Guidelines for Complementary Medicine (CM)
1. Registration/Evaluation process map

- The applicant should follow up on the request with the employer representative.
- Preliminary evaluation is only valid for 6 months.
- Licensed healthcare practitioners in other professions can apply for "Add/Change Scope of Practice" to ONLY add a new scope of complementary medicine to their current license.
Registration/Evaluation Requirements

Please apply through the Registration/Licensing Electronic System on the QCHP website: (www.qchp.org.qa), 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) (If applicable).
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).
5. Copy of all academic certificates relevant to applicant’s scope with official transcript (refer to Table no. 1).
6. Copy of the recent 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 (if applicable).
8. Copy of proof of submission to the verification company (payment receipt).
9. Copy of the passing certificate of the qualifying exam (if applicable).

Notes

- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- The evaluation shall not obligate the Qatar Council for Healthcare Practitioners to grant the applicant any specific degree or title.
- Please note that verification process by the verification company replaces attestation of certificates by related competent authorities (i.e.: certificates do not have to be attested).
- The verification report and certificate of good standing shall be received in the licensing phase unless the case requires otherwise.
- It shall be the applicant’s responsibility to follow up on receiving the report regarding verification and the certificate of good standing.
- Applicants/employer representatives can follow up on the certificate of good standing with QCHPGoodSt@moph.gov.qa
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the 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”

<table>
<thead>
<tr>
<th>Definition</th>
<th>Scope of Practice</th>
<th>Qualifications Requirements</th>
<th>Experience Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hijama refers to the traditional medicine practice of wet cupping, or bloodletting with the aid of suction cups. It is a process where blood is drawn by vacuum from a small skin incision for therapeutic purposes. After suction from the dry cupping is released, tiny incisions are made in the patient's skin where the blood has collected beneath the surface.</td>
<td>Hijama has involved the application of suction cups to the skin to draw out blood, as well as other stagnant or morbid humors. Usually, the cups are made of glass, but they can also be made of plastic. Thus, the cupping tools should be cleaned and sterilized after use. Sterilization process is very important to maintain hygiene cupping instrument. It is the key to have successful treatment done. Moreover, it involves bloodletting cupping which is actually a very risky pass on the disease. Therefore, proper sterilization process is absolutely important. The Practice may include activities such as vital Signs examinations before and after the treatment, physical examination as appropriately indicated within his scope of practice, the preparation/stimulation of points, areas of the body or substances in the body using cups.</td>
<td>All Hijama Practitioners to have a high level of theoretical and practical training, health and safety training and sufficient knowledge of Physiology and Anatomy before they can practice upon the general public. Submit proof of having completed a satisfactory training program offered through a licensed and/or competent Hijama practitioner or therapist and/or institute as deemed appropriate by QCHP.</td>
<td>Minimum of two years recent experience (No interruption in the practice).</td>
</tr>
</tbody>
</table>
### 2. Chiropractic

**Definition and Principles**

- Chiropractic is a primary healthcare profession concerned with the relationship between structure (primarily of the spine) and function (primarily of the nervous system) as that relationship may affect the restoration, preservation and promotion of health and wellbeing. Chiropractic principles recognize the inherent recuperative power of the body.

- The word chiropractic is derived from two Greek words meaning “done by hand” and is defined as “the diagnosis, treatment and rehabilitation of conditions that affect the neuromuscular system”.

- Chiropractic treatment involves diagnosis and treatment of disorders of the Neuromusculoskeletal system and the effect of these disorders on general health. There is an emphasis on manual techniques, including joint adjustment and/or manipulation, with a particular focus on subluxation.

- The assessment of conditions related to the spine, non-spinal articulations and the Neuro-musculoskeletal system.

- The diagnosis, prevention, rehabilitation, management of and education about those conditions.

- Forming and communicating a differential diagnosis, diagnosis or clinical impression to identify a cause which impacts on a person’s symptoms, neuro-muscular-skeletal system and/or well-being.

- Manipulate and adjust the spinal column and other joints of the human body and in the process thereof a chiropractor may manipulate the muscle and connective tissue related thereto.

