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Standards for Occupational Health Services

Version 1

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Health Policies and Standards Department

Health Regulation Sector (2023)

INTRODUCTION

Health Regulation Sector (HRS) forms an integral part of Dubai Health Authority (DHA) and is mandated by DHA Law No. (14) of the year (2021) amending some clauses of law No. (6) of 2018 pertaining to the Dubai Health Authority (DHA), to undertake several functions including but not limited to:

- Developing regulation, policy, standards and guidelines to improve quality and patient safety and promote the growth and development of the health sector.
- Licensure and inspection of health facilities as well as healthcare professionals and ensuring compliance to best practice.
- Managing patient complaints and assuring patient and physician rights are upheld.
- Governing the use of narcotics, controlled and semi-controlled medications.
- Strengthening health tourism and assuring ongoing growth.
- Assuring management of health informatics, e-health and promoting innovation.

The Standard for Occupational Health Services aims to fulfil the following overarching DHA Strategic Priorities (2022-2026):

- Position Dubai as a global medical destination by introducing a value-based, comprehensive, integrated and high-quality service delivery system.
- Direct resources to ensure a happy, healthy and safe environment for the Dubai population.
- Promote public and private collaboration in healthcare.

- Strengthening the economic contribution of the health sector, including health tourism to support Dubai economy.
- Leading global efforts to combat epidemics and infectious diseases and prepare for disasters.

ACKNOWLEDGMENT

The Health Policy and Standards Department (HPSD) developed this Standard in collaboration with Subject Matter Experts and would like to acknowledge and thank these health professionals for their dedication toward improving quality and safety of healthcare services in the Emirate of Dubai.

Health Regulation Sector

Dubai Health Authority

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EXECUTIVE SUMMARY

The purpose of this document is to assure the provision of the highest levels of safety and quality for *Occupational Health Services (OHS)* and thus, improving healthcare services in the Emirate of Dubai. The standards have been developed to align with the evolving healthcare needs and international best practice. The OHS standards include the licensure requirements, health facility requirements, staffing requirements, medical equipment requirements and services requirements as well as patients' rights and responsibilities.

Occupational Health screening is the process by which an employee undergoes standardized medical screening tests for the purpose of issuing a fitness certificate for a specified occupational category. Medical Fitness Centers (MFC)s providing OHS is a designated medical center that provides these screening services and issues Occupational Health Certificates.

MFCs providing OHS should include a nursing station for initial assessment, a doctor checkup room, laboratory, and a radiology department for conducting tests. MFCs providing OHS are General Practitioner (GP) or Specialist Led Facilities supported by a radiologist, lab technicians and a nursing team who are trained, competent and experienced at performing specific tests and procedures within the confinements of permitted licensure and specialization.

This document should be read in conjunction with the following Documents:

- DHA Health Facility Guidelines 2022.
- Occupational Health Design Manual 2023.

DEFINITIONS

Aris Enterprise system: A secure online platform available at the DHA website where all policies and procedures can be accessed for guidance and reference relevant to Medical Fitness services.

Client: An individual who utilizes the services offered by MFCs to process the Occupational Health Certificate or Medical Fitness Certificate.

GP/Specialist Led Center: is a clinic where a GP or Specialist physician takes responsibility for the overall patient care and service provision.

Manaar: Online educational portal that offers various courses and trainings.

Medical Fitness Center: Designated medical centers that perform standardized screening tests that are legally required to obtain a residence visa for the expatriate population of the Emirate of Dubai.

Occupational Health Certificate: A certificate of good health following a medical examination to prove that the applicant is free from certain diseases pertaining to the category of application.

Patient: Any individual who receives medical attention, care, treatment or therapy by a DHA licensed healthcare professional in a DHA licensed health facility.

Public Relations Officer: A professional responsible for the communication of an organization to anyone who seeks information about the services the facility provides as well as other aspect.

Salem System: It is an integrated ERP information system designed to manage all the aspects of Medical Fitness Department Services that allow health care providers to do their job effectively. The system is integrated with IMPAX/AGFA system for Radiology and SUNQUEST for Laboratories.

Screening: A screening test is a test done in order to detect potential health disorders or disease carrier states in an individual.

ABBREVIATIONS

BLS	:	Basic Life Support
CDC	:	Center for Disease Control and Prevention
DAHC	:	Dubai Academic Health Corporation
DHA	:	Dubai Health Authority
FBC	:	Full Blood Count
ESR	:	Erythrocyte Sedimentation Rate
GDRFA	:	The General Directorate of Residency and Foreigners Affairs in Dubai.
GP	:	General Practitioner
HbA1c	:	Hemoglobin
HBsAG	:	Hepatitis B Surface Antigen
HCV Ab	:	Hepatitis C Antibody
HIV	:	Human Immunodeficiency Virus
LFT	:	Liver Function test
LOI	:	Letter of Intent
MFC	:	Medical Fitness Center
OH	:	Occupational Health
OHS	:	Occupational Health Services
PCI	:	Prevention and Control of Infection
P/E	:	Physical Exam
VDRL	:	Venereal Disease Research laboratory
V/S	:	Vital Signs

1. BACKGROUND

Occupational Health Services include standardized screening tests and issuance of Occupational Health Certificates for specified occupational categories as required by the Federal Law. The DHA is establishing Occupational Health Services Standard to unify the related standards for healthcare providers. Dubai Academic Healthcare Corporation (DAHC) is the entity responsible for carrying out occupational health screening and selecting the type of model for its implementation. DAHC intends to meet with the growing demand of the occupational screening service by extending its services to the Public Private Partnership model.

