree that is included in the DHP approved specialty qualifications list for physicians and completed the required years of work experience to get specialty title;

however, he/she has a break from practice and should complete a supervised practice period based on the “Break from Practice” policy.

Notes:

- Physicians holding post-graduate degree from category 3 must attach the valid passing exam certificate in their specialty in the evaluation application as assistant specialty.
- Spouses holding a valid QID with a family sponsorship, who don't have the required years of experience as per their scope of practice, **will not be** eligible for registration / licensing in the state of Qatar.
- Spouses holding a valid QID and not on a family sponsorship who don't have the required years of experience or have break of practice as per their scope for more than one year, **will not be** eligible for registration / licensing in the state of Qatar even if the Husband/wife has a valid QID.

Please refer to Circular No (DHP/2024/15) - Update regarding “Assistant Specialty” and “GP(Supervised)” categories under physicians’ profession for all the required information.

4. Specialty

- Listed below are the current approved physician's specialty qualifications in the state of Qatar.
- Physicians with Qualifications/Certificates not included in the list or from countries other than the below mentioned table will be considered under Category 3.
- For Qatari and family sponsored physicians, please refer to circular no. Circular No (DHP/2024/15). For currently licensed physicians by Department of Healthcare Professions (DHP), please refer to appendix 1.

- **Definition:**

In determining the eligibility of an applicant for registration with the DHP as specialty, the following definitions for each category to be considered (Table 2):

Category 1:

- Physicians holding specialization degree under this category will be eligible for registration and licensing in the State of Qatar as **Specialty** providing completion of **one-year*** clinical experience after post-graduate degree.
- DHP licensing qualifying exam is not required.

Category 2:

- Physicians holding specialization degree under this category will be eligible for registration and licensing in the State of Qatar as **Specialty** providing completion of **two-years*** clinical experience after post-graduate degree.
- DHP licensing qualifying exam is not required.

Category 3:

- Physicians holding specialization degree not listed in Category 1 or 2, will be eligible for registration and licensing in the State of Qatar as **Specialty** after providing the following:
 - Certificate of completion of Structured Post graduate training + passing exit/board exam (continuous training for minimum 3 years).
 - Completion of **three years*** clinical experience after post-graduate degree
 - Passing DHP licensing qualifying exam. (Please check the [Qualifying Examination page](#) on DHP website.)

Table No. 2:

Category	Minimum required Years of post-graduate training	Minimum Required years of Experience after post-graduate degree *	DHP licensing qualifying exam
Category 1	Not specified	1 year	Not required
Category 2	Not specified	2 years	Not required
Category 3	3 years	3 years	Required

***The required years of clinical work experience for all the categories must be from one of the following Institutions (It is not mandatory for the required years of experience to be the most recent experience provided that there is no break of practice):**

- Governmental and semi-governmental institutions/hospitals.
- Hospitals that provide Post graduate Training programs (Governmental or Private)

Fellowship certified applicants:

- Overseas physicians holding fellowship certificate (in subspecialty) will be eligible for registration and licensing in the State of Qatar as specialty after providing the following:
 - Certificate of completion of Structured Fellowship Training (continuous training for minimum 1 year).

- b) Completion of specified period of clinical experience after fellowship degree which will be determined as per the main specialty Category.
- c) Passing DHP licensing qualifying exam if fellowship certificate and main specialty from Category 3.

Example to determine the required years of experience and passing DHP qualifying exam for physicians holding fellowship certificate:

- Physician holding Internal medicine degree (main specialty) from Category 3 followed by Fellowship in cardiology from Category 1 or 2: the required years of clinical experience after fellowship certificate, will be 3 years, as per category 3 but DHP qualifying exam is not required.
- Physician holding Internal medicine degree (main specialty) from Category 3 followed by Fellowship in cardiology from Category 3: the required years of clinical experience after fellowship certificate, will be 3 years, as per category 3 and DHP qualifying exam is required.

Fellowship program in the State of Qatar:

- Overseas Physicians joining a fellowship program in the state of Qatar shall have a post-graduate degree in main specialty from category 1,2 or 3 to be eligible for registration and licensing as a fellow in training institutions in the state of Qatar (for Category 3, passing DHP licensing qualifying exam certificate shall be provided in evaluation request).

General notes:

- 1- For Qatari and family sponsored QID holders' physicians who don't have the required clinical experience as specified above in each category will be eligible for registration and licensing in the State of Qatar as "Assistant Specialty" to complete the required clinical experience. (Please refer to circular no. (DHP/2024/15).)
- 2- Overseas physicians from all the categories, will not be eligible for registration in the State of Qatar if they have less than the required years of clinical experience post qualification degree or the clinical experience is not from Governmental Institutions/Hospitals or training hospitals.
- 3- Physicians from the below categories are exempted from the required experience after post-graduate degree and DHP qualifying exam to obtain the Specialty title:
 - a) Who completed (residency training program and fellowship program) in training hospitals in the state of Qatar and passed the board exam of main specialty in the state of Qatar.
 - b) Qatari physicians and Offspring of Qatari women who were sponsored by the state of Qatar for their post graduate studies.

- 4- Physicians who completed a training program in the State of Qatar but did not pass the board exam can be licensed as “Assistant Specialty” providing the following:
- a) Certificate of completion of training from training hospital in the state of Qatar
 - b) Passing DHP licensing qualifying exam certificate
 - c) Recommendation letter from head of department where he/she completed the training program.
- They can change to specialty after providing a post-graduate degree and completing the required years of experience as per the provided post-graduate degree category (Assistant Specialty experience will be counted from the required years of experience).
- 5- In case of any Governmental agreements with any country that are not included in the list, specialization degree/ certificates can be assessed based on the agreement.
- 6- Physicians holding post-graduate degree from category 1 or 2, but it was granted based on equivalency of post-graduate degree not from category 1 or 2, then their post-graduate degree will be considered under category 3 and must fulfill all the requirements of category 3 to be registered /licensed in the state of Qatar.

References:

- [Break in Practice Policy](#)
- [Circular \(02-2019\) - Update on the Approved Requirements of the “Registration/Evaluation” Applications](#)
- [Circular \(20 -2020\) - Cancelation of “Associate” title](#)
- [Circular \(6-2022\) - Recognition of Teleradiology Services and Defining diagnostic tele-radiology physicians’ registration requirements and quality standards](#)
- [Circular \(13/2022\) - Guidelines for licensed healthcare practitioners working in healthcare agencies](#)
- [Circular \(03/2023\) - Amendment of Circular \(23-2020\) regarding DHP’s approved specialty qualifications list for physicians in the State of Qatar](#)
- [Circular No \(DHP/2023/107\) - Update on the categorization of registration/licensing for specialized physicians/dentists](#)
- [Circular No DHP/2024/02. Update on circular no. \(13/2022\) - Guidelines for licensed healthcare practitioners working in healthcare service Agencies](#)
- [Circular No \(DHP/2024/15\) - Update regarding “Assistant Specialty” and “GP\(Supervised\)” categories under physicians’ profession and “GD \(supervised\)” category](#)

Table No 3: Update on the policy of Physicians' Approved Specialty Qualifications in the State of Qatar

No.	Country (region) of conferring institution	Category 1	Category 2
1.	Arab countries	Arab Board for Medical Specialties from GCC countries	Arab Board for Medical Specialties from Arab Countries other than GCC
2.	Austria	<ul style="list-style-type: none"> Facharzt Diplom (Diploma of medical specialist) issued by Österreichische Ärztekammer Arzt für Allgemeinmedizin (Diploma of general medicine) 	
3.	Australia	Membership/ Fellowship of the Royal College. (All the approved specialist training programs by Australian Medical Council).	
4.	Belgium	<ul style="list-style-type: none"> Bijzondereberoepstitel van geneesheerspecialist/ Titre professionnel particulier de médecin spécialiste awarded by the Minister bevoegd voor Volksgezondheid/ Ministre de la Santé Publique (Formal evidence of having qualified as a medical specialist issued by the Minister of Public Health) Bijzondereberoepstitel van huisarts/ Titre professionnel particulier de médecin généraliste (Certificate of specific training for general medical practice) 	
5.	Canada	<ul style="list-style-type: none"> Specialization Certificate of the Royal College of Physicians and Surgeons of Canada (RCPSC) Specialty Certificate from the College of Family Physician of Canada (CFPC) 	



No.	Country (region) of conferring institution	Category 1	Category 2
6.	Denmark	<ul style="list-style-type: none"> Bevis for tilladelse til at betegne sig som speciallæge (Certificate concerning the title of Specialist - Issued by Authority of Health Services) (Sundhedsstyrelsen). Tilladelse til at anvende betegnelsen alment praktiserende læge / Speciallæge i almen medicin (Certificate of specific training for general medical practice) 	
7.	Egypt		Doctor of Medicine (MD)
8.	Finland	<ul style="list-style-type: none"> Erikoislääkarin tutkinto / Special läkarexamen (Certificate of degree of specialist in medicine awarded by a Finnish University). Todistus yleislääketieteen erityiskoulutuksesta / Bevis om särskild allmänläkarutbildning (Certificate of specific training for general medical practice) 	
9.	France	<ul style="list-style-type: none"> Certificat d'études spécialisées de médecine (CES) (Certificate of Specialized Studies in Medicine issued by French University) Diplôme d'études spécialisées / Diplôme d'études spécialisées complémentaires qualifiant de médecine (DESC) (Diploma of complementary specialized studies) issued by French University) Diplôme Interuniversitaire de Spécialité (DIS) (Interuniversity Diploma of medical specialty) 	



