External User Guide

Modifying of Pharmaceutical Facility License

1. Service Overview

Enables customers to apply to change the registered location of a pharmaceutical facility of the following categories pharmacy, medical store, or medical store for re-export in order to move from one location to another.

2. Service Channel

3. Service Target Audience

Facility

4. Service Outputs

Relocation Initial Approval letter.

Relocation Final Pharmaceutical Establishment License.

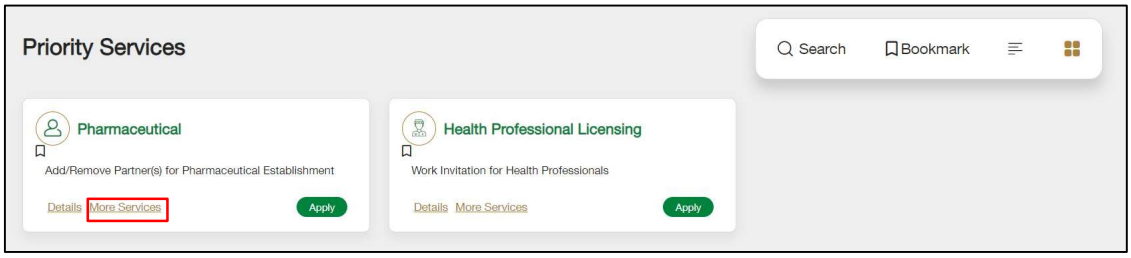
5. Service Prerequisites

1. The facility license must be valid for 3 months at least.
2. The application should be auto removed, if the application is not submitted within 5 days of Initiation.
3. 15 days will be given to complete payment of service fees after which the application will be deactivated and auto-canceled.

6. Submit Service Request

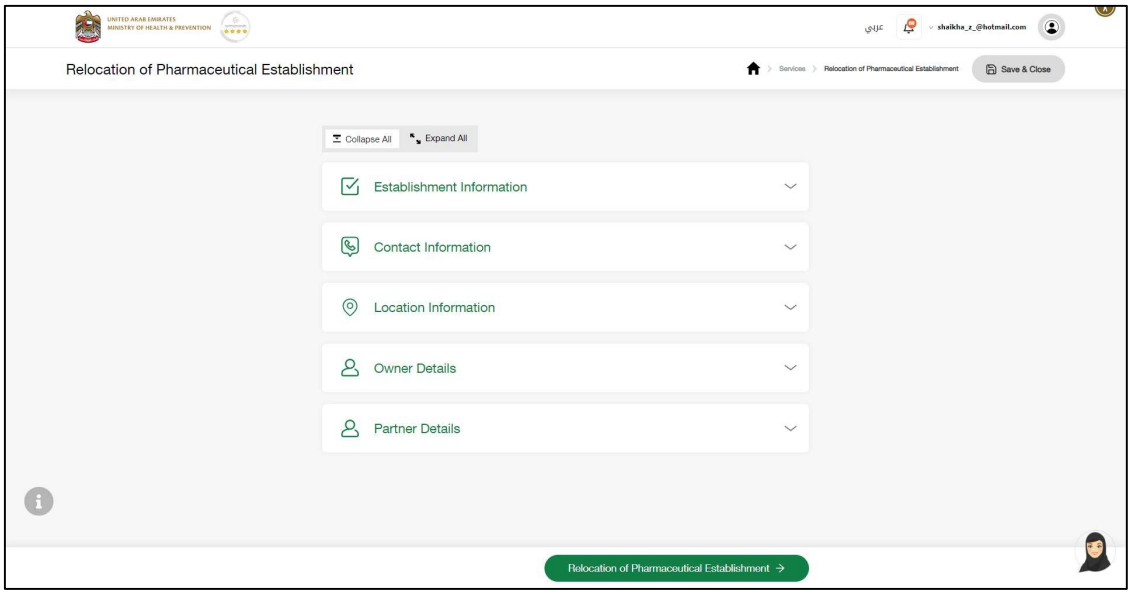
6.1 Initial Inspection

Open the form from the services list

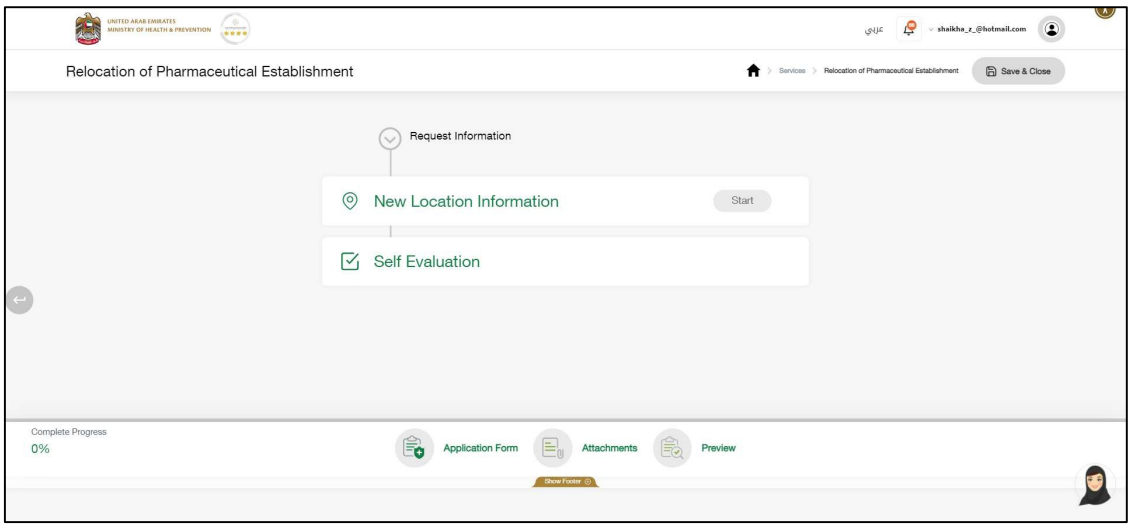


Click on the “More Services”