Occupational health examinations include and are not limited to checkup, laboratory test and radiological services, the latter is performing a chest X-ray. This process starts by a request for occupational health screening at the typing/business center and ends either by sending a fit or follow-up notification for the applicant and/or the employers. The occupational health screening process applies to all workers in the Emirate of Dubai who are under a job category that is mandated to follow a periodic occupational health screening.

Categories for clients requiring screening for medical reports:

1. Pre-travel screening.
2. Pre-Employment screening.
3. Screening prior to applying for Pension.
4. Screening prior to University Admissions.
5. DHA License Services for Extension of Job.

2. PURPOSE

- 2.1. To ensure the highest levels of safety and quality for OHS.
- 2.2. To provide a reference and updated guideline for the Public Private Partnership model interested in providing OHS within the Emirate of Dubai.

3. SCOPE

- 3.1. All DHA licensed MFCs providing OHS.

4. APPLICABILITY

- 4.1. All DHA licensed healthcare professionals and Medical Fitness Centers providing Occupational Health Services.

5. STANDARD ONE: REGISTRATION PROCEDURES

- 5.1. Health Facilities, investors and delegated representative(s) interested in providing Occupational Health Services shall partner with DAHC through an approved business model to provide the service.
- 5.2. Registration documents must be sent to inquiries.mf@dha.gov.ae which include the following:
 - 5.2.1. Letter of intent (LOI)
 - 5.2.2. Company profile:
 - a. Name
 - b. Experience

c. Brief of services provided

5.2.3. Proposal for a Medical Fitness Center that provides Occupational Health Services.

5.2.4. Feasibility study.

5.3. All registration requests for providing or operating a new MFC providing OHS shall be evaluated by DAHC before the application to align with the current demand and customer requirements.

5.4. Once approved, a partnership agreement shall be signed with DAHC to outline roles and responsibilities and contractual terms.

6. STANDARD TWO: LICENSURE PROCEDURES

6.1. All health facilities providing Occupational Health services shall adhere to the United Arab Emirates (UAE) Laws and Dubai regulations.

6.2. Health facilities aiming to provide Occupational Health services shall comply with the DHA licensure and administrative procedures available on the DHA website <https://www.dha.gov.ae>.

6.3. Medical Fitness centers opting to provide Occupational health services shall add an occupational health service to their existing health facility license.

6.4. Medical Fitness centers that provide OHS shall have in place internal policies and procedures which can be found in Aris Enterprise on the DHA website. These include but are not limited to the below:

6.4.1. Service Description and Scope of Services.

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- 6.4.2. Perform Occupational Health Screening.
 - 6.4.3. Manage Unfit Cases after Occupational Screening.
 - 6.4.4. Manage Ethics in the Medical Fitness Centers.
 - 6.4.5. Patient/Client Criteria.
 - 6.4.6. Patient/Client out of scope services.
 - 6.4.7. Turn-around timeframes for reporting non-critical and critical results.
 - 6.4.8. Informed consent.
 - 6.4.9. Staffing plan.
 - 6.4.10. Clinical Audit.
 - 6.4.11. Patient health record.
 - 6.4.12. Confidentiality and patients' privacy.
 - 6.4.13. Incident reporting.
 - 6.4.14. Medical and hazardous waste management.
 - 6.4.15. Laundry and housekeeping services.
 - 6.4.16. Patient belongings.
 - 6.4.17. Violence against Staff/Zero Tolerance.
 - 6.4.18. Emergency action plan.
 - 6.4.19. Patient transfer.
 - 6.4.20. Client vaccination.
 - 6.4.21. Patient/Client assessment criteria.
 - 6.4.22. International Patient safety Goals Policies.

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- 6.4.23. Quality Improvement plan.
 - 6.4.24. Management of Look Alike and sound Alike Medications.
 - 6.4.25. Manage Fall Risk.
 - 6.4.26. Hand-Off Communication.
 - 6.4.27. Manage of Transfer of Patients.
 - 6.4.28. Perform Nursing Assessment.
 - 6.4.29. Perform Pain Screening & Management.
 - 6.4.30. Care of Communicable Diseases.
 - 6.4.31. Manage Medical Equipment Hazard Notices/Alerts or Recalls.
 - 6.4.32. Perform Medical Equipment Planned Preventive Maintenance.
 - 6.4.33. Manage Documentation in Medical Records.
 - 6.4.34. Manage Patients' Rights and Responsibilities.
 - 6.4.35. Incident Reporting and Management.
 - 6.4.36. Manage Staff Orientation and Mandatory Training Programs.
 - 6.4.37. Assisting Client's Journey at Medical Fitness Centers.
 - 6.4.38. Client Complaint management.
 - 6.4.39. Referral process from to other DHA Healthcare Facilities.
- 6.5. The MFC providing OHS shall maintain charter of patients' rights and responsibilities posted at the entrance of the premise in two languages (Arabic and English).
- 6.6. All MFCs providing OHS must have a written agreement for patient referral and emergency transfer to a nearby hospital setting.