No.	Country (region) of conferring institution	Category 1	Category 2
10.	Germany	<ul style="list-style-type: none"> Fachärztliche Anerkennung/ Fachärztliche Urkunde (Certificate of medical specialist issued by State's Medical Council (The Landesärztekammer)) A Zeugnis über die spezifische Ausbildung in der Allgemeinmedizi (Certificate of specialist training in general medicine) issued by The Landesärztekammer 	
11.	Greece		<p>Τίτλος ΙατρικήςΕιδικότητας (Certificate of medical specialization - awarded by Greek region of medical specialization)</p> <p>Τίτλος ιατρικήςειδικότητας γενικής ιατρικής (Certificate of specific training for general medical practice)</p>
12.	Hong Kong		<ul style="list-style-type: none"> Specialist training from a recognized post-graduate training program in Hong Kong Fellowship of Hong Kong Academy of Medicine (HKAM)
13.	India		<ul style="list-style-type: none"> DM M.ch FNB
14.	Ireland	<ul style="list-style-type: none"> Membership / Fellowship of the Royal Colleges and Certificate of Satisfactory Completion of Specialist training (CSCST) from Ireland 	<ul style="list-style-type: none"> Membership/ Fellowship of the Royal Colleges before 1996



No.	Country (region) of conferring institution	Category 1	Category 2
		<ul style="list-style-type: none"> ▪ Certificate of Specialist Doctor issued by the Medical Council of Ireland and Certificate of Satisfactory Completion of Specialist training (CSCST) 	
15.	Italy	<ul style="list-style-type: none"> ▪ A Diploma di (medico) Specialista, Rilasciati dal rettore di Unauniversita (Diploma of specialized doctor granted by a rector of an Italian university) ▪ An Attesto di formazione specifica in medicina generale (Certificate of specific training for general medical practice issued by the Ministry of Health) 	
16.	Japan		PhD
17.	Korea		Certificate of specialization awarded by the Ministry of Health and Welfare
18.	Kuwait	<ul style="list-style-type: none"> ▪ Arab board for Medical Specialties and Certificate of completion of residency program from teaching institutions in Kuwait ▪ Board Certification by the Kuwait Board under the Kuwait Institute for Medical Specialization/ Ministry of Health 	
19.	Malaysia		<ul style="list-style-type: none"> ▪ Doctorate Degree ▪ Master's degree
20.	Netherlands	<ul style="list-style-type: none"> ▪ Bewijs van inschrijving in een Specialistenregister (Certificate of recognition and Registration/ Certificate of entry in the Specialist Register) <ul style="list-style-type: none"> ○ Medisch Specialisten Registratie Commissie (MRSC) 	

No.	Country (region) of conferring institution	Category 1	Category 2
		<ul style="list-style-type: none"> ○ Sociaal-Geneskundigen Registratie Commissie ○ Huisarts en Verpleeghuisarts Registratie Commissie (HVRC) van de Koninklike Nederlandsche Maatschappij tot Bevordering der Geneeskunst ○ Note that only certificates issued before 19 July 2007 are accepted from this awarding body: Registratie Commissie Geneeskundig Specialisten (RGS) 	
		<ul style="list-style-type: none"> ▪ Certificaat van inschrijving in een specialistenregister van huisartsen awarded by any of the following: <ul style="list-style-type: none"> ○ Huisarts en Verpleeghuisarts Registratie Commissie (HVRC) ○ Registratie Commissie Geneeskundig Specialisten (RGS) 	
21.	New Zealand	Fellowship of the Royal College	
22.	Norway	<ul style="list-style-type: none"> ▪ Spesialistgodkjenning issued by the Den Norske Legeforening (Medical Association of Norway or Norwegian Directorate of Health) 	
		<ul style="list-style-type: none"> ▪ Bevis for kompetanse som allmennpraktiserende lege/ Godkjenning som allmennpraktiserende lege (Certificate of specific training for general medical practice) issued by Norwegian Registration Authority for Health Personnel -SAK) 	

No.	Country (region) of conferring institution	Category 1	Category 2
23.	Oman	<ul style="list-style-type: none"> Arab board for Medical Specialties and Certificate of completion of residency program from teaching institutions in Oman Omani Board 	
24.	Portugal	<ul style="list-style-type: none"> Título de Especialista (Professional award of specialist) issued by the Ordem dos Medicos Título de especialista em medicina geral e familiar (Certificate of specific training for general medical practice) issued by Ministrio da Saude or Ordem dos Medicos 	
25.	Saudi Arabia	<ul style="list-style-type: none"> Arab board for Medical Specialties and Certificate of completion of residency program from teaching institutions in Saudi Arabia Saudi Specialty Certificate (Saudi Board) issued by Saudi commission for Health Specialties 	
26.	Singapore		Exit Certificate from Joint Committee on Specialist Training (JCST) and Certificate of Specialist Accreditation from the Specialist Accreditation Board
27.	South Africa	<ul style="list-style-type: none"> Master of Medicine (M. Med) Degree or Fellowship Certificate approved by the Colleges of Medicine of South Africa (CMSA) 	

No.	Country (region) of conferring institution	Category 1	Category 2
28.	Spain	<ul style="list-style-type: none"> Título de Especialista (Professional qualification of a specialist) issued by the Spanish Ministry of Health and Consumer Affairs or the Spanish Ministry of Education and Culture 	
		<ul style="list-style-type: none"> Título de Especialista en medicina familiar y comunitaria (Specialist certificate in family and community medicine) issued by the Spanish Ministry of Health and Consumer Affairs or the Spanish Ministry of Education and Culture 	
29.	Switzerland	<ul style="list-style-type: none"> Diplôme de médecin spécialiste Diplom als Facharzt Diploma di medico specialista (Specialist qualification) issued by the Swiss Federal Department of Home Affairs (FDHA) Master of Advanced Studies of Clinical Medicine 	
30.	Sweden	<ul style="list-style-type: none"> Bevis om specialistkompetens som läkare (Certificate of the right to use the title of specialist) issued by the Socialstyrelsen (National Board of Health and Welfare of Sweden) 	
		<ul style="list-style-type: none"> Bevis om kompetens som allmänpraktiserande läkare (Europaläkare) (Certificate of specific training for general practice) issued by the Socialstyrelsen (National Board of Health and Welfare of Sweden) 	
31.	Turkey		Uzmanlik Belgesi issued by Sağlık Bakanlığı (Certificate of Medical Specialty issued by Ministry of Health)

No.	Country (region) of conferring institution	Category 1	Category 2
32.	United Arab Emirates	Arab board for Medical Specialties and Certificate of completion of residency program from teaching institutions in U.A.E.	
33.	United Kingdom	<ul style="list-style-type: none"> ▪ Membership/Fellowship from Royal Colleges + Certificate of Completion of Specialist Training (CCST) or equivalent in U.K. ▪ Membership/ Fellowship from Royal College of General Practitioners + Certificate of Completion of Training in General Practice (GP) awarded by PMETB and Registration with the GMC as a GP in U.K. 	▪ Membership/Fellowship of the Royal Colleges before 1996
34.	United States of America	American Board of Medical Specialties (ABMS) Certificates and Subspecialty Certificates	

General Remarks

- It is to be noted that the above table is not exclusive, and the Department of Healthcare Professions (DHP) reserves the right to amend and update the requirements at different intervals without prior notice.
- Holder of a Qualification Degree which is higher than the degrees mentioned in the above table will be considered accordingly.
- In case the post-graduate certificate is limited to certain duration of time according to its issuing Authority (such as The American Board certificates), it will not be mandatory to be valid on applying for Registration/licensing in Qatar in case the certificate was valid at the time of leaving the country of issuing this certificate.
- The Department of Healthcare Professions reserves the right to ask for recommendation letters if required.
- The Department of Healthcare Professions reserves the right to conduct interviews as part of the evaluation process if required.
- The Department of Healthcare Professions reserves the right to ask for additional supporting documents whenever needed.

