

Approval of Medical Leaves and the leave of the patient's companion

This service allows the approval of medical leaves and the companion's leave for employees working in the UAE government sector. It applies on medical leaves exceeding 5 working days and issued by licensed health facilities in the UAE, as well as medical leaves and the companion's leave issued by health facilities outside the UAE.



Main service

Sick leave and medical reports



Service code

110-10-027-000



Service classification

Government to customer



Service type

Transactional

Service completion duration

5 working days

Payment channels

None - service is free

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Patients and their companions of all age groups working in the government sector

Service locations

MOHAP website

MOHAP SmartApp

⊗ Support

- Call Center: 80011111

- Email: info@mohap.gov.ae

Service process

Login to the MoHAP website or smart app using the UAE PASS

Complete leave and medical report details and attach the required documents

Receive approved sick leave electronically from MOHAP website or mobile application (for download or printing)



Service fees

Free



♦ SDGs Goals





Required documents

- 1. For the required documents for the following:
 - Medical leaves issued from within UAE.
 - Medical leaves issued from outside UAE (at the expense of UAE).
 - Medical leaves issued from outside UAE (at the Patient's own expense).
 - In case that the companion leave is outside UAE (at the expense of UAE).
 - In case that the companion leave is outside UAE (at the Patient's own expense).



Conditions and requirements

- In the case of medical leaves issued by a licensed medical facility in the UAE:
 - The medical leave should be attested through the "Attestation of Medical Leaves and Reports" service. After completing the request and paying the attestation fees, the user submits the request through the system and attach the medical report that has the same issuance date for the sick leave certificate including the medical diagnosis and dates of admission and discharge from the medical facility.
- In the case of medical leaves issued from outside the UAE at the expense of a government entity:
 - Submit a To Whom It May Concern certificate issued by the government entity that sponsored the patient's treatment abroad, stating the patient's name as well as the beginning and end dates of the travel for the treatment.
 - Submit a medical report with the patient's name, attested by the UAE Embassy in the country of treatment, stating the medical diagnosis and the date of entry and exit from the medical facility.
 - Submit a To Whom It May Concern certificate issued from the UAE Embassy in the country of treatment, stating the patient's name, the beginning and end dates of the treatment, and the name of the government entity that sponsored the treatment abroad.
 - Provide a copy of the exit and entry stamps from and to the UAE airports or a copy of an e-statement of entry and exit movements from the Federal Authority for Identity and Citizenship mobile app.
- In the case of medical leaves issued from outside the UAE at the patient's own expense:
 - Submit a medical report with the patient's name, attested by the UAE Embassy in the country of treatment, stating the medical diagnosis and the date of entry and exit from the medical facility.

- Submit a To Whom It May Concern certificate from the UAE Embassy in the country of treatment, stating the patient's name, the beginning and end dates of the treatment, as well as a note mentioning that the patient is traveling at his own expense.
- Provide a copy of the exit and entry stamps from and to the UAE airports or a copy of an e-statement of entry and exit movements from the Federal Authority for Identity and Citizenship mobile app.
- In the case of a patient's companion leave outside the UAE at the expense of a government entity (UAE citizen employee):
 - Submit a To Whom It May Concern certificate issued by the government entity that sponsored the patient's treatment abroad, stating the patient's name, the companion's name, as well as the beginning and end dates of the travel for the treatment.
 - Submit a medical report with the patient's name, tested by the UAE Embassy in the country of treatment, stating the medical diagnosis, as well as the entry and exit dates from the medical facility.
 - Submit a To Whom It May Concern certificate issued by the UAE Embassy in the country of treatment, stating the patient's name, the companion's name, the beginning and end dates of the treatment, as well as the name of the government entity that sponsored the patient's treatment abroad.
 - Provide a copy of the companion's passport showing the exit and entry stamps from and to the UAE airports or a copy of an e-statement of entry and exit movements from the Federal Authority for Identity and Citizenship mobile app.
- In the case of a patient's companion leave outside the UAE at the patient's own expense (Emirati employee):
 - Submit a medical report with the patient's name, attested by the UAE Embassy in the country of treatment, stating the medical diagnosis, as well as the entry and exit dates from the medical facility.
 - Submit a To Whom It May Concern certificate issued by the UAE Embassy in the country of treatment, stating the patient's name, the companion's name, the beginning and end dates of the treatment, as well as a note mentioning that the patient is traveling at his own expense.
 - Provide a copy of the companion's passport showing the exit and entry stamps from and to the UAE airports or a copy of an e-statement of entry and exit movements from the Federal Authority for Identity and Citizenship mobile app.

Service channels

1. MOHAP smart app

Resources

User Manual - Approval of Medical Leaves and Reports- 638KB.pdf

Executive Regulations of the Human Resources Law in the Federal

• Government FAHR Available in Arabic.pdf

Infographic - Approval of Medical Leaves and the Leave of the

• Patients Companion.pdf