

Circular No. (14 /2015)

| | |
|----------------|---|
| From | Qatar Council for Healthcare Practitioners (QCHP) |
| To | All Healthcare Practitioners – Visiting Doctors in the State of Qatar (Governmental/Private Sectors) All Focal Points in the State of Qatar (Governmental/Private Sectors) |
| Subject | Policy of Registration/ Licensing of Visiting Doctors (Physicians/ Dentists) |
| Date | 8 th of July 2015 |

“The Registration department in Qatar Council for Healthcare Practitioners presents to you its compliments”

In the Registration Department’s pursuit to improve the services provided for healthcare practitioners, unify them and facilitate the procedures based on standard policies, the Permanent Licensing Committee (PLC) in its 8th meeting dated 13/05/2015, has approved a policy regarding the registration/licensing of visiting doctors (physicians/dentists) as follow:

1. The doctor who is applying for a visiting license shall be holding a specialist certificate from the list of the approved specialization certificates by QCHP.
2. In case the specialist certificate is not from the approved list, the application will be evaluated by a specialized committee as per the followed procedures in the Registration Department.
3. The doctor (physician/dentist) must be working as a specialist/consultant for the last five years for the physician, and three years for the dentist.
4. There shall be a licensed specialist on a permanent basis with the same specialty for following up the cases that the visiting doctor deals with.
5. The healthcare institution shall seek prior approval from the Registration Department for appointing the visiting doctor in more than one of their branches.
6. If visiting doctors are willing to work in another institution, they will have to take an approval from the Registration Department - QCHP, and shall proceed with the change place of work application as per the followed procedures.
7. All visiting doctors must submit a valid CPR certificate according to the specialty, please refer to Circular No. (15/2014).
8. The doctors who are on pension, have valid license, but do not practice their profession in home countries will not be licensed.
9. The visiting surgeons who exceed (65) years of age shall undertake a comprehensive medical examination to check their health and fitness to practice.

10. The permanent specialist (who is in the same institution which the visiting doctor will work in) shall be granted surgical privileges which enable him to manage all the complications that might happen after the surgical operation by the visiting doctor.
 11. The visiting doctor shall be in the country for a period of (72) hours after performing any surgical procedures in order to ensure dealing with any complications that the patient could have.
- **In order to ensure safe practice by visiting doctors, the committee has come to the following:**
 1. The healthcare institution shall submit an application along with specific dates for the visiting doctors (for e.g. From: DD/MM/YR To: DD/MM/YR) without contradicting with the recruitment system in the Ministry of Interior with regards to the period of the visit.
 2. New features will be added in the electronic registration/licensing system for changing their status from 'Active License' to 'Inactive License once specific period ends.
 3. The visiting doctors will not be counted among the specialized medical staff required to open the healthcare institution so that minimum number of staff count should not be affected when they leave.
 4. The visiting doctors shall be entitled a provisional license only if they pass the medical test in the medical commission in the State of Qatar.
 5. The same required procedures/requirements of provisional license will be applied on the visiting doctors (except for QID).

- **Surgical Privileges:**

The visiting doctors will require prior approval for privileges in order to perform any diagnostic or therapeutic procedures in the healthcare institution in the State of Qatar. They must submit an application as per their permanent license according to the procedures of the Registration Department and it will be reviewed by a specialized committee as per the current guidelines and regulations unless these privileges are entitled by their specialty.

In case of any inquiries, please contact the following e-mail address:
Dr. Souma El-Torky - seltorky@sch.gov.qa

Thank you for your cooperation,

Registration Team/ Qatar Council for Healthcare practitioners