- Holders of specialty certificates in the main specialty while their work experience in the subspecialty, can be granted a scope of practice as per the sub-specialty only if the university/issuing institution does not have the subspecialty degree at the time he/she got the degree. The Registration Section may request for an official proof (if necessary).
- Healthcare facilities are given the right to grant the title of specialist or consultant to their physicians, according to the Guidelines and standards approved by the Department of Healthcare Professions. (Appendix 2)
- Please ensure to check the below mentioned websites for any updates:
<http://dhp.moph.gov.qa> www.moph.gov.qa

APPENDIX (1): For currently licensed/ holding valid evaluation Physicians:

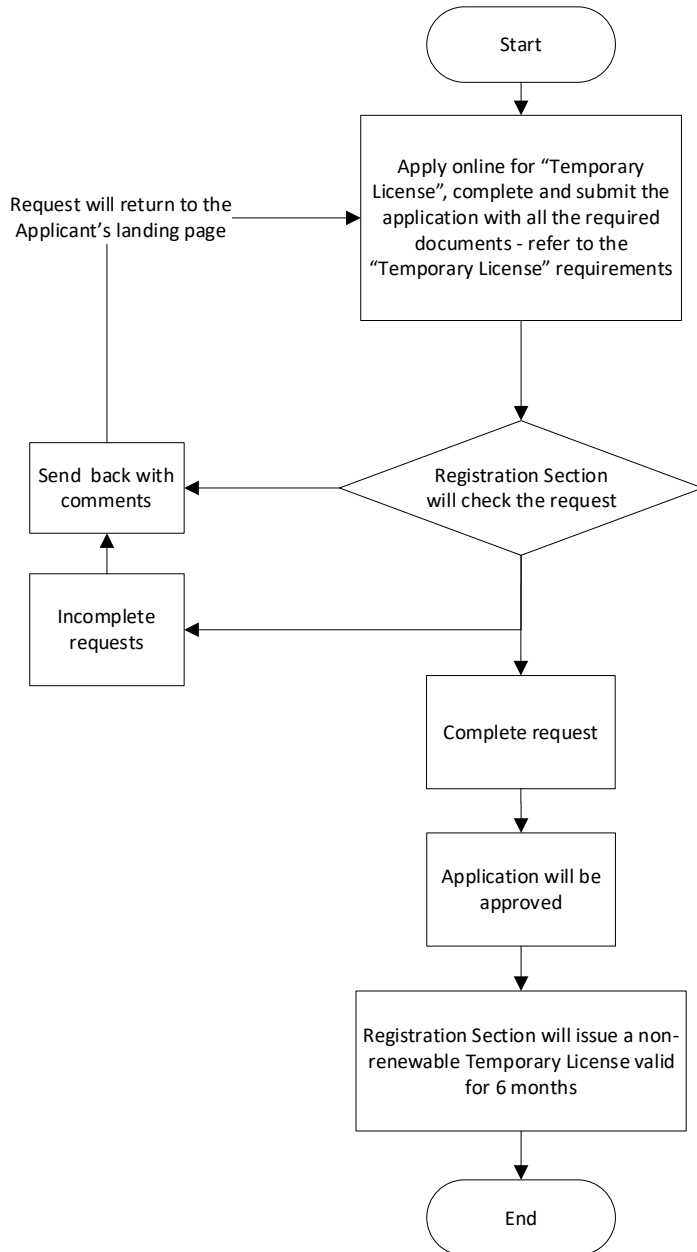
1. Currently licensed Associate Physicians based on post-graduate degree that falls now under category 3, can change their scope of practice to specialty providing the following:
 - a) Certificate of completion of Structured training (continuous training for minimum 3 years).
 - b) Completion of **three years** clinical experience after post-graduate degree
 - c) Passing DHP licensing qualifying exam
2. Currently licensed physicians as Associate/Assistant Specialty based on post-graduate degree from the previous category 2 or 2*, can change their scope of practice to specialty providing the following:
Completion of **the required years of** clinical experience after post-graduate degree which will be determined based on circulars 20/2020 and DHP/2024/15.
3. Currently licensed physicians as “GP supervised” but has post-graduate degree from category 3, can choose one of the following:
 - a) Continue as “GP supervised”
 - b) Apply for change scope of practice from “GP supervised” to “Assistant specialty” to complete the required years of experience as per circular no. DHP/2024/15 and Break from practice policy (passing DHP licensing qualifying exam will be required to change their scope to assistant specialty)
4. A physician who is registered / evaluated but holding expired evaluation from DHP, will be subject to the Guidelines mentioned in this circular when applying for re-evaluation/restoration.

APPENDIX (2):

Health care facilities have the right to promote their Physicians to consultant according to the below guidelines and criteria:

- 1- Physicians should be licensed in a specialty area by DHP.
- 2- Holders of certificates from Category 1, can be promoted to Consultant title providing completion of two years of clinical experience after post-graduate degree.
- 3- Holders of certificates from Category 2, can be promoted to Consultant title providing completion of four years of clinical experience after post-graduate degree.
- 4- Holders of certificates from Category 3, can be promoted to Consultant title providing completion of six years of clinical experience after post-graduate degree.
- 5- The physician should be the first or second author for at least 2 articles published in peer-reviewed journals, only one of the articles can be a case report.
- 6- The physician should have at least two recommendation letters and satisfactory performance reports from his current place of work.
- 7- Promotion to consultant title should be through a committee from the medical director, Quality improvement member and a member from Human Resources department.
- 8- All mentioned documents should be available on request from DHP for Auditing purposes

2. Temporary License Process Map



Temporary License Requirements:

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply for Temporary License” request and upload the below mentioned required documents, (documents uploaded in the evaluation will remain available on the system unless expired):

1. Copy of valid passport.
2. Copy of valid QID (front and back) (If applicable)
3. In case the healthcare practitioner applies for the temporary license without a QID, then the following documents must be submitted:
 - Valid medical test (valid for up to 6 months) from the home country (Chest X-ray and Blood Test report including the following tests: “Hepatitis B Surface AB, Hepatitis B Core AB, Hepatitis B Surface Ag, HCV AB and HIV”) attested from the Ministry of Foreign Affairs in Qatar (MOFA).
 - Police Clearance Certificate from the home country attested from MOFA in Qatar.
4. Undertaking letter for temporary licenses for the practitioner. (The template is in the “[Additional Attachments](#)” document)
5. Undertaking letter for temporary licenses for the facility (the template is in the “[Additional Attachments](#)” document)

Notes

- The specified time for reviewing the application is 5 working days, starting from the date of completing the requirements.
- Physicians applying on healthcare agencies are advised not to work in homes, schools and nurseries for more than 6 months during the 2 years license cycle as any experience more than that will not be counted by DHP for renewal or change place of work to a licensed healthcare facility.
- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- Temporary Licenses shall be valid for a maximum period of 6 months (non-renewable).
- The practitioner must apply for a licensing application during the temporary license validity period; otherwise, they will have to re-apply for evaluation.
- In case of negative verification reports and proven incidents of fraud, the license will be suspended, practitioner will be banned from practicing immediately and this will result in disciplinary actions on

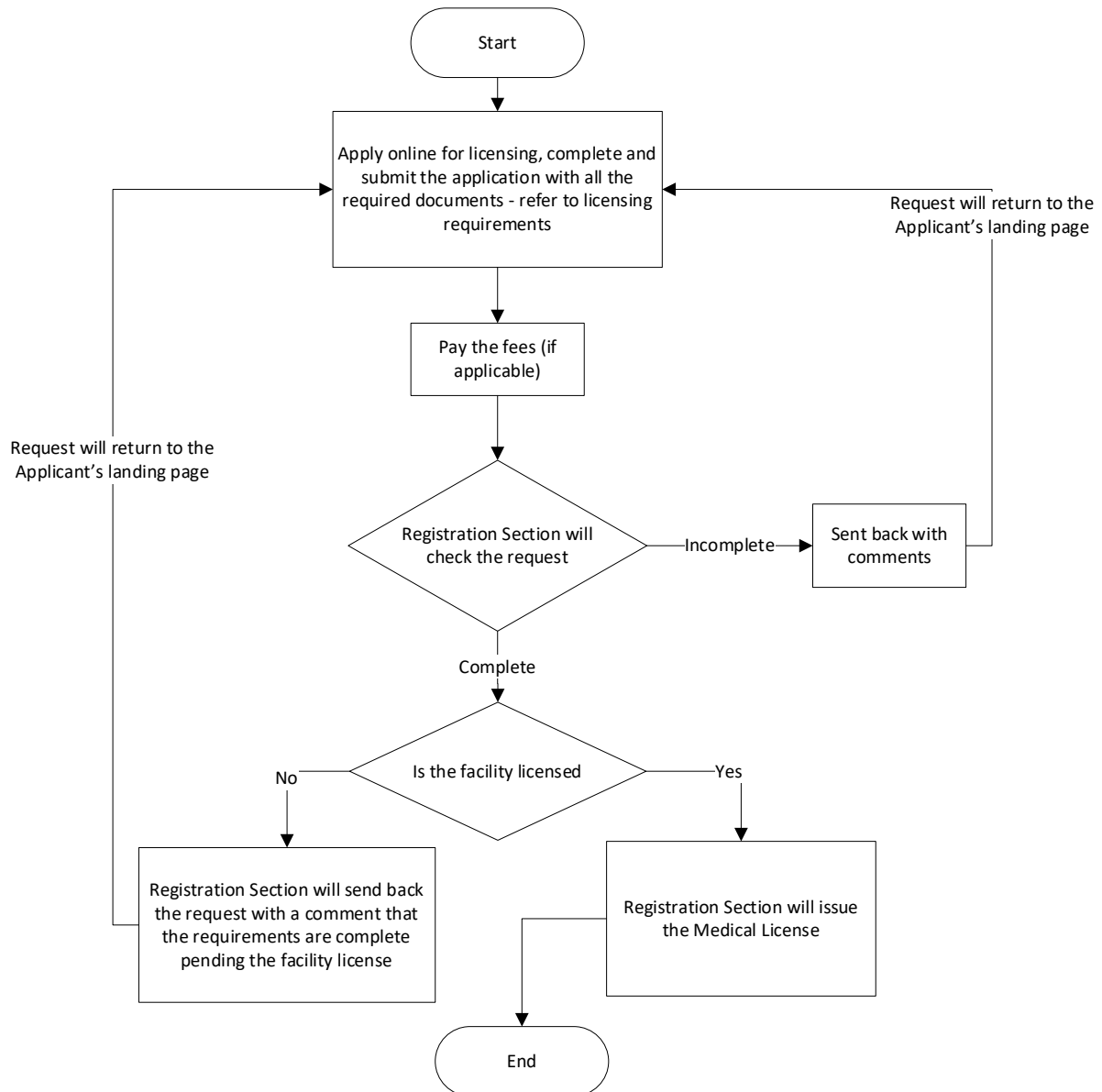
the practitioner.