- 6.6.1. The transfer agreement shall detail the transfer plan/protocol of patients and meet Dubai transfer timeframes for emergency patients.
- 6.7. The MFC providing OHS shall ensure the following:
- 6.7.1. A written plan for monitoring equipment for electrical and mechanical safety, with monthly visual inspections for apparent defects.
- 6.7.2. Have adequate lighting and utilities, including temperature controls, water taps, medical gases, sinks and drains, lighting, electrical outlets and communications, as required.
- 6.7.3. Have proper signages including name of the center and timing/schedule in front of the building, patient's journey, clinical stickers/sign boards, unified and updated posters, facility building lay-outs, emergency exits and assembly points in case of any disaster.

7. STANDARD THREE: HEALTH FACILITY REQUIREMENTS

- 7.1. The MFC providing OHS shall comply with the DHA facility design requirements as per the Occupational Health Design Manual.
- 7.2. Occupational Health Services shall be provided in MFCs only.
- 7.3. MFCs providing OHS are required to comply with the DHA-HRS policy for Accreditation in alignment with the DAHC relevant international accreditation as applicable.
- 7.4. All MFCs providing OHS should be able to cater to People of Determination and provide adequate safety and transport facilities such as wheel chairs etc.

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- 7.5. MFCs providing OHS must implement the International Patient safety Goals as mandated by the DAHC Medical Fitness Policies.
- 7.6. MFCs providing OHS must be in alignment with the DAHC Quality framework, the QPS Plan and the Medical Fitness quality policy available at the DHA portal.
- 7.7. MFCs providing OHS must provide and comply with the types of tests, categories and required actions mandated by the Dubai Government as per the Council of Ministers, resolution No. 5 of 2016 amending several provisions of the Cabinet Decree No. 7 of 2008, that any expatriate worker falling under specified job categories is to be periodically screened for occupational related conditions.
- 7.8. Occupational health screening should cover the following employment categories:
- 7.8.1. Agriculture Industries
 - 7.8.2. Beauticians & Related Services /Spa Workers.
 - 7.8.3. Car Workshops & Service Center.
 - 7.8.4. Carpenter & Noise Producing Industries.
 - 7.8.5. Cement, Ceramic, Concrete, Tissue & Textile industries.
 - 7.8.6. Construction Industries.
 - 7.8.7. DHA License Services.
 - 7.8.8. Electric Services.
 - 7.8.9. Food Handlers
 - 7.8.10. Diwan Staff.
 - 7.8.11. Glass Industries.

-
- 7.8.12. Health Care Workers.
- 7.8.13. Ionizing Radiation.
- 7.8.14. Oil Refining, Plastic & Chemical Industries.
- 7.8.15. leather Industries.
- 7.8.16. Veterinary Service.
- 7.8.17. Waste Management & Hygiene Service Industries.
- 7.8.18. Education Establishment.
- 7.8.19. RTA Drivers Screening.
- 7.8.20. Pre-Employment Local.
- 7.8.21. Maritime Workers.
- 7.9. Types of screening packages for the above categories can be found in the Occupational Protocol Table **(Appendix 1)**.
- 7.10. If vaccination services are provided in the MFC providing OHS there must be available a fully equipped vaccination room with a workstation and assessment area and should be supervised by a Medical Practitioner.
- 7.11. MFCs providing OHS shall have the following IT requirements to allow sharing of patients' results and issuing of the Fitness Certificate:
- 7.11.1. All MFCs providing OHS shall integrate with DAHC medical fitness system and ensure compliance.
- 7.11.2. Installation of SALEM system.
- 7.11.3. Integration between SALEM system and Laboratory and X-ray systems.

SALEM will share result with the customer through SMS and email based on selected package. The SALEM system is connected with AGFA/IMPAX for the Radiological reports and SUNQUEST for the Lab reports.

7.11.4. Integration between Salem and Salama systems in case of patient admission for infectious disease.

7.11.5. Salem system will push patients medical and clinical records to Salama.

7.12. Clinical Areas must have the minimum IT requirements listed in **(Appendix 2)**.

8. STANDARD FOUR: HEALTHCARE PROFESSIONALS REQUIREMENTS

8.1. All healthcare professionals performing OHS shall hold an active DHA professional license and work within their scope of practice and granted privileges.

8.1.1. Recruitment shall be through HR.

8.2. The MFC providing OHS shall ensure the presence of the following healthcare professionals as a minimum requirement:

8.2.1. One full time DHA licensed General Practitioner (GP) or Specialist.

8.2.2. Public Relations Officer.

8.2.3. Full time licensed male and female radiographers. Number per shift depends on center capacity.

8.2.4. One part-time radiologist.

8.2.5. Part- time Radiation Protection Officer: for handling all the FNAR and Radiation protection requirements

8.2.6. Full time licensed Laboratory technicians.

- 8.2.7. Full time licensed Phlebotomists.
 - 8.2.8. Full time licensed Nursing staff.
 - 8.2.9. Domestic services supervisor
- 8.3. The nursing ratio and responsibilities should ensure that there is a nurse available at all times in the facility.