- Use all necessary mechanical, hygienic, and sanitary measures incident to the care of the body, including, but not limited to, air, cold, diet, exercise, heat, light, massage, physical culture, rest, ultrasound, water, and physical therapy techniques in the course of chiropractic manipulations and/or adjustments.

- Employ the use of Vitamins, food supplements, food for special dietary use, or proprietary medicines.

- Make use of X-ray and thermography equipment within his scope of practice.

- Dietary, nutritional counseling and therapeutic exercise.

- Graduates of Accredited Chiropractic Programs.

- Current license/registration to practice as chiropractor in home country or country of last employment.

- Minimum of two years recent experience (No interruption in the practice).
3. **Homeopathy** - means treating like with like. The theory of homeopathy is based on three principles:

- The “law of similar” which states that a substance that can cause disease in a well person can cure similar symptoms in the diseased;
- The “principle of the minimum dose,” which states that by diluting a substance, its curative properties are enhanced and its side effects minimized.
- Prescribing for the individual, which advocates basing treatment not only on the medical diagnosis but also the patient’s temperament, personality and emotional and physical responses.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Physical examination and requested laboratory examinations consistent with their education and training, for diagnostic purposes, including clinical laboratory tests and physiological function tests;</td>
<td>• Professional Degree of Homeopathy (BHMS- Bachelor in Homeopathic Medicine and surgery)/ licentiate from an accredited Homeopathic program of not less than 5 years (including internship).</td>
</tr>
<tr>
<td>• Request diagnostic imaging studies consistent with their license;</td>
<td>• Current license/registration to practice in home country or country of last employment.</td>
</tr>
<tr>
<td>• Administer or order homeopathic medicines (pharmaceutical dosage form) and ‘over the counter’ medicines registered with Ministry of Public Health’s approved products list.</td>
<td>• To be certified from an accredited Homeopathy program of not less than 3 years full time program.</td>
</tr>
<tr>
<td>• Provide nutritional, dietary and preventive medicine advice.</td>
<td>• Current license/ Registration to practice in home country or country of last employment.</td>
</tr>
</tbody>
</table>

Experience: Not less than 2 years after internship.  
OR  
Experience: Not less than 4 years after completion of the course.
4. **Ayurveda** - means "the science of life. It is a holistic system of healing which originated and evolved in India over five thousand years ago for the prevention, diagnosis, and treatment of human health conditions and diseases;

- The promotion and/or restoration of health; and the support and stimulation of a patient’s inherent self-healing processes through patient education and the use of Ayurveda therapies and therapeutic substances.
- Ayurveda looks at each person as a unique individual and focuses on establishing and maintaining balance of life energies. It seeks to heal the fragmentation and disorder of the mind-body complex and restore wholeness and harmony.
- The main objective of this science is preservation of health and prevention of disease. Ayurvedic therapies include herbs, nutrition, panchakarma cleansing, massage, and therapeutic Yoga.

- Ayurvedic Practitioners provide guidance to individuals with imbalances.
- Physical examination and requested laboratory examinations consistent with Ayurveda education and training, for diagnostic purposes, including, but not limited to, clinical laboratory tests, and physiological function tests.
- Request diagnostic imaging studies consistent with their Ayurveda training.
- Any spiritual practices are not permitted.

<table>
<thead>
<tr>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Ayurveda degree or its equivalent from a recognized institution.</td>
</tr>
<tr>
<td>Current license to practice in home country or country of last employment.</td>
</tr>
<tr>
<td>Licensure from an accredited Ayurveda Medicine program over a period of three to four years full time/ equivalent, comprising not less than 2500 hours (classroom theory and practical sessions) followed by 500 hours of supervised internship training.</td>
</tr>
<tr>
<td>Current license/ Registration to practice in home country or country of last employment.</td>
</tr>
</tbody>
</table>

Recent practice (No interruption in the practice for more than two years). OR Experience: Not less than 4 years after completion of the course.
5. **Acupuncture** is the ancient practice of inserting fine needles into carefully selected points located along meridians, or energy pathways, in the body.