- The facility license showing the approved activities must be provided upon request.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.

References :

- Circular (22-2018) - Launch of Electronic “Temporary License” Applications.
- Circular (09-2018) - Updates on Temporary License Policy

3. Licensing Process Map



Licensing Requirements

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply for Licensing” request and upload the below mentioned required documents, (documents uploaded in the evaluation will remain available on the system unless expired):

1. Copy of valid QID (front and back) (If applicable)
 - a. For male practitioners (and female practitioners on their employer’s sponsorship), the sponsor should be the potential employer.
 - b. For female practitioners on a family sponsorship, please attach the QID in addition to a letter of intent from your potential employer.
2. Copy of the verification report.
3. Copy of valid Police Clearance Certificate from Qatari Ministry of Interior directed to the Ministry of Public Health for licensing purposes.
4. Medical report (valid for 6 months), which can be issued by:
 - a. HMC
 - b. Medical Commission
 - c. Private hospitals (Al Ahli, Al Emadi & Doha Clinic)
 - d. Primary Health Care Corporation (For Qataris only)
5. Medical report must include the following tests: HIV test, HCV AB test, HBV Surface Ag, HBV Surface Ab, HBV core Ab and Chest X-Ray. (Please refer to Circulars no. [10/2019](#) & [07/2022](#))
6. For the Recognized CPR (cardio-pulmonary resuscitation) course or its equivalent , Please refer to circular no. ([DHP/2024/06](#))
7. Original Certificate of Good Standing -valid for 6 months unless else specified on the certificate- must be sent directly from the Registration authority (or authorities) of the most recent required years of work experience, to: Registration Section, Department of Healthcare Professions, Ministry of Public Health, P.O. Box: 7744, Doha, Qatar or DHPGoodSt@moph.gov.qa. If you have received your Certificate of Good Standing by hand from the authority, you can submit it to the PSV company and upload the final verification report.

Notes

- The specified time for reviewing the application is 15 working days, starting from the date of

completing the requirements.

- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- Physicians applying on healthcare agencies are advised not to work in homes, schools and nurseries for more than 6 months during the 2 years license cycle as any experience more than that will not be counted by DHP for renewal or change place of work to a licensed healthcare facility.
- The certificate of good standing will be reviewed during this phase; any misleading information provided will result in further investigations and could result in disciplinary action.
- It is the applicant's responsibility to follow up on receiving the certificate of good standing.
- Applicants/employer representatives can follow up on the certificate of good standing with DHPGoodSt@moph.gov.qa
- The facility license showing the approved activities must be provided upon request.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.

You can follow-up on the request with your employer representative.

For Locum and non-resident physicians

The following items are required in addition to the previous requirements noted above:

1. Valid Police Clearance Certificate from outside the State of Qatar attested by the MOFA in Qatar or Qatar Embassy.
2. Copy of recent blood test and chest X-ray (valid for 6 months from the test date) from the approved Healthcare facilities in the state of Qatar as per mentioned above, OR valid blood test & chest x-ray from outside Qatar attested by Qatar Embassy along with an undertaking letter, signed and stamped by the medical director stating that the blood test and chest x-ray will be done in the State of Qatar before commencing work.

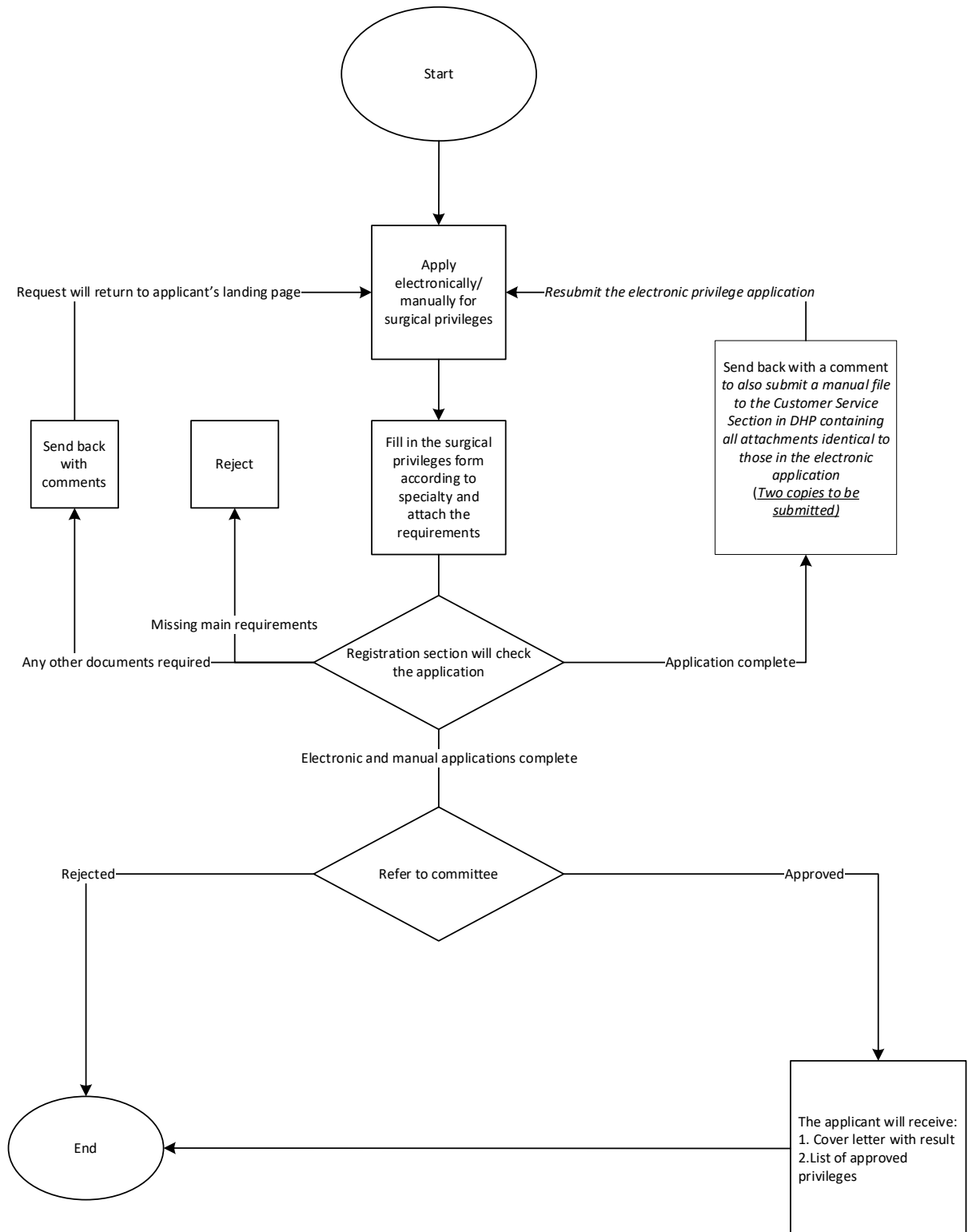
3. No QID is required for Locum and non-resident Doctors.

Please check [Circular No \(DHP/2023/107\) - Update on the categorization of registration/licensing for specialized physicians/dentists](#) for further information.