9. STANDARD FIVE: MEDICAL EQUIPMENT REQUIRMENTS

- 9.1. All medical equipment shall be provided for nurses and physicians in all rooms as listed in **(Appendix 3)**.
- 9.2. X-Ray Room Requirements:
 - 9.2.1. FNAR License must be obtained for all x-ray rooms.
 - 9.2.2. Electricity power of 80KW must be provided.
 - 9.2.3. Shielding Test: RPO will do the visual check for the site (before installation of x-ray machine).
 - 9.2.4. A Safety Assessment Report must be done by the supplier before installation of x-ray machine.
 - 9.2.5. An Acceptance Test must be performed by a third party after installation of x-ray machine.
 - 9.2.6. Staff Training for handling the modalities is required after installation of x-ray machine.
- 9.3. All laboratory equipment shall be calibrated and maintained to align with the DHA Standards for Clinical Laboratory.

- 9.4. All laboratory equipment shall be provided as listed in **(Appendix 4)**.
- 9.5. All X-ray room equipment shall be provided as listed in **(Appendix 5)**.
- 9.6. Vision test room shall be equipped with a Snellen chart 6 meters away from the patient.
- 9.7. Designated spirometry room shall be equipped with a spirometer with calibration machine with complete accessories.
- 9.8. Treatment room must be equipped with an ECG machine with complete accessories.
- 9.9. Emergency bag must be fully equipped with emergency drugs and emergency items.
For minimum emergency medication requirements refer to **(Appendix 6)**.
- 9.10. All staff must be BLS qualified and have the knowledge to use an automated external defibrillators (AED) and emergency bag.
- 9.11. Medical Equipment provided by investors should be monitored by them regularly.

10. STANDARD SIX: INFECTION CONTROL

- 10.1. Infection prevention control policy and procedures shall be implemented to oversee the DAHC Central Infection Prevention and Control Program.
 - 10.1.1. These include but are not limited to the policies and procedures highlighted in **(Appendix 7)**.
- 10.2. All equipment shall be supplied in adherence to Prevention and Control of Infection (PCI) Standard Requirements of Equipment and Items **(Appendix 8)**.
- 10.3. Monitoring shall be implemented to control the spread of infection.
- 10.4. The Infection Control Department shall report to the Medical Director.
- 10.5. Written policies and procedures regarding infection control management, prevention

and surveillance should be in place and documented as part of the OH policies and procedures.

10.5.1. These are available in Aris Enterprise System at the DHA website.

10.6. The infection control program shall support safe practice and ensure a safe environment for customers, healthcare workers and visitors.

10.7. Healthcare professionals' immunization protocol must be followed to ensure staff and patient safety. Refer to DHA Policy for health professional screening and immunization.

10.8. Orientation and ongoing training should be attended annually as well as whenever needed. Infection control competency for all the staff/campaign/awareness activities and training for any changes or updates in Infection Control policies and procedures.

10.9. Hand hygiene protocol to be followed as per the DHA Health Facility Guidelines 2019 (Part D – Infection Control, Chapter 2 - Hand Hygiene).

10.10. External service providers and visitors shall be advised of the Infection Control requirements.

10.11. Surveillance to ensure the maintenance of a clean and safe environment of resources such as air conditioning units and water-cooling towers should be conducted by the Engineering and Biomedical Department.

10.12. The Environmental Health and Safety Department shall maintain Safety Data Sheets (SDS) for all chemicals used for cleaning and disinfection.

10.12.1. These sheets shall detail the safe and proper use and emergency protocol

for a chemical.

10.12.2. Safety Data Sheets should be used for training staff for the safe use of each chemical.

10.12.3. All Domestic Area requirements of equipment and items to be maintained.

(Appendix 9).

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APPENDICES

APPENDIX 1: OCCUPATIONAL PROTOCOL TABLE

Profession	Required Tests
1. Agriculture Industries	
Farmers	P/E V/S FBC CHEST X-RAY
Gardeners	
Flower Shop Worker / Manger / Sales & supervisors	
Irrigation Workers & Engineer	
Landscaping Workers & Supervisors	
Fruit Packing workers & Supervisors	
Crop Collection workers	
Plantation Workers	
Cereal & Grain Worker	
Equestrian Profession	
Poultry Farm Workers & Supervisors	
Fish Farm workers	
2. Beauticians & Related Services / Spa Workers	
Barber Men	P/E LEAD HIV HBsAG HCV Ab
Beautician	
Beauty Consultant	
Body Masseur	
Salon Cleaner	
Salon Cashier	
Hair dresser & Stylist	
Makeup Artist	
Nail Specialist	
Salon Supervisor	
Salon Trainee	
Spa Therapist	

Laser Technician	
3. Car Workshops & Service centers	
Car Service Worker	P/E
Mechanics	V/S
Car Electric Worker	Spirometry
Garage Workers	LFT
Galvanizing Workers	LEAD FBC
4. Carpenter & Noise Producing Industries	
Carpenter	
Smelt Worker	
Stone Cutter Worker	
Metal Worker (Fabrication, Cutting...etc.)	P/E
Machine Operator	V/S
Blacksmith	Audio
Welder	LEAD
Sand Blaster	FBC
Engineers working this type of industry	CHEST X-RAY
Lamp Manufacturer	
Tinsmith Worker	
5. Cement, Ceramic, Concrete, Tissue & Textile Industries	
Cement Workers	
Ceramic Worker	P/E
Gypsum Worker	Spirometry
Textile Worker	FBC
Tile Worker	CHEST X-RAY
Tissue Factories Worker	
Engineers working this industry	
6. Construction Industries	
Construction Site Workers	P/E

