

Department of Healthcare Professions – Ministry of Public Health – Qatar

Get access to a range of benefits and features by creating a Personal or Business Account with QuadraBay.

DHP.QUADRABAY.COM

Benefit from the following:

- Submit and Track Multiple Applications with Ease
- Dedicated Account Manager Support
- Statistical Tracking Application Dashboard
- 24/7 Access to Application Status

Before You Start

Please ensure that you have clear and legible scans of the following documents, to avoid delays in your application process:



Passport Copy



Documents to be Verified



Consent / Authorization Letter

About Us

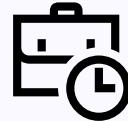
QuadraBay offers a range of industry leading Credentialing solutions with over 45 years of experience, and over 26 million+ candidates verified annually. We work with Government and Semi-Government Entities globally and within the GCC.



Submit Within 15-Minutes



Excellent Customer Service



Fast Turnaround Time



Global Coverage



How to Complete Your Application

Completing your verification application is extremely easy, [click here](#) to be directed to the **Department of Healthcare Professions – Ministry of Public Health DHP-MOPH** dedicated portal, or scan the QR Code with your mobile to get started.

Important Notice: Once your application is ready, you will be notified via Email and the same will be reflected on your Application Tracker.



Scan to Start

Step 1

Register or Login to the DHP-MOPH dashboard and enter the OTP details received in your Email to verify your account.

Step 2

Once completing the Registration or Login process, carefully read through the **“Candidate Information Page”** and have your documents ready.

Step 3

To start the application process, select your preferred service type and click **“Start Registration”**.

Step 4

Fill in your personal details and upload or digitally sign the **“Consent/Authorization Letter”** to continue with your application.

Step 5

Upload your documents and complete the required information:
Education Details
Employment Details
Professional License
Good Standing
Additional Document(s)

Step 6

Before completing your payment, carefully review your application. Once done, enter the required details and select **“Pay and Finish”** to finalize your payment.

Step 7

Once the payment is finalized, you will receive an Email with the payment receipt.

Step 8

You can check your application process by selecting **“Track my Application”** or visit track.quadrabay.com.

DHP-MOPH Services Price List

New Applications Packages

Retrospective Applications

PACKAGE A

Physicians and Dentists

- Verification of up to (2) educational certificates.
- (1) professional license.
- Last (5) years of experience – up to (3) employers.
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
1,100 QAR

Prestige
(14 Business Days)
1,400 QAR

PACKAGE B

Allied Health (Practitioners/Complementary Medicine)

- Verification of (1) educational certificate.
- (1) professional license
- Last (5) years of experience – up to (3) employers
- GlobeX – Global Data Base Check

Standard
(20 Business Days)
900 QAR

Prestige
(14 Business Days)
1,200 QAR

PACKAGE E

Nurses/Pharmacists

- Verification of (1) educational certificate.
- (1) professional license.
- Last (3) years of experience – up to (3) employers.
- GlobeX – Global Data Base Check

Standard
(20 Business Days)
900 QAR

Prestige
(14 Business Days)
1,200 QAR

PACKAGE F

Trainee (No Experience)

- Verification of (1) educational certificate.
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
400 QAR

PACKAGE G

Clinical Nurse/Specialist/Nurse Practitioner/Nurse Educator

- Verification of up to (2) educational certificates.
- (1) professional license.
- Last (5) years of experience – up to (3) employers.
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
1,100 QAR

Prestige
(14 Business Days)
1,400 QAR

PACKAGE H

Visiting Doctor

- Verification of (1) license.
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
300 QAR

PACKAGE I

Good Standing Certificates

- Verification of (2) to (3) Good Standing certificates.
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
550 QAR

PACKAGE J

Good Standing Certificate and Employment Certificate

- (1) Good Standing certificate.
- (1) Employment certificate (Most Recent Employment).
- GlobeX – Global Data Base Check.

Standard
(20 Business Days)
550 QAR

PACKAGE C

Physicians & Dentists (Working in Qatar for more than five years)

- Verification of (2) educational certificates.
- (1) professional license.
- GlobeX – Global Data Base Check.

780 QAR

PACKAGE D

Allied Healthcare Professionals (Working in Qatar for more than three years)

- Verification of (1) educational certificate.
- (1) professional license.
- GlobeX – Global Data Base Check.

680 QAR

Packages F & H

PRESTIGE SERVICE

Report Transfer and Additional Documents

- (1) Document: 150 QAR
- (2) Documents: 200 QAR
- (3) Documents: 250 QAR
- (4) Documents: 300 QAR

150-300 QAR

DHP-MOPH Services Price List

Additional Documents

Optional Services

ADDITIONAL DOCUMENT

(Verification of any additional document will be charged separately)

- (1) Additional educational qualification.
- (1) Good Standing certificate.
- (1) Surgical logbook.
- (1) Additional professional license.
- Additional employment screening (Applies for 3+ Employers).

290 QAR

SMS SERVICE

Sign up at checkout for SMS service and never miss important updates about your application status.

- Instant notifications.
- Convenient and secure communication.
- Stay ahead with important alerts.

10 QAR

Implanted Medical Devices

NEW IMPLANTED MEDICAL DEVICE REGISTRATION

- One Registration certificate of the manufacturer.
- One CE or FDA Certificate from the country of origin with the reference number of the device for registration.
- One free sale Certificate (FSC) for the device from the country of origin.

Duration
(15 Business Days)
650 QAR

CONCIERGE SERVICE

Concierge Service is an exclusive offering from QuadraBay Verification Services. Your verification applications will be handled by one of our dedicated managers, saving you time and effort.

[Register Here](#)

150 QAR

IMPLANTED MEDICAL DEVICE REGISTRATION RENEWAL

(Previously processed by QuadraBay)

One CE or FDA certificate from the country of origin with the reference number of the device for registration.

Duration
(15 Business Days)
300 QAR

VIP VIRTUAL ASSISTANCE SERVICE

The applicant will connect virtually with a dedicated Relationship Manager who will guide them through the Primary Source Verification (PSV) process until the report is issued.

500 QAR

NON-MEDICAL STAFF

- Verification of (1) educational qualification.
- Globex.

300 QAR

REPORT TRANSFER

Report transfer fee from other authorities, plus charges for additional documents if necessary as per DHP-MOPH regulations.

150 QAR

Frequently asked questions

How long will it take to complete and submit my application?

The application process is designed to be as simple as possible. Our research suggests that most participants complete the process within 15 minutes.

What is the expected process time of my application?

We are working 24 hours and are committed to provide the most thorough, current and accurate information within the fastest turnaround time possible. It usually takes an average of (20) business days for Standard Package and (14) business days for Prestige Package and (15 business days for Implanted Devices, from the date, a complete application with legible copies of documents is received for a verification report to be generated. However, there are few cases where reports may be temporarily delayed due to force majeure. In case there are any anticipated delays, our team will make sure to inform you in advance with reasons behind the delay.

What happens if there is missing information from my application?

If we receive an Incomplete Verification application, we'll notify you about the missing information as soon as possible. You will then have a maximum period of 30 days to send us the missing information. If the Incomplete Verification Information is not provided within the 30-day time period, we reserve the right to close the application as "Unable to Check".

Who can I contact if I need support with my application?

Just drop us an email detailing what you need help with. Include your case reference number to customer.service@quadrabay.com and we will contact you within 24 hours. You can also connect with us via the Live Chat option in the portal.

How do I know that my application was submitted successfully?

You will be receiving an Email from QuadraBay confirming your application reference number on the registered Email ID, and the payment receipt.

Will I get a copy of my verification report?

Of course! You have the right to receive a copy of the completed verification results. This can be found on the "Application Page" of your application dashboard. We will also make sure to notify you once your application has been completed.

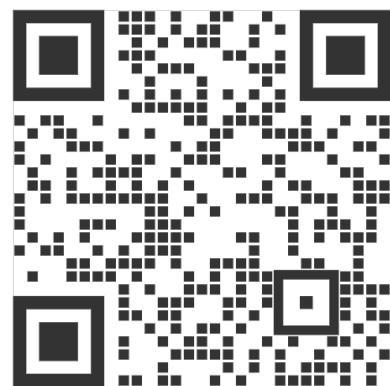
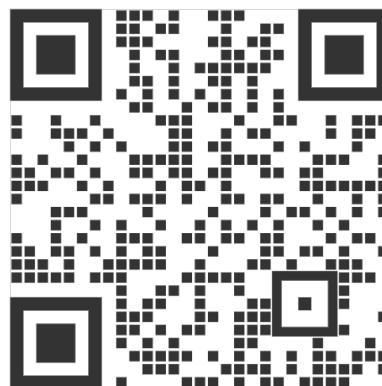
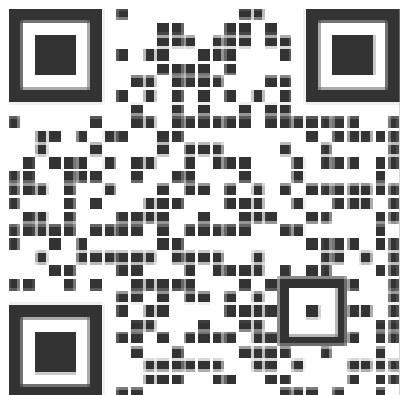


 **How do I download a copy of my verification report?**

To download a copy of your verification report you can log into your existing account navigate to the track my application tab then click on the download report button that will be displayed next to your application information.

