

New Professional License

This service enables healthcare professionals to apply for DHA license in order to work in Dubai healthcare facilities

Eligibility

Physicians, Dentists, Nurses, Midwives, Allied Healthcare and Traditional Complementary and Alternative Medicine Professionals

Requirements

1. Initial Requirements:

Required Documents	Special Considerations
Recent passport size photograph	White background
Valid passport	Copy
Educational qualifications	<ol style="list-style-type: none"> Cover the minimum requirements of the Unified Healthcare Professional Qualification Requirements Higher Secondary School certificate is required if the qualification is lower than a BSc
Experience certificates	<ol style="list-style-type: none"> Cover the minimum requirements of the Unified Healthcare Professional Qualification Requirements Include professional title / designation Stamped and signed by the human resources or Medical/Hospital director
License / Registration	<ol style="list-style-type: none"> Issued by the Health Regulatory Authority in the country(s) of last employment Cover the minimum requirements of the Unified Healthcare Professional Qualification Requirements
Certificate of Good Standing (CGS)	<ol style="list-style-type: none"> Issued by the Health Regulatory Authority in the country(s) of last employment Valid and not older than six (6) months Mandatory for Physicians, Dentists and Nurses / Midwives Allied Healthcare and TCAM professionals may be requested in certain cases
Logbook for surgical specialties	<ol style="list-style-type: none"> For the last 2 years Stamped and signed by Medical Director or authorized person

Medical fitness test (if applicant age is 65 and above)	The test should be conducted only by government medical fitness centers - DHA
Primary Source Verification (PSV)	<ol style="list-style-type: none"> 1. PSV will be done by DHA during the license process through Dataflow company 2. The required documents for verification include but are not limited to: educational qualification(s), experience certificate(s), professional license(s) 3. In case a previous Dataflow verification report was done, a copy must be attached in the application 4. DHA license shall only be issued upon providing a positive PSV report 5. For further information check the Primary Source Verification policy

2. License Activation Requirements:

Required Documents	Special Considerations
Medical Malpractice Insurance	Including the professional title
Job offer Letter from the hiring facility	Letter not older than 3 months including the new professional title, stamped and signed by the human resources or Medical/Hospital director
Primary source verification	

How to Apply

1. Register on [DHA website](#)
2. Fill the application and upload the initial requirements
3. Payment of Credentialing Fees
4. Initial review by DHA Credentialing team
5. Payment of PSV Fees
6. Select assessment date (Oral /Computer Based Test "CBT") and proceed with payment.
For further information regarding [Exemption from Assessment and Examination Policy](#)
7. Eligibility letter will be issued upon passing the assessment
8. Upload license activation requirements
9. Review by DHA team
10. Payment of Issue License Fees
11. License delivery through courier and collection of delivery fees

Timeframe

Credentialing (application review): 4 weeks

Primary Source Verification (PSV): application will be processed 48 hours after payment is made.

Assessment:

- **CBT:** Available on daily basis
- **Oral Assessment:** 4 weeks, and if no date was available after that, please contact Health Regulation Department at: regulation@dha.gov.ae

Upload assessment result and issue eligibility

letter: 5 working days

Upload labor card and insurance: 5 working days after application submission

Issue license: 5 working days

Fees

Credentialing Fees AED 220

Primary Source Verification Fees :

- Physicians/Dentists AED 1235
- Others AED 935
- Extra Document AED 300
- Report Transfer AED 100

Assessment Fees:

Oral:

Physicians/Dentists AED 520

Others AED 270

CBT:

HP	2 hours	3 hours
Physicians/Dentists	USD 220	USD 280
Others	USD 180	USD 240

Issue License Fees:

Physicians/Dentists AED 3020

Others AED 1020

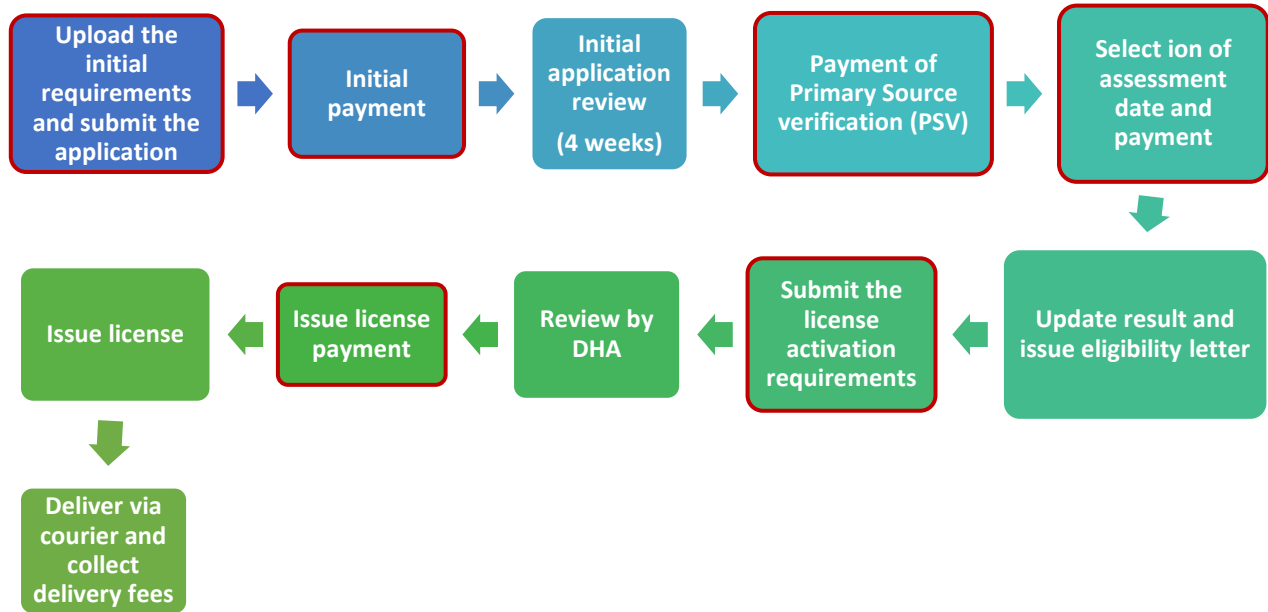
Delivery Fees:

AED 20 payable cash upon delivery

Notes

1. The validity of the Credentialing step is 3 months
2. For oral exam: after selecting exam date, payment must be done within 2 hours. Otherwise, the selected assessment date will be cancelled
3. For CBT: eligibility number will be valid for 3 months after PSV payment
4. In case of "Fail" assessment result, the application will be closed and a new one must be created using same DHA account
5. Eligibility letter is valid for one year
6. The hiring facility must have the professional specialty service
7. For more inquiries, please check the [FAQs](#)

Process Map



To be completed by the applicant