Primary Source Verification Details & Guidelines
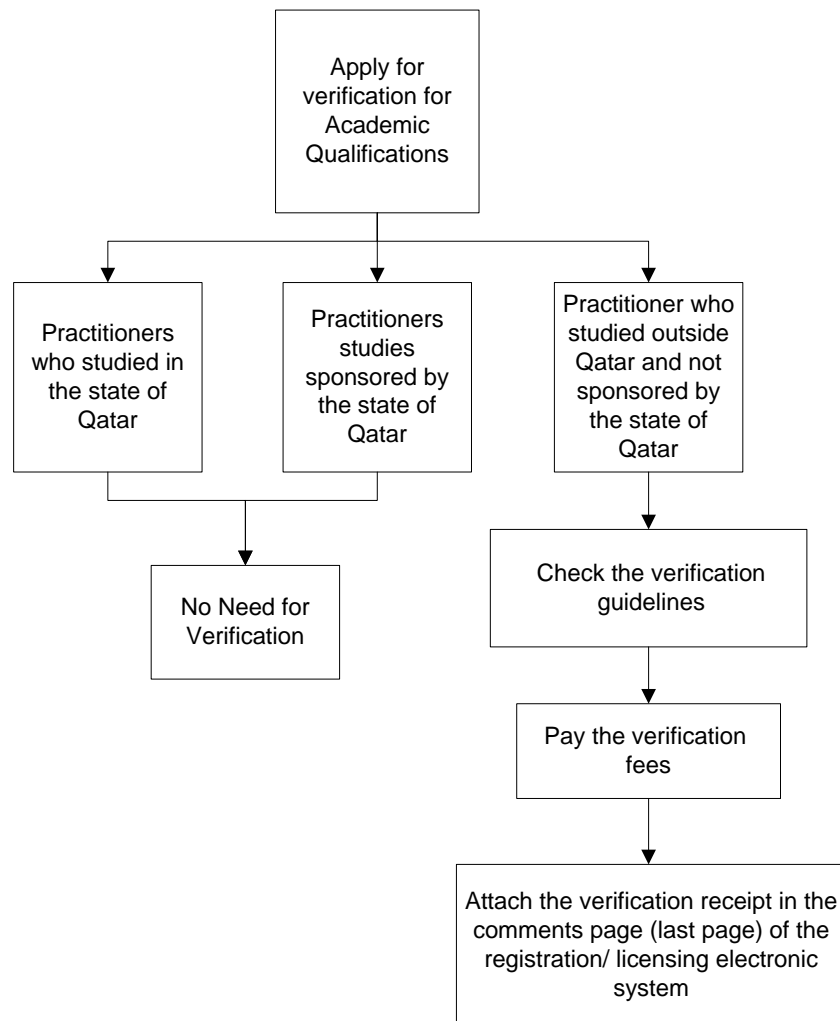
Applicants with no former registration or licensing through QCHP

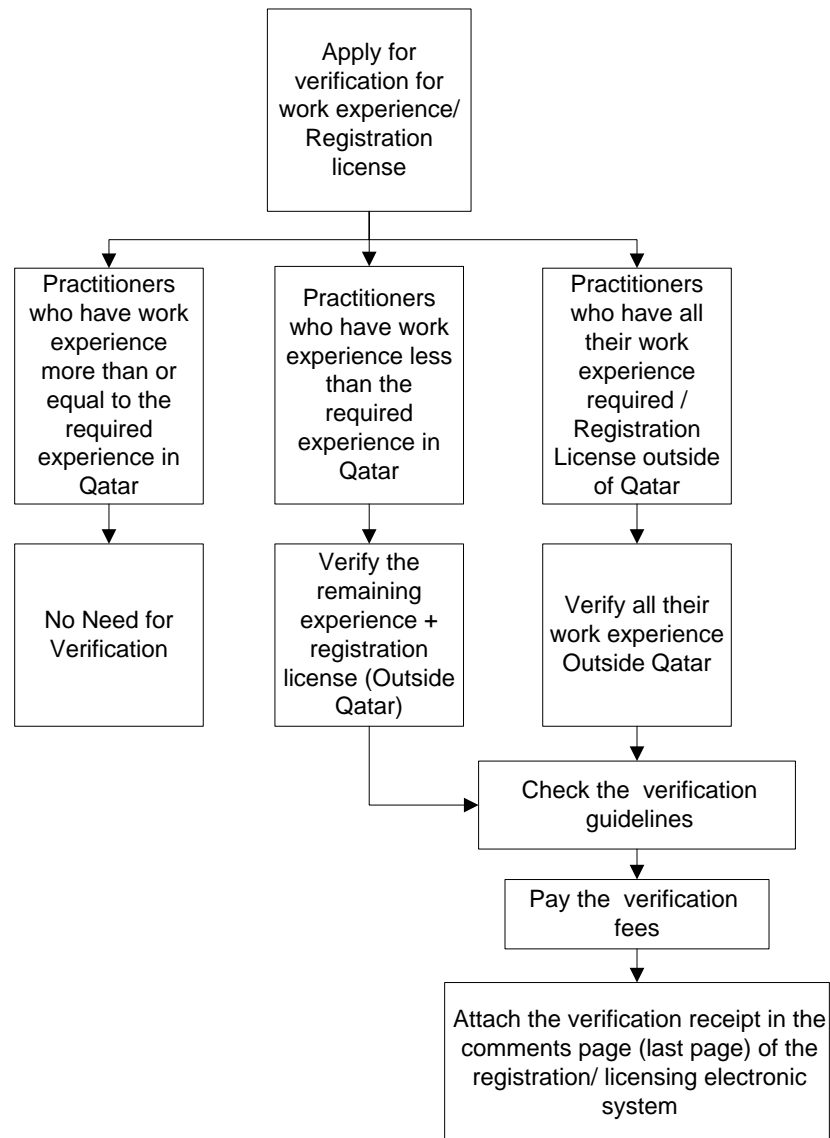**1st Step:**

- Contact your focal point for guidance.