 **How can I track my application?**

Just log into our Online Portal where you have registered your application, and you'll be able to track the status of your application.



Scan or Click to Start Application

Scan or Click to Track Application

Scan or Click for Help Video

45

45+ YEARS EXPERIENCE



240+ COUNTRIES & TERRITORIES



100M+ CHECKS ANNUALLY



50K+ CLIENTS GLOBALLY



BACKGROUND SCREENING & VERIFICATION



PROFESSIONAL EVALUATION

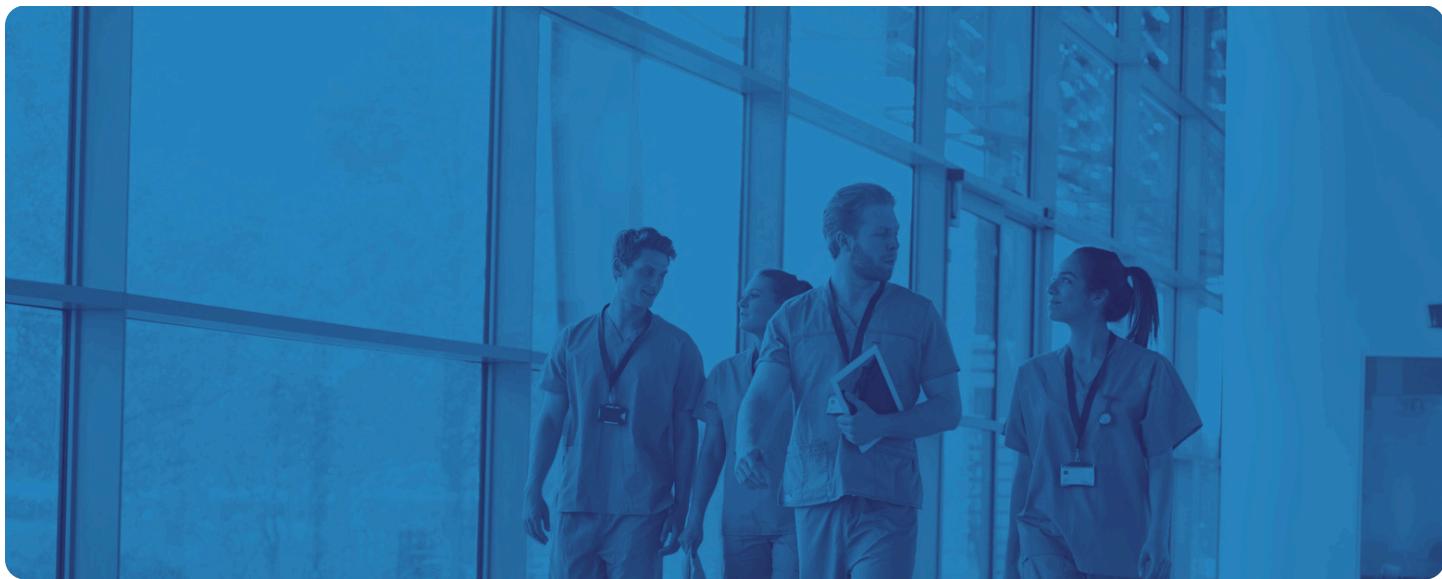


PROFESSIONAL PRIVILEGING



DATA ANALYTICS & CONSULTANCY

A Detailed Guide for Corporate Accounts to Completing the QuadraBay Department of Healthcare Professions - Ministry of Public Health - (DHP-MOPH) Qatar Primary Source Verification Application



QuadraBay is the trusted verification partner of the Department of Healthcare Professions - The Ministry of Public Health - (DHP-MOPH) Qatar, providing verification services for healthcare professionals.

We verify qualifications, degrees, and certificates, a crucial step for obtaining licenses. This service ensures that medical practitioners seeking to work in the State of Qatar meet the highest standards set by Department of Healthcare Professions - The Ministry of Public Health in Qatar.

Follow our step-by-step guide below to apply for the QuadraBay Primary Source Verification (PSV) for DHP-MOPH (Qatar).

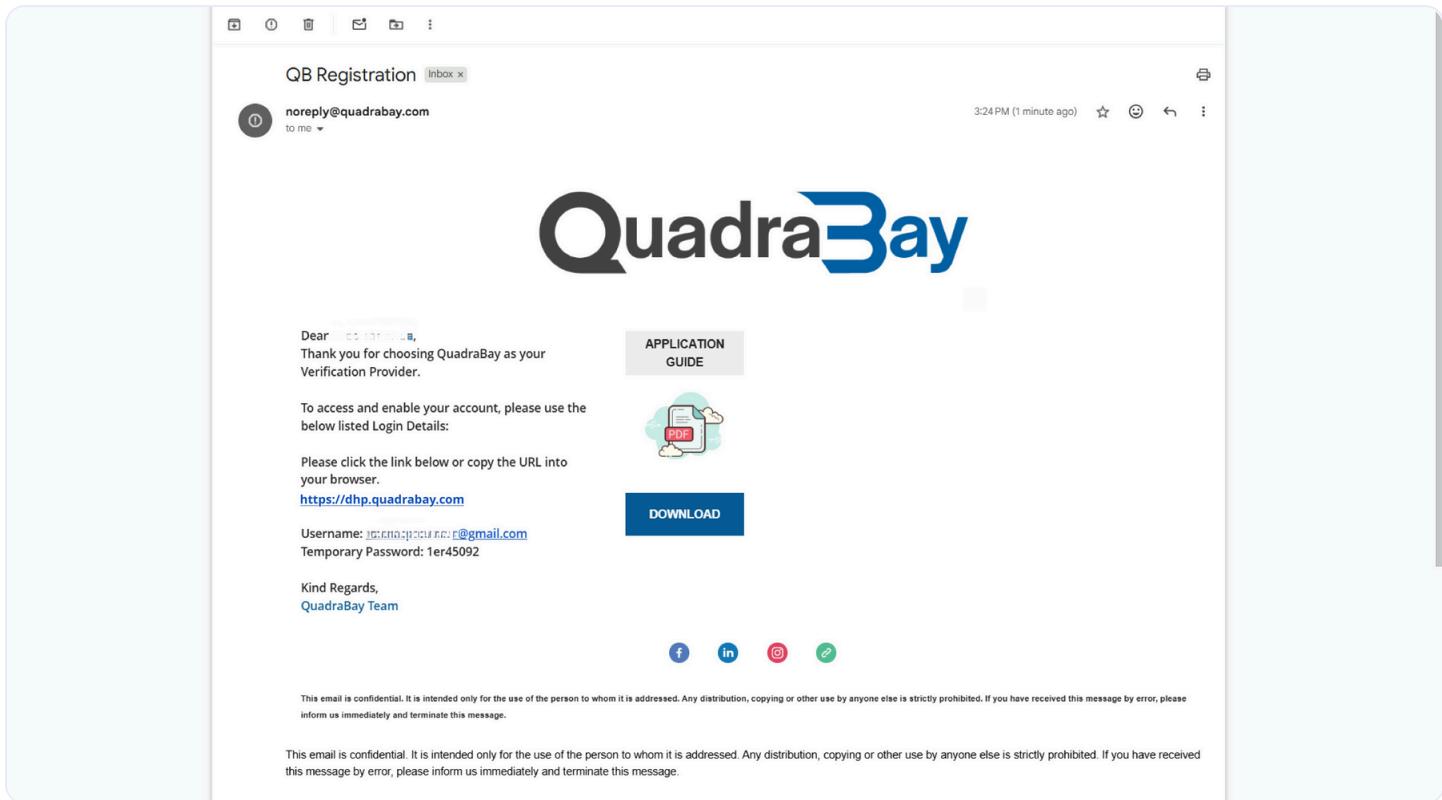
Step 1: Login with the Credentials

- Before you begin, make sure you have the below documents:
 - Passport Copy
 - Documents to be Verified according to DHP-MOPH Requirements (Copy of the degree, copy of the employment certificates, copy of the credential/any other documents that might be required for licensing)