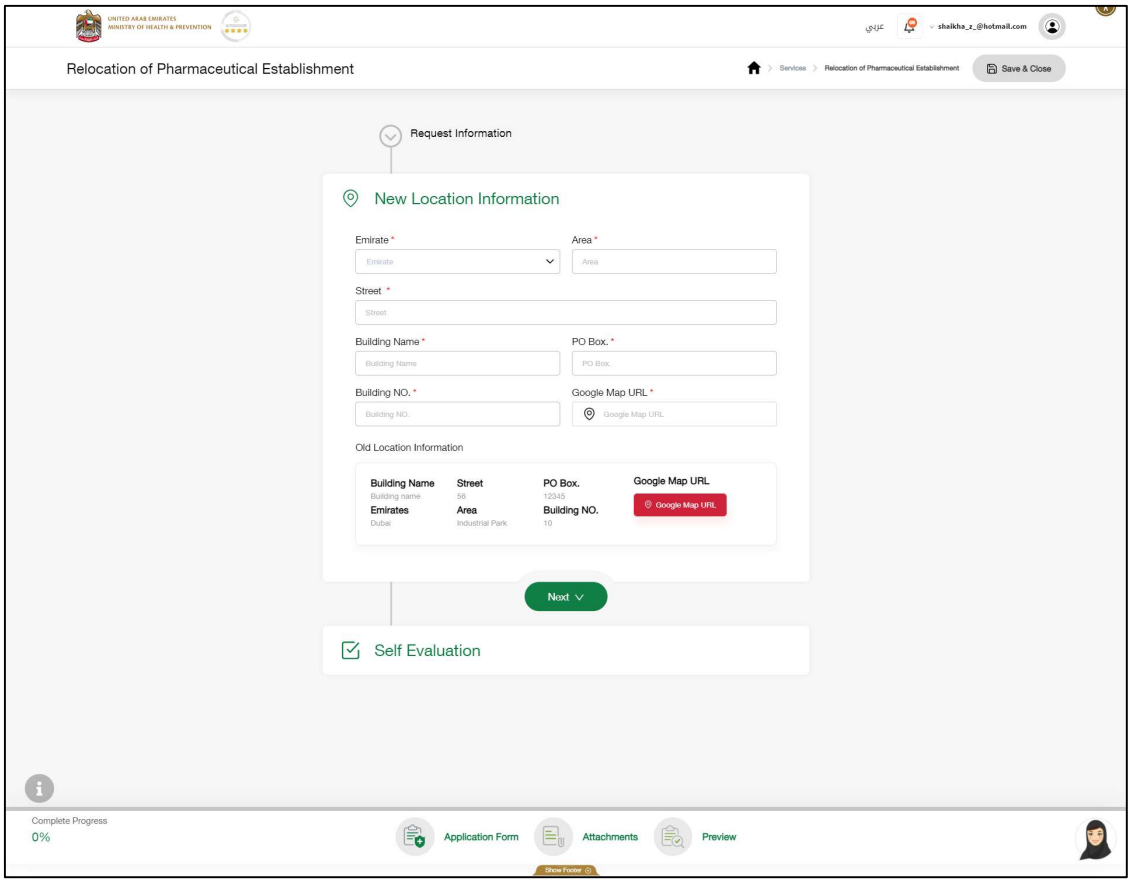
Clicks on the apply for “Relocation for Pharmaceutical establishment” button.



Start the application by proceeding to “New Location Information”



Fill in the new location information.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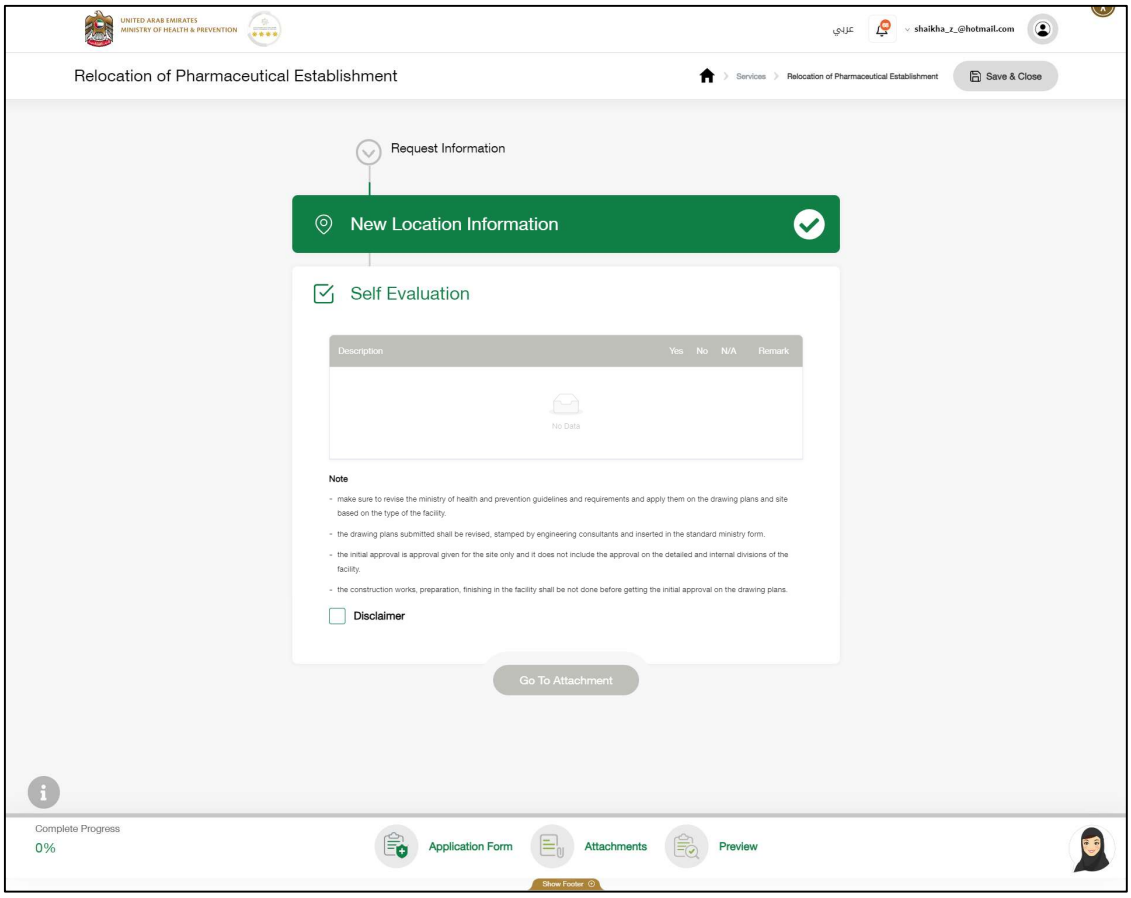
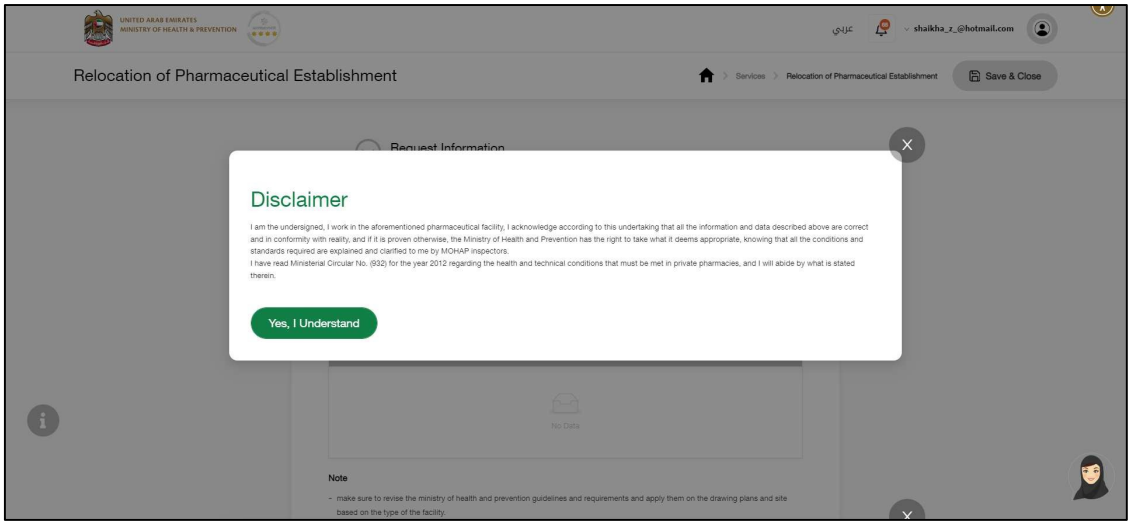
عربي
shaikha_z_@hotmail.com
Relocation of Pharmaceutical Establishment
Services
Relocation of Pharmaceutical Establishment
Save & Close
Request Information
New Location Information
Emirate *
Area *
Street *
Building Name *
PO Box. *
Building NO. *
Google Map URL *
Old Location Information
Building Name
Street
PO Box.
Google Map URL
Emirates
Area
Building NO.
Google Map URL
Next
Self Evaluation
Complete Progress
0%
Application Form
Attachments
Preview


UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION
عربي
shaikha_z_@hotmail.com
Relocation of Pharmaceutical Establishment
Services
Relocation of Pharmaceutical Establishment
Save & Close
Request Information
New Location Information
Self Evaluation
Description
Yes
No
N/A
Remark
No Data
Note
make sure to revise the ministry of health and prevention guidelines and requirements and apply them on the drawing plans and site based on the type of the facility.
the drawing plans submitted shall be revised, stamped by engineering consultants and inserted in the standard ministry form.
the initial approval is approval given for the site only and it does not include the approval on the detailed and internal divisions of the facility.
the construction works, preparation, finishing in the facility shall be not done before getting the initial approval on the drawing plans.
Disclaimer
Go To Attachment
Complete Progress
0%
Application Form
Attachments
Preview
Show Footer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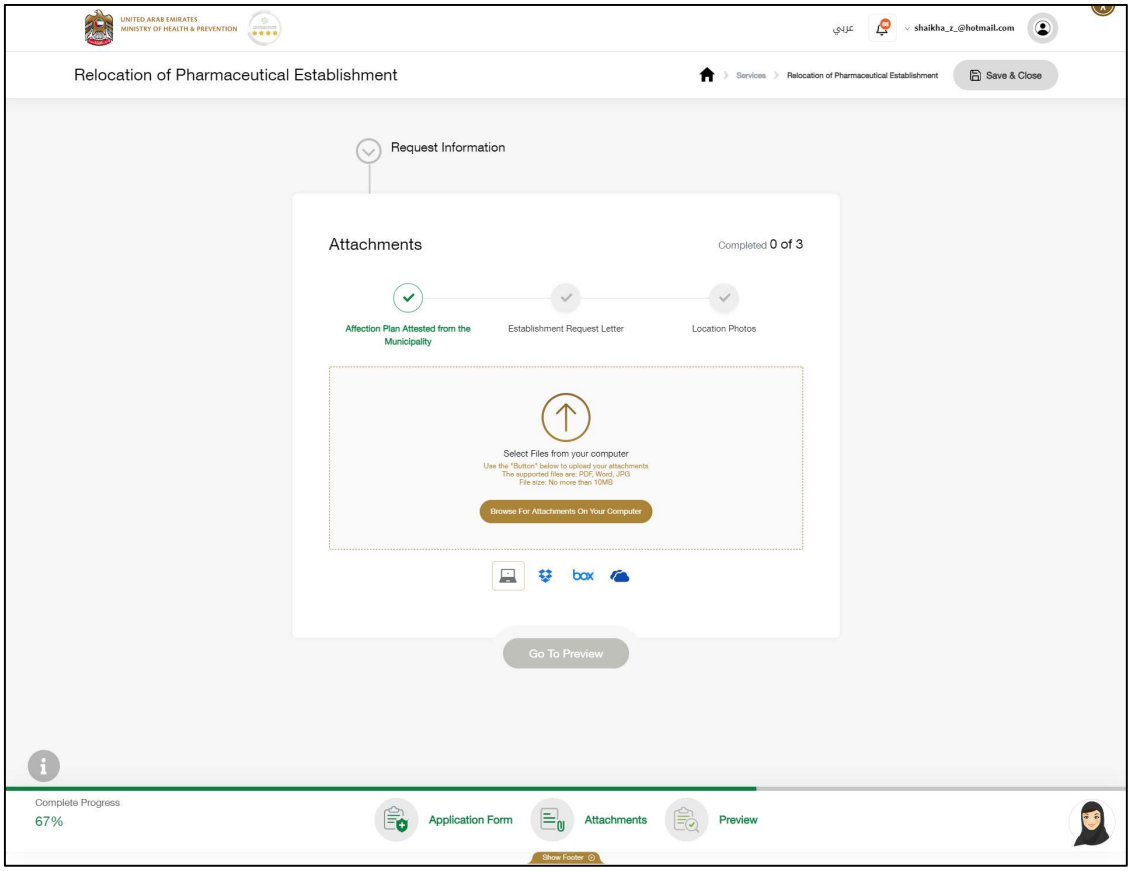
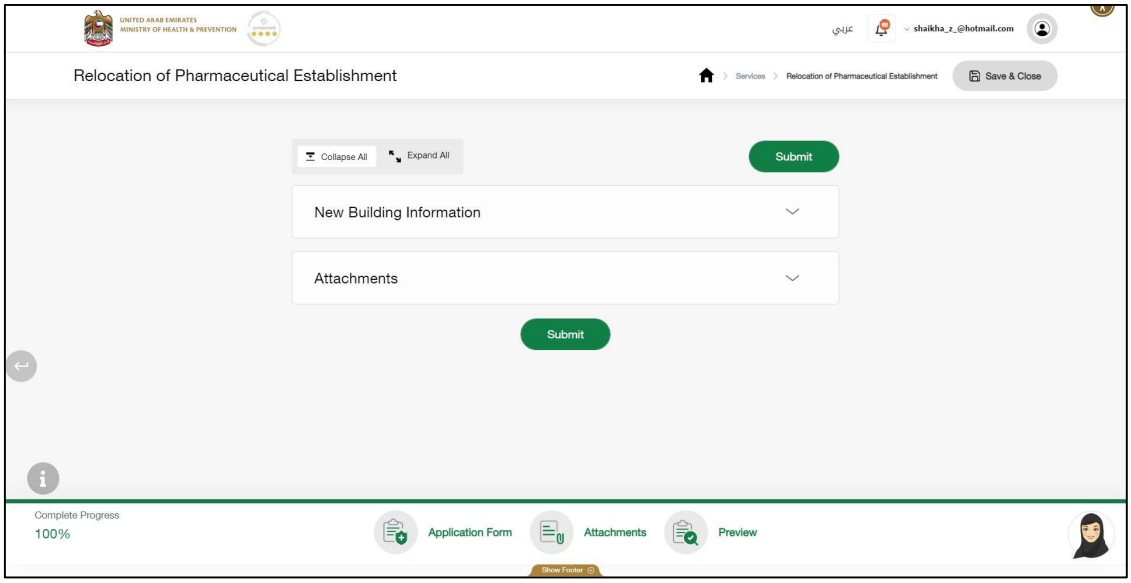
Relocation of Pharmaceutical Establishment
Services
Relocation of Pharmaceutical Establishment
Save & Close
Request Information
Disclaimer
I am the undersigned, I work in the aforementioned pharmaceutical facility, I acknowledge according to this undertaking that all the information and data described above are correct and in conformity with reality, and if it is proven otherwise, the Ministry of Health and Prevention has the right to take what it deems appropriate, knowing that all the conditions and standards required are explained and clarified to me by MOHAP inspectors.
I have read Ministerial Circular No. (932) for the year 2012 regarding the health and technical conditions that must be met in private pharmacies, and I will abide by what is stated therein.
Yes, I Understand
No Data
Note
make sure to revise the ministry of health and prevention guidelines and requirements and apply them on the drawing plans and site based on the type of the facility.

