Guidelines for Physicians
1. 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.
- In the meantime physicians who require training can only obtain it in Hamad Medical Corporation (HMC).
B) Registration/Evaluation Process Map for “Specialists or consultants”

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

- A provisional license can be issued along with the evaluation application approval, please refer to circulars no. (3/2015), (10/2015) & (14/2015) for provisional license requirements and for further details
- 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 the verification process done 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>Scope of practice</th>
<th>Education requirements</th>
<th>Experience requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-General Scope Physician</td>
<td>1-Bachelor’s degree of Medicine or equivalent from a recognized university.</td>
<td>5 years post graduate experience</td>
</tr>
<tr>
<td></td>
<td>2- Should sit for the qualifying exam unless exempted</td>
<td></td>
</tr>
<tr>
<td>2-Specialists</td>
<td>Please refer to table 2</td>
<td>5 years experience in Total</td>
</tr>
</tbody>
</table>

• General Practitioner
  a) All practitioners under this category shall pass the qualifying exam after completing not less than five years of experience and meeting the registration and licensing requirements.

  b) Listed below are the qualifying exams that exempt applicants from the State of Qatar’s qualifying exam of Physician provided that the applicant succeeded in the exam not earlier than the last five years.

<table>
<thead>
<tr>
<th>Physicians</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Australian Medical Council Multiple Choice Questionnaire</td>
</tr>
<tr>
<td>• Professional and Linguistic Assessments Board Part 1</td>
</tr>
<tr>
<td>• United States Medical Licensing Examination Part 3</td>
</tr>
<tr>
<td>• Medical Council of Canada Qualifying Examination Part 1</td>
</tr>
<tr>
<td>• Hamad Medical Corporation National Board Examination</td>
</tr>
</tbody>
</table>
Consultants, Specialists or Associate Specialist

1. Holders of specialty certificates that are recognized as specialty certificates in the State of Qatar mentioned in table no. “2” will be granted the degree of “consultant or specialist” after completing all the registration and licensing requirements.

2. In determining the eligibility of an applicant for registration with QCHP as Consultant, Specialist or Associate Specialist, the following definitions for each category to be considered:

**Category 1:** Holders of these certificates can:

a. Get the Specialist title without work experience post qualification degree, unless number of years of experience required is specified.
b. Get the Consultant title after completion of one year of work experience post qualification degree.

**Category 2:** Holders of these certificates can:

a. Get the Specialist title after completion of one year of work experience post qualification degree, unless more years of experience is specified.
b. Get the Consultant title after completion of four years of experience post qualification degree in addition to recommendation letter/s.
c. If the applicant has less than the required years of work experience post qualification degree he/she will be eligible for Associate Specialist till the required experience is fulfilled then he/she can change to specialist scope.

OR

**For Candidates holding the certificates with asterisk **

a. Get the Specialist title after three years of work experience from post qualification degree, unless more years of experience is specified.
b. They are not eligible for a Consultant title unless a higher qualification is obtained.
c. If the applicant has less than the required years of work experience post qualification degree he/she will be eligible for Associate Specialist till the required experience is fulfilled then he/she can change to specialist scope.

3. Medical specialty certificates (Post-graduate degree with not less than one year structured training program) that do not qualify their holders for the title of specialist shall exempt them from the qualifying exam. Holders of these certificates will be eligible for Associate Specialist.
• **Board Eligible Category (Only for HMC, PHCC and Sidra Medical & Research Center)**

1. Board eligible physicians are defined as - “Physicians who:
   - Are Qatari nationals or permanent residents of Qatar;
   - Graduated from any of the medical school(s) approved by/ in the State of Qatar;
   - Completed a structured training program in the United States or Canada (North America) that is accredited by ACGMEI or equivalent.

2. Board Eligible candidates will be registered & licensed as “Board Eligible physicians” and will be granted a grace period not exceeding 3 years to complete the exam and be ‘Board Certified’.

3. The physicians in this category will benefit from the mentioned grace period after providing the QCHP with a justification letter clarifying the reason of the delay in getting the Board certification.

4. Whenever the Physician passes the certifying exam, he will be eligible for Specialist title immediately and for consultant title after one year.