References:

- [Circular \(7-2022\) - Health Fitness Assessment Policy in Qatar](#)
- [Circular No \(DHP/2024/06\) - Delegating healthcare facilities with the responsibility to ensure that healthcare practitioners meet the requirements of Cardiopulmonary Resuscitation \(CPR\) courses](#)
- [Circular No \(DHP/2023/107\) - Update on the categorization of registration/licensing for specialized physicians/dentists](#)

4. Surgical privileges process map



Surgical/Medical Privileges Requirements

A. First Time Surgical /Medical Privilege Application:

Submit an electronic Surgical/ Medical Privileges request attached with all the below mentioned documents:

*Following the review of electronic applications for additional privilege, the application will be sent back to the practitioner with a notification to also submit a manual file to the Customer Service Section in DHP containing all attachments identical to those in the electronic application and to resubmit the electronic privilege application **(Two copies to be submitted)***

1. Surgical/ Medical Privileges Form for the specific specialty (marking in the requested column) and signed by the physician and the medical director of the facility where the applicant will perform the privileges. (Available on the DHP [website](#))
2. Choose the privilege place of work and tick the requested privileges in the surgical privileges form page.
3. If there is no surgical privilege form for a specific specialty available on the website, kindly add the required privileges by a separate letter.
4. Copy of Valid Medical License or copy of valid evaluation.
5. No objection letter signed & stamped by the medical director of the place of work mentioned in the applicant license to perform the privileges in their facility or another facility with theater or day care.
6. Request Letter from the facility where the applicant will perform the privileges, if it is different workplace from the one mentioned in his/her license.
7. "Request for approval to perform surgical privilege" form signed and stamped by the medical director of the facility where the applicant will perform the privileges.
8. Copy of official surgical logbook for the last 3 years verified by PSV company.
9. Copy of fellowship certificate* in the requested privilege (if applicable) (verified by PSV company).
*Verified Fellowship certificate with duration of study not less than 1 year is mandatory for **Assisted Reproduction Procedures and Bariatric Surgery privileges.**
* Aesthetic obs. & Gyn course with a minimum of 6-month duration is required for **Aesthetic obstetrics and Gynecology privileges.**
10. Personal declaration for Surgical/ Medical Privileges.
11. Copy of Academic qualifications.
12. Copy of Curriculum - Vitae (C. V) in DHP format.
13. Recommendation letters (if any).
14. Copy of facility license with the list of approved services.

15. Copy of training certificate*/courses attended in the requested privilege (if applicable).

Note: All the above-mentioned requirements should be valid (maximum 3 months).

***All Licensed physicians under the following categories will be granted injectable Botox and dermal filler privilege upon being granted Temporary or permanent license (core privilege) providing that they underwent accredited training courses** in Botox and filler recognized by DHP (should be verified and attached in the evaluation request):**

- 1- Plastic surgery
- 2- Dermatology

***All Licensed specialized physicians Oral-maxillofacial Surgery will be granted facial injectable Botox and dermal filler privilege upon being granted Temporary or permanent license (core privilege) providing that they underwent accredited training courses** in Botox and filler recognized by DHP (should be verified and attached in the evaluation request)**

***Licensed practitioners under the following categories can submit privilege application to be granted facial non-therapeutic injectable Botox and dermal filler privilege through registration electronic system providing all privilege request requirements in addition to accredited Training courses** in the requested privilege recognized by DHP should be verified and attached in the privilege request):**

- 1- Existing associate Plastic surgery
- 2- Existing associate Dermatology
- 3- Family medicine specialty
- 4- Existing associate Family medicine specialty
- 5- General practitioner (GP)

****Recognized Training courses criteria:**

- 1- The courses should be 1 to 1 master class.
- 2- The course should be minimum of 2 weeks (can be as 1 course or more than one courses)
- 3- Include both didactic and hands-on training sessions. During the didactic session, participants cover topics such as facial anatomy, the history and pharmacology of Botox and dermal fillers,

reconstitution techniques, client selection, indications, contraindications, and treatment techniques.

- 4- The training sessions cover nonsurgical cosmetic procedures and latest techniques in Botox and dermal fillers.

Notes:

- 1- Official documents showing course duration, type of course and subjects covered in the course should be provided in the application.
- 2- Courses certificates should be verified through DHP approved verification companies.
- 3- It is the practitioner responsibility to make sure that the following is achieved before commencing any procedure:
 - a. Proper Patient assessment and selection
 - b. Obtaining informed consent
 - c. Each practitioner/ facility should produce a patient information leaflet.
 - d. It is the professional responsibility of the physician to ensure that any cosmetic procedures are clinically indicated and do not violate the religious rules and Qatari culture.

• **Accredited Botox and Dermal Filler Course Providers and their affiliates (some but not limited to)**

<u>No.</u>	<u>Course provider</u>	<u>Country</u>
1.	Dema Medical	United Kingdom
2.	Harley Academy	United Kingdom
3.	Med Aesthetics training	U.S.A -Austin, Texas
4.	American Association of Aesthetic Medicine & Surgery	U.S. A
5.	The American Board of Cosmetic & Aesthetic Medicine	U.S. A
6.	American Board of Aesthetic Medicine	U.S. A
7.	American Academy of Facial Aesthetics	U.S. A
8.	Skin Viva Academy	U.S.A - Manchester
9.	Aesthetic education – Medical workshops	U.S.A – Montebello, New York
10.	Derma Institute	Canada, Hamilton- Ontario

11.	The Botox Course	Canada, Vancouver
12.	International Association for Physicians in Aesthetic Medicine	Canada
13.	Derma Medical	Australia

B. “Additional Place to Perform Privileges” applications.

Applicants can apply for additional place to perform the already granted privileges (not applicable on dermatologists).

Submit an electronic Surgical/ Medical Privileges request attached with all the below mentioned documents:

1. Choose the privilege place of work and tick the previously granted privileges by DHP in the surgical privileges form page.
2. No objection letter signed & stamped by the medical director of the place of work mentioned in the applicant license to perform the privileges in their facility or another facility with theater or day care.
3. Request Letter from the facility where the applicant will perform the privileges, if it is different workplace from the one mentioned in his/her license.
4. “Request for approval to perform surgical privilege” form signed and stamped by the medical director of the facility where the applicant will perform the privileges.
5. Copy of DHP issued privilege letter/s.
6. Copy of valid Medical License
7. Copy of facility license with the list of approved services

C. Transfer of privileges” applications

If the applicant has changed his/her place of work and was granted privileges on the previous place of work, he/she is required to transfer the privilege to the new place of work or to a facility with operating theatre/day-care service.

Submit an electronic Surgical/ Medical Privileges request attached with all the below mentioned documents:

1. Request letter (cover letter) from the current place of work.
2. Choose the privilege place of work and tick the previously granted privileges by DHP in the surgical privileges form page.
3. “Request for approval to perform surgical privilege” form signed and stamped by the medical director of

the facility where the applicant will perform the privileges.

4. Copy of DHP issued privilege letter/s.
5. Copy of valid Medical License
6. Copy of facility license with the list of approved services.

D. Re-applying for Additional Surgical/ Medical Privileges Application (After a 6-month period):

Applicants can apply for additional privileges after 6 months from the issue date of the already granted privilege only if the applicant submits new documents as new logbook or courses or training that had not been submitted or evaluated through the committee before.

Submit a manual Surgical/ Medical Privileges request attached with all the below mentioned documents:

*Following the review of electronic applications for additional privilege, the application will be sent back to the practitioner with a notification to also submit a manual file to the Customer Service Section in DHP containing all attachments identical to those in the electronic application and to resubmit the electronic privilege application **(Two copies to be submitted)***

1. Justification letter for applying for additional Surgical/ Medical Privileges.
2. Copy of previous Surgical/ Medical Privileges approval letter from Registration Section.
3. Choose the privilege place of work and tick the requested privileges in the surgical privileges form page.
4. Surgical/ Medical Privileges Form for the specific specialty (marking in the requested column) and signed by the physician and the medical director of the facility where the applicant will perform the privileges. (Available on the DHP [website](#))
5. Copy of **new** training certificate/courses attended in the requested privilege.
6. Copy of fellowship certificate in the requested privileges (if applicable) (to be verified by PSV company)
7. Copy of Valid Medical License or copy of valid evaluation.
8. No objection letter signed & stamped by the medical director of the place of work mentioned in the applicant license to perform the privileges in their facility or another facility with theater or day care.
9. Request Letter from the facility where the applicant will perform the privileges, if it is different workplace from the one mentioned in his/her license.
10. "Request for approval to perform surgical privilege" form signed and stamped by the medical director of the facility where the applicant will perform the privileges.
11. Copy of official surgical logbook for the last 3 years including logbook for the previously granted privileges in the state of Qatar. (Logbook from outside the state of Qatar must be verified by

PSV company).

12. Personal declaration for Surgical/ Medical Privileges.
13. Copy of Academic qualifications.
14. Copy of Curriculum - Vitae (C.V).
15. Recommendation letters (if any).
16. Copy of valid facility license with the list of approved services.

Note: All the above-mentioned requirements should be valid (maximum 3 months).