Heavy Equipment Operator	Spirometry FBC CHEST X-RAY
Civil Engineers	
Builders	
Steel Fitters	
Plumber	
Mason	
Glass Fitters	
7. DHA License Services	
DHA License for Doctors & Other Health Care Workers	P/E Vision
Extension of Service for all DHA staff who is 60 Years & above	LFT FBC HIV HBsAG HCV Ab HbA1c Urea Creatinine ESR
8. Electric Services	
Electrician	P/E ECG FBC
Electric Engineer	
Electroplating Technician	
Electric Furnace Worker	
Electricity Supervisor	
9. Food Handlers	
Chef & Cooks	P/E Stool
Waiter & Waitress	
Steward	
Food & Beverage Attendant	

Baker, Bread & Pastry worker	
Chocolate maker	
Confectioner	
Ice cream Maker	
Juice Maker	
Sandwich Maker	
Coffee & Tea Maker	
Bar Attendant	
Butcher	
Fisherman	
Meat, Poultry & Pork Handler	
Catering Workers & Supervisor	
Dish Washers	
Cashier (Restaurants & Cafes)	
Food Assistant	
Grocer	
Hostess	
Merchandiser	
Food Quality Officer	
Food Sales Representatives	
Food Shop Supervisor	
Food Handler Trainee	
10. Diwan Staff	
New Visa, Renewal Visa & after Vacation Screening	List is provided by Employer
Diwan Food Handler	
11. Glass Industries	
Glass Worker	P/E
Glass Blower	Spirometry
Glass Installer	FBC
Glass Aluminum Worker	CHEST X-RAY

Blast Operator	
Glass Production Line Labors & supervisors	
12. Health Care Workers	
Doctors	
Nurses	P/E
Lab Technicians	CHEST X-RAY
Hospital & Health Centers Admin Staff	HIV
X-Ray Technicians	HBsAG
Medicine Manufacturer	HCV Ab
Dietitian	
13. Ionizing Radiation	
Ion Radiation Worker	P/E
X-Ray Workers	Spirometry
Spectrophotometer Worker	FBC
Radio Isotope Manufacturers for diagnostic use	CHEST X-RAY
Workers in Production lines	
14. Oil Refining, Plastic & Chemical Industries	
Laundry Workers	
Chemical Workers	
Painters	P/E
Printing Press Worker	LFT
Plastic industries Workers	LEAD
Petrochemicals Workers	CHEST X-RAY
Petrol Station Workers	
Perfume & Cosmetics Makers	
Refrigerator & A/C Workers	
15. Leather Industries	
Leather Tann Worker	P/E
Leather Industries Laborers	V/S
Leather Products Handlers	FBC

Wet Skin Handlers	
Supervisors & Managers in Leather Industries	
16. Veterinary Services	
Animal Handler	
Animal Keeper	
Stock Man	
Calf Handler (Milker)	
Milk Parlor Supervisor	P/E
Groomer	V/S
Pet Handler	LFT
Pet Care Giver	CHEST X-RAY
Pet Trainer	
Vet Doctor & Surgeon	
Vet Assistant & Nurse	
Vet Lab Doctor & Technician	
17. Waste Management & Hygiene Service Industries	
Drainage Workers	
Septic Tank Worker	P/E
Garbage Collector	V/S
Garbage Lory Driver	FBC
Damping Site Workers	CHEST X-RAY
Waste Treatment Plant	
Fumigating Officer & Pest Control	
18. Education Establishment	
KG Teacher	P/E
KG Assistant Teacher	CHEST X-RAY
KG Supervisor & Manager	HIV
Baby Sitter	HBsAG
Nany	HCV Ab
Kid Club Attendant	VDRL

Specialist Educator*	Stool
Special Need Workers*	
Behavior Therapist*	
Teacher Grade 1 and above*	
Speech Therapist*	
<i>* Stool not required</i>	
19. RTA Drivers Screening	
Vehicle Driver*	P/E V/S HbA1c
Security Guard	
Lifeguard	
Trainers	
<i>*In addition to vision and audio</i>	
20. Pre - Employment (Local)	
	P/E V/S Vision CHEST X-RAY HIV HBsAG HCV Ab
21. Maritime Workers	
Marine Officer	P/E V/S Vision Audio HbA1c
Marine Safety	

APPENDIX 2: IT REQUIREMENTS FOR OH CLINICAL AREA

SN	Description	Qty	Comments
1	Computer/ with barcode scanner	All Rooms	In Clinical Area
2	Printer	1	To print -special needs (Treatment Room/Nursing Office/Follow-Up)
3	Queue Management System		As needed link with EMR System
4	Power Sockets (double)	All Rooms	In Clinical Area
5	Data sockets (double)	All Rooms	In Clinical Area
6	Q-matic Calling System with calling access		As needed
7	EID Reader	All Rooms	In Clinical Area
8	Intermec/ Energium Label Printer	As needed	1 per collection room and 3 for processing area & Central Receiving area
9	Announcement System		Announcing disaster management