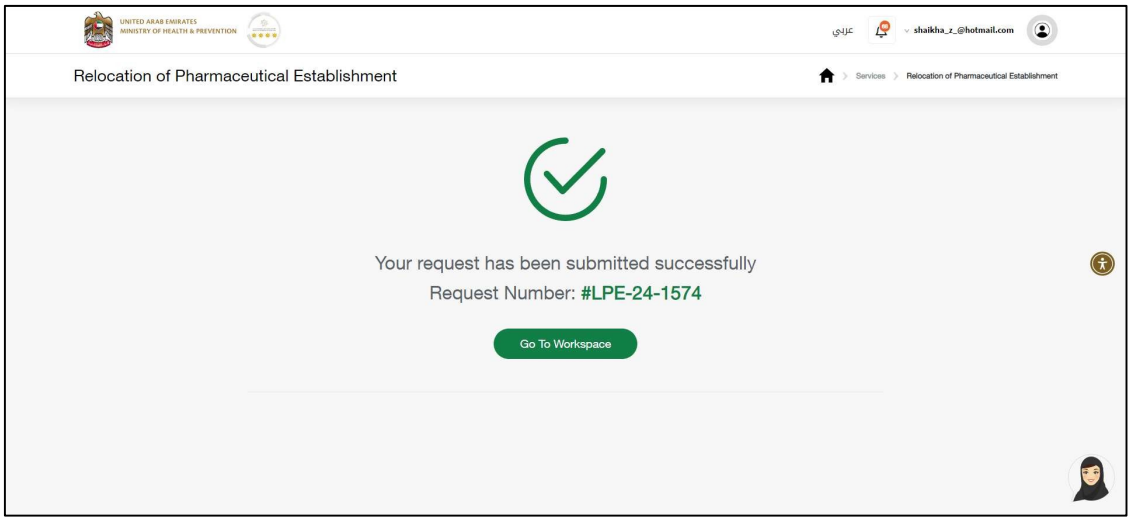
Upload the required attachment(s)



Preview the application and edit it if required.

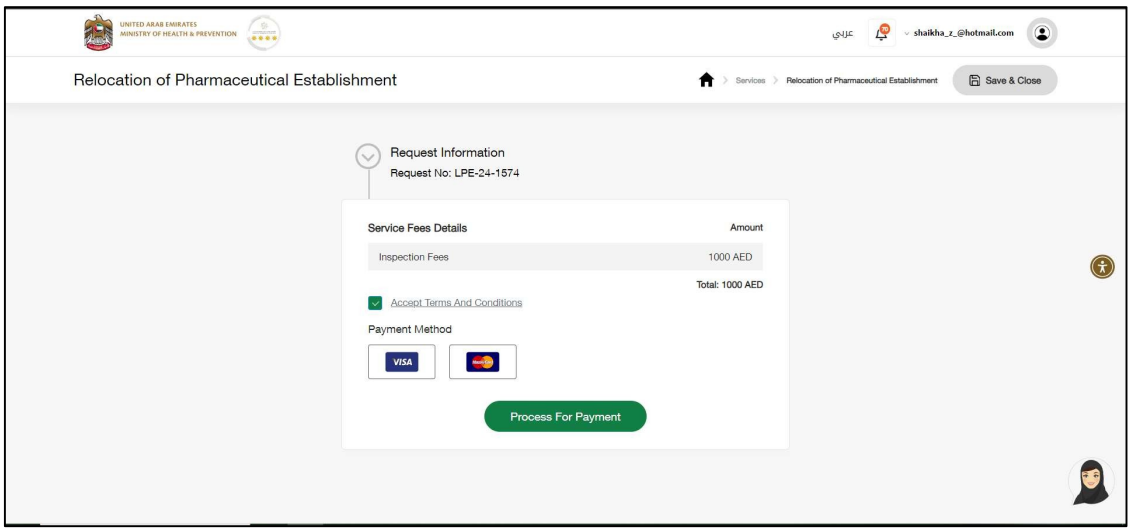


Submit the application.