5. Candidates, who didn’t get Board certification, within the grace period, will be registered and licensed as “Associate Specialist” as per the area of specialty.

6. Board Eligible physicians will be working under supervision of consultants.

**Note:**

- A waiver of one year from the experience required to Consultant scope will be granted for holders of recognized Fellowship program.
Listed below are the current approved physician’s specialty qualifications in the state of Qatar.

Qualifications /Certificates not included in the list or from countries other than the below mentioned will be evaluated as per the physician evaluation policy/guidelines.

The Specialty Qualification Certificate should be issued by Medical Colleges/Universities.

<table>
<thead>
<tr>
<th>No.</th>
<th>Country (region) of conferring institution</th>
<th>Category 1</th>
<th>Category 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Arab countries</td>
<td>Arab board for medical specialties</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Algeria</td>
<td>Higher medical studies (diploma) issued by Algerian ministry of higher education.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Argentina</td>
<td>Specialization Certificate issued by the Ministerio de Desarrollo Social y Salud</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Austria</td>
<td>Facharztdiplom (Diploma of medical specialist) issued by ÖsterreichischeArztekammer Or An Arzt für Allgemeinmedizin (Diploma of general medicine)</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Australia</td>
<td>Membership/ Fellowship of the Royal College. (All the approved specialist training programs by Australian Medical Council).</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Bangladesh</td>
<td>Master of Surgery (MS), Doctor of Medicine (MD) or Fellow of the Bangladesh College of Physicians and Surgeons + Total 5 years of work experience after the degree **</td>
<td>Note: fellowship should be by Exam and not by endorsement or election</td>
</tr>
<tr>
<td></td>
<td>Country</td>
<td>Certification Description</td>
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<tr>
<td>7</td>
<td>Belgium</td>
<td>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)</td>
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<tr>
<td></td>
<td></td>
<td>Bijzondereberoepstitel van huisarts/Titre professional particulier de médecin généraliste (certificate of specific training for general medical practice)</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Bosnia and Herzegovina</td>
<td>Certificate of successful completion of specialist exam **</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Brazil</td>
<td>&quot;Titulo De Especialista&quot; Issued by Brazilian Medical Association and the Brazilian College of Surgeons And Registered with the Regional Councils or Federal Medical Council as a Specialists</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Bulgaria</td>
<td>СвидетелствозапризнатаСпециалност (Evidence of Recognized Specialty) awarded by the Университет (University) **</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Canada</td>
<td>Specialization Certificate of the Royal College of Physicians and surgeons of Canada (RCPSC)</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Specialty Certificate from the College of Family Physician of Canada (CFPC)</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>China</td>
<td>Master’s Degree with Evidence of clinical training (minimum two (2) years) program accredited by the National Committee of Academic Degree **</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Cuba</td>
<td>First Degree of Specialization**</td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>Czech Republic</td>
<td>Diploma Specializaci (specialist medical degree) awarded by the Czech Ministry of Health**</td>
<td></td>
</tr>
</tbody>
</table>
| 15. | Denmark | Bevis for tilladelsetil at betegne sig somspeciallaege (Certificate concerning the title of Specialist - Issued by Authority of health services (Sundhedsstyrelsen)).
Tilladelsetil at anvendebetegnelsenalmentpraktiserendelæge/Special læge i almenmedicin (certificate of specific training for general medical practice) |
| 16. | Egypt | Doctor of Medicine (MD)
Fellowship of Egyptian Board**
Master Degree** |
| 17. | Finland | Erikoislääkarin tutkinto/ Special lärkarexamen (Certificate of degree of specialist in medicine awarded by a Finnish University).
Todistus yleislääketieteen erityiskouluutuksesta/ Bevis om särskild allmänläkarutbildning (Certificate of specific training for general medical practice) |
| 18. | France | Certificat d’études spécialisées de médecine (CES) (Certificate of Specialized Studies in Medicine issued by French University with Full license issued by Conseil National de l’ordre des médecins)
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) |
19. **Germany**

Fachärztliche Anerkennung/ Fachärztliche Urkunde  
(Certificate of medical specialist issued by State's Medical Council (The Landesärztekammer))

A Zeugnis über die spezifische Ausbildung in der Allgemeinmedizin (Certificate of specialist training in general medicine) issued by The Landesärztekammer