APPENDIX 3: GENERAL REQUIREMENTS FOR OCCUPATIONAL HEALTH

SN	Description of Items	Consultation Room	Vaccination Room/Treatment Room/Emergency Room	Nursing Store	Staff Pantry
1	Table and Chairs	✓	✓		✓
2	PC Barcode Scanner & EID Reader	✓	✓		
3	Printer	✓	✓		
4	Patient's Chair with no wheels	✓	✓		
5	Patient's chair in front of doctor's table	✓	✓		
6	Telephone	✓	✓	✓	✓
7	Manual Diagnostic Set/Stethoscope	✓	✓		
8	Multipurpose Steel Trolley	✓	✓		
9	Side Table	✓	✓		
10	Large tray for diagnostic set	✓	✓		
11	Glass cupboard	✓	✓		
12	Tissue Holder	✓	✓		✓
13	Soap Dispenser	✓	✓		✓
14	Hook Robe	✓	✓	✓	✓
15	Vital Signs Monitor		✓		
16	Weighing Scale (Stadiometer with BMI)		✓		
18	Medical patient stretcher with side rails & IV pole		✓		
19	Medicated carrier (cool box with thermometer attached)		✓		
20	Sharp Bin Dispenser		✓		
21	Wall Mounted Cupboards	✓	✓	✓	

SN	Description of Items	Consultation Room	Vaccination Room/Treatment Room/Emergency Room	Nursing Store	Staff Pantry
22	Hygrometer	✓	✓	✓	
23	Electrical Assessment Bed/Couch	✓	✓	✓	
24	Foot Stand	✓	✓	✓	
25	CSSD glass Cupboard		✓	✓	
26	Portable Oxygen Cylinder		✓		✓
27	Flammable Cabinet		✓	✓	
28	Wall Mounted AED		✓		
29	Medicated Fridge with Freezer		✓		
30	Wheelchair		✓		
31	Syringe Dispenser		✓		
32	Medical and general waste bin		✓		
33	Vaccine fridge		✓		
34	Emergency Bag		✓		
36	ECG Machine with complete accessories with gels & stocked ecg papers		✓		
37	Medical fridge with alarm system connected to security office with data logger and UPS connection (back up power supply)		✓		
38	Medicine cupboard		✓		
39	Fully Equipped Emergency bags		✓		
40	Nebulizer machine		✓		

41	wall mounted steel cupboard with lock		✓		
42	Electrical Assessment Bed/Couch	✓	✓		
43	Ishihara Booklet for eye test		✓		
44	Maddox for eye test		✓		
45	Audiometry Machine with complete accessories & connected to PC		✓		
46	Audiometry Booth		✓		
47	Spirometer with calibration machine with complete accessories and disposable mouthpieces		✓		
48	Spirometry Booth		✓		
49	Wall Mounted Automated External Defibrillators AED		✓		

APPENDIX 4: MEDICAL EQUIPMENT REQUIREMENTS FOR LABORATORY OFFICE

Medical Laboratory Equipment		
Description	Qty.	Uses/ Comments
Normal (Domestic) Refrigerator	1	For Laboratory Office
Centrifuge Small	1	
Microscope	3	For Parasitology & Hematology
Blood Rotator with 9 rollers	1 per room	for blood collection rooms
	2	for processing Hematology laboratory
Safety Storage Cabinet (yellow) single door, capacity 12 gallons, size: H35" x W36" x D24"	1	
Biosafety Cabinet Class II Type B with Exhaust Duct, Gas Burner with foot switch.	2	For Parasitology & Stool Receiving Area
Microscope Slide container (Rack) PVC (for storing slid 76 x 26 mm.	4	
Forceps (Stainless 18/10 steel with flattened ends, Straight).	2	
Forceps (Stainless 18/10 Steel, Sprung Flutes).	As Required	For Laboratory.
Corrosive Cabinet (Minimum capacity is 12 gallons. for bigger facility workload 30 gallons are required)	As Required	For Processing Laboratory

Blood Collection chairs	As Required	For blood collection rooms
Technician Chairs	As Required	For blood collection/ Processing Lab qty as required
Medical Refrigerator (176 liters) with Freezer (39 liters)	2	For processing laboratory and CRA
Medical Refrigerators without Freezer	2	For Storing reagents and samples in processing lab.
Multifuge (Heavy duty Centrifuge 196 head)	2	For processing laboratory
Stop Watch	2	For Urine pregnancy
Comark (wireless Temp Monitoring)	5	For all Refrigerators
Chemistry System with Interface with D/W System	1	For Processing OH Samples
Immuno System with Interface and D/W System	2	For Processing OH Samples
Beckman DXH 520 Hematology System with Interface	2	For Processing OH Samples (One as backup)
Slide dryer	1	For Hematology laboratory
Staining Rod	1	For Hematology laboratory
Diff Counter Manual	1	For Hematology laboratory
Auto vertex Mixer	1	For Hematology laboratory
UPS for Analyzers & equipment's	1	As per the power load of Analyzers
ESR Stand	1	For Hematology laboratory
First Aid Kit	As Required	For Laboratory Safety requirements.
Urine & Vomit spill kit	As Required	For Laboratory Safety requirements.
Biohazard spill kit	As Required	For Laboratory Safety requirements.

Emergency Shower & Eye Wash	As Required	For Laboratory safety requirements.
Flammable Safety Storage Cabinet (yellow) single door	As Required	Capacity minimum 12 gallons, for bigger workload in the facility 30 gallons required
Cold Chain Box (8L & 14L)	4 of each	For sample transportation to internal processing section & referral laboratories.
Shopping Trolley	1	For laboratory consumable & reagent distribution to collection rooms and processing laboratory sections.
Metal Racks (Size: H 210cms x D50cms X W100cms)	As per store size	For Laboratory Store, for storing laboratory items and reagents.
Urine Sample Holder Racks.	As required	For Storing Urine samples after processing.