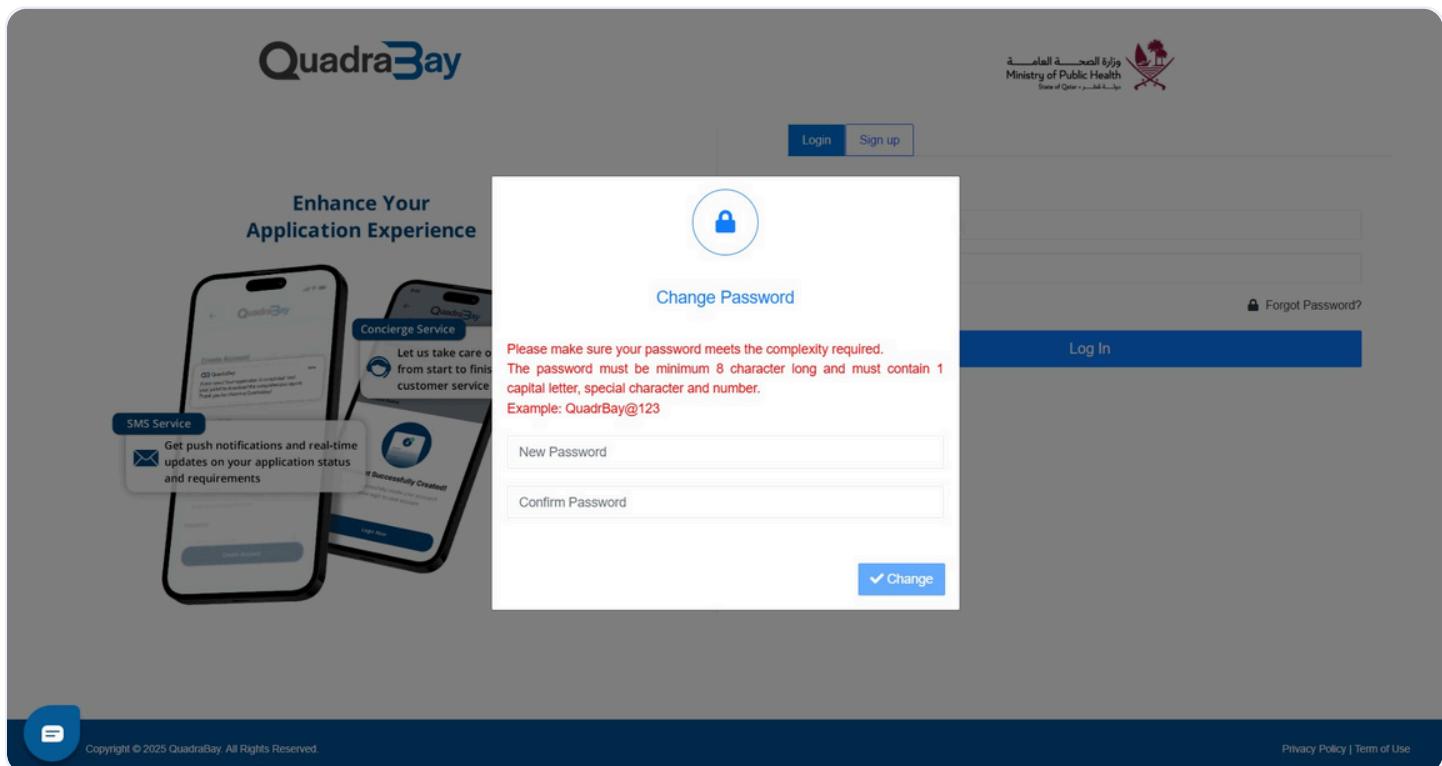
- Signed Consent Form by the applicant
- Visit the official verification portal at <https://dhp.quadrabay.com/> to begin your application.

- Choose the appropriate account type (Individual or Corporate). Complete the required information and submit your registration details.

- After registration, you will receive an email containing a one-time password (OTP). Enter this code on the portal to verify your identity and activate your account.



- After copying the password, you can navigate back to the portal.
- Once you log in, you will be asked to Change Password.



- You have the option to choose a VIP Package that provides additional benefits.

VIP Package

Premium Service

- ✓ Priority Processing
- ✓ Dedicated Support
- ✓ Fast Track Service
- ✓ Digital LOA Signing
- ✓ Express Documentation
- ✓ 24/7 Customer Service

Would you like to continue with our VIP Package?

Enjoy premium benefits and priority service

✓ Yes, Continue with VIP

→ Skip



- If you continue with **VIP Package**, proceed to attach and submit the required documents.
 - **Step 1:** Upload the signed Consent Form (LOA), or sign the LOA digitally.
 - **Step 2:** Upload passport details of the applicant.

Back

VIP Package Selected

1 LDA Document 2 Passport Verification

Step 1: Letter of Authorization (LOA)
Choose how you would like to handle your LOA document

Sign LOA Now
Review and sign the LOA digitally

Upload Signed LOA
Upload your pre-signed LOA document

→ Continue to Passport Upload

Back

VIP Package Selected

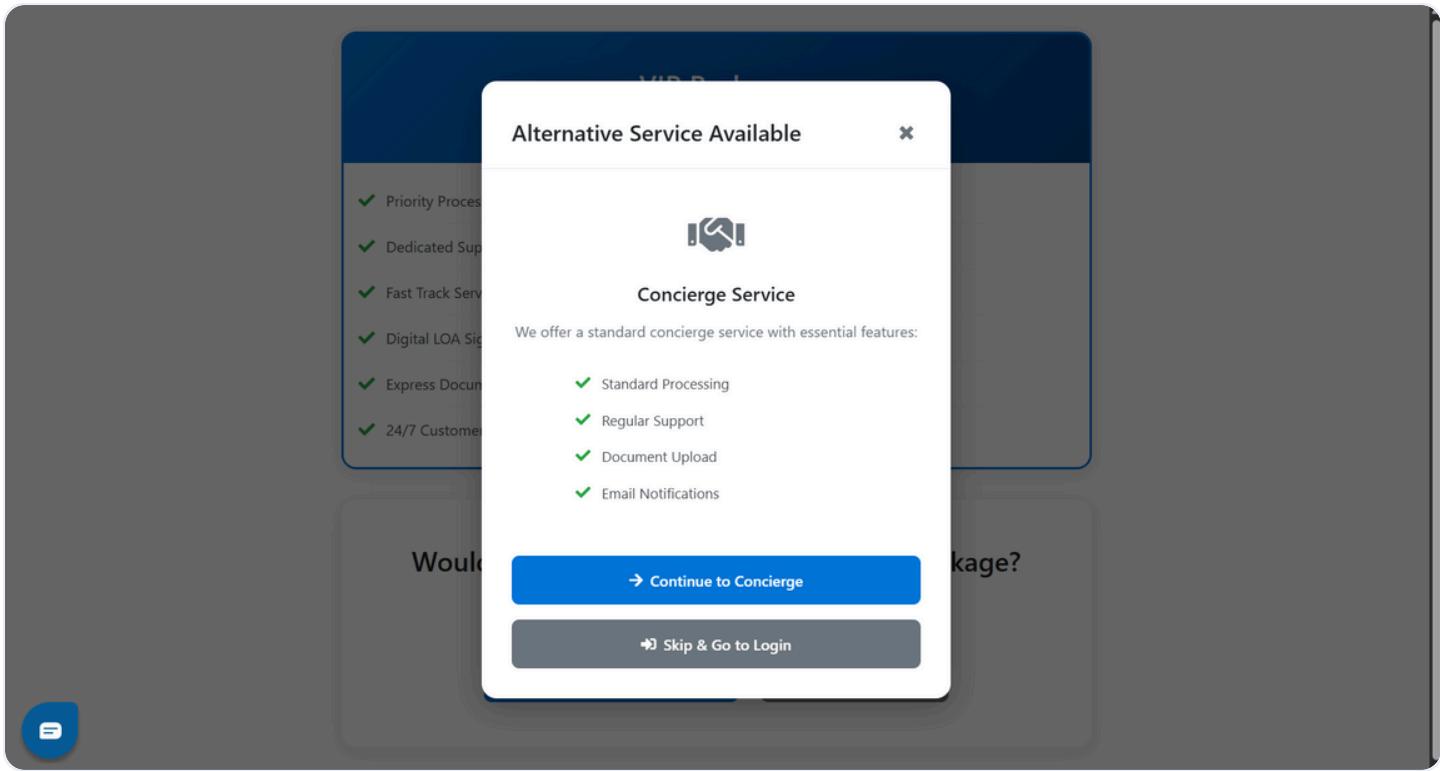
1 LDA Document 2 Passport Verification

Step 2: Passport Verification
Upload a copy of your passport for identity verification

Upload your passport
JPG, PNG, or PDF format (max 3MB)

→ Proceed with VIP Package

- If you choose **Skip**, you can opt in for **Concierge Service** which helps you in the application process.



- Once you log in, you will then be redirected to the Candidate Information Page, which will have all the information and instructions you need to start the application.
- Please carefully read all the instructions. You can view packages and download the consent form, which will be required at a later stage.
- The details on the consent form should match the same details as the applicant's passport.

A screenshot of the 'Candidate Information Page'. At the top left is the 'QuadraBay' logo. In the center is the 'Ministry of Public Health' logo. Below the logos is the text 'Candidate Information Page' and an illustration of three medical professionals (two doctors and a nurse) standing in front of a stylized purple leafy background. To the right, a section titled 'Please ensure that you have the following documents ready before you start your application process:' lists three required documents: 'PASSPORT COPY', 'DOCUMENTS TO BE VERIFIED', and 'CONSENT / AUTHORIZATION LETTER'. Each document is represented by an icon: a passport, a folder, and a signed document. Below the icons for the documents is a 'Download Consent' button. At the top of this section is a blue button labeled 'Click to view packages' with a dropdown arrow.