20. **Greece**

Τίτλος Ιατρικής Ειδικότητας (Certificate of medical specialization - awarded by Greek region of medical specialization)

Τίτλος Ιατρικής Ειδικότητας γενικής ιατρικής (Certificate of specific training for general medical practice)

21. **Hong Kong**

Specialist training from a recognized post-graduate training program in Hong Kong

And

Fellowship of Hong Kong Academy of Medicine (HKAM)

22. **Hungary**

Háziorvostan Szakorvosi bizonyítvány issued by Nemzeti Vizsgabizottság  
(Hungarian specialist certificate awarded by National Board of Examination or National Qualification Board Before 28 August 2004 awarded by the Hungarian Ministry of Health) **

23. **India**

MD or MS from recognized Medical school or DNB from National Board of Examination + Total 5 years of work experience after the degree **

DM/M.ch

24. **Iraq**

Fellowship of Iraqi Board issued by the Iraqi Commission of Medical Specialties

25. **Iran**

Iranian Board**
<table>
<thead>
<tr>
<th>26.</th>
<th><strong>Ireland</strong></th>
<th>Certificate of Specialist Doctor issued by the Medical Council of Ireland and Certificate of Satisfactory Completion of Specialist training (CSCST). or Membership / Fellowship of the Royal Colleges and Certificate of Satisfactory Completion of Specialist training (CSCST).</th>
<th>Membership / Fellowship of the Royal Colleges before 1996</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>A certificate of specific qualification in General medical practice issued by the Medical Council of Ireland and Certificate of Satisfactory Completion of training in General Practice (CSCST). or Membership / Fellowship of the Royal College of General Practitioners and Certificate of Satisfactory Completion of training in General Practice (CSCST).</td>
<td>Intercollegiate Specialty examination from one of the four Surgical Royal Colleges**</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Fellowship of the Royal colleges after 1996**</td>
</tr>
<tr>
<td>27.</td>
<td><strong>Italy</strong></td>
<td>Diploma of specialized doctor granted by a rector of an Italian university (A Diploma di (medico) specialista, rilasciati dal rettore di unauniversita)</td>
<td>An Attesto di formazionespecifica in medicinagenerale (certificate of specific training for general medical practice) issued by the Ministry of Health.</td>
</tr>
<tr>
<td>28.</td>
<td><strong>Japan</strong></td>
<td>PhD Note: minimum two (2) years clinical course duration.</td>
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<tr>
<td>29.</td>
<td><strong>Jordan</strong></td>
<td>Jordanian Board awarded by the Jordanian Medical Council</td>
<td></td>
</tr>
<tr>
<td>30.</td>
<td><strong>Korea</strong></td>
<td>Certificate of specialization awarded by the Ministry of Health and Welfare showing the completion of the training program in addition to passing the required examination.</td>
<td></td>
</tr>
<tr>
<td>31.</td>
<td><strong>Kuwait</strong></td>
<td>Board Certification by the Kuwait Board under the Kuwait Institute for Medical Specialization/Ministry of Health</td>
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<td></td>
<td>Country</td>
<td>Requirements</td>
<td></td>
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<tr>
<td>32.</td>
<td>Lebanon</td>
<td>Certificate of completion of residency and exit specialization exam from:</td>
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<td></td>
<td></td>
<td>• American University of Beirut (AUB)**</td>
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<td></td>
<td></td>
<td>• Saint Joseph University **</td>
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<td></td>
<td></td>
<td>• Lebanese University **</td>
<td></td>
</tr>
<tr>
<td>33.</td>
<td>Libya</td>
<td>Libyan Board of Medical Specialty</td>
<td></td>
</tr>
<tr>
<td>34.</td>
<td>Malaysia</td>
<td>Master/Doctor Degree minimum 4 years course duration</td>
<td></td>
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<tr>
<td>35.</td>
<td>Morocco</td>
<td>Diplome de Specialite Medecale (Specialty Certificate issued by the National Physicians Authority)</td>
<td></td>
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<tr>
<td>36.</td>
<td>Nepal</td>
<td>MD or MS from recognized Medical school + Total 5 years of work experience after the degree **</td>
<td></td>
</tr>
<tr>
<td>37.</td>
<td>Netherlands</td>
<td>Bewijs van inschrijving in een Specialistenregister (Certificate of recognition And)</td>
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<tr>
<td></td>
<td></td>
<td>o Medisch Specialisten Registratie Commissie (MRSC)</td>
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<td></td>
<td>o Sociaal-Geneeskundigen Registratie Commissie</td>
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<td></td>
<td></td>
<td>o Huisarts en Verpleeghuisarts Registratie Commissie (HVRC) van de Koninklike Nederlandse Maatschappij tot Bevordering der Geneeskunst</td>
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<td></td>
<td></td>
<td>– Note that only certificates issued before 19 July 2007 are accepted from this awarding body</td>
