Circular No. (2/2015)

From | Qatar Council for Healthcare Practitioners (QCHP)
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To | • All healthcare practitioners working in the private sector
    | • All healthcare facilities’ focal points in the private center

Subject | Process for Issuing Sick Leaves during e-Jaza Downtime

Date | 19/01/2015

"The Registration Department in Qatar Council for Healthcare Practitioners presents to you its compliments".

Further to the previous circulars number (20/2014) and number (24/2014) regarding the Central Governmental Electronic Sick Leave System (e-Jaza), please note that any downtime that occurs on the e-Jaza system will be registered by QCHP and the system will enable back-dated sick leaves for these specific periods only. This will only be a temporary solution until we issue a permanent electronic solution in a few weeks time that will enable healthcare practitioners to issue e-Jazas during downtime.

In the meantime, please do the following when the e-Jaza system is down:
- Issue manual sick leaves (if needed) for the patients you receive during this period
- Once the downtime is over, enter the details of the manual sick leaves issued on the e-Jaza system. The system will allow backdated sick leaves for those periods.

For any technical issues, please contact: QCHPheldesk@sch.gov.qa

Please note that the above mentioned will be effective immediately.

Thank you for your cooperation.

The Registration Department Team in Qatar Council for Healthcare Practitioners