



Changing the Technical Director of a Private Medical Facility

About the Service

This service allows medical facilities to submit their applications to change or replace their technical directors and obtain the necessary approvals from the MOHAP. Such facilities include public and specialized clinics, medical centers, diagnostic and rehabilitation centers, emergency and home health centers, fertility and recuperation centers, one-day surgery centers and hospitals, and hospitals of different sizes and specialties.

Service Process

- Login to the MOHAP website or smart app using the UAE PASS to apply for the service.
- Submit the application, attach the necessary documents and pay the service fee.
- Once the application is complete and approved, the license will be modified with the name of the new technical director.
- The updated license will be sent to the customer by email. It can also be downloaded from the website.

Required Documents

- Copy of the facility's license issued by MOHAP
- Letter from the owner of the medical facility requesting to change the technical director of the facility
- Official documents of the new technical director

Conditions & Requirements

1. The health facility is managed by the following, according to the classification of the facility:
Hospitals: A doctor licensed by the health authority to practice the medical profession in one of the specialties included in the activity of the health facility. An administrator who holds a university qualification in hospital management or healthcare management from a recognized university in the country.
Outpatient healthcare facilities, health diagnostic centers, and specialized units: A doctor licensed by the health authority to practice the medical profession in one of the specialties included in the activity of the health facility. A specialized professional who holds an accredited academic qualification in the same field of activity of the establishment.
Traditional, complementary, alternative medicine centers, and allied health services centers: A specialized professional with an accredited academic qualification in the same field of specialization of the center.
Long-term care homes: A specialized professional with an accredited academic qualification in the same field of nursing home specialization.
2. The health authority may determine any other requirements, experiences, or qualifications necessary for those who manage the private health facility.
3. The technical director may manage more than one private health facility in accordance with the controls and conditions specified by the health authority.

Service completion duration

- 2 working days

Service fees

Service channels

Service locations

- MOHAP Website: www.mohap.gov.ae
- MOHAP Smart App
- Email: info@mohap.gov.ae

Support

- Email: info@mohap.gov.ae
- Call Center: 80011111

Payment channels

- E- Payment

Target audience

- Investors in the health sector who own different health facilities

Resources

- [eTransform-Licensing User Manual Ver 1](#)
- [Infographic - Changing the Technical Director of a Private Medical Facility. - PDF 372KB.pdf](#)

Department name

Licensing and Accreditation

Sector name

Health Regulation

Main service

Medical Establishment Licencing and Registration

Service Code

110-03-021-051

Service Classification

Transactional

Sub Service Type

Auxiliary

Service Type

Government to Business

Related Services

- This service is not linked to any other services

Service Bundle

This service is not linked to any bundles

Number of Transactions

136

Notes

This service accepts documents authenticated with the UAE PASS Digital Seal.

Sustainable Goals

Good Health And Well-Being