



## Changing the Location of a Private Medical Facility

This service allows the transfer of licensed private medical facilities from one location to another, in which they can receive new licenses. 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.



### Main service

Medical Establishment  
Licencing and Registration



### Service code

110-03-021-045



### Service classification

- Government to business



### Service type

Transactional

### Service process

- 1 Login to the MOHAP website or smart app using the UAE PASS to apply for the service.
- 2 Submit an application to change the facility's location, and pay the fee.
- 3 Submit an application for initial inspection and pay the fee.
- 4 Once the initial inspection is approved, submit an application to



### Service completion duration

#### Approval of the application:

1 working day

#### Final licensing:

2 working days Engineering team approval:

#### Initial inspection:

2 working days

#### Verification of the facility plan:

5 to 7 working days

#### Final inspection:

7 to 10 working days



### Payment channels

E-payment



### Target audience

Investors in the health sector who own different health facilities



### Service locations

MOHAP Website:  
[www.mohap.gov.ae](http://www.mohap.gov.ae)  
MOHAP Smart App  
Email: [info@mohap.gov.ae](mailto:info@mohap.gov.ae)



### Support

Email: [info@mohap.gov.ae](mailto:info@mohap.gov.ae)  
Call Center: 80011111

study the architectural plan and pay the fee.

- 5
- Once the site plan is approved, the initial approval for inspection and no objection certificate from the government authorities concerned (such as economic departments and municipalities) will be issued.
- 6
- Proceed with finalizing the license requirements of relevant government departments, such as Civil Defense.
- 7
- Submit an application for final inspection.
- 8
- Once final inspection is approved, pay the final fee and submit the remaining documents.
- 9
- License will be issued electronically and sent via email. It can also be downloaded via the website.



Required documents

1. Primary inspection:
- Letter requesting the medical facility's location change
  - Latest trade license issued by the Department of Economic Development
  - Latest license of the facility issued by MOHAP
  - Site plan approved by MOHAP engineers
2. Final inspection:Final approval:
- Establishment Croak Plan Initially Approved By MOHAP Engineer
  - Establishment Croak Plan which should be Approved Finally By MOHAP Engineer
3. Final approval:
- Establishment Croak Plan Finally Approved By MOHAP Engineer
  - Economic Department License



Conditions and requirements

- License must be valid for more than 6 months.
- Relocation of medical facilities may only be done after obtaining the final approval of the site plan from MOHAP engineers.

Service fees

Application fee for transferring the location of a facility: AED 100

Service fees for transferring the location of a facility: AED 100

Initial Inspection fees:

Hospital/Convalescent  
Home/Fertility Center/Emergency Center/Home Medical Center: AED 2,000

General Clinic/Specialist  
Clinic/Medical Center/Medical Diagnosis Center/Rehabilitation Center: AED 1,000

Verifying site plan fees:

Hospital/Convalescent  
Home/Fertility Center/Emergency Center/Home Medical Center: AED 2,000

General Clinic/Specialist  
Clinic/Medical Center/Medical Diagnosis Center/Rehabilitation Center: AED 1,000

Re-verifying geographical site plan fees:

Hospital/Convalescent  
Home/Fertility Center/Emergency Center/Home Medical Center: AED 1,000

General Clinic/Specialist  
Clinic/Medical Center/Medical Diagnosis Center/Rehabilitation Center: AED 500

SDGs Goals



## Service channels

1. MOHAP website: [www.mohap.gov.ae](http://www.mohap.gov.ae)
2. MOHAP smart app

## Resources

- Infographic - Changing the Location of a Private Medical Facility - 423KB.pdf
- User manual Medical Licensing system.pdf
- User Manual- Engineering Department-715.pdf
- Initial site inspection checklist- Medical facility.pdf
- Initial site inspection checklist- School clinics.pdf
- Initial site inspection checklist- Nursery clinics.pdf
- Initial site inspection checklist- Eye testing facility-80.pdf
- Initial site inspection checklist- Homecare-221.pdf
- Final inspection checklist-Medical facility.pdf
- Hospital Regulation-607.pdf
- One day surgery Center Regulation-377.pdf
- Outpatient Regulation-123.pdf
- Rehabilitation center Regulation-435.pdf
- Home Care Service Regulations - Available in Arabic.pdf
- Oncology center Regulation-767.pdf
- Renal Dialysis Center Regulations.pdf
- IVF Center Regulation-315.pdf
- Cardiac Catheterization Unit Regulation-417.pdf
- Clinical Laboratory Regulation.pdf
- Dental Laboratory Regulation-484.pdf
- Diagnostic Imaging Regulation-49.pdf
- Mobile Transportable And Reloadable Regulation-609.pdf
- Water Birthing Unit Regulation-645.pdf
- School Clinic Regulation-943.pdf
- Nursery Clinic checklist - Available in Arabic.pdf
- Nutrition Center Regulation - Available in Arabic-62.pdf
- Standard Submission Form-887.pdf
- Standard Submission Form-317.dwg