- It is thought that by adjusting the body’s life healing will occur. The meridians have been documented electronically to exist.

- Physical examination and history taking.
- The stimulation of points, areas of the body or substances in the body using qi, needles with or without electrical stimulation (using clean needle technique), moxibustion, heat and cold, color, light, lasers,
- Evaluation of the sensitivity of patient to the acupuncture treatment and the probable reaction and response of the patient to administration of the treatment.
- Therapeutic exercises, qi exercises, breathing techniques, and meditation.
- Musculoskeletal manipulation consistent with their training.
- Differentiation of syndromes according to eight principles, the theory of visceral manifestations, the theory of qi and blood, and theory of meridians and collateral vessels.
- Dietary and nutritional counseling.
- The prescription of Chinese herbal medicines (single or in combination as patent medicines, tinctures, granules or raw herbs) as long as it is consistent with CAM Facility Regulation.
- Any spiritual practices are not permitted.

- A professional degree of Acupuncture: Bachelor of Medicine (Acupuncture) with minimum 5 years full time duration including internship.
- Current license /registration to practice in home country or country of last employment.
  OR
- A Licentiate from an accredited Acupuncture program of minimum two years full time or the part time equivalent with not less than 2500 teaching hours / Certification from National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM).
- Current license/ Registration to practice in home country or country of last employment.

| Experience: Not less than 2 years after internship. | Experience: Not less than 3 years after internship. |
Training Letter requirements

Applicants with a break from practice or lack of experience can apply for training after providing the Registration Department with the below mentioned documents in their evaluation application (please check the break from practice policy: attachment "1" in the “Additional Attachments” document):

1. No Objection Letter from the employer requesting for approval from QCHP for the applicant to work as trainee within their institution.
2. Valid copy of the Medical License of the supervisor who the applicant will be working under his/her supervision.
3. Copy of the applicant’s Qatari ID (front and back.)
2. Licensing process map

- The applicant should follow up on the request with the focal point.
- In case the facility is not licensed yet, the application will be sent back until the facility is licensed.
Licensing Requirements

Please apply through the Registration/Licensing Electronic System on the QCHP website: (www.qchp.org.qa), 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 (some documents will already be available in the online application from the evaluation):

1. Copy of valid passport.
2. Copy of valid QID (front and back) (If applicable).
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).
5. Copy of all academic certificates relevant to applicant’s scope with official transcript (refer to Table no. 1).
6. Copy of the recent 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 (if applicable).
8. Copy of verification report.
9. Copy of the passing certificate of the qualifying exam (if applicable).
11. Medical report, which can be issued by:
   - HMC
   - Medical Commission (with CDC stamp of Vaccination)
   - Private hospitals (Al Ahli, Al Emadi & Doha Clinic)
   - Primary Health Care Corporation (For Qatari only)
12. Medical report must include: HIV test, HCV test, HBV test, HB vaccination and Chest X-Ray.
13. Copy of Valid Recognized CPR (cardio-pulmonary resuscitation) course or its equivalent (or CPR registration receipt + undertaking letter that CPR certificate will be submitted upon completion).
14. Original Certificate of Good Standing must be sent directly from the Registration authority (or authorities) of the most recent required years of work experience, to the: Registration Department, Qatar Council for Healthcare Practitioners, P.O. Box: 7744, Doha, Qatar or QCHPGoodSt@moph.gov.qa.

Notes

- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- The verification report and 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 report regarding verification and the certificate of good standing.
- Applicants/employer representatives can follow up on the certificate of good standing with QCHPGoodSt@moph.gov.qa
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the updates of the requirements.
- A case by case assessment may be implemented.