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<tr>
<td></td>
<td></td>
<td>o Registratie Commissie Geneeskundig Specialisten (RGS)</td>
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<td></td>
<td></td>
<td>Certificaat van inschrijving in een specialistenregister van huisartsen awarded by any of the following:</td>
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<tr>
<td></td>
<td></td>
<td>o Huisarts en Verpleeghuisarts Registratie Commissie (HVRC)</td>
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<tr>
<td></td>
<td></td>
<td>o Registratie Commissie Geneeskundig Specialisten (RGS)</td>
<td></td>
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<tr>
<td>38.</td>
<td>New Zealand</td>
<td>Fellowship of the Royal College/Collages</td>
<td></td>
</tr>
<tr>
<td>39.</td>
<td>Norway</td>
<td>Spesialistgodkjenning issued by the Den Norske Legeforeningen (Medical Association of Norway) or Norwegian Directorate of Health</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>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)</td>
<td></td>
</tr>
<tr>
<td>40.</td>
<td>Pakistan</td>
<td>Fellowship of College of Physicians and Surgeons in Pakistan (FCPS) + Total 2 years of work experience after the FCPS.</td>
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</tr>
<tr>
<td>No.</td>
<td>Country</td>
<td>Requirement</td>
<td></td>
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</tr>
<tr>
<td>41.</td>
<td>Philippines</td>
<td>Diplomate of the Philippine Board**&lt;br&gt;N.B. Diplomate from the following institutions is accepted:&lt;br&gt;- Philippine Society of Anesthesiologists**&lt;br&gt;- Philippine Academy of Family Medicine**&lt;br&gt;- Philippine College of Physicians**&lt;br&gt;- Philippine Obstetrical and Gynecological Society**&lt;br&gt;- Philippine Society of Pathologists**&lt;br&gt;- Philippine Pediatric Society**&lt;br&gt;- Philippine College of Radiology**&lt;br&gt;- Philippine College of Surgeons**</td>
<td></td>
</tr>
<tr>
<td>42.</td>
<td>Poland</td>
<td>(Specialist Diploma) Dyplom uzyskania tytułu specjalisty issued by the Centrum Egzaminow Medycznych**&lt;br&gt;First Degree of Specialization**</td>
<td></td>
</tr>
<tr>
<td>43.</td>
<td>Portugal</td>
<td>Título de Especialista (professional award of specialist) issued by the Ordem dos Medicos&lt;br&gt;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</td>
<td></td>
</tr>
<tr>
<td>44.</td>
<td>Romania</td>
<td>Certificate de medic specialist issued by Ministerul Sănătății Publici (the Ministry of Public Health)<strong>&lt;br&gt;Certificat de medic specialist medicină de familie issued by Ministerul Sănătății Publici (the Ministry of Public Health)</strong></td>
<td></td>
</tr>
<tr>
<td>45.</td>
<td>Russia</td>
<td>Magista PhD**</td>
<td></td>
</tr>
<tr>
<td>46.</td>
<td>Saudi Arabia</td>
<td>Saudi Specialty Certificate (Saudi Board) issued by Saudi commission for Health Specialties.</td>
<td></td>
</tr>
<tr>
<td>47.</td>
<td>Serbia</td>
<td>Specialty certificate issued by a Serbian university And Registration as a specialist from the Serbian Medical Chamber **</td>
<td></td>
</tr>
<tr>
<td>48.</td>
<td>Singapore</td>
<td>Exit Certificate from Joint Committee on Specialist Training (JCST) and Certificate of Specialist Accreditation from the Specialist Accreditation Board</td>
<td></td>
</tr>
<tr>
<td>49.</td>
<td>Slovakia</td>
<td>Diplom o špecializácii (Diploma of specialization) issued by Slovak universities**</td>
<td></td>
</tr>
<tr>
<td>50.</td>
<td>Slovenia</td>
<td>Potrdilo o opravljenem specialistnem izpitu (Certificate of successful completion of the specialist exam) issued by Medical Chamber of Slovenia**</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Country</td>
<td>Qualification</td>
<td></td>
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</tr>
<tr>
<td>51.</td>
<td>South Africa</td>
<td>Masters of Medicine (M. Med) Degree or Fellowship Certificate approved by the Colleges of Medicine of South Africa (CMSA)</td>
<td></td>
</tr>
</tbody>
</table>
| 52. | Spain | 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  
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 |
| 53. | Sudan | Clinical MD Issued by Sudan Medical Specialization Board  
Or Clinical MD issued by University of Khartoum and Specialist Registration from Sudan Medical Council |
| 54. | Sweden | 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)  
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) |
| 55. | Switzerland | Diplôme de médecin spécialiste/Diplom als Facharzt/Diploma di medico specialista (specialist qualification) issued by the Swiss Federal Department of Home Affairs (FDHA)  
Or Master of Advanced Studies of Clinical Medicine |
| 56. | Syria | Higher Study Certificate issued by Ministry of Higher Education **  
Syrian specialization certificate issued by MOH**  
Syrian board**  
Specialist registration is not accepted as recognized specialty certificates |
| 57. | Tunisia | Specialty Certificate issued by the Ministry of Higher Education and Ministry of Health |
Note

