UGANDA MEDICAL AND DENTAL PRACTITIONERS COUNCIL
MINISTRY OF HEALTH
P.O.BOX 16115, KAMPALA
BLOCK 5, PLOT 442 KAFEERO ZONE ROAD – MULAGO HILL
TEL: +256-0200-904427
Toll free: +256-0800100262
EMAIL:registrar@umdpc.go.ug
WEBSITE: www.umdpc.go.ug

REQUIREMENTS FOR DIFFERENT CATEGORIES OF REGISTRATION AND LICENSURE AT THE UGANDA MEDICAL AND DENTAL PRACTITIONERS COUNCIL

A. REGISTRATION OF PRACTITIONERS

1. REQUIREMENTS FOR PROVISIONAL REGISTRATION (BEFORE INTERNSHIP)

1) Duly filled and signed provisional registration form
2) Recent colored passport size photograph
3) Applicant must be on the University Interns' list submitted to the UMDPC
4) Clear copy of university identity card and/or transcript (both faces)
5) Applicant must been on the Interns' Deployment list issued by the MOH
6) Clear copy of National ID (Ugandans) or Passport (foreigners) or Refugee Identity card (both faces)
7) Registration fees
    a. 50,000= for Ugandans
    b. $100 for non-Ugandans

2. REQUIREMENTS FOR FULL REGISTRATION (AFTER INTERNSHIP)

1) Duly filled and signed registration form
2) Recent colored passport size photograph
3) Certified copy of University Degree Certificate
4) Certified copy of University Degree Transcript
5) Clear copy of Provisional Registration Certificate
6) Duly signed original copy of internship completion forms in General Medicine, Paediatrics, General Surgery, Obstetrics and Gynaecology or Dentistry
7) Curriculum Vitae
8) Clear copy of National ID for Ugandans, passport for foreigners, Refugee ID for refugees
9) Registration fees of 100,000=
10) NB: First time Annual Practising License (APL) application is done together with application for full registration; the License fee is 100,000/=. Thereafter, the APL is renewed annually online.

3. REQUIREMENTS FOR RENEWAL ANNUAL PRACTISING LICENSE (APL)

1) Application done online on www.ehealthlicense.go.ug
2) Log into your account, **DO NOT** create a new account.
3) Ensure that your bio-profile is filled up to 100%
4) At-least 48 CPD points required on the Practitioners online account
5) Click "Proceed to Payment", choose Stanbic Bank and upload evidence of payment of:
    a. 100,000= Registered General Practitioners
    b. 200,000= Registered Specialists

NB: Payments done after 31st December for renewal of APL attract **a penalty of 50% of the fees** i.e. 50,000/= for General Practitioners and 100,000/= for Specialists.

4. REQUIREMENTS FOR CERTIFICATE OF GOOD STANDING

1) Duly filled and signed physical application form
2) Recent colored passport size photograph
3) Copy of valid APL (for Ugandans) or last temporary registration certificate (for non-Ugandans)
4) Payment of 100,000/=

5. REQUIREMENTS FOR REGISTRATION OF ADDITIONAL QUALIFICATION

1) Duly filled and signed registration form
2) Recent colored passport size photograph
3) Certified copy of additional qualification degree certificate
4) Certified copy of additional qualification degree transcript
5) Copy of valid Annual Practising License
6) Registration fees
    a. Postgraduate Diploma: 75,000/=
    b. Fellowships (> 9months): 100,000/=
    c. Masters, PhDs: 100,000/=

NB

I. The Postgraduate Diploma should be in health-related course such as Health service Management. Non-Health related diplomas/degrees/masters are not registrable.
II. The Masters of Medicine or Pre-MMED Fellowship training should have been done for at least 3 years in a recognized institution with hands-on training.
III. The post-MMED Fellowship should have been done for at-least 9 months with hands-on training in a recognized institution.
IV. Online Courses and observerships in clinical disciplines are not registrable by the Council.
V. Online Health-related courses in non-clinical disciplines are registrable if done for at least one year in a recognized institution.
VI. Master of Public Health is registrable as an additional qualification but not as a specialist
VII. PhD in a Health-related discipline is registrable as an additional qualification but not as a specialist.