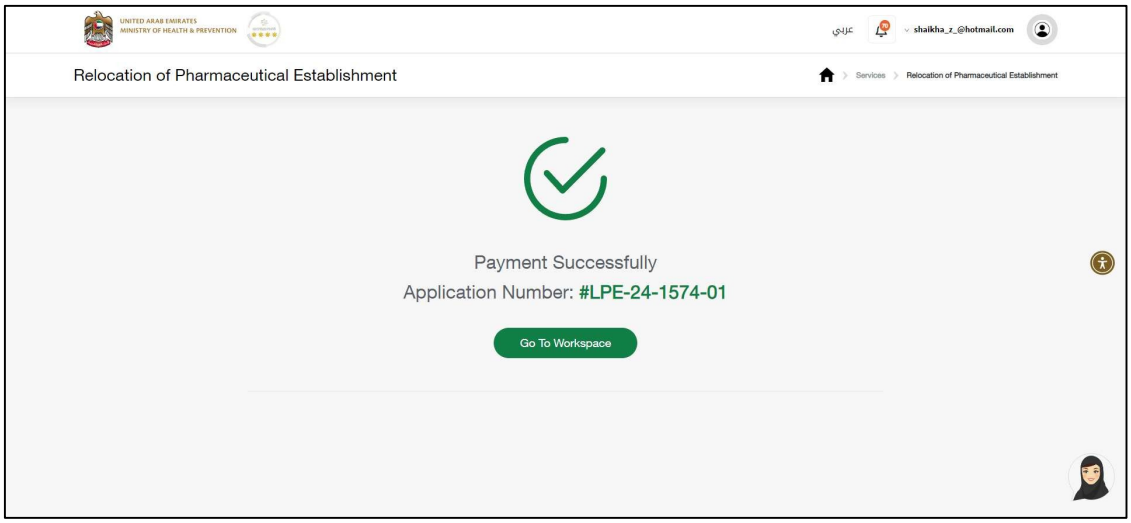


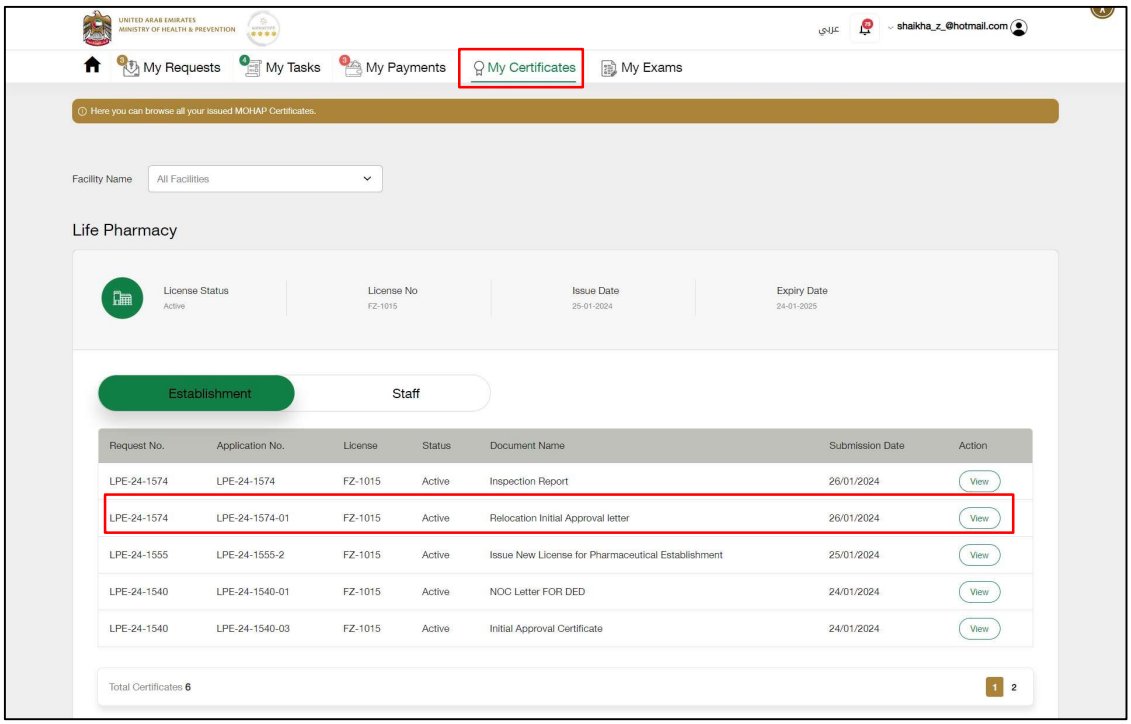
Confirmation that your request has been successfully submitted.

Make the payment for the inspection fee.



A confirmation for successful completion of payment.