- Dealing with other certificates should be in accordance with the “physician evaluation policy”.
- 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.
- It is to be noted that the above table is not exclusive and the Qatar Council for Healthcare Practitioners (QCHP) reserves the right to amend and update the requirements at different intervals without prior notice.
- The above table is used for regulation purpose and QCHP doesn’t interfere with the recruitment process or grading scale of the physicians.
QCHP reserves the right to ask for recommendation letters and complete the assessment through the expert panels.

QCHP reserves the right to conduct interviews as part of the evaluation process if required.

QCHP has the right to ask for additional supporting documents whenever needed.

Holders of any post-graduate degree that isn’t included in the above table must submit his/her transcript and program curriculum or equivalent subject for review according to QCHP’s policies and procedures.

In determining the eligibility of an applicant for registration in Specialty 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. Successful completion of internship program (one year program) where it is applicable.

Internships can only be counted as a separate experience certificate in all countries that have at least 6 years of medical study for their bachelor’s degree.

QCHP reserves the right to consult an expert panel in the respective specialty whenever required.

Physicians cannot be registered with double specialties unless they are related, but can get privileges for more than one specialty after assessment through a specialized committee.

This policy cancels any previous policies in this regard.

The applicant must be reasonably fluent in either Arabic or English or both.

Please ensure to check the below mentioned link for more details regarding the new speciality qualifications list:


Please ensure to check the below mentioned website for any updates:

- [www.MOPH.gov.qa](http://www.MOPH.gov.qa)
- [www.qchp.org.qa](http://www.qchp.org.qa)
2. Licensing Process Map for Physicians

Start

Apply online for licensing, complete and submit the application with all the required documents - refer to licensing requirements

Pay the fees (if applicable)

The application after submission/payment will go to the Registration's Department landing page. (In this stage the status is "Under process with QCHP")

Registration Department will check the request

Complete

Registration Department will check results of primary source verification

Results of verification:

Positive

Application will be approved

Registration Department will issue the Medical License

End

Re-verify within 14 days

Rejected

Applicant will be blacklisted

Applicant will be called for interview

Result of interview:

Refer to PLC

Approved

PLC Decision

End

Request will return to the Applicant’s landing page

Sent back with comments

Negative/Unable to verify

Applicant will be blacklisted

Application will be approved

Proceed

Request will return to the Applicant’s landing page

PLC Decision

Rejected

Approved
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)
   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.
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 the verification report.
9. Copy of the passing certificate of the qualifying exam (if applicable).
11. Medical report (valid for 6 months), 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 Qataris 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.

