

**QCHP**

المجلس القطري للخصصات الصحية
Qatar Council for Healthcare Practitioners
التسجيل والترخيص
Registration & Licensing



Policy Name: Add/Change scope of practice policy

Policy Code:

Version Number: 3.0

Developed by: Registration Department – QCHP

Reviewed by/Date:

Approved by/ Date:

Date Effective:

Date of Due Revision:

Validity: This policy is the main and valid policy until updated, replaced or canceled by the Qatar Council for Healthcare Practitioners Registration Department. Update, replacement or cancellation of this policy may occur when needed. However, all healthcare practitioners and parties shall comply with this policy.

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Qatar Council of Health Practitioners
Registration Department
P.O. Box 7744, Doha, Qatar
Phone: (+974) 44070331
jalali@moph.gov.qa
seltorky@moph.gov.qa
www.qchp.org.qa

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1. Introduction

In the framework of determining the rules of communication between QCHP Registration department and healthcare practitioners through electronic applications submitted via registration/licensing system in state of Qatar, QCHP is continuing to develop policies to insure the smooth flow of operations and status follow-ups within suitable time frame needed to fulfill the requirements before approving or rejecting any application submitted.

This policy has been prepared to regulate and clarify the rules plus requirements of Add or Change scope of practice applications.

2. Policy Statement

2.1 Practitioner can submit "change scope of practice" application when he/she wants to change their current scope of practice and / or current category (if applicable).

2.2 Practitioner can submit "Add scope of practice" application when he/she wants to add a new scope of practice to their current scope of practice.

2.3 "Add/change scope of practice" applications will be accepted for related scopes of practice only.

2.4 Eligible practitioners can apply for two scopes during the evaluation stage of the license process, then be granted a license with two scopes

3. Definitions

3.1 Change category/scope of Practice:

A request submitted by the applicant if he/she is wishing to:

a) Change from lower level Category to higher level Category in the same profession (if Applicable) e.g. from Associate specialist to Specialist (physician) or from Nurse Trainee to Registered General Nurse etc.

b) Change his /her current Scope of practice to relevant scope of practice.

3.2 Add scope of Practice:

A request submitted by the applicants to add a new scope of practice to their current scope of practice.

4. Abbreviations

QCHP: Qatar Council for Healthcare practitioners.

5. Scope

This policy applies to all healthcare practitioners in the State of Qatar.



6. Procedures/Guidelines

a. Change scope of practice:

1) Practice under supervision (trainee) to fully practicing Non-Physicians practitioners

Any Practitioner seeking to change their current scope of practice from licensed Trainee (practitioners practicing under supervision) to general scope should submit the following:

- All the required documents for licensing of the new scope of practice.
- Qualifying exam result (if applicable)
- Supervised practice completion letter indicating the duration & the supervisor's recommendation.
- No objection letter from their current employer.
- For dental trainee they should submit log book signed/stamped by the applicant and the supervisor along with facility stamp.

2) Practitioner seeking to change their current scope of practice to a related scope should submit the following:

- Educational qualification for the new required scope of practice as per the QCHP requirements for the new scope*.
- Recent clinical experience in the new required scope of practice as per QCHP guidelines*.
- License to practice that covers the submitted experience in the new required scope of practice*.
* Should be verified by primary source Verification Company.
* for change scope from technician to technologist, job description should be reviewed
- No objection letter from their current employer.
- All other required documents for licensing of the new scope of practice.
- Change scope of practice applications can be accepted for related scopes of practice only.

b. Change category

Any Practitioner seeking to change their current Category should:

- Fulfill the required years of experience and meet the eligibility criteria as per QCHP Guidelines.
- Submit no objection / recommendation letter from their current employer

c. Add scope of practice

Any practitioner seeking to add scope of practice to their current scope of practice should submit the following:

- Educational qualification in the new required scope of practice*.
- Recent clinical experience in the new required scope of practice as per QCHP guidelines*.
- License to practice that covers the submitted experience in the new required scope of practice*.
* Should be verified by primary source Verification Company.
- No objection letter from their current employer.
- All other required documents for licensing of the new scope of practice.
- Add scope of practice applications can be accepted for related scopes of practice only.
- For physicians ;(Specialists and consultants) as well as specialists dentists are only allowed to submit an Add scope of practice applications but within the same category.