Requirements for accreditation of urgent medical care centers in the private sector

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| NO. | Requirements: |
| 1 | Apply for accreditation electronically via the following link: <https://chi.gov.sa/ServicesDirectory/Pages/default.aspx> |
| 2 | New user form used in the council’s online portal (Authorization Form). |
| 3 | The validity of the final Ministry of Health license for the health facility. |
| 4 | Validity of the commercial registry of the health facility. |
| 5 | Validity of the Certificate of Zakat and Income Interest. |
| 6 | National address. |
| 7 | Detailed file of services provided. |
| 8 | Physicians and technicians (health practitioners) receive a certificate of registration and classification from the Saudi Authority for Health Specialties in effect. |
| 9 | Doctors and technicians (health practitioners) obtain a valid professional permit from the Ministry of Health. |
| 10 | Obtaining the ICD-10 Medical Coding Certificate approved by the Saudi Health Council. |
| 11 | Electronic connectivity with insurance companies' systems and claims management companies. |
| 12 | Provide an electronic system to document patients' information in the health file. |
| 13 | Ready to connect electronically with the "NPHIES" system. |
| 14 | Existence of a contract with a hospital within the insurance network when transfer is needed. |
| 15 | Obtaining certification from the Saudi Center for Accreditation of Quality Health Facilities (CBAHI). |
| 16 | Paying the annual financial fee for approval (5000) five thousand riyals.  According to the list of annual fees for accrediting healthcare service providers. |
| 17 | The accreditation is valid for one year from the date of its issuance and is renewed in the same terms as mentioned. |
| 18 | Data of the ‏facility’s employees and the nature of the owner: |
| 19 | Executive Director (Name, ID Number, Nationality, Email, Mobile Number) |
| 20 | Managing director (Name, ID Number, Nationality, Email, Mobile Number) |
| 21 | Medical director (Name, ID Number, Nationality, Email, Mobile Number) |
| 22 | Financial manager (Name, ID Number, Nationality, Email, Mobile Number) |
| 23 | Information technology director (Name, ID Number, Nationality, Email, Mobile Number) |
| 24 | Customer service manager (Name, ID Number, Nationality, Email, Mobile Number) |
| 25 | Director of Business Center (Name, ID Number, Nationality, Email, Mobile Number) |