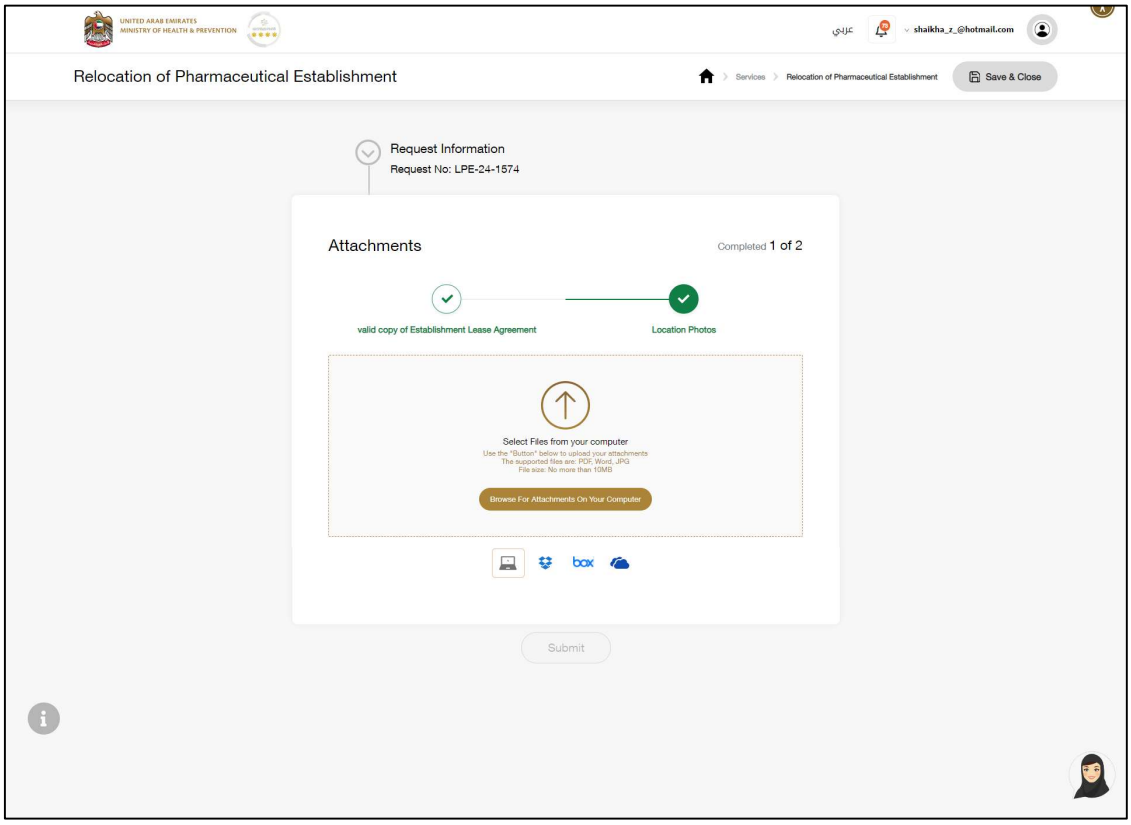


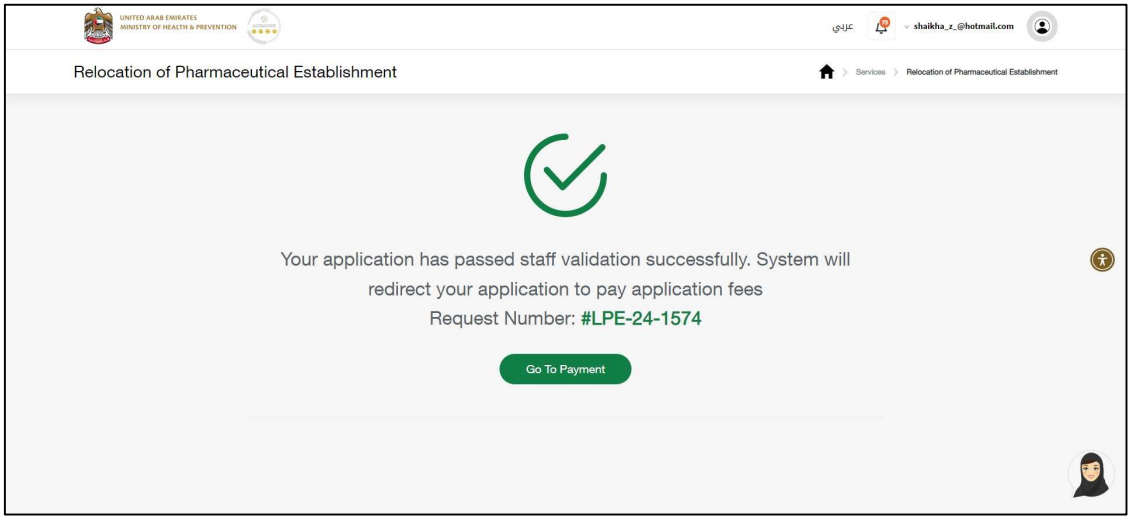


After your request is approved, you can view and download the initial approval letter from My Certificate section.

6.2 Final Inspection

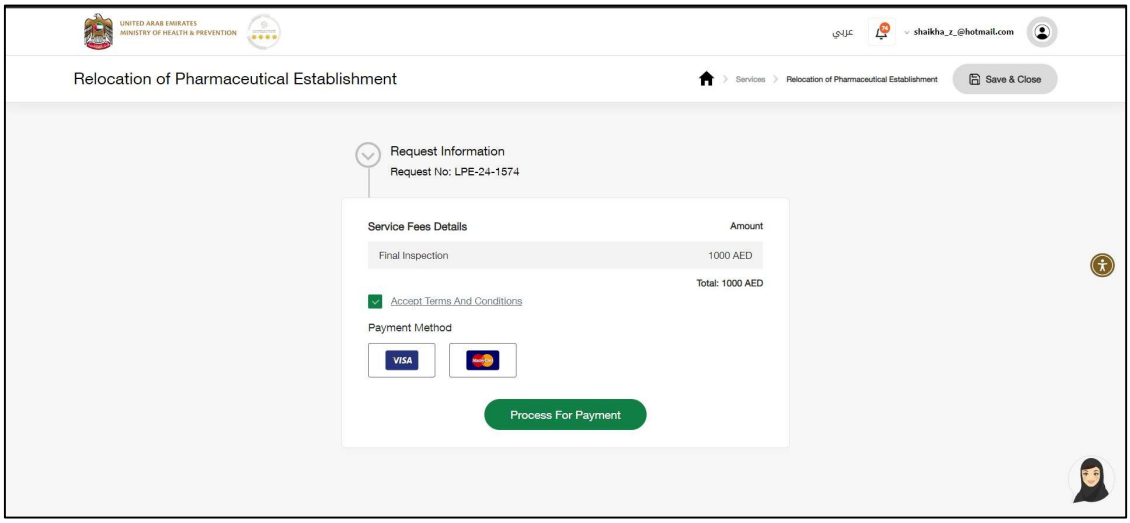
Upload the required attachment(s)

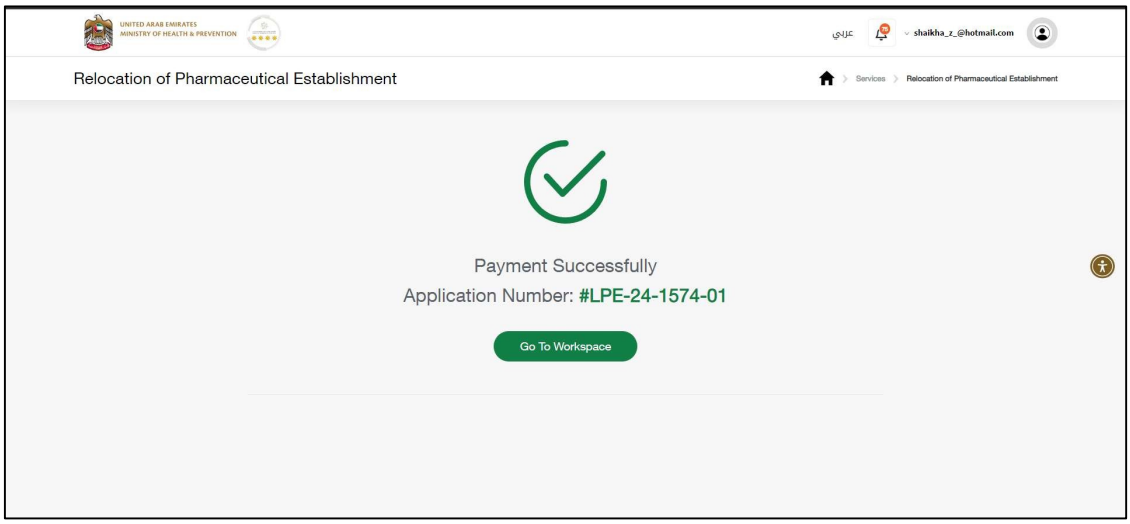




A confirmation that the application has been passed staff validation successfully and it will redirect you to the payment page.

Make the payment for the final inspection fee.