Important Notes

- The specified time for reviewing the application is 30 working days, starting from the date of completing the requirements.
- Any documents presented in languages other than Arabic or English must be translated and attached to a copy of the original documents.
- Any other required documents that are not mentioned above should be submitted upon request.
- The PLC/DHP has the right to cancel any of the competencies, core, or advanced privileges if it has been confirmed the unsafe practice of the physician for any of the granted procedures.
- Privileges applications can be submitted after completion of the evaluation request; however, the final decision will not be issued unless obtaining the temporary /permanent license.
- Healthcare practitioners can apply to perform the surgeries in a workplace with theater or day care different from the one mentioned in his license.
- The verified -by primary source verification company- surgical logbook must be submitted to the Registration Section prior to the issuance of the final letter numerating all the privileges approved by the expert panel.
- Original documents/ certificates must be presented upon request.
- All Surgical/ Medical Privileges requirements applicable on Locum and non-resident practitioners.
- It is prohibited to communicate directly with the surgical committee in regard to the follow up of healthcare practitioners' Surgical/ Medical Privileges requests. Anyone who violates the above, will be held accountable and be subject to disciplinary actions, such as rejection of the respective request with an official warning sent to the concerned facility "refer to circular 2/2014".
- The applications will be referred to specialized expert panel for assessment. A letter will be issued to the medical director of the facility numerating all the privileges granted by the expert panel.

- Applicants can apply for appeal on the granted privileges within 1 month from the privilege letter issue date.
- Any incomplete request will not be processed and will be sent back to the counter with a note for all the missing documents.
- If the privilege request is missing main documents, the request will be rejected.
- Reapplying for additional Surgical/ Medical Privileges will only be considered after **a period of 6 months**, and if the applicants submit new documents as new logbook or courses or training that had not been submitted or evaluated through the committee before.
- The department has the right to revise and re-evaluate the granted privilege every three years.
- The department has the right to withdraw or suspend the surgical privilege in case of malpractice or any violation.
- If a licensed practitioner had previous Surgical/ medical privileges approval letter from Registration Section and left the country for more than 1 year, then the previously granted privilege will be cancelled.
- Physicians are not required to submit a privilege application to perform advanced/ additional privileges if his/her healthcare facility has an institutional privilege approval by DHP.
- Licensed Specialty physicians can practice within their core competencies and core privileges specific to their scope. However, any procedure within the core privileges that needs operating theater must be performed in a licensed facility with theater or daycare setting.
- Licensed Specialty physicians can apply for advanced privileges within their scope of practice only.
- Licensed Specialty physicians are not allowed to apply for any privileges out of their scope of practice.
- Licensed Assistant Specialty physicians are not allowed to apply for core nor advanced privileges however, they can assist their supervisor in performing core/advanced surgical procedures as per the supervisor's scope of practice and the surgical privileges granted to the supervisor by the DHP. The first surgeon and the assistant with the facility will be responsible for any complication that can take place to the patient.
- Licensed Associate Physicians can apply for the core privileges as per their scope of practice only.
- Licensed Associate Physicians, upon changing their scope of practice to specialty:
 1. Core privileges -that were not approved by DHP previously- will not be granted automatically accordingly they should apply for these privileges.
 2. Can apply for the advanced privileges as per their scope of practice only.
- Please refer to the Department of Healthcare Professions website frequently to check the updates of the

surgical/ medical privileges requirements.

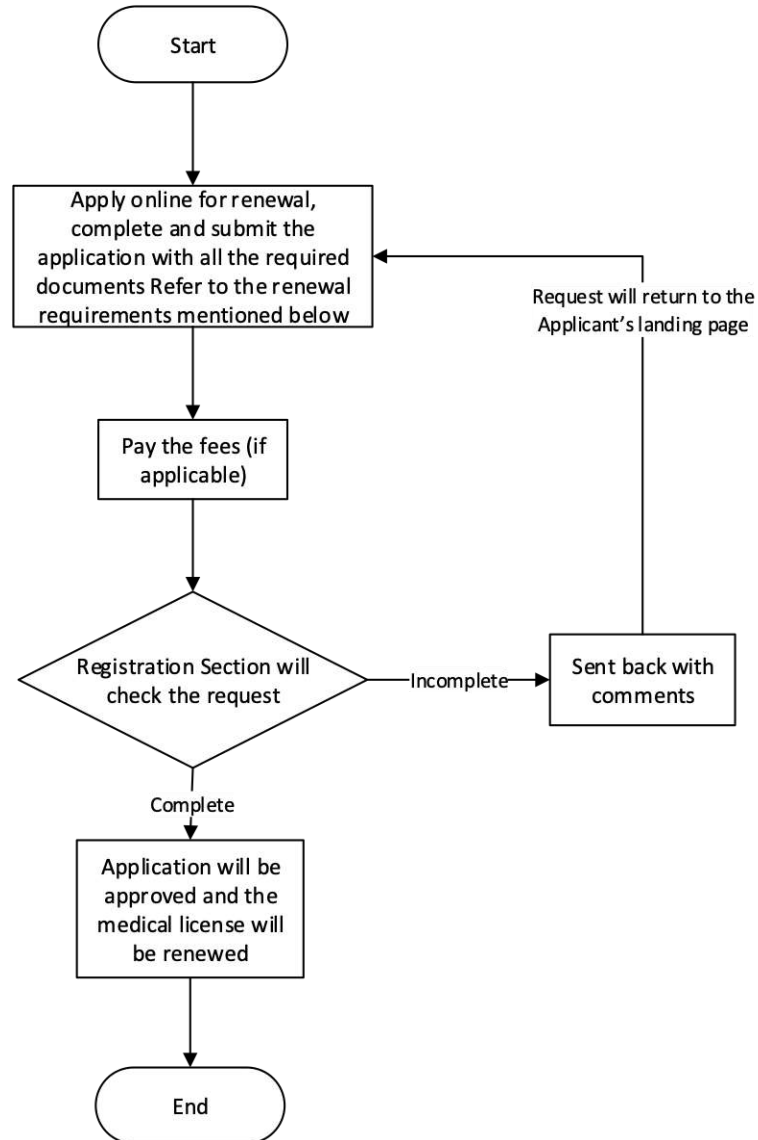
- Follow-up on request through the facility focal point (After a minimum period of 30 working days)

For further clarification please contact the Registration Team on DHPRegistration@moph.gov.qa

References

- Circular (20/2018) - Core and Advanced Privileges Policy for Different Physician's Categories/Specialties
- Circular (9/2021) - Update on Plastic surgery core and advanced privilege list
- Circular (10/2022) - Guidelines Regarding "Obstetrics and Gynecology" Socpe of Practice
- Circular (03/2023) - Amendment of Circular (23-2020) regarding DHP's approved specialty qualifications list for physicians in the State of Qatar
- Circular No (DHP/2023/107) - Update on the categorization of registration/licensing for specialized physicians/dentists
- Circular No (DHP/2024/15) - Update regarding "Assistant Specialty" and "GP(Supervised)" categories under physicians' profession and "GD (supervised)" category

5. License Renewal Process Map



License Renewal Requirements

Step1: Fulfilling CPD Requirements

- All licensed healthcare practitioners are mandated to participate in CPD activities according to the policies and regulations of the Accreditation Section of the Department of Healthcare Professions in order to renew their licenses. All licensed healthcare practitioners are responsible to fulfill annual, category-specific, and CPD cycle requirements and maintain records of CPD activities in the CPD e Portfolio prior to submission of their renewal applications.
- Please refer to the Accreditation Section's standards and guiding documents for more details about CPD Requirements.

Note: Healthcare Practitioners cannot submit renewal applications unless they are fully compliant to the CPD Requirements. System will not allow practitioners to apply for renewal of their licenses and an automated message will be generated informing practitioners that they don't meet the CPD requirements.

Step2: Fulfilling Renewal Application Requirements

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply for Renewal” request and upload the below mentioned required documents:

1. Copy of valid passport.
 2. Copy of valid QID (front and back).
- N.B. For male practitioners (and female practitioners on their employer's sponsorship), the sponsor should be the employer.
3. One recent photo (according to photo criteria stated in [circular \(04-2014\)](#) or in the “[Additional Attachments](#)” document).
 4. Medical Report will be requested as per the health fitness policy (Please refer to circular no. [07/2022](#))
 5. For the Recognized CPR (cardio-pulmonary resuscitation) course or its equivalent , Please refer to circular no. ([DHP/2024/06](#))
 6. In case a physician has additional place of work, an employment letter will be requested from the additional place of work.

7. An employment letter (the template is in the “[Additional Attachments](#)” document).
8. For Physicians working in healthcare agencies, employment letter from the agency along with an experience certificate from the healthcare facility where he/she has been assigned to work at except homes.
9. For assistant specialty and GP (supervised), supervision letter, will be required. (please refer to circulars no. [\(DHP/2024/15\)](#))
10. Any other additional documents might be requested.
11. For GP (supervised) only 2 renewals will be accepted after that they should change to GP (after completing the required years of experience) and pass the qualifying exam if required.