For visiting physicians

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

1. Copy of recent blood test and chest x-ray (valid for 6 months after the test date) from Medical Commission Dept. & CDC stamp of Vaccination from Department of Public Health (or an attested valid blood test & chest x-ray from home country and an undertaking letter signed and stamped from the place of work stating that the blood test and chest x-ray will be taken in the State of Qatar before commencing work).
2. The healthcare institution shall submit an application along with specific dates for the visiting doctors (for e.g. From: DD/MM/YR To: DD/MM/YR) without contradicting with the recruitment system in the Ministry of Interior with regards to the period of the visit.
3. There shall be a licensed specialist on a permanent basis with the same specialty for following up the cases that the visiting doctor deals with.
4. No QID is required for visiting Doctors; please check circular 14/2015.
5. A letter of intent should be attached from the potential employer.
3. Surgical privileges process map

Start

Apply manually/electronically for surgical privileges

Fill in the surgical privileges form according to specialty

General Scope physician can work only as an assistant

Attach the requirements

Refer to committee

The applicant will receive:
- Cover letter with the result
- Operation form

Rejected

Approved

End
Surgical/Medical Privileges Requirements

A] First Time Surgical /Medical Privilege Application:

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

*(Two copies to be submitted)*

1. Surgical/ Medical Privileges Form for the specific speciality (marking in the requested column) and signed by the physician and the medical director of the facility.
2. If there is no surgical privilege form for a specific speciality available on the website, kindly add the required privileges by a separate letter.
3. Copy of Valid Medical License or copy of valid evaluation.
4. Request letter (cover letter) signed & stamped by the medical director of the place of work specifying the start date of work, good standing and the name of the facility where the applicant wants to perform the surgeries.
5. Request Letter from the facility where the applicant wants to perform the surgeries (it could be in a different workplace from the one mentioned in his license).
6. Stamped approval letter from the facility where the applicant wants to perform the surgeries (available on the website).
7. Copy of official surgical log book for the last 3 years (must be attested by the official competent authorities).
8. Personal declaration for Surgical/ Medical Privileges (available on the website).
9. Copy of bachelor degree or its equivalent.
10. Copy of the specialization certificate or its equivalent.
12. Recommendation letters (if any).

Documents for the supervisor surgeon (if required by the committee):

1. Copy of the valid medical license.
2. Copy of his Surgical/ Medical Privileges approval letter from Registration Department.
B] Re-applying for Additional Surgical/ Medical Privileges Application (After 6 month period):

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

*(Two copies to be submitted)*

1. Justification letter for applying for additional Surgical/ Medical Privileges.
2. Surgical/ Medical Privileges Form for the specific speciality (marking in the requested column) and signed by the physician and the medical director of the facility.
3. Copy of new training certificate/courses attended in the requested privilege.
4. Copy of new work experience in the requested privilege (log book)
5. Copy of Valid Medical License or copy of valid evaluation.
6. Request letter (cover letter) signed & stamped by the medical director of the place of work specifying the start date of work, good standing and the name of the facility where the applicant wants to perform the surgeries.
7. Request Letter from the facility where the applicant wants to perform the surgeries (it could be in a different workplace from the one mentioned in his license).
8. Stamped approval letter from the facility where the applicant wants to perform the surgeries (available on the website).
9. Copy of official surgical log book for the last 3 years (must be attested by the official competent authorities).
10. Personal declaration for Surgical/ Medical Privileges (available on the website).
11. Copy of bachelor degree or its equivalent.
12. Copy of the specialization certificate or its equivalent.
14. Recommendation letters (if any).
15. Copy of previous Surgical/ Medical Privileges approval letter from Registration Department.
Important Notes

