



وزارة الصحة ووقاية المجتمع
MINISTRY OF HEALTH & PREVENTION

User Guide

Add Privilege for Health Professional
MOHAP External Users



www.mohap.gov.ae



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1. Service Overview

Enables health professionals to apply for privileges that allows them to practice some procedures that requires the ministry's approval in the UAE.

2. Service Channel



Website

3. Service Target Audience



Professional

4. Service Outputs



A field added in the evaluation certificate indicates the type of privilege.





5. Service Prerequisites

- 1** The health professional must have an active and valid evaluation
- 2** The health professional must have an active and valid license (Issued from or outside the UAE).
- 3** The health professional must pass the required exam(s) to obtain a privilege
- 4** Privileges are not exclusive to a specific health profession.
- 5** Each health professional is only allowed to obtain one privilege.
- 6** The applicant is requested to attend one privilege exam either oral or written.
- 7** The applicant must be able to cancel the exam date and time at most one calendar week before the exam day.





6. Submit Service Request

6.1 Open the form From the Services List

The screenshot shows a web interface titled "Priority Services". At the top right, there is a search bar with a magnifying glass icon, a bookmark icon, and a menu icon. Below the title, there are three service cards:

- Evaluation**: Includes "Health Professionals Evaluation" and a "Show More" button with a right-pointing arrow.
- Medical**: Includes "Issue Primary Approval of Private Medical Establishment".
- Pharmaceutical**: Includes "Issue primary approval for Pharmaceutical Establishment".

6.2 Read and Accept the Disclaime

The screenshot shows a mobile application interface for submitting a service request. A modal window titled "Declaration for submitting the application" is displayed over the form. The modal contains the following text:

I hereby declare that all information provided in this application is true and correct. In case any of the provided information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it and it shall lead to termination of my application

By submitting this application, I confirm that I have checked my eligibility as per [Professional Qualification Requirements Manual \(PQR\)](#) and provided the required documents as per the checklist. Also, I understand that if any of the related documents are missing or not accurate, this will lead to the termination of my application

Please note that once the application is submitted the application fees will not be refunded

At the bottom of the modal, there are two buttons: "Reject" and "Accept".

The background shows the application form with a progress bar at the bottom indicating "Complete Progress 0%". The form steps are: "Basic information", "Review", and "Payment".





6.3 Choose the Privilege

The screenshot shows the 'Add Privilege for Health Professional' form at the 'Initial Information' step. The progress bar indicates 5% completion. The main content area contains the text 'Please select privilege that you want to apply for' and a dropdown menu labeled 'Please Select'. On the left, a vertical navigation menu lists 'Initial Information', 'Qualification(s)', 'Experience(s)', and 'License(s)'. On the right, there are 'Previous' and 'Next' buttons. The bottom navigation bar includes 'Basic Information', 'Preview', and 'Payment' steps.

6.4 Attach the Required Document(s)

The screenshot shows the 'Add Privilege for Health Professional' form at the 'Attach the Required Document(s)' step. The progress bar indicates 10% completion. The main content area features a progress indicator 'Completed 0 of 3' and three document categories: 'Educational qualification as recognized in the Unified Healthcare Professional Qualification Requirements (PQR) Manual', 'Professional license corresponding to the duration of work experience (issued from or outside the UAE)', and 'Dataflow old report (if exist)'. Below these is a large dashed box with an upload icon and the text 'Drag and Drop Documents Here to Get Started!'. A 'Browse For Document On Your Computer' button is also present. On the left, the navigation menu is the same as in the previous step. On the right, there are 'Previous' and 'Next' buttons. The bottom navigation bar includes 'Basic Information', 'Preview', and 'Payment' steps.





6.5 Fill in the Qualification(s), Experience(s), License(s)

UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION

عربي

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Add Privilege for Health Professional

Initial Information

Please Add Your Qualification(s)

Qualification(s)

Experience(s)

License(s)

Previous

Next

Institute Name

Degree

Qualification Attended

Qualification Attended In Arabic

Examination Date

Graduation Date

Duration Of Study

Country

Complete Progress
20%

Basic Information

Preview

Payment





6.6 Preview the Application and Edit it If Required

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عربي

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Add Privilege for Health Professional

Services > Add Privilege for Health Professional

Collapse All Expand All

Initial Information

R-Number #10192	Privilege Hijama	
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Qualification(s)

[Click here to add more qualification\(s\)](#)

Experience(s)

[Click here to add more experience\(s\)](#)

Licenses and Good Standing

[Add more Licenses\(s\)](#)

[Submit Application](#) →

Complete Progress 60%

Basic Information Preview Payment





6.7 Submit the Application for Review

The screenshot shows the 'Add Privilege for Health Professional' page. At the top, there is a navigation bar with the UAE logo, the text 'UNITED ARAB EMIRATES MINISTRY OF HEALTH & PREVENTION', and a user profile for 'mohamed.elzayat1@moh.gov.ae'. Below the navigation bar, the page title 'Add Privilege for Health Professional' is displayed. The main content area features a large green checkmark icon and the text: 'Your application has been completed and submitted successfully. Please proceed for payment. Profile Number: #10192. Application Number: #EVS-21-1342'. A green button labeled 'Go To Payment' is centered below the text. At the bottom left, there is a 'File A Complaint' link with a sub-note: 'If You Still Have Any Inquiries, You Can Call Us On Hotline MOHAP Or Using Suggestion And Improvement Center'. At the bottom right, there is a logo for 'Happiness Meter' with the Arabic text 'مقياس السعادة'.

6.8 Pay the Fees at the Required Stages

The screenshot shows the 'Add Privilege for Health Professional' page at the payment stage. The navigation bar is similar to the previous screenshot. The page title 'Add Privilege for Health Professional' is displayed. The main content area shows a 'Request Information' section with a 'Request No:' field. Below this, a 'Fee Details' table is displayed:

Fee Details	Amount
Service Fee For Adding Privilege	500 AED
Total:	500 AED

Below the table, there is a checked checkbox for 'Accept Terms And Conditions'. Underneath, the text 'Select Payment Method' is followed by two options: 'VISA MasterCard' and 'eDirham'. The 'eDirham' option is highlighted with a green border. A green button labeled 'Process Payment' is centered at the bottom of the payment modal.