APPENDIX 5: X-RAY ROOM EQUIPMENT REQUIREMENTS

X-Ray Room Equipment	
Description	Uses/ Comments
Medical Equipment	
Celling Mountain DR (Digital Radiography) X-ray Machine	DR system - Chest dedicated unit
Mobile Lead Apron for X-Ray protection	Mobile vertical shield lead equivalent of 0.5 mm Pb. + For Protection of the lower Body parts. + Mobile stand on 5 swiveling castors with lead rubber shield of 60x60 cm. + height adjustment 90 to 140 CM. + dimensions: 60x90 / 140x50 CM (W/H/D)
Waist lead apron for X-ray protection (Gonad Shields)	Half Apron: 1 A 1 for adult size 37 x 42, pB 0,50mm for purpose of protection
Direct Ion Storage Dosimeter (DIS badges)	Required if investor will employ staff
Direct Ion Storage Reader	Required if investor will employ staff
Non-Medical Equipment	
(X-Ray ON) sign board	Highly recommended in the entrance
Non -Slipper Floor, vinyl floor (nonstatic)	Vinyl in the x-ray room, control room (the scope of the supplier)
Lead glass for control room	The scope of the supplier
Lead lining 2mm for the wall, main door and the inside door of the changing room	The scope of the supplier
Split A/C in X-ray room, Control Room	Temperature required is 23 to 24 C
Light Dimmer in X-Ray Room and Control Room	Highly recommend in the x-ray room, radiologist room and control room

Filing cabinet with 2 doors	To keep modality manuals and books
L shape work station	For the technician station, IT PC, Modality PC, Phone and Printer in control rooms
Office high chairs	For each X-ray room
Magnetic white board	(90 x 90 cms)
Consumables cupboards	One in x-ray room
Arm chair without wheels for clients	For clients, one chair in each room
Step stool	For short clients in each x-ray room
Hygrometer	One in each x-ray room and store
Rack for Lead Apron in X-ray Room	Wall mounted rack for Lead Apron for each x-ray room
Long Bench made of wood	In each changing room
Linen bag / Hamper	In each changing room
Marker	In X-ray room
Equipment for Server Room	
PACS Server	To be purchased by the investor
Electrical power	Double network points + 6 double electrical
PACS equipment	Proxy server
IT Requirements	
PC with network points	2 Dual points for electrical for PC, Monitor for each desk + 1dual network point for each desk (total 4 Dual points for electrical + 2 dual Network point).

Tablet	for filling up the LMP form specification: - Windows 11 - Intel Core processors - Wide screen (11inch) - High resolution - smoother pen experience and more responsive and multiple touch - connectivity technology: WIFI - android 10 - storage +16 GB
Barcode Reader with stand	1 for each PC
Electrical power	2 duals for PC + 1 dual for tablet charging
Telephone line with network points	1 Dual points for network: for each telephone line
Total number of electrical power points	2 duals for PC + 1 dual for tablet charging
Total number of network points	1 Dual points for telephone line + 1 dual points for PC
Double Power Sockets for control area	5 dual power in each control room
Double Network points for control area	3 dual network points in each control room
Radiologist's Room IT Requirements	
PC with network points	4 Dual points for electrical: for PC, Monitor + 2 dual network point
Barco monitor for image viewing	AGFA equipment
Barcode Reader with stand	1 for each PC
Electrical power	4 Dual points for electrical in each doctor workstation
Telephone line with network points	1 Dual points for network: for each telephone line
Total number of electrical power points	12 dual electrical power point total (4 for each Workstation)
Total number of network points	6 Dual points for network

AGFA System software & hardware	Contract with AGFA / Basel
Proxy server	For saving the X-ray images
Radiologist Workstation	To be provided by AGFA/Basel for image viewing and reporting
PACS Requirements	
Before installation of modality	
Proxy server needs to be connected and activated	
Activation of the site in PACS system	
Activation of the network	
After Installation of modality	
Codes activation	Carried out by PACS team / Emiratech & AGFA
Configuration of the Modality	Will carried out by PACS team & modality engineer
AGFA system installation & training	Required staff training

APPENDIX 6: MINIMUM EMERGENCY MEDICATION REQUIREMENTS

Minimum Emergency Medication Requirements	
Medication / Item	Quantity
Emergency medications	
Hydrocortisone (Solu-Cortef) 100mg/2ml injection	2
Chlorpheniramine 10mg/2ml injection	2
Metochlopramide 5mg/ml injection	2
Paracetamol 1000mg/100ml	2
Diclofenac Sodium 75mg/3ml Injection (3ml)	2
Furosemide 20mg/2ml Injection	2
Ventolin Solution (nebule)	2
Controlled Medications	
Diazepam 5mg/ml (2ml) injection	2
Epinephrine Injection	2
Stock Medication	
Benzyl Penicillin 1 M IU	2
Benzathine Penicillin 1.2 M IU	6
IV Fluids	
Dextrose 5 % in water (D5W) Intravenous Solution 500 ml	2
Sodium Chloride 0.9% Intravenous Solution 500ml	2
D50 water 500 ml	2
25% Dextrose 500 ml	2
Lactated Ringers Intravenous Solution 500 ml (D5RL)	2
Other Fluids	
Water for injection 10 ml	5