6. REQUIREMENTS FOR TEMPORARY REGISTRATION (NON – UGANDANS)

1) Duly filled and signed registration form
2) Recent colored passport size photograph
3) Notarised/Certified copies of university transcript and degree certificate
4) Notarised/Certified copies of Registration Certificate
5) Certificate of Registration and a valid practising license from the Medical Council of the country of origin
6) Certificate of Current Professional Status (Good Standing) from the Medical Council
7) Detailed Curriculum Vitae
8) 3 letters from Professional referees
9) Letter confirming employment or intended employer in Uganda
10) For specialists, attach evidence of post graduate training for at least 3 years
11) All documents written in a Language other than English MUST be accompanied by a copy of an official translation duly certified by a notary.
12) Pre-registration interview (peer review) for foreigners coming from outside East African community.
13) Payment of Temporary Registration fees
    a. $200: Public Sector (Government entity, Students)
    b. $400: Private Sector, NGOs
    c. $100: For peer review interview
    d. Ugx 100,000: Annual Practising License for a General Practitioner
    e. Ugx 200,000: Annual Practising License for a Specialist

    NB: The Practitioner MUST apply for both Temporary Registration and a License to practice in Uganda.

7. REQUIREMENTS FOR RENEWAL OF TEMPORARY REGISTRATION

1) Duly filled and signed renewal form
2) Recent colored passport size photograph
3) Clear photocopy of last temporary registration certificate
4) Certificate of Current Professional Status (Good Standing)
5) Letter confirming employment in Uganda
6) Renewal fees
    a. $100: Renewal of Temporary Registration in public sector or students
    b. $200: Renewal of Temporary Registration in private and NGO Sector
    c. Ugx 100,000: Renewal of Annual Practising License for a General Practitioner
    d. Ugx 200,000: Renewal of Annual Practising License for a Specialist

8. REQUIREMENTS FOR MEDICAL LICENSURE EXAMINATIONS BOARD (MLEB) EXAMS FOR FOREIGN TRAINED MEDICAL GRADUATES

1. Duly filled and signed provisional registration form
2. Recent colored passport size photograph
3. Notarised/Certified copies of university transcript and degree certificate
4. Notarised/Certified copies of Registration Certificate where applicable
5. Letter from the Uganda National Council of Higher Education equating the qualification obtained from outside Uganda.
6. MLEB Exams fees
    a. $200: Ugandans sitting exams for the first time
    b. $500: Non-Ugandans sitting exams for the first time
    c. $100: Ugandans repeating the exams
    d. $250: Non-Ugandans repeating the exams

B. REGISTRATION OF PRIVATE HEALTH UNITS

9. REQUIREMENTS FOR REGISTRATION OF ALL NEW HEALTH UNITS

1) Duly filled, signed and stamped checklist by the District Health Office or UMDPC Inspector
2) Copy of valid APL of supervising Doctor (with 3 years from date of Full Registration with the Council)
3) Duly filled and signed commitment letter by the supervising doctor
4) Certificate of Registration of the Business name or company name with the Uganda Registration Services Bureau (URSB).
5) Registration fees as per the UMDPC Fees Structure

10. REQUIREMENTS FOR RENEWAL OF HEALTH UNIT LICENSE

1) Duly filled, signed and stamped checklist by the District Health Office or UMDPC Inspector
2) Copy of valid APL of supervising Doctor (with 3 years' experience from date of Full Registration with the UMDPC)
3) Duly filled and signed commitment letter by the supervising doctor
4) Clear photocopy of previous Operational License
5) Operating License Renewal fees as per the UMDPC Fees Structure

11. REQUIREMENTS FOR SUPERVISION OF PRIVATE HEALTH UNITS

There has to be a supervising doctor who is responsible for supervision of the day-to-day operation of the health unit.

The qualities for the supervising doctor

1) Must be in good standing with the Council.
2) Must have been licensed without interruption for no less than three (3) consecutive years preceding their application.
3) Must possess the requisite qualifications to supervise the licensed scope of services for that private health unit.
4) Must attach evidence to their application confirming that they are in '**active practice**'.
5) Must attach evidence to confirm by a letter of recommendation they have been under the direct supervision of a senior practitioner for not less than three years after full registration.
6) Must commit a minimum of 1 calendar year to the supervision of the health unit
7) One doctor supervises a maximum of **two** health units in a given calendar year.