- If you have any questions, kindly refer to the FAQs section on the landing page.
- Throughout the application process, the Chat Now button can be used to get in touch with a customer service representative.

Got questions?

Scroll through our frequently asked questions...

Not all questions are the same. If you need additional assistance, our Customer Support Team is always happy to help. Please drop us an Email on "mohk.support@quadrabay.com", and a member of our team will reach out to you shortly.

How long will it take me to complete and submit my application?

What is the expected process time of my application?

What happens if there is an information missing from my application?

Whom can I contact if I need support with my application?

How do I know that my application was submitted successfully?

Will I get a copy of my verification report?

How can I track my application?

Can I cancel my application?

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Step 2: Application Details

- Select the **Start New Application** option.

Dashboard

No Application Found

Start New Application

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- Select the package that suits the applicant's requirements. Once completed, click on **Start Registration**.

Step 3: Personal Details

- Fill in the applicant's personal details and passport details. The fields highlighted with a red asterisk (*) need to be filled out since they are mandatory.

- The Consent Form can be downloaded by clicking on Download Consent button at the bottom of the page and signed manually by the applicant.

- Read the details carefully and ensure that the information is accurate. Once completed, add it to the application by selecting **Browse**. **Upload** the signed form, **save** and **close**.
- **Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.**

Consent Form
Click "Download Consent," ensure the applicant signs it, then upload the scanned copy.
Upload only PDF,JPEG,JPG,PNG & maximum 5MB
Select File Browse Sign Digital LOA Download Consent

Previous Step Save & Continue

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- A pop up will appear; read it carefully before pressing 'OK'.

Step 4: Education Details

- Select the **Add** option to add the applicant's education details.

The reference No. for the current Application is - 11 ✓

APPLICATION DETAILS PERSONAL DETAILS EDUCATION DETAILS LICENSE EMPLOYMENT DETAILS PAYMENT

Education

Add

Establishment Name	Education Level	Country	Date Awarded	More
--------------------	-----------------	---------	--------------	------

Previous step

All Rights are reserved by QuadraBay.

- Fill out the mandatory fields marked with a red asterisk (*) and **upload clear copies** of the applicant's educational documents.
- **Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.**

QuadraBay

APPLICATION

Dashboard

New Application

Track My Application

INFORMATION

FAQ

Application Guide

APPLICATION DETAILS

EDUCATION DETAILS

EMPLOYMENT DETAILS

PAYMENT

Education

Add

Establishment Name

Previous step

Education Details

Name as Per Degree* Education Entity Name* Study Country* City*

Qualification Type* Major/Specialization* Did you complete* Start Date*

End Date* Award Date* Exam Date* Study Type*

Study Mode*

Student Roll / ID No. College Name Issuing Authority Address: (Max 250 Characters)

Upload Education (Degree certificate ** Only 1 file allowed)*
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Other Supporting Documents (Multiple files allowed)
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Save

- Save the information to submit. You can edit the information if needed.

QuadraBay

APPLICATION

Dashboard

New Application

Track My Application

INFORMATION

FAQ

Application Guide

APPLICATION DETAILS

PERSONAL DETAILS

EDUCATION DETAILS

LICENSE

EMPLOYMENT DETAILS

PAYMENT

Education

Add

Establishment Name Education Level Country Date Awarded

PSUT Bachelor ALBANIA 2025-11-01T00:00:00

Previous step Go to Next Step

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- After completion, review it and then proceed to the next step.

Step 5: Professional License

- Select the Add option to add the applicant's professional license.

Quadrabay

APPLICATION

The reference No. for the current Application is - 4512345678901234567890

Dashboard

APPLICATION DETAILS

PERSONAL DETAILS

EDUCATION DETAILS

LICENSE

EMPLOYMENT DETAILS

PAYMENT

Professional License

Add

Provider Name	Specialty	Issuing Country	Issue Date	Expiry Date	More
---------------	-----------	-----------------	------------	-------------	------

Previous step

Go to next step

All Rights are reserved by Quadrabay.

- Fill out the mandatory fields marked with a red asterisk (*) and upload clear copies of the applicant's license.

- Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.
- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is - **641533555555555555**

LICENSE

Professional License

Add

Provider Name	Specialty	Issuing Country	Issue Date	Expiry Date	Actions
ISSUING AUTHORITY NAME	LIFETIME	ALBANIA	2011-11-02T00:00:00	2025-11-03T00:00:00	 

Previous step **Go to next step**

All Rights are reserved by QuadraBay.

- After completion, review it and then proceed to the next step.

Step 6: Employment Details

- Select the Add option to add the applicant's employment details.

The reference No. for the current Application is - **641533555555555555**

EMPLOYMENT DETAILS

Experience

Add

Company Name	Position	Employment Type	Actions
			

Previous Step

All Rights are reserved by QuadraBay.

- Fill out the mandatory fields marked with a red asterisk (*) and upload clear copies of the applicant's employment documents.

The reference No. for the current Application is

Employment Details

Employer Name.* Employment Type.* Position/Job Title.* Department.*

Current Employer.* Start Date.* End Date.* Country.*

Town/City.* Type of Facility.* Leave Duration (Days).* Total No Of Beds.*

HR / Employer Name.* HR / Employer Email.* HR / Employer Phone.* Reason For Leaving.

Upload Document (** Only 1 file allowed)*
Upload only PDF, JPEG, JPG, PNG & maximum 5MB

Choose a File or Drag it here

Other Supporting Documents (Optional ** Multiple files are allowed)
Upload only PDF, JPEG, JPG, PNG & maximum 5MB

Choose a File or Drag it here

Save

List of Attachments Uploaded

Document Name Type

- Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.
- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is

APPLICATION DETAILS **PERSONAL DETAILS** **EDUCATION DETAILS** **LICENSE** **EMPLOYMENT DETAILS** **PAYMENT**

Experience

Company Name Position Employment Type

Employer Name MARKETING FullTime

Save

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- After completion, review it and then proceed to the next step.

Step 7: Payment

After you have finished uploading all of the documents, the next step is making the payment.

- You can tick the **Use Same Details as Personal Information** option, The required fields of information will be filled up automatically once this option is enabled.

The reference No. for the current Application is - 1234567890123456

APPLICATION

Dashboard

New Application

Track My Application

INFORMATION

FAQ

Application Guide

APPLICATION DETAILS

PERSONAL DETAILS

EDUCATION DETAILS

LICENSE

EMPLOYMENT DETAILS

PAYMENT

Complete

Please click on Pay & Finish to complete your Application.

Use same details as personal information

Title *	First Name *	Last Name *
Select Title	First Name	Last Name
Code *	Mobile *	Email *
	Mobile Number	E-mail
Billing Address *	City *	State *
Billing Address	City	State
Postal Code *	Country *	
Postal Code		

Previous Step Pay & Finish

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- Next, the payment summary will pop up. Carefully review it and then proceed to pay.
- You can sign up to our SMS Service at checkout for real-time updates.
- Upon completion, a payment receipt will be sent to the registered email address.

Good Standing Certificates Package

- If you select the Good Standing Certificates package, follow the steps below to add the document to your application.

The reference No. for the current Application is 1111111111111111.

APPLICATION DETAILS PERSONAL DETAILS GOODSTANDING PAYMENT

Application Details

Application Type: * Packages: * Service Type: *

New Application Good Standing Certificates Standard

Please enter the Hospital / Clinic Name:

Hospital Name:

- Verification of Two to Three Good Standing Certificates
- GlobeX – Global Data Base Check

Update Application

- Select the **Add** option to add the applicant's good standing details.

The reference No. for the current Application is 1111111111111111.

APPLICATION DETAILS PERSONAL DETAILS GOODSTANDING PAYMENT

Good Standing Certificate

Add

IA Name	Certificate Name	Country	Issue Date	Expiry Date	More
---------	------------------	---------	------------	-------------	------

Previous step Go to next step

- Fill out the mandatory fields marked with a red asterisk (*) and **upload clear copies** of the applicant's good standing document.
- Please ensure that the **file name** of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.

The reference No. for the current Application is - 1234567890

APPLICATION DETAILS

Good Standing Certificate

Goodstanding Certificate

Issuing Authority: *

Certificate Type: * Goodstanding

Document Number:

Issuing Country: *

City:

Issue Date: *

Expiry Date: (If Applicable)

Upload Certificate * Select File

Supporting Doc. Select File

Upload only PDF, JPEG, JPG, PNG and maximum 5MB

Upload only PDF, JPEG, JPG, PNG and maximum 5MB

Save & Close

- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is - 1234567890

APPLICATION

APPLICATION DETAILS

PERSONAL DETAILS

GOODSTANDING

PAYMENT

Good Standing Certificate

Goodstanding Saved

IA Name	Certificate Name	Country	Issue Date	Expiry Date	
ISSUING AUTHORITY NAME	GOODSTANDING	ALGERIA	2025-11-01T19:00:00	2025-11-08T19:00:00	

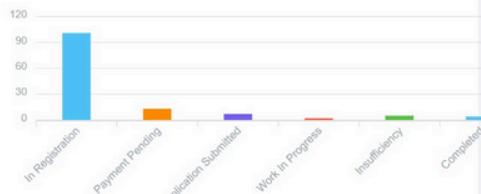
Previous step **Go to next step**

- After completion, review it and then proceed to the next step.