- 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 shall be submitted upon request.
- The applicant can apply for Surgical/ Medical Privileges in alignment with evaluation.
- Healthcare practitioners can apply to perform the surgeries in a different workplace from the one mentioned in his license.
- The original attested surgical log book must be submitted to the registration department prior to the final approval of the privilege request.
- Original documents/ certificates must be presented upon request.
- All Surgical/ Medical Privileges requirements apply on visiting 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".
- If the healthcare practitioner is not satisfied with the result of the requested privilege or the result is not clear, he can apply for appeal within one month, with all the required documents mentioned in the first time Surgical/ Medical Privileges Application category, in addition to, a justification letter and Copy of the result (committee evaluation) issued by the registration department/QCHP for the previous privilege/s request.
- Any appeal request after a period of one month shall not be considered.
- Any incomplete request will not be processed, and will be sent back to the counter with a note for all the missing documents.
- Reapplying for additional Surgical/ Medical Privileges will only be considered after a period of 6 month, and if the applicants submit new documents as new log book or courses or training that had not been submitted or evaluated through the committee before.
- The surgical/medical privileges are valid for five years from the date of issuing the letter of approval from the QCHP, after 5 years the practitioner should apply for revalidation of his privileges, which will be sent for a specialized committee for re-evaluation, so the applicant needs to apply for this revalidation; a copy of his privileges and a log book for the last five
years with a cover letter requesting the revalidation.

- The health practitioner who is licensed as General practitioner with special interest in one surgical branch will not get independent surgical privileges, and he doesn’t need to apply for surgical privileges, but he can work as assistant to a surgeon who is licensed and have a surgical privileges issued from the QCHP. The first surgeon and the assistant with the facility will be responsible for any complication that can take place to the patient.

- Please refer to the Ministry of Public Health (MOPH) and Qatar Council for Healthcare Practitioners (QCHP) websites frequently to check the updates of the surgical/medical privileges requirements.

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

For further clarification please contact “Physician Registration & Licensing Team”:

- Dr. Souma El-Torky, Registration Supervisor/ email: seltorky@moph.gov.qa
- Dr. Esraa Aziz Kader, Registration Coordinator / email: ekader@moph.gov.qa
- Dr. Omar Mohamad Nigm, Registration Coordinator / email: onigm@moph.gov.qa
- Dr. Amira Khairallah, Registration Coordinator / email: akhairallah@moph.gov.qa
4. 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 Registration’s Department landing page. (in this stage the status is “Under process with QCHP”)

Registration Department will check the request

Complete

Application will be approved

Registration Department will renew the Medical License

End

Request will return to the Applicant’s landing page

Sent back with comments

Incomplete

Refer to renewal requirements

Apply online for renewal, complete and submit the application with all the required documents

Start
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), 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).
   a) For male practitioners (and female practitioners on their employer’s sponsorship), the sponsor should be the employer.
   b) For female practitioners on a family sponsorship, please attach the QID in addition to a letter of intent from your employer.
3. One recent photo (according to photo criteria stated in circular (04-2014) or in the “Additional Attachments” document).
4. Medical Fitness Declaration Form for Healthcare Facility. (correct template is in the “Additional Attachments” document)
5. Medical Fitness Declaration Form for Healthcare Practitioners. (correct template is in the “Additional Attachments” document)
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.

For visiting physicians

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

1. The healthcare institution shall submit an application along with specific dates for the visiting doctors (for e.g. From: DD/MM/YR To: DD/MM/YR) without contradicting with the recruitment system in the Ministry of Interior with regards to the period of the visit.
2. There shall be a licensed specialist on a permanent basis with the same specialty for following up the cases that the visiting doctor deals with.
3. No QID is required for visiting Doctors; please check circular 14/2015
4. A letter of intent should be attached from the potential employer.
5. Work experience certificate for the last two years of experience attested from the Qatari Ministry of Foreign Affairs (or copy of proof of submission to the verification company for the work experience certificate and a work experience certificate from the last year).
5. 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 application after submission/payment will go to the Registration’s Department landing page. (in this stage the status is “Under process with QCHP”)

Registration Department will check the request

Complete

Request will return to the Applicant’s landing page

Sent back with comments

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

Incomplete

Sent back with comments
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)
   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.
3. A letter of no objection from the old employer.
4. 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.
6. 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 Registration’s Department landing page. (in this stage the status is “Under process with QCHP”)

Registration Department will check the request

Sent back with comments

Incomplete

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), 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 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

• 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.
7. Certificate of Good Standing Process Map (For Healthcare Practitioners who have a medical license issued by QCHP)
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