12. REQUIREMENTS FOR REGISTRATION OF A GENERAL HOSPITAL

Definition

- A general Hospital is a Health unit providing both outpatient and inpatient multispecialty medical and surgical services.
- **Scope of services**
  a. The Scope of services shall include all outpatient and inpatient services offered up to the level of a General Hospital as listed in the Ministry of Health Comprehensive Health Services Standards Manual 2021 (CHSSM 2021).
  b. Compulsory clinical services
    i. Primary Healthcare services
    ii. General Medical Services that include outpatient and inpatient for general, medical, surgical, pediatric and maternal care with specialists in these fields.
    iii. Maternal and child health services that include Antenatal care, Postnatal care, Immunization, Family planning, EMTCT, Deliveries and Caesarean sections.
    iv. Emergency care services, ambulance services and Referral services.
    v. Specialty services that include General Surgery Department, Obstetrics and Gynecology Department, Paediatrics Department, Internal Medicine Department, Radiology Department. Subspecialty services are optional.
    vi. Medical Imaging Services that include Ultrasound, X-Ray. Optional services include CT scan, MRI, Mammography, EEG, ECG.
    vii. Clinical Laboratory services that include a blood bank.
    viii. Pharmacy services
    ix. A mortuary
- The supervising doctor shall be a registered specialist with the Council.

13. REQUIREMENTS FOR REGISTRATION OF A TERTIARY HOSPITAL

Definition

- A Tertiary Hospital is a health unit licensed to provide **multidisciplinary sub-specialty o**utpatient and inpatient services. In addition, the Specialist Hospitals shall support training-supervision and mentoring of health professionals as well as conducting medical and health system research.
- **Scope of services**
  a. The Scope of services shall include all outpatient and inpatient services offered up to the level of Regional Referral Hospital as listed in the Ministry of Health Comprehensive Health Services Standards Manual 2021 (CHSSM 2021). Practice includes the provision of short and long-term stay multidisciplinary sub-specialty inpatient care.
  b. All clinical services at a General Hospital plus;
    i. Subspecialty departments/units that include (but not limited to) Dialysis/Nephrology unit, Neurology, Gastroenterology, Oncology, Cardiology, ICU, NICU, Orthopaedics, plastic and Reconstructive Surgery, Surgical Urology, Pathology/mortuary department

ii. All Medical imaging services at a general hospital plus ECG, CT scan/MRI scan and Mammography services.
iii. Laboratory services including a blood bank
iv. Pharmacy services

- The supervising doctor shall have at least 3 years' clinical experience as a Specialist after registration with the Council.

14. REQUIREMENTS FOR REGISTRATION OF A SPECIALIZED HOSPITAL

Definition

- A Specialised Hospital is a hospital licensed to provide outpatient and inpatient services restricted to a single medical or surgical specialty and its subspecialties such as a Pediatrics only hospital, surgery-only hospital or Residential Mental Health Services.
- **Scope of services**

i. Practice is restricted to respective Medical or Surgical Specialty. Residential Mental Health Services units shall be limited to only those services listed license such as addiction treatment.
ii. The supervising doctor shall have at least 3 years' clinical experience as a Specialist in the specialty after registration with the Council

15. REQUIREMENTS FOR REGISTRATION OF A SPECIALIZED DIAGNOSTIC IMAGING UNIT

Definition

- A Specialised Diagnostic Imaging Unit is a stand-alone radiological Unit offering Specialist diagnostic, interventional, and disease-monitoring medical imaging services. This includes all units using Ultrasound scan, CT scan, MRI scan, Nuclear Medicine and PET scan, Fluoroscopy services, Radiation Oncology services, and Interventional radiology applications.

Scope:

a. Supervised by a medical practitioner registered as a radiologist by the Council.
b. The radiologist shall be responsible for all Imaging supervision and interpretation of imaging results.

16. REQUIREMENTS FOR REGISTRATION OF A SPECIALISED DIAGNOSTIC CLINICAL LABORATORY

Definition:

- A stand-alone unit that offers outpatient Specialist clinical laboratory testing services to assess, diagnose, and monitor medical and surgical conditions.

Scope:

a. Supervised by a medical practitioner registered as a specialist by the Council in laboratory specializations such as a pathologist, hematologist, microbiologist, or a geneticist.
b. The specialist takes responsibility for the medical interpretation of laboratory results produced by the laboratory.

17. REQUIREMENTS FOR REGISTRATION OF A SPECIALISED DIAGNOSTIC CENTRE

Definition:

- A stand-alone specialized establishment that offers comprehensive Specialist Clinical Laboratory Services and Specialist Diagnostic Imaging Services.

Scope:

a. Supervised by a medical practitioner registered as a specialist radiologist or laboratory specialist by the Council

18. REQUIREMENTS FOR REGISTRATION OF A FERTILITY CENTRE

Definition:

- All stand-alone unit that offers specialist fertility services that includes Human Assisted Reproductive Technologies and storage of human gametes or embryos.