Dashboard

- You can view the applications summary through the dashboard on the portal.

Applications Detail



Lastest Applications

Reference Number	Status
7200064	In Registration
7200065	In Registration
7200066	In Registration
7200067	In Registration
7200068	In Registration
7200069	In Registration

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Application List

- You can access the full list of applications through the Application List page on the portal.

Qb Ref.	DHP No.	Candidate Name	Client Name	Application Received	Application Completed	Status	Report Sent
7200064		Ministry of Public Health	2020-07-01T10:30:51.223			Work In Progress	<input type="checkbox"/>
		Ministry of Public Health	2020-07-16T09:08:03.823			Payment Pending	<input type="checkbox"/>
		Ministry of Public Health	2020-07-16T10:02:37.74			Payment Pending	<input type="checkbox"/>
		Ministry of Public Health	2020-07-27T14:07:43.89			Work In Progress	<input type="checkbox"/>
		Ministry of Public Health	2024-11-24T16:46:20.93			In Registration	<input type="checkbox"/>
		Ministry of Public Health	2024-11-24T16:48:04.33			In Registration	<input type="checkbox"/>
		Ministry of Public Health	2024-11-24T17:50:12.227			In Registration	<input type="checkbox"/>

Application Details

- You can expand and view the detailed information of each individual applicant.

Final Steps:

Keep track of the application by selecting the option on the left side of the dashboard or visit www.track.quadrabay.com.

Check the email regularly for any updates.

Need Help? We will handle it for you from start to finish with Concierge Service!

Concierge Service is an exclusive offering from QuadraBay Verification Services. Your verification applications will be handled by one of our dedicated managers, saving you time and effort.

You will receive personalized, one-on-one assistance during every step of the verification process from an experienced professional. To sign up for Concierge Service, you can:

- Request it through QuadraBay dedicated portal **dhp.quadrabay.com** upon signing up.
- Register your interest [here](#).
- Send us an email at **dhp.support@quadrabay.com** to request the service.

A Detailed Guide for Individual Accounts to Completing the QuadraBay Department of Healthcare Professions - Ministry of Public Health - (DHP-MOPH) Qatar Primary Source Verification Application



QuadraBay is the trusted verification partner of the Department of Healthcare Professions - The Ministry of Public Health - (DHP-MOPH) Qatar, providing verification services for healthcare professionals.

We verify qualifications, degrees, and certificates, a crucial step for obtaining licenses. This service ensures that medical practitioners seeking to work in the State of Qatar meet the highest standards set by Department of Healthcare Professions - The Ministry of Public Health in Qatar.

Follow our step-by-step guide below to apply for the QuadraBay Primary Source Verification (PSV) for DHP-MOPH (Qatar).

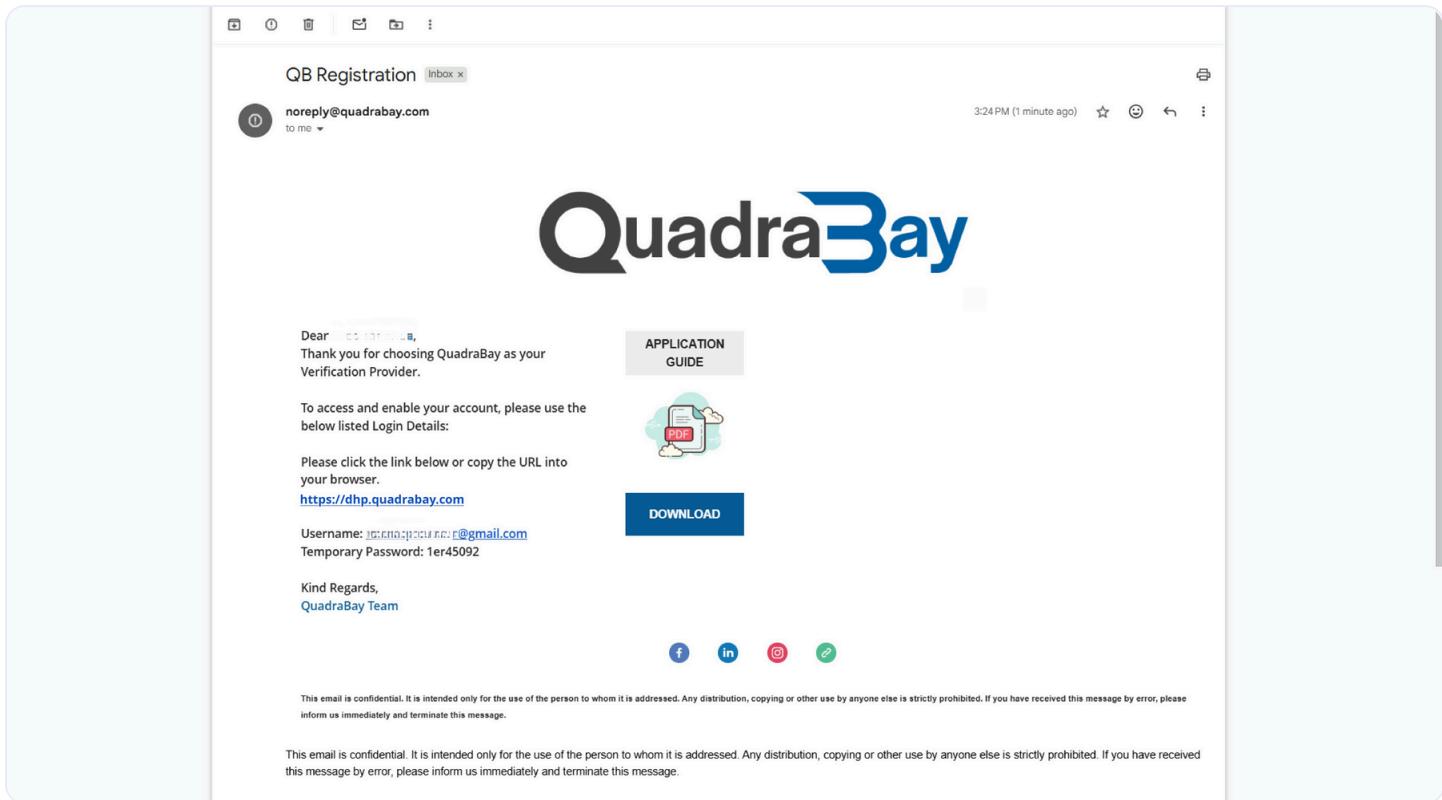
Step 1: Login with the Credentials

- Before you begin, make sure you have the below documents:
 - Passport Copy
 - Documents to be Verified according to DHP-MOPH Requirements (Copy of the degree, copy of the employment certificates, copy of the credential/any other documents that might be required for licensing)