You can follow-up on the request with your employer representative.
3. License Renewal Process Map

- Start
- Apply online for renewal, complete and submit the application with all the required documents
- Refer to renewal requirements
- Pay the fees (if applicable)
- The application after submission/payment will go to the Employer Representative’s landing page. The Employer Representative must review the documents, ensure that they are complete, approve and submit the application (in this stage the status is “Employer Completing”)
- Registration Department will check the request
  - Incomplete
    - Sent back with comments
  - Complete
    - Application will be approved
    - Registration Department will renew the Medical License

End
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 Department of the QCHP 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 ePortfolio prior to submission of their renewal applications.
- Please refer to QCHP-AD 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 QCHP website: [www.qchp.org.qa](http://www.qchp.org.qa), 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).
3. One recent photo (according to photo criteria stated in circular (04-2014) or in the “Additional Attachments” document).
4. Medical report, which can be issued by:
   - HMC
   - Medical Commission (with CDC stamp of Vaccination)
   - Primary Health Care Corporation (For Qatari only)
5. Medical report must include: HIV test, HCV test, HBV test, HB vaccination.
6. Copy of Valid Recognized CPR (cardio-pulmonary resuscitation) course or its equivalent (or CPR registration receipt + undertaking letter that CPR certificate will be submitted upon completion).
7. An employment letter (correct template is in the “Additional Attachments” document)
8. Any other additional requirements might be requested.

Notes

- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the updates of the requirements.
- A case by case assessment may be implemented.

You can follow-up on the request with your employer representative.
4. Change Place of Work Process Map

Start

Apply online for change place of work, complete and submit the application with all the required documents

The employer representative from the old place of work will submit the application

Sent back with comments

The employer representative from the new place of work will submit the application (in this stage the status is “employer completing”)

Registration Department will check the request

Complete

Is the facility licensed?

Yes

Registration department will issue a new Medical License with the new facility’s name

End

No

Registration Department will send back the request with a comment that the requirements are complete pending the facility license

Request will return to the Applicant’s landing page

Request will return to the Applicant’s landing page
Change Place of Work Requirements

Please apply through the Registration/Licensing Electronic System on the QCHP website: (www.qchp.org.qa), 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) which should be changed to 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).
3. Any other adjustment according to the current laws and regulations in the State of Qatar.

Notes
- In case the “Apply to Change Place of Work” request was submitted after evaluation (before licensing), then the QID will not be required.
- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the updates of the requirements.
- A case by case assessment may be implemented.

You can follow-up on the request with your employer representative.
5. Add/Change Scope of Practice Process Map

Start

Apply online for add/change scope of practice, complete and submit the application with all the required documents - refer to the requirements

The application after submission/payment will go to the Employer Representative’s landing page. The Employer Representative must review the documents, ensure that they are complete, approve and submit the application (in this stage the status is “Employer Completing”)

Registration Department will check the request

Request will return to the Applicant’s landing page

Sent back with comments

Complete

Application will be approved

Registration Department will issue a new Medical License with the additional/new scope of practice

End
Add/Change Scope of Practice Requirements

Please apply through the Registration/Licensing Electronic System on the QCHP website: [www.qchp.org.qa](http://www.qchp.org.qa), 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. Copy of additional academic certificates relevant to the new scope (if applicable).
4. Copy of additional experience certificates (with an issue date) relevant to the new scope (if applicable).

Notes

- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the updates of the requirements.
- A case by case assessment may be implemented.

You can follow-up on the request with your employer representative.
6. Certificate of Good Standing Process Map

Start

Apply online/ manual for certificate of good standing and complete the application with all the required documents - Refer to the requirements

The registration department will check the request

Fitness to Practice issue

Incomplete

Sent back with comments

Complete

Registration department will issue a “Letter of Standing (LoS)” for the applicant

Registration Department will send the original certificate of good standing directly to the requested registration authority by mail/email

End
Certificate of Good Standing (COGS) Requirements

Please apply through the Registration/Licensing Electronic System on the QCHP website: (www.qchp.org.qa), 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).
3. Copy of all academic certificates relevant to applicant’s scope.
4. Certificate of good standing from last place of work (in Qatar).
5. Clear address for the Registration Authority that QCHP will submit the certificate to.

Notes

- Applications that do not meet the requirements mentioned above will be sent back to the applicant.
- 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 websites of the Ministry of Public Health & Qatar Council for Healthcare Practitioners frequently to check the updates of the requirements.
- A case by case assessment may be implemented.

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