Scope:

a. These shall be licensed as separate entities and not as part of or a component of other private health units.
b. Supervised by a medical practitioner registered by the Council as a gynecologist with relevant training in reproductive medicine.
c. Their responsibilities include management of male and female infertility, utilizing Assisted Reproductive technologies, performing daycare procedures that require general anesthesia, and storing human ova, sperm, or embryos.

19. REQUIEMENTS FOR REGISTRATION OF A NURSING HOMES

Definition:

- A stand-alone private residential health unit that offers both nursing and personal care for persons with complex healthcare needs such as those who have chronic illnesses or are disabled as a result of such disease. This excludes clients with mental health disorders.

Scope:

a. Supervised by a medical practitioner with three years of experience after registration with the Council
b. Licensed to offer 24-hour Specialist nursing care with medical reviews for patients with chronic illnesses and other services such as Rehabilitation or Palliative care

20. REQUIREMENTS FOR REGISTRATION OF A MATERNITY CENTRE

Definition:

- A stand-alone private health unit licensed to offer Comprehensive Emergency Obstetric and Newborn care for low-risk pregnant women.

Scope

a. Supervised by a Medical Practitioner with three years of supervised clinical experience after full registration by the Council.
b. Practice restricted to Comprehensive Emergency Obstetric and Newborn Care (CEmONC) for low-risk pregnant women and their newborns.

21. REQUIREMENTS FOR REGISTRATION OF A DISPENSARY

Definition

- Any rooms or offices set up by the organisations to provide medical/ dental care or first aid and where medicines (including medical supplies) are prepared and given out to pupils / students / staff / patients in such institutions. This shall apply to Schools, Industrial plants, Research bodies or other organisations offering onsite medical services to their students or workers/communities.

Scope

a. Supervised by a Medical Practitioner with three years of supervised clinical experience after full registration by the Council.
b. Restricted to medical, surgical and dental first aid, preparation and provision of medicines to patients.

22. REQUIREMENTS FOR REGISTRATION OF A MOBILE HEALTHCARE UNIT

Definition

- Mobile Healthcare Units are any self-contained units that can be moved or transported from one location to another for the purpose of delivering direct medical and dental services. This shall include home visits and mobile diagnostic services such as laboratory and imaging services

Operation of Mobile Healthcare Units

- A Mobile healthcare unit (MHU) may operate either as an adjunct to an already licensed private health unit (parent facility) or as a stand-alone/independent clinic.

Scope

- Mobile Health Units must comply with their licensed scope, good clinical practice, and existing professional and ethical standards. This scope is limited to outpatient services.

Compliance Requirements

1. The mobile healthcare unit should have a physical health unit that shall obtain a license from the Council for stand-alone/independent unit or as an addition to an existing license for units serving as adjuncts to already licensed private health units.
2. Prior to granting approval to any applicant for mobile healthcare services, the Council shall conduct an onsite inspection of the proposed mobile healthcare unit including a review of its policies and procedures for the unit
3. All units must have written policies to govern the services provided such as patient selection, informed consent, patient care, personnel management and supervision, quality assurance, infection prevention, clinical records management, medical record management, patient transportation and referral, an emergency and evacuation plan for the mobile unit, location logs and a schedule of the services.
4. All mobile health care units shall operate within a specific geographical area as stated on its license.
5. The license of a mobile healthcare unit shall list all services provided.
6. All stand-alone or independent mobile healthcare units must have administrative headquarters.
7. The true copy of the license shall be displayed in the mobile healthcare unit.
8. A copy of the license must be posted at the administrative headquarters.
9. For mobile healthcare units serving as an adjunct to a parent facility, the license authorizing operation of such a unit shall be posted alongside the existing parent license.
10. All mobile healthcare units shall be subject to the same requirements and regulations as physical units.
11. All licensed mobile healthcare units will be periodically reviewed for compliance in accordance with the inspection schedule for private health units. Inspectors or representatives of the Council may enter and inspect any building, premises, vehicles, documents, files or records
12. The mobile units must be of sufficient size, be well equipped and have the necessary utilities and supplies required for the licensed scope as well as for patient comfort and safety.
13. The mobile units must be clean and maintained in good repair.
14. Any proposed modification to previously approved services or procedures require prior review and approval of the Council prior to implementation.
15. The mobile healthcare unit is responsible for obtaining approvals from the respective local site(s) in line with the local government regulations such as parking and lighting requirements.
16. Must have a 24-hour accessible phone number
17. Where a Mobile Healthcare unit intends to cease operation or change ownership, the operator shall notify the Council

23. REQUIREMENTS FOR REGISTRATION OF DIGITAL HEALTH UNITS

1) TELEMEDICINE

Definition

- Telemedicine shall refer to the practice of using digital or telecommunication technology infrastructure as an adjunct to direct in-person Doctor-patient interaction.