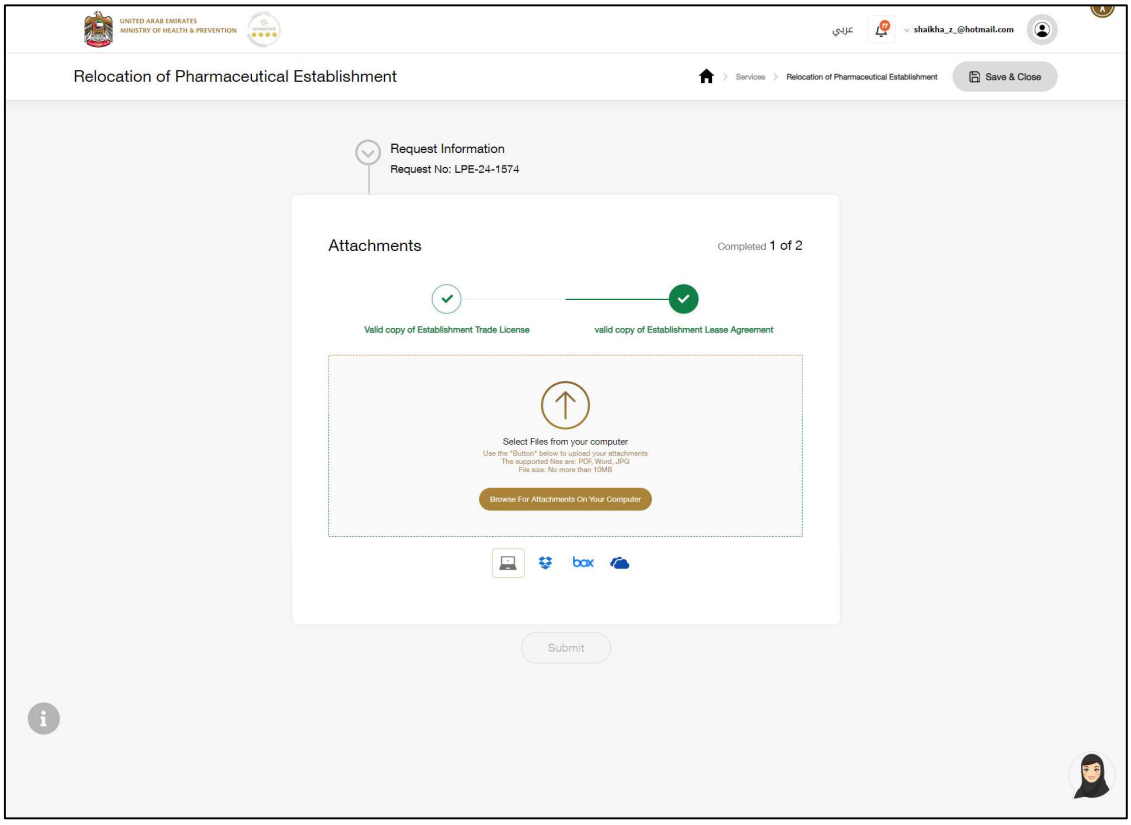


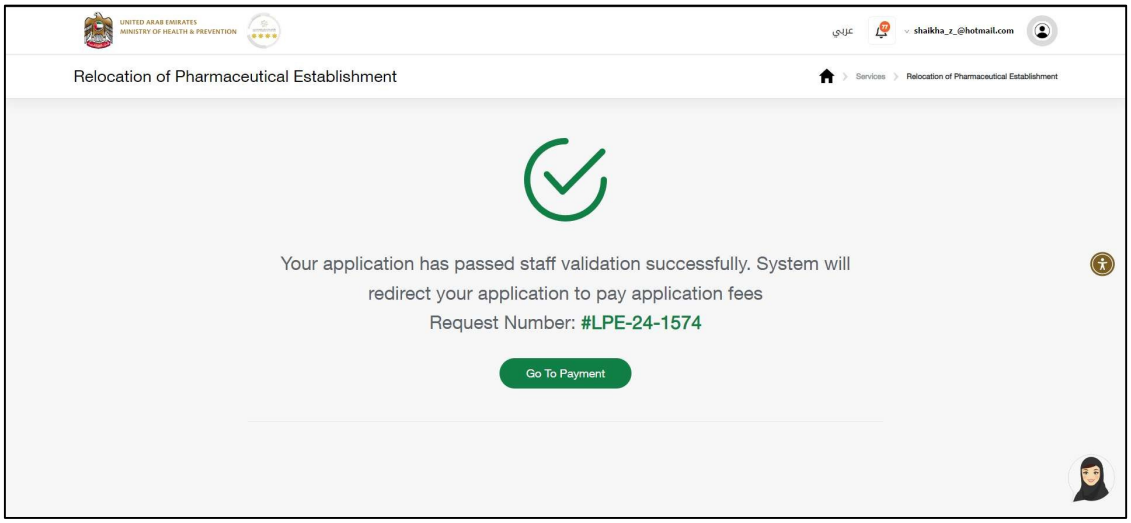


A confirmation for successful completion of payment.

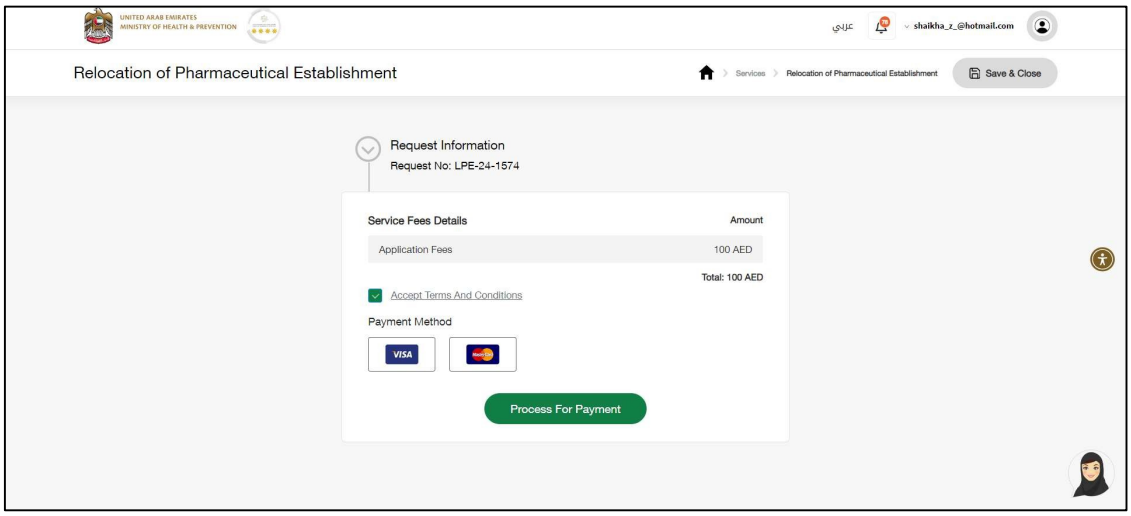
6.3 Final Approval

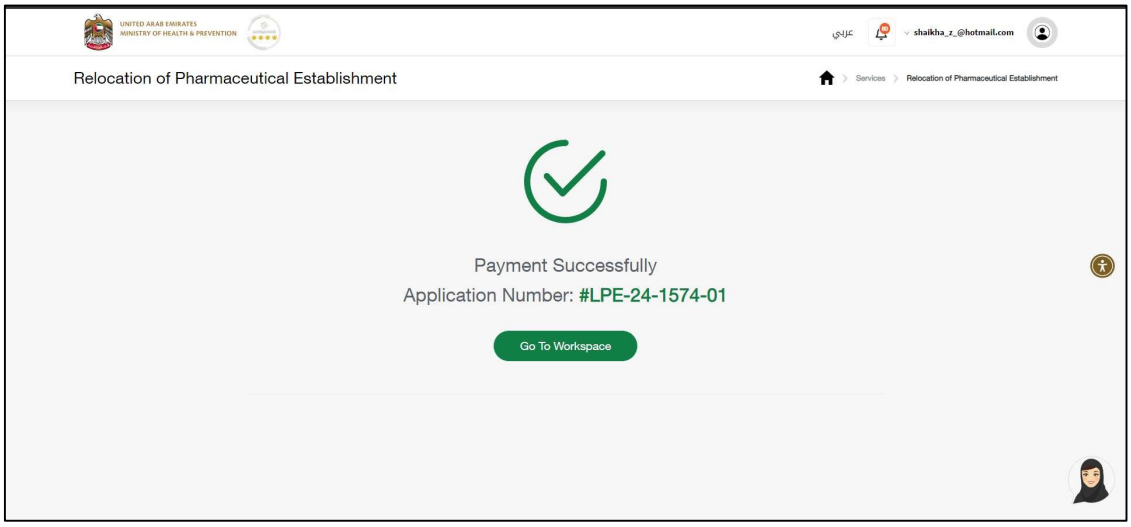
Upload the required document(s) and submit the application