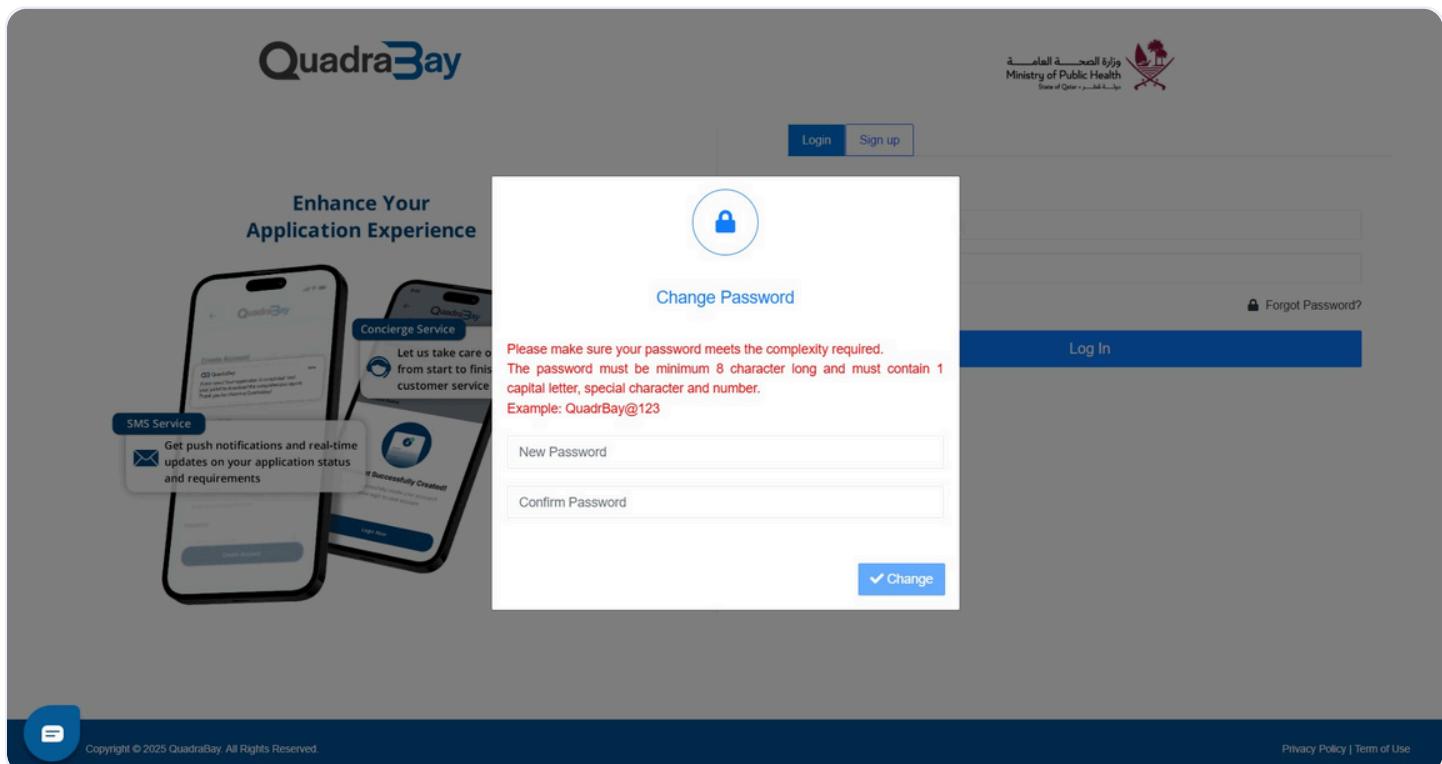
- Signed Consent Form by the applicant
- Visit the official verification portal at <https://dhp.quadrabay.com/> to begin your application.

- Choose the appropriate account type (Individual or Corporate). Complete the required information and submit your registration details.

- After registration, you will receive an email containing a one-time password (OTP). Enter this code on the portal to verify your identity and activate your account.



- After copying the password, you can navigate back to the portal.
- Once you log in, you will be asked to Change Password.



- You have the option to choose a VIP Package that provides additional benefits.

VIP Package

Premium Service

- ✓ Priority Processing
- ✓ Dedicated Support
- ✓ Fast Track Service
- ✓ Digital LOA Signing
- ✓ Express Documentation
- ✓ 24/7 Customer Service

Would you like to continue with our VIP Package?

Enjoy premium benefits and priority service

✓ Yes, Continue with VIP

→ Skip



- If you continue with **VIP Package**, proceed to attach and submit the required documents.
 - **Step 1:** Upload the signed Consent Form (LOA), or sign the LOA digitally.
 - **Step 2:** Upload passport details of the applicant.

Step 1: Letter of Authorization (LOA)
Choose how you would like to handle your LOA document

1 LDA Document 2 Passport Verification

Sign LOA Now
Review and sign the LOA digitally

Upload Signed LOA
Upload your pre-signed LOA document

→ Continue to Passport Upload

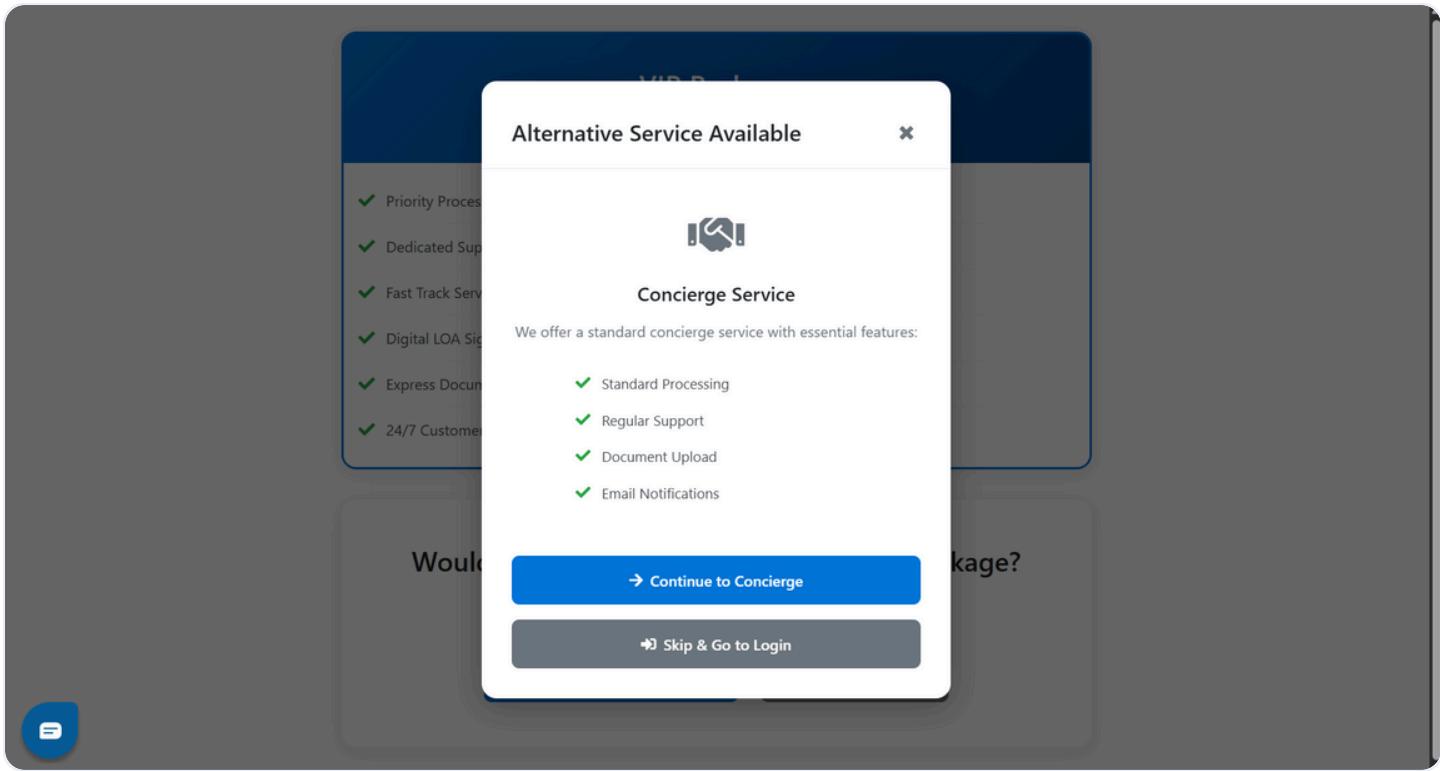
Step 2: Passport Verification
Upload a copy of your passport for identity verification

1 LDA Document 2 Passport Verification

Upload your passport
JPG, PNG, or PDF format (max 3MB)

→ Proceed with VIP Package

- If you choose **Skip**, you can opt in for **Concierge Service** which helps you in the application process.



- Once you log in, you will then be redirected to the Candidate Information Page, which will have all the information and instructions you need to start the application.
- Please carefully read all the instructions. You can view packages and download the consent form, which will be required at a later stage.
- The details on the consent form should match the same details as the applicant's passport.

A screenshot of the 'Candidate Information Page'. At the top left is the 'QuadraBay' logo. In the center is the 'Ministry of Public Health' logo. To the right is a section titled 'Please ensure that you have the following documents ready before you start your application process:'. It includes a sub-instruction: 'You will need clear and readable copies of the indicated documents below:'. Below this are three icons: 'PASSPORT COPY' (two passports), 'DOCUMENTS TO BE VERIFIED' (a folder), and 'CONSENT / AUTHORIZATION LETTER' (a document with a pen). At the top left of this section is a blue button labeled 'Click to view packages' with a dropdown arrow. To the left of the document section is a large blue button labeled 'Candidate Information Page' with a doctor and nurse icon.

- If you have any questions, kindly refer to the FAQs section on the landing page.
- Throughout the application process, the Chat Now button can be used to get in touch with a customer service representative.

Got questions?

Scroll through our frequently asked questions...

Not all questions are the same. If you need additional assistance, our Customer Support Team is always happy to help. Please drop us an Email on "mohk.support@quadrabay.com", and a member of our team will reach out to you shortly.

How long will it take me to complete and submit my application?

What is the expected process time of my application?

What happens if there is an information missing from my application?

Whom can I contact if I need support with my application?

How do I know that my application was submitted successfully?

Will I get a copy of my verification report?

How can I track my application?

Can I cancel my application?

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Step 2: Application Details

- Select the **Start New Application** option.

Dashboard

No Application Found

Start New Application

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- Select the package that suits the applicant's requirements. Once completed, click on **Start Registration**.

Step 3: Personal Details

- Fill in the applicant's personal details and passport details. The fields highlighted with a red asterisk (*) need to be filled out since they are mandatory.