Water for injection 100ml	2
Normal Saline 10 ml	As required
Required Items for Emergency Bag	
IV Tubing/Set	As required
IV Cannulas	2 in different sizes 3- way connectors as required
Scalp Veins set - in different sizes	As required
Syringes - in different sizes	As required
Other consumables	
Airways with different sizes	10
Alcohol swabs	As required
Cotton Balls	3
Sterile Gauze	5
Plasters/Tegaderm	2
Disposable Gloves	2
Dressing Set	5
Sterile Tongue Depressor	2
Tourniquets	1
Scissors	1
Pen Torch	1
BP apparatus	1
Stethoscope	As required
Sterile Gloves in different sizes	As required
Band aids	As required
ambu bags	1 adult and 1 pediatric

APPENDIX 7: LIST OF INTERNAL POLICIES AND PROCEDURES FOR INFECTION CONTROL

LIST OF POLICIES AND PROCUDRES FOR INFECTION CONTROL
Perform Hand Hygiene
Manage Standard Precaution
Manage Isolation and Transmission Based
Clean, Disinfect, Sterilize and Patient Care Equipment
Safely Handle and Dispose Sharps and Needles
Manage Usage of Consumables Beyond Expiry Dates
Manage Blood and Body Fluid Spillage
Waste management in healthcare Facilities
Cleaning and Disinfection of the physical environment in healthcare facilities.
Educate Patients, Visitors and Staff about Infection Control
Manage the Usage of Single Use Devices (SUD)
Handle, Store and Transport Clean, Used and Contaminated Linen
Manage Infection Control During Construction and Renovation
Manage Outbreak Investigation
Manage Occupational Exposure to Sharps and Needles, Mucous Membranes and Non-Intact Skin exposures
Use of Personal Protective Equipment (PPE)
Use Particulate respirator N95 or another equivalent respirator

APPENDIX 8: PCI REQUIREMENTS OF EQUIPMENT AND ITEMS

PCI Standard Requirements of Equipment and Items			
SN	Description	Quantity	Areas and Uses
1	PPE Cabinet	1	Treatment room
2	Mask and gloves dispenser	As required	Assessment rooms, vaccination rooms, dirty linen room, domestic room, medical waste room
3	Aniosgel dispenser and Liquid	All	All clinical area, hall ways, waiting area, sensor machine
4	Sac holders	As required	2 in clinical area for infectious and non-infectious waste
		As required	20 liters 1 in wash rooms for non-infectious waste
		As required	60 liter in waiting areas for non-infectious waste
5	Temperature/Humidity Set (Hygrometer)	1	Medical waste room, store room to monitor temperature with separate ac
6	Linen hamper	2	Dirty utility room /staff changing room and each female changing room in radiology
7	Dirty linen trolley	As required	To transfer dirty linen
8	Clean linen trolley	As required	To transfer clean linen
9	Scrub stat holder	As required	Clinical hand wash area
10	Non-refillable Antimicrobial handwash solution	All	Clinical areas
11	Anti-bacterial hand wash	All	Non-refillable
12	Wall mounted sharp box	As required	Treatment room and vaccination room
13	Infection Control posters	As required	For ads and awareness

14	Clean utility room	As required	Closed cupboards to keep clean linen and to keep clean trolley to transfer clean linen
15	Dirty Utility room	As required	Sink with hand wash facility, PPE cabinet or gloves and mask dispenser, rack for CSSD used items, linen hamper and dirty linen trolley

APPENDIX 9: DOMESTIC AREA STANDARD REQUIREMENTS

Domestic Area Standard Requirements				
SN	Description	Quantity	Justification	Comments
1	Domestic Dirty Utility	1	To keep dirty domestic items	Service trolley and all dirty items
2	Domestic Staff Room with Rest Room	1	To rest	Keep personal bags
3	Domestic Store room	1	To store clean domestic items	Racks/hazmat cupboard/hygrometer
4	Medical waste room	1	To keep medical waste	Sink with hand wash facility, PPE cabinet or gloves and mask dispenser with proper ventilation, with proper drainage facility. Wall must be washable.
5	Janitor room	As required	To drain out dirty water	Janitor sink and room with proper ventilation
Domestic Standard Requirements of Equipment and Items				
SN	Description	Quantity	Uses/ Comments	
1	Medical Waste Weighing Scale	1	To monitor the medical waste products	
2	Closed wheeled medical waste trolley	As required	To store and transfer medical wastes	
3	Closed wheeled general waste trolley	As required	To store and transfer general wastes	
4	Mop Hangers	As required	Installed in Janitor Room	
5	Washing Machine	1	To wash & dry mops	

SN	Description	Quantity	Uses/ Comments
6	Service Trolley	As required	To keep domestic items
7	Micro fibers mops	As required	For cleaning and disinfection
8	Chemicals	As required	For cleaning and disinfection
9	Consumable items	As required	For cleaning and disinfection
10	Labels/Stickers	As required	General and Medical waste labels
11	Sac holders	As required	1) 2 in clinical area for infectious and non-infectious waste 2) 20 liter 1 in wash rooms for non-infectious waste 3) 60 liter in waiting areas for non-infectious waste