



**UAEU**

جامعة الإمارات العربية المتحدة  
United Arab Emirates University 

# NATIONAL INSTITUTE FOR HEALTH SPECIALTIES

## Designations, and Maintenance of Certification Policy and Procedures

**Draft Version 1**

5/1/2024



<b>Title:</b>	Designations, and Maintenance of Certification Policy and Procedure
<b>Policy No:</b>	NIHS-POL-REGISTRATION-01
<b>Process Owner(s):</b>	Registration & Credentialing Unit
<b>First Issue Date:</b>	
<b>Effective Date:</b>	This policy shall become effective following its approval by the NIHS Board of Directors.
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<b>Prepared by:</b>	Registration Unit
<b>Reviewed by:</b>	Secretary General
<b>Approved by:</b>	Board of Directors
<b>Date &amp; Signature:</b>	
<b>Scope of the Policy:</b>	Emirati Board Certification & Maintenance of Certification
<b>Stakeholders:</b>	Graduates of Accredited programs

### Modification History

Version	Date	Summary of Revisions	Responsibility	Signature
V 1.0	13-10-2023	Policy circulated	Registration & Credentialing Unit	
V1.1	V1.1	1-5-2024	Changing the certificates name as per NQC request	

## Contents

1. Abbreviations & Definitions.....	4
2. Background and Introduction .....	4
2.1 Background.....	4
2.2 Professional Qualification by the NIHS .....	4
2.3 Types of NIHS Certificates.....	5
2.4 NIHS Certification Routes .....	5
2.5 NIHS Designation.....	6
3. MOC Program.....	6
4. MOC Policy and Procedure .....	7
5. Annex 1: Emirati Board – Specialty Certificate.....	8
6. Annex 2: Emirati Board – Subspecialty Certificate .....	9
7. Annex 3: Emirati Professional Diploma Certificate .....	10

## ● Abbreviations & Definitions

- ❑ **NIHS:** National Institute for Health Specialties
- ❑ **MOC:** Maintenance of Certifications
- ❑ **CPD:** Continuing Professional Development
- ❑ **NIHS Designation:** As distinct from certification, designation denotes affiliation or good standing in relation to satisfying the requirements of professional qualifying bodies. Designations are mostly expressed as letters standing for certain abbreviations and appear as attached to the names of those complying with the stipulated requirements.

## ● Background and Introduction

### 2.1 Background

The National Institute for Health Specialties (NIHS) is the national professional body setting standards and overseeing specialty education in health. The NIHS is responsible for awarding professional qualifications and certifying specialty program graduates. The NIHS issues professional certificates based on certain criteria including fulfillment of stipulated training and satisfying the assessment requirements. Professional certification is a critical function of any specialty board as it legitimizes qualification, asserts the ability for unsupervised practice, and advises regulatory bodies on the appropriate licensing status and privileges.

The purpose of this document is to establish the policy and procedures of the National Institute of Health Sciences (NIHS) regarding qualifications, certifications, and designations within the context of specialty education. Additionally, the document outlines the policies and procedures for the maintenance of certification (MOC) at NIHS.

### 2.2 Professional Qualification by the NIHS

The NIHS awards professional qualifications at the postgraduate level for doctors and other health professionals after satisfying the stipulated requirements. This type of qualification is usually required to legitimize professional practice and assure safety and standardization in the provision of health care. The Cabinet Decree No. 28 for the year 2014 on the establishment of the NIHS has stated the mandate of the NIHS in granting specialty certificates. This mandate legitimizes the role of the NIHS in streamlining and regulating professional qualifications and overseeing the training providers, including hospitals and training centers.

### 2.3 Types of NIHS Certificates

The NIHS regulates professional specialty education for the health professions and certifies graduates of various educational programs. The main professional qualification legitimizing practice awarded by the NIHS is the “**Emirati Board Certificate**” which translates into two types of awards:

- ❑ **Specialty certificate:** referring to certifying graduates in a main discipline of specialization e.g., Internal Medicine (see annex 1 for the certificate sample).
- ❑ **Subspecialty certificate:** referring to certifying graduates in a subspecialized discipline e.g., Cardiology as a subspecialty of internal medicine (see annex 2 for the certificate sample).

Besides the two main certificates delineated above, the NIHS may award other professional certifications as needed. One such award is the “**Clinical Certificate**” which is a professional award in an area of focus within a specialty or subspecialty of medicine and dentistry. The clinical certificate can also be awarded to other health professions as a postgraduate qualification legitimizing practice or as an area of focus in accordance with the NIHS rules (see annex 3 for the certificate sample).

In addition to the above categories of practice-related certificates, the NIHS may also award honorary fellowship to recognize and value the contributions of health professionals and other personalities as appropriate. The honorary fellowship certificates are issued and awarded according to specific NIHS regulations.

### 2.4 NIHS Certification Routes

All certification routes under the NIHS, apart from honorary certificates, require candidates to satisfy the examination requirements in accordance with the NIHS rules and procedures. The following routes leading to examination are adopted by the NIHS:

- 1.4.1 The NIHS clinical training route, where candidates complete structured training under a program accredited by the NIHS.
- 1.4.2 The approved jurisdiction training route where candidates complete their training under a training program/system that is recognized by the NIHS.