- The Consent Form can be downloaded by clicking on Download Consent button at the bottom of the page and signed manually by the applicant.

- Read the details carefully and ensure that the information is accurate. Once completed, add it to the application by selecting **Browse**. **Upload** the signed form, **save** and **close**.
- **Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.**

Consent Form
Click "Download Consent," ensure the applicant signs it, then upload the scanned copy.
Upload only PDF,JPEG,JPG,PNG & maximum 5MB
Select File Browse Sign Digital LOA Download Consent

Previous Step Save & Continue

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- A pop up will appear; read it carefully before pressing 'OK'.

Step 4: Education Details

- Select the **Add** option to add the applicant's education details.

The reference No. for the current Application is - 11 ✓

APPLICATION DETAILS PERSONAL DETAILS EDUCATION DETAILS LICENSE EMPLOYMENT DETAILS PAYMENT

Establishment Name Education Level Country Date Awarded

Add

Previous step

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- Fill out the mandatory fields marked with a red asterisk (*) and **upload clear copies** of the applicant's educational documents.
- **Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.**

QuadraBay

APPLICATION

Dashboard

New Application

Track My Application

INFORMATION

FAQ

Application Guide

APPLICATION DETAILS

EDUCATION

Establishment Name

Previous step

Education Details

Name as Per Degree* Education Entity Name* Study Country* City*

Qualification Type* Major/Specialization* Did you complete* Start Date*

End Date* Award Date* Exam Date* Study Type*

Study Mode*

Student Roll / ID No. College Name Issuing Authority Address: (Max 250 Characters)

Upload Education (Degree certificate ** Only 1 file allowed)*
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Other Supporting Documents (Multiple files allowed)
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Save

EMPLOYMENT DETAILS

PAYMENT

Date Awarded

- Save the information to submit. You can edit the information if needed.

QuadraBay

APPLICATION

Dashboard

New Application

Track My Application

INFORMATION

FAQ

Application Guide

APPLICATION DETAILS

PERSONAL DETAILS

EDUCATION DETAILS

LICENSE

EMPLOYMENT DETAILS

PAYMENT

Education

Establishment Name Education Level Country Date Awarded

PSUT Bachelor ALBANIA 2025-11-01T00:00:00

Previous step Go to Next Step

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- After completion, review it and then proceed to the next step.

Step 5: Professional License

- Select the Add option to add the applicant's professional license.

Quadrabay

APPLICATION

The reference No. for the current Application is - 4512345678901234567890

Dashboard

APPLICATION DETAILS

PERSONAL DETAILS

EDUCATION DETAILS

LICENSE

EMPLOYMENT DETAILS

PAYMENT

Professional License

[Add](#)

Provider Name	Specialty	Issuing Country	Issue Date	Expiry Date	Edit
---------------	-----------	-----------------	------------	-------------	----------------------

[Previous step](#) [Go to next step](#)

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- Fill out the mandatory fields marked with a red asterisk (*) and upload clear copies of the applicant's license.

The reference No. for the current Application is 9876543210.

APPLICATION

- Dashboard
- New Application
- Track My Application

INFORMATION

- FAQ
- Application Guide

Professional License

Issuing Authority.* License Type.* Document ID (Number).*

Issuing Country.* City.* Issue Date.*

Upload Certificate (** Only 1 file allowed)*
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Other Supporting Document (Optional ** Only 1 file allowed)
Upload only PDF,JPEG,JPG,PNG & maximum 5MB

Choose a File or Drag it here

Save & Continue

EMPLOYMENT DETAILS PAYMENT

Expiry Date

Go to next step

- Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.
- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is - **641533555555555555**

LICENSE

Professional License

Add

Provider Name	Specialty	Issuing Country	Issue Date	Expiry Date	Actions
ISSUING AUTHORITY NAME	LIFETIME	ALBANIA	2011-11-02T00:00:00	2025-11-03T00:00:00	 

Previous step **Go to next step**

All Rights are reserved by QuadraBay.

- After completion, review it and then proceed to the next step.

Step 6: Employment Details

- Select the Add option to add the applicant's employment details.

The reference No. for the current Application is - **641533555555555555**

EMPLOYMENT DETAILS

Experience

Add

Company Name	Position	Employment Type	Actions
			

Previous Step

All Rights are reserved by QuadraBay.

- Fill out the mandatory fields marked with a red asterisk (*) and upload clear copies of the applicant's employment documents.

The reference No. for the current Application is

Employment Details

Employer Name.* Employment Type.* Position/Job Title.* Department.*

Current Employer.* Start Date.* End Date.* Country.*

Town/City.* Type of Facility.* Leave Duration (Days).* Total No Of Beds.*

HR / Employer Name.* HR / Employer Email.* HR / Employer Phone.* Reason For Leaving.

Upload Document (** Only 1 file allowed)*
Upload only PDF, JPEG, JPG, PNG & maximum 5MB

Choose a File or Drag it here

Other Supporting Documents (Optional ** Multiple files are allowed)
Upload only PDF, JPEG, JPG, PNG & maximum 5MB

Choose a File or Drag it here

Save

- Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.
- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is

APPLICATION DETAILS **PERSONAL DETAILS** **EDUCATION DETAILS** **LICENSE** **EMPLOYMENT DETAILS** **PAYMENT**

Experience

Company Name Position Employment Type

Employer Name MARKETING FullTime

Save

- After completion, review it and then proceed to the next step.

Step 7: Payment

After you have finished uploading all of the documents, the next step is making the payment.

- You can tick the Use Same Details as Personal Information option, The required fields of information will be filled up automatically once this option is enabled.

The reference No. for the current Application is - 1234567890

APPLICATION DETAILS PERSONAL DETAILS EDUCATION DETAILS LICENSE EMPLOYMENT DETAILS PAYMENT

Complete

Please click on Pay & Finish to complete your Application.

Use same details as personal information

Title * First Name * Last Name *

Select Title First Name Last Name

Code * Mobile * Email *

Mobile Number E-mail

Billing Address * City * State *

Billing Address City State

Postal Code * Country *

Postal Code Country

Previous Step Pay & Finish

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- Next, the payment summary will pop up. Carefully review it and then proceed to pay.
- You can sign up to our SMS Service at checkout for real-time updates.
- Upon completion, a payment receipt will be sent to the registered email address.

The reference No. for the current Application is - 1234567890

APPLICATION DETAILS PERSONAL DETAILS EMPLOYMENT DETAILS PAYMENT

Complete

Please click on Pay & Finish to complete your Application.

Use same details as personal information

Title * First Name * Last Name *

Code * Mobile * Email *

Billing Address * City * State *

Billing Address City State

Postal Code * Country *

Postal Code Country

Payment Summary

Service Type	Standard		
Product	Unit Price	Quantity	Total
Physicians / Dentist	1,100.00	1.00	1,100.00
SMS Notification	10.00	1.00	10.00
		Sub Total:	1,110.00 QAR
		Total:	1,110.00 QAR

Receive real-time updates on your application status by opting in for our paid SMS service

The total amount is including administrative charges

* Note: Once you click on Agree & Pay you will not be able to update or add any of the components in your application!