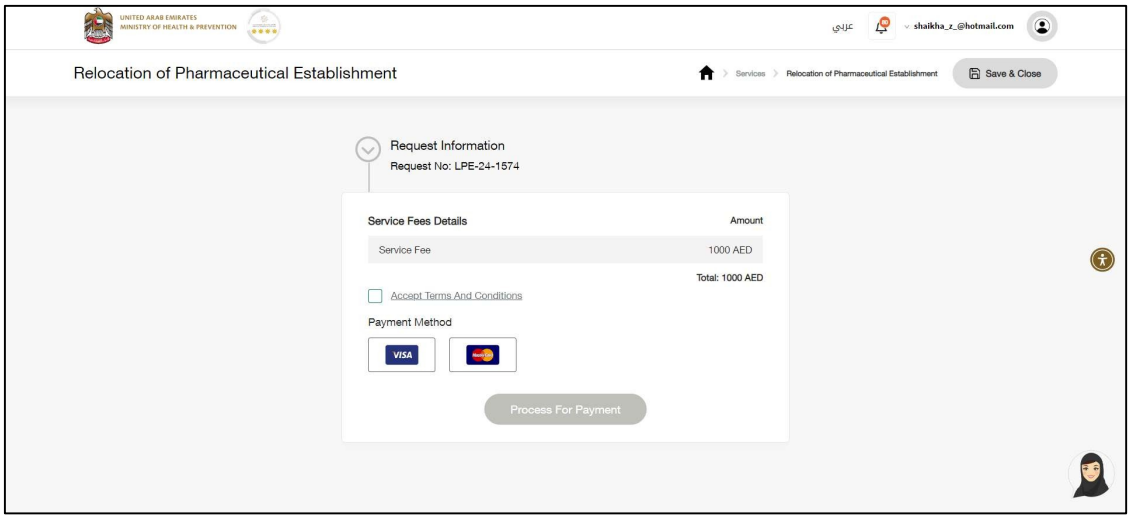
Make the payment for the application fee

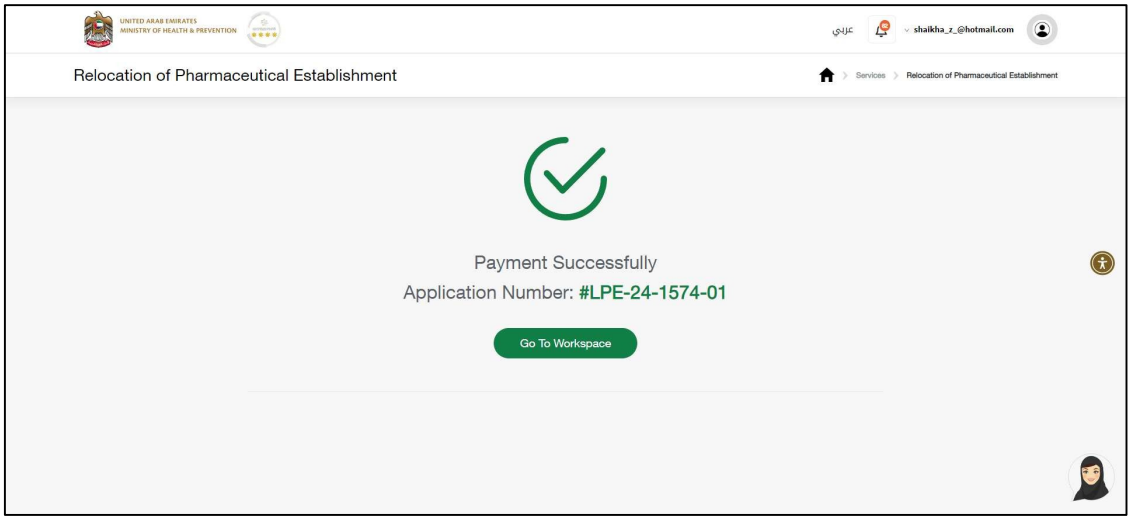




Make the payment for the service fee

Once approved, the applicant is required to pay a service fee to download the final approval certificate.

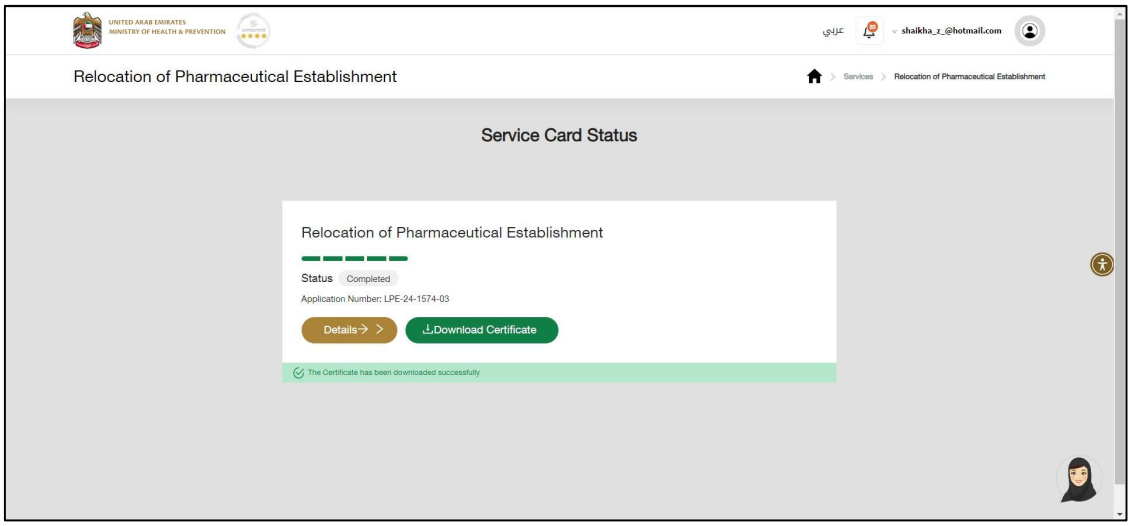




A confirmation for successful completion of payment.

Download the approval letter(s) or certificates

you can download the certificate from the 'My Certificate' section.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Services
Relocation of Pharmaceutical Establishment
Service Card Status
Relocation of Pharmaceutical Establishment
Status
Completed
Application Number: LPE-24-1574-03
Details
Download Certificate
The Certificate has been downloaded successfully