2nd Step:

- Apply for verification.
    - a. Academic Qualifications

```
                    ┌─────────────────┐
                    │   Apply for     │
                    │ verification for│
                    │    Academic     │
                    │  Qualifications │
                    └─────────────────┘
           ┌───────────────┼───────────────────┐
 ┌──────────────┐  ┌──────────────┐  ┌──────────────────┐
 │ Practitioners│  │ Practitioners│  │  Practitioner who│
 │ who studied  │  │   studies    │  │ studied outside  │
 │ in the state │  │ sponsored by │  │ Qatar and not    │
 │  of Qatar    │  │ the state of │  │ sponsored by     │
 │              │  │    Qatar     │  │ the state of Qatar│
 └──────────────┘  └──────────────┘  └──────────────────┘
           └───────┬───────┘                  │
            ┌──────────────┐         ┌──────────────────┐
            │ No Need for  │         │ Check the        │
            │ Verification │         │ verification     │
            └──────────────┘         │ guidelines       │
                                     └──────────────────┘
                                              │
                                     ┌──────────────────┐
                                     │ Pay the          │
                                     │ verification fees│
                                     └──────────────────┘
                                              │
                                     ┌──────────────────────┐
                                     │ Attach the           │
                                     │ verification receipt │
                                     │ in the comments page │
                                     │ (last page) of the   │
                                     │ registration/        │
                                     │ licensing electronic │
                                     │ system               │
                                     └──────────────────────┘
```

b. Work Experience and Registration License

```
                          ┌─────────────────┐
                          │   Apply for     │
                          │ verification for│
                          │ work experience/│
                          │  Registration   │
                          │    license      │
                          └────────┬────────┘
        ┌──────────────────────────┼──────────────────────────┐
        ▼                          ▼                          ▼
┌───────────────┐        ┌───────────────┐         ┌───────────────┐
│ Practitioners │        │ Practitioners │         │ Practitioners │
│ who have work │        │ who have work │         │ who have all  │
│  experience   │        │ experience less│        │  their work   │
│ more than or  │        │   than the    │         │  experience   │
│ equal to the  │        │   required    │         │  required /   │
│   required    │        │ experience in │         │ Registration  │
│ experience in │        │    Qatar      │         │License outside│
│    Qatar      │        │               │         │   of Qatar    │
└───────┬───────┘        └───────┬───────┘         └───────┬───────┘
        ▼                        ▼                         ▼
┌───────────────┐        ┌───────────────┐         ┌───────────────┐
│               │        │  Verify the   │         │               │
│               │        │   remaining   │         │  Verify all   │
│  No Need for  │        │ experience +  │         │  their work   │
│ Verification  │        │ registration  │         │  experience   │
│               │        │license (Outside│        │ Outside Qatar │
│               │        │    Qatar)     │         │               │
└───────────────┘        └───────┬───────┘         └───────┬───────┘
                                 │                         ▼
                                 │                 ┌───────────────┐
                                 └────────────────▶│ Check the     │
                                                   │ verification  │
                                                   │  guidelines   │
                                                   └───────┬───────┘
                                                           ▼
                                                   ┌───────────────┐
                                                   │ Pay the       │
                                                   │ verification  │
                                                   │    fees       │
                                                   └───────┬───────┘
                                                           ▼
                                                 ┌───────────────────┐
                                                 │ Attach the        │
                                                 │ verification      │
                                                 │ receipt in the    │
                                                 │ comments page     │
                                                 │ (last page) of the│
                                                 │ registration/     │
                                                 │ licensing         │
                                                 │ electronic system │
                                                 └───────────────────┘
```

Guidelines for the verification process

There are currently 3 ways to apply for verification

1. **(RECOMMENDED)** Online application for verification process through the following link, http://www.dfgsch.com, which permits the applicant, to apply for online verification, e-payment and follow-up on the application.

2. Download the Data Flow application form from the SCH website by visiting http://www.sch.gov.qa/sch/En/scontent.jsp?smenuId=53, complete the form, then attach the required documents, a copy of the bank transfer fees and send them to the following email **–** qatarmoh@dataflowgroup.com .

Bank account details:

Dataflow FZ LLC
Emirates NB BD, Dubai Media city Branch
Account NO: 1014239180701
IBAN: AE12 0260 0010 1423 9180 701
Swift Code: EBILAEAD

3. Download the Data Flow application form from the SCH website by visiting http://www.sch.gov.qa/sch/En/scontent.jsp?smenuId=53, complete the form, then attach the required documents, submit and pay the fees at the Data Flow counter, SCH premises.

- To follow up on applications submitted by e-mail or to the verification counter, SCH premises, please visit https://dataflowbpm.com/sbm/Applicant/MOH_Applicant.jsp.

Notes

- Registration department/QCHP will receive the reports directly and contact the focal point/ applicant if needed.
- The Academic Qualifications and Experience provided in the State of Qatar are exempted from Data Flow Verification.
- Qatari healthcare practitioners who studied abroad are exempted from Data Flow verification, provided that their studies were sponsored by the State of Qatar.
- Practitioners who already have medical license and have never verified their academic qualification needs to do retrospective verification for their qualification – Refer to Circular (15) - Retrospective Verification of Academic Qualification.

3rd Step:

- Apply for registration/ evaluation through the Registration/ Licensing electronic system.