Purpose of telemedicine

Telemedicine enables the delivery of safe, effective and accessible direct clinical care remotely or online. Telemedicine can be used for several healthcare services, including triage, diagnosis, treatment, and preventive health services.

Scope

a. Telemedicine shall be limited to the real-time interaction between the medical practitioner (Doctor) and the patient whose purpose is intended for the delivery of clinical care.

b. It is primarily used for specific healthcare needs that require direct medical attention. Direct medical care includes triage, diagnosis, treatment, E-prescription, and remote patient monitoring.
c. The telemedicine encounter is a continuation of an already established clinical relationship with a medical practitioner (or another practitioner in the same practice) that began with an in-person/face to face consultation within twelve months preceding the telemedicine service.
d. All telemedicine services shall be subject to the same requirements and regulations as physical units and in person doctor-patient interaction.
Regardless of the circumstances in which the consultation takes place, telemedicine providers must ensure that they adhere to Good Medical Practice guidelines, and the standard of care provided during a telemedicine interaction must be as safe and effective as the care provided during an in-person consultation.

2) TELEHEALTH

Definition

- Telehealth refers to all non-clinical services that support patient care, patient education, Continuous Professional Development (CPD), communication between healthcare providers, coordination of patient care by healthcare teams, health tracking devices, and any healthcare-related communication that is conducted online.

Scope

a. Telehealth services will only cover non-clinical remote healthcare services such as digital health platforms and non-clinical consultations. The technologies used may include, but are not limited to, videoconferencing, email, text, and streaming media.
b. Electronic Health Records (EHR) Systems should be used to facilitate the secure storage and exchange of patient information. Health units must ensure the security of the EHR, including access to patient records and documenting telehealth encounters.
c. Store-and-forward platforms used to transmit patient-level data, such as medical images, lab results, or clinical notes, securely to specialists for review and consultation. This technology is commonly used in radiology images.
Remote Diagnostic Tools (RDTs) enable patients to perform specific tests or exams at home under a healthcare provider's guidance.

Compliance requirements

1) No person or body shall operate a digital health unit or service without first obtaining a license from the Council.
2) Digital health (Telemedicine and telehealth) services shall only be operated as an **adjunct** to an already licensed private health unit (parent facility). All digital health license shall be issued as an addition to an existing license for a private health unit.
3) All practitioners offering digital health services must be **registered and licensed** by the Council irrespective of their physical location and must be employed by a licensed private health unit located in Uganda.
4) All health units seeking to operate digital health services must comply with the data protection and privacy laws and regulations of Republic of Uganda. These include (but are not limited to) the following;

a. Data Protection and Privacy Act 2019

i. All prospective digital health units must present **a certificate of compliance** that their digital health platforms, software, policies and procedures meet the requirements of the Privacy Data Protection Office (PDPO) at the National Information Technology Authority Uganda (NITA-U)

b. The Ministry of Health sector guidelines on Digital health and their updates

i. Compendium of the National Digital Health Guidelines
ii. Privacy notice for the electronic health information Systems (eHIS)
iii. The Uganda Health Data Protection, Privacy and Confidentiality Guidelines

iv. Digital Health Enterprise Architecture, Standards and Knowledge Products: A Guide to Standardizing Digital Health in Uganda
v. The Uganda Health Data Access, Sharing and Use Guidelines
vi. Guidelines for The Introduction of Digital Health Solutions and Innovations in Uganda
vii. Guidelines for The Implementation of the Electronic Medical Records System
viii. Guidelines for The Implementation of the Uganda Electronic Community Health Information System (eCHIS)

c. Computer Misuse Act and Other laws governing data protection and data management in Uganda

Licensure for digital health units

Prior to granting approval for licensure to any applicant, the Council shall;

1) Conduct an onsite inspection of the proposed digital health unit including a review of its digital health infrastructure, policies, procedures and privacy notice. The policies must align with those of the parent facility.
2) All digital health providers shall operate within a specific geographical area.
3) The license of a digital health unit shall list all services provided.
4) All digital health services units licensed by the Council will be periodically reviewed for compliance in accordance with the inspection schedule for private health units. Inspectors or representatives of the Council may enter and inspect any building, premises, telecommunication infrastructure, physical and digital documents, files or records.

The administrative headquarters or parent facility for a digital health service must be licensed as a clinic by the Council and at a minimum have equipment and the necessary utilities and supplies required for a physical unit.