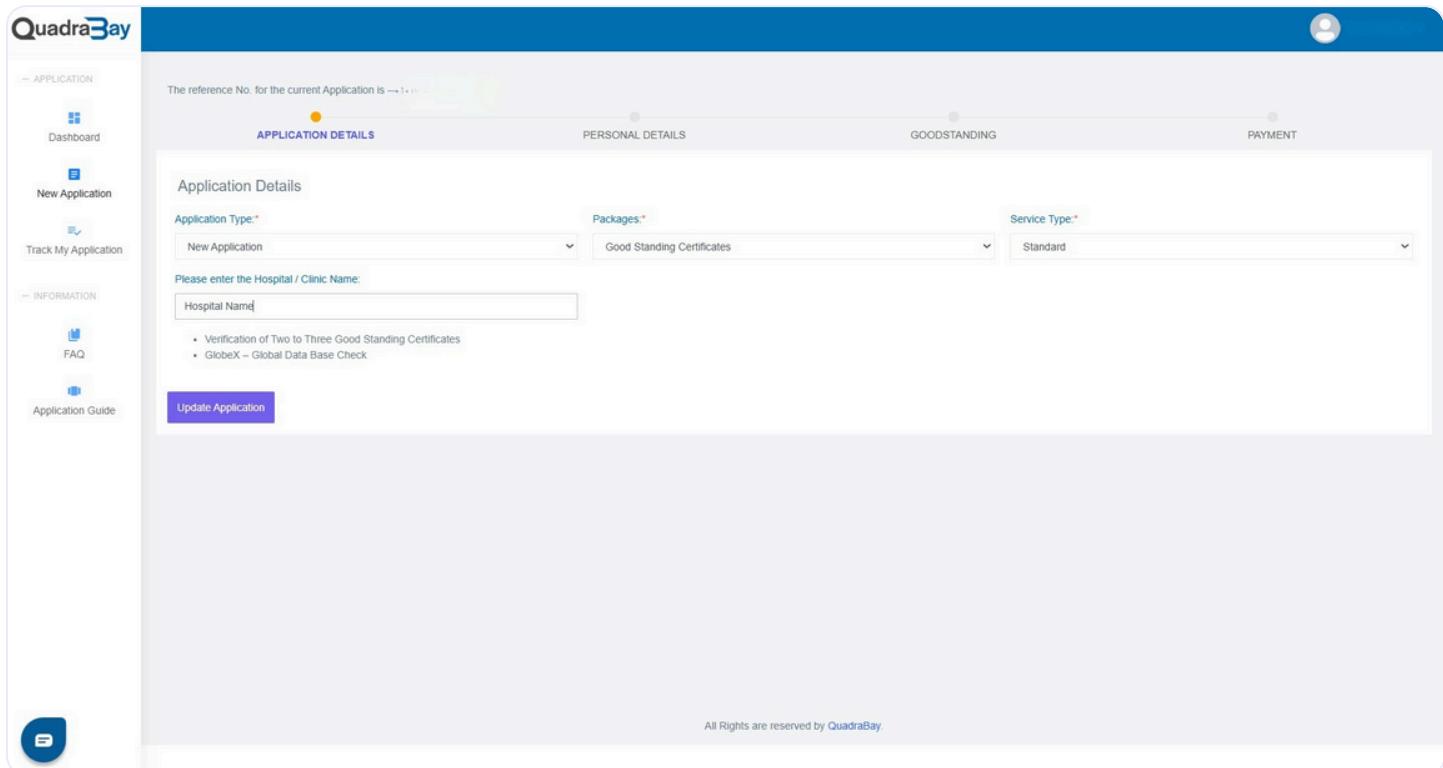
Agree & Pay

Previous Step Pay & Finish

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Good Standing Certificates Package

- If you select the Good Standing Certificates package, follow the steps below to add the document to your application.



The reference No. for the current Application is 1111111111111111.

APPLICATION DETAILS

PERSONAL DETAILS

GOODSTANDING

PAYMENT

Application Details

Application Type: * New Application

Packages: * Good Standing Certificates

Service Type: * Standard

Please enter the Hospital / Clinic Name:

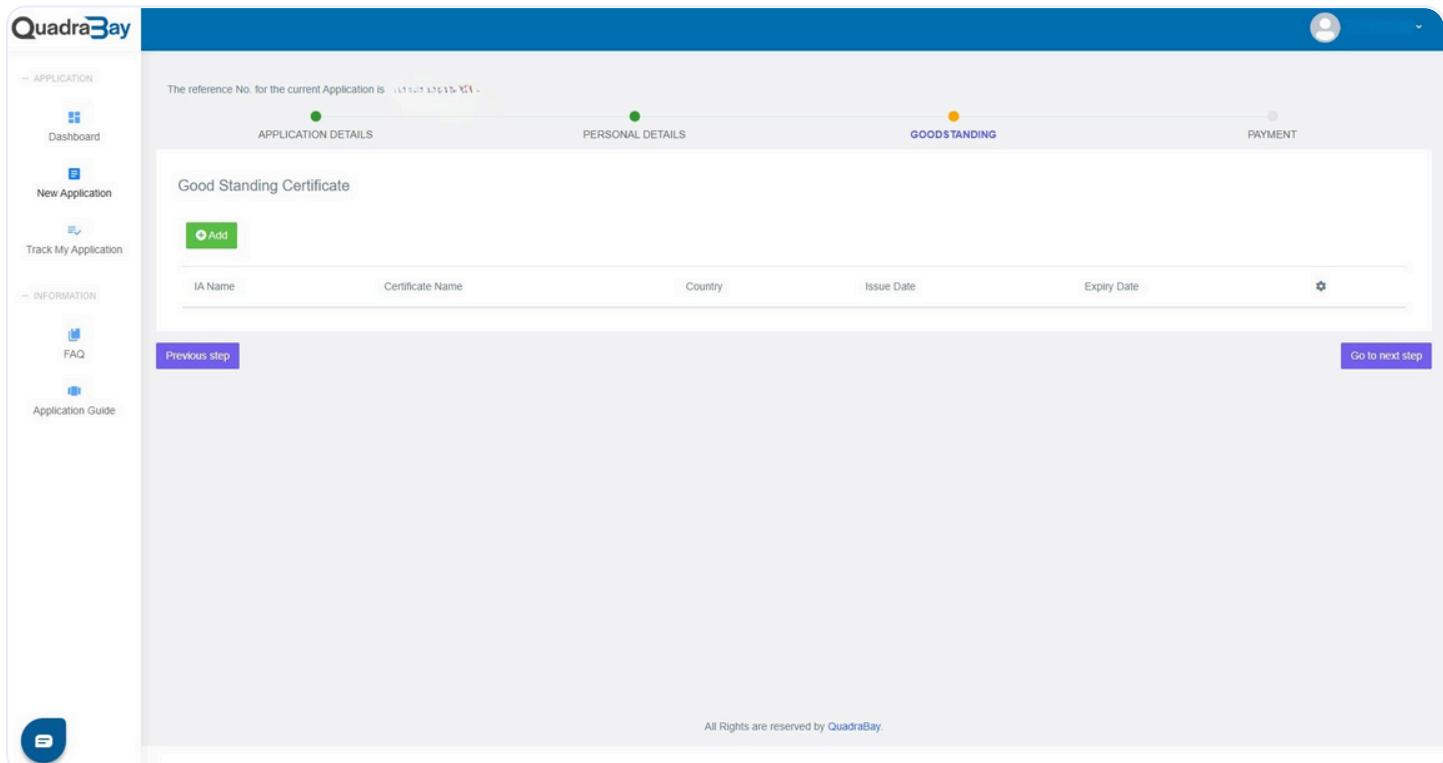
Hospital Name:

- Verification of Two to Three Good Standing Certificates
- GlobeX – Global Data Base Check

Update Application

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- Select the **Add** option to add the applicant's good standing details.



The reference No. for the current Application is 1111111111111111.

APPLICATION DETAILS

PERSONAL DETAILS

GOODSTANDING

PAYMENT

Good Standing Certificate

IA Name	Certificate Name	Country	Issue Date	Expiry Date	

Add

Previous step **Go to next step**

All Rights are reserved by QuadraBay.

- Fill out the mandatory fields marked with a red asterisk (*) and upload clear copies of the applicant's good standing document.

- Please ensure that the file name of the uploaded document begins with a letter. Avoid starting with numbers, special characters, or symbols.

The reference No. for the current Application is - 12345678901234567890

APPLICATION DETAILS

Good Standing Certificate

Goodstanding Certificate

Issuing Authority.*

Certificate Type.* Goodstanding

Document Number:

Issuing Country.*

City:

Issue Date.*

Expiry Date: (If Applicable)

Upload Certificate * Select File

Supporting Doc. Select File

Upload only PDF, JPEG, JPG, PNG and maximum 5MB

Upload only PDF, JPEG, JPG, PNG and maximum 5MB

Save & Close

- Save the information to submit. You can edit the information if needed.

The reference No. for the current Application is - 12345678901234567890

APPLICATION DETAILS

PERSONAL DETAILS

GOODSTANDING

PAYMENT

Good Standing Certificate

Goodstanding Saved

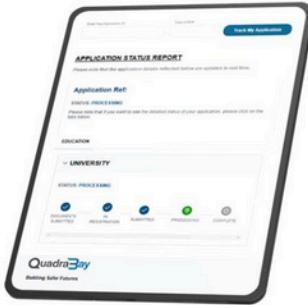
IA Name	Certificate Name	Country	Issue Date	Expiry Date	
ISSUING AUTHORITY NAME	GOODSTANDING	ALGERIA	2025-11-01T19:00:00	2025-11-08T19:00:00	

Previous step **Go to next step**

- After completion, review it and then proceed to the next step.

Final Steps:

Keep track of the application by selecting the option on the left side of the dashboard or visit www.track.quadrabay.com.



The screenshot shows a mobile application interface for tracking application status. The top navigation bar includes 'About us', 'Solutions', 'Application Hub', 'Resources', and a 'Get Started' button. The main content area is titled 'APPLICATION STATUS REPORT' with a sub-section for 'UNIVERSITY'. It displays a 'STATUS PROCESSING' section with several circular progress indicators. At the bottom, there is a 'Quadrabay' logo and the tagline 'Building Better Futures'.

Track Your Verification Application Status

Stay Updated on Your Application Progress in Real-Time

Enter Your Application ID

Date of Birth

Track My Application

Check the email regularly for any updates.

Need Help? We will handle it for you from start to finish with Concierge Service!

Concierge Service is an exclusive offering from QuadraBay Verification Services. Your verification applications will be handled by one of our dedicated managers, saving you time and effort.

You will receive personalized, one-on-one assistance during every step of the verification process from an experienced professional. To sign up for Concierge Service, you can:

- Request it through QuadraBay dedicated portal **dhp.quadrabay.com** upon signing up.
- Register your interest [here](#).
- Send us an email at **dhp.support@quadrabay.com** to request the service.