Notes

- The specified time for reviewing the application is 7 working days, starting from the date of completing the requirements.
- Physicians licensed on healthcare agencies are advised not to work in homes, schools and nurseries for more than 6 months during the 2 years license cycle as any experience more than that will not be counted by DHP for renewal or change place of work to a licensed healthcare facility.
- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- The facility license showing the approved activities must be provided upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.

You can follow-up on the request with your employer representative.

For Locum physicians:

- **The following items are required in addition to the previous requirements noted above:**
 1. Undertaking letter from the healthcare facility, signed by the medical director, to ensure a proper handover for the patients treated by the locum physician.

2. Work experience certificate from the healthcare facility in the State of Qatar, signed by the medical director, showing the visit details of the locum doctor over the last 2 years.
3. Work experience certificate, verified by the verification company, for the last two years outside the State of Qatar. Copy of the verification report must be uploaded in the renewal application.
4. Certificate of Good Standing (COGS) from the registration authority covering the required last 2 years of experience to be sent directly by mail or email or verified by the verification company.
5. No QID is required for Locum Doctors

For non-resident physicians:

- **The following items are required in addition to the previous requirements noted above:**
 1. Letter from the healthcare facility, signed by the medical director and the permanent physician, specifying the name of the licensed permanent physician in the same specialty who will be responsible for overseeing the patients.
 2. Work experience certificate from the healthcare facility in the State of Qatar, signed by the medical director, showing the visit details of the non-resident doctor over the last 2 years.
 3. Work experience certificate, verified by the verification company, for the last two years outside the State of Qatar. Copy of the verification report must be uploaded in the renewal application.
 4. Certificate of Good Standing (COGS) from the registration authority covering the required last 2 years of experience to be sent directly by mail or email or verified by the verification company.
 5. No QID is required for non-resident doctors.

To change the license status from permanent or non-resident to locum physician, an “Update Profile” request must be submitted attaching the following requirements:

1. No objection letter from the healthcare facility, signed by the medical director, to change the status of the license to Locum physician.
2. Undertaking letter from the healthcare facility, signed by the medical director, to ensure a proper handover for the patients treated by the locum physician.
3. Tick the locum box in the “personal and profession information” page in the evaluation application.

To change license status from permanent or locum to non-resident physician, an “Update Profile” request must be submitted attaching the following requirements:

1. No objection letter from the healthcare facility, signed by the medical director, to change the status of the license to non-resident physician.
2. Letter from the healthcare facility, signed by the medical director and the permanent physician, specifying the name of the licensed permanent physician in the same specialty who will be responsible for overseeing the patients.
3. Letter of Experience for a total of 5 years of clinical practice in their specialty after the postgraduate degree including the required years of experience as per their category in the “DHP approved specialty qualification list for physicians”.
4. Tick the non-resident box in the “personal and profession information” page in the evaluation application.

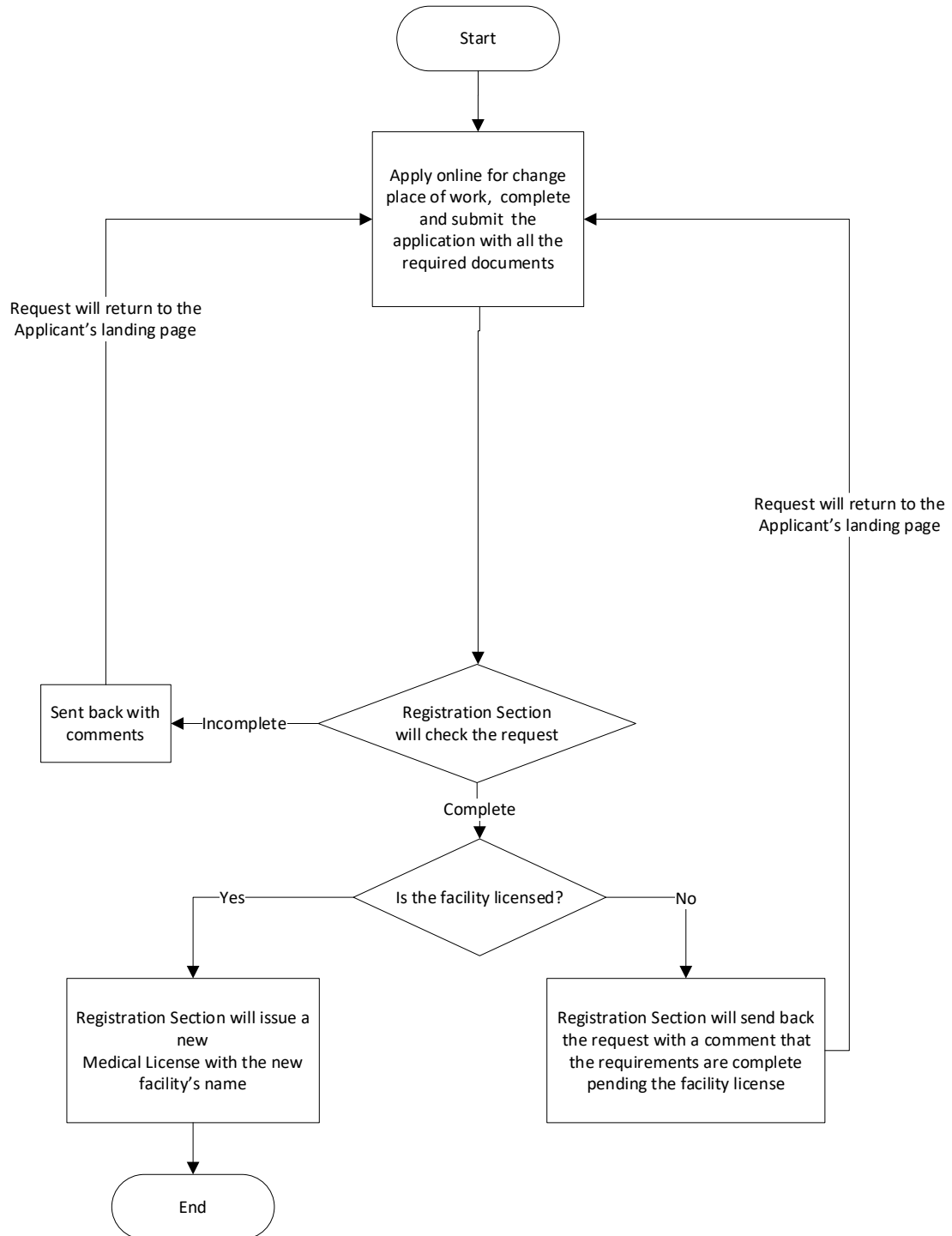
To change license status from locum or non-resident to permanent physician, an “Update Profile” request must be submitted attaching the following requirements:

1. No objection letter from the healthcare facility, signed by the medical director, to change the status of the license to permanent physician.
2. Valid QID on employer.
3. Valid Police clearance from MOI, Qatar
4. Valid Medical report and Chest X-Ray from Qatar if not provided upon Licensing.
5. Tick the Permanent box in the “personal and profession information” page in the evaluation application.

References :

- Circular (7-2022) - Health Fitness Assessment Policy in Qatar
- Circular No (DHP/2023/107) - Update on the categorization of registration/licensing for specialized physicians/dentists
- Circular No (DHP/2024/06) - Delegating healthcare facilities with the responsibility to ensure that healthcare practitioners meet the requirements of Cardiopulmonary Resuscitation (CPR) courses
- Circular No (DHP/2024/15) - Update regarding “Assistant Specialty” and “GP(Supervised)” categories under physicians’ profession and “GD (supervised)” category

6. Change Place of Work Process Map



Change Place of Work Requirements

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply to Change Place of Work” request and upload the below mentioned required documents:

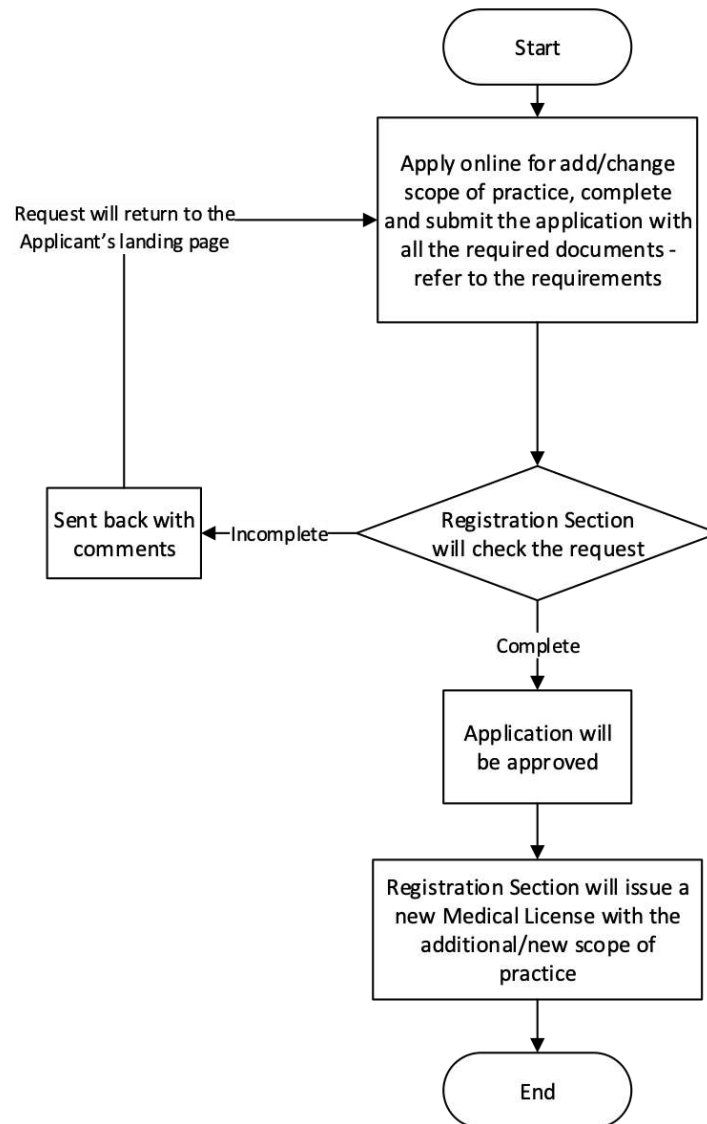
1. Copy of valid passport
 2. Copy of valid QID (front and back)
 - a) For male practitioners (and female practitioners on their employer’s sponsorship), the sponsor should be the new employer or a secondment from the Ministry of Interior along with an undertaking letter that a renewed secondment or QID will be submitted upon expiry of the attached one.
 - b) For female practitioners on a family sponsorship, please attach the QID in addition to a letter of intent from your new employer and a letter of no objection/ Resignation letter approved signed and stamped by medical director from the old employer.
 3. Any other adjustment according to the current laws and regulations in the State of Qatar
 4. For Physicians working in healthcare agencies, employment letter from the agency along with an experience certificate from the healthcare facility where he/she has been assigned to work at except homes.
 5. For assistant specialty and GP (supervised), supervision letter, will be requested. (please refer to circular number ([DHP/2024/15](#)))
- **For locum and non-resident physicians**, the QID will not be required. However, the following is required
 - A letter of intent from the new employer
 - A letter of no objection from the old employer will be required instead.
 - For locum: In addition to a undertaking letter from the healthcare facility, signed by the medical director, to ensure a proper handover for the patients treated by the locum physician.
 - For non-resident: In addition to a letter from the healthcare facility, signed by the medical director and the permanent physician, specifying the name of the licensed permanent physician in the same specialty who will be responsible for overseeing the patients.

Notes

- The specified time for reviewing the application is 10 working days, starting from the date of completing the requirements.
- Physicians licensed on healthcare agencies are advised not to work in homes, schools and nurseries for more than 6 months during the 2 years license cycle as any experience more than that will not be counted by DHP for renewal or change place of work to a licensed healthcare facility.
- Offer letter is not accepted from the new employer.
- In case the “Apply to Change Place of Work” request was submitted after evaluation (before licensing), then the QID will not be required. However, a letter of intent from the new employer and a letter of no objection from the old employer will be required instead.
- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- The facility license showing the approved activities must be provided upon request.
- A case-by-case assessment may be implemented.

You can follow-up on the request with your employer representative.

7. Add/Change Scope of Practice Process Map



Add/Change Scope of Practice Requirements

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply to Add/Change Scope of Practice” request and upload the below mentioned required documents:

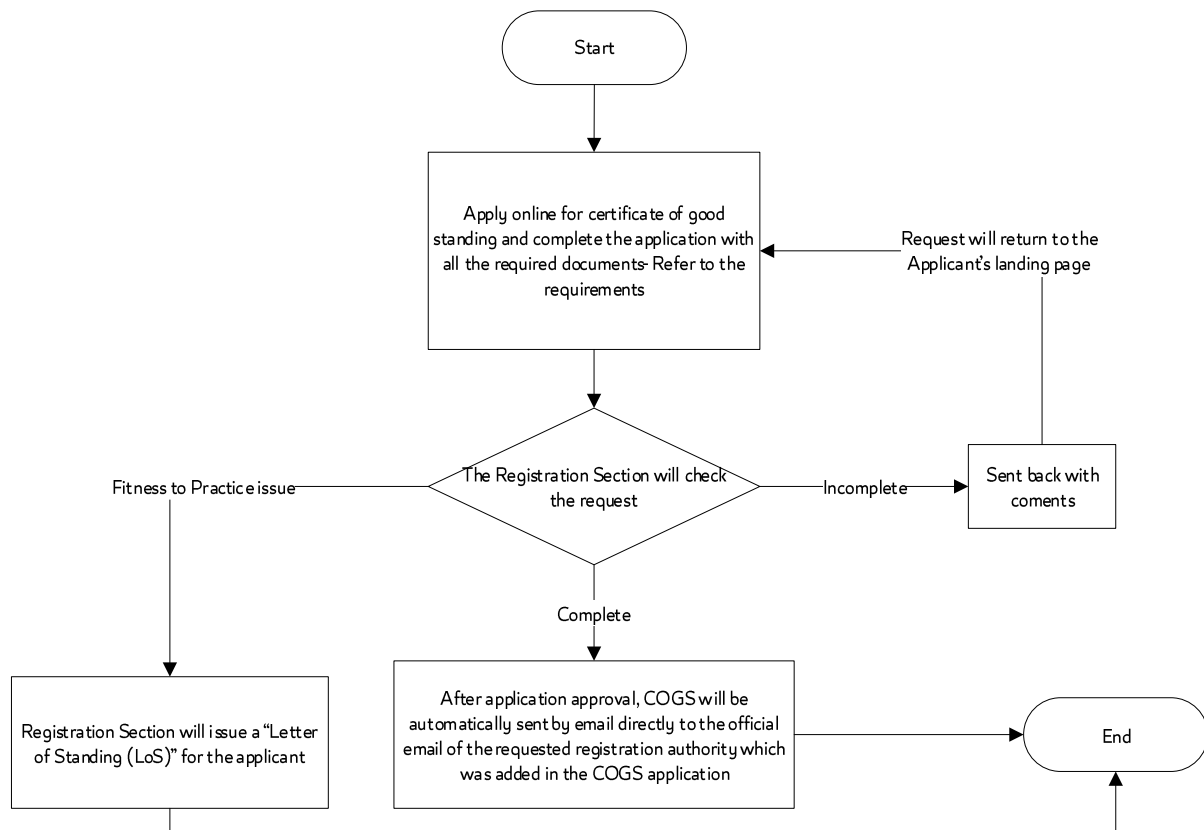
1. Copy of valid passport
2. Copy of valid QID (front and back).
3. A recent no objection letter from the employer for the addition/change of scope.
4. Copy of additional academic certificates relevant to the new scope (if applicable).
5. Copy of additional experience certificates (with an issue date) relevant to the new scope (if applicable).
6. Copy of the verification report for any additional documents.

Notes

- The specified time for reviewing the application is 25 working days, starting from the date of completing the requirements.
- Physicians cannot be registered with double specialties unless they are related.
- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- If the application is for an additional scope, then this must be mentioned in the “Additional Information Section”.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.

You can follow-up on the request with your employer representative.

8. Certificate of Good Standing Process Map (For Healthcare Practitioners who have a medical license issued by DHP)



- ❖ The COGS can be printed from practitioner's profile upon approval of the COGS application.
- ❖ The Registration certificate/ To whom it may concern certificate can be issued and collected by the applicant only in a sealed envelope.
- ❖ Verification forms should be attached in the COGS application and will be filled and sent automatically to the competent authority upon approval of the COGS application.

Certificate of Good Standing (COGS) Requirements

Please apply through the Registration/Licensing Electronic System on the Department of Healthcare Professions [website](#), complete the online application and pay the required fees (if applicable).

Submit an electronic “Apply for a Certificate of Good Standing” request and upload the below mentioned required documents:

1. Copy of valid passport
2. Copy of valid QID (front and back).(if applicable)
3. Copy of all academic certificates relevant to applicant's scope.
4. Registration Authority name and official email address shall be added in the COGS application.

Notes

- The specified time for reviewing the application is 5 working days, starting from the date of completing the requirements.
- DHP can only issue COGS to registration authorities.
- DHP cannot issue COGS to personal emails or healthcare facilities.
- Applications that do not meet the requirements above will be sent back to the applicant maximum for 3 times then it will be rejected if all the requirements are not fulfilled.
- Original documents/certificates might be requested on a case-by-case basis.
- Any other documents required to support the application that are not mentioned above must be submitted upon request.
- Any documents presented in languages other than Arabic or English must be translated to Arabic or English and attached to a copy of the original documents.
- Please refer to the website of the Department of Healthcare Professions frequently to check for updates of the requirements.
- A case-by-case assessment may be implemented.

You can follow-up on the request with DHPRegistration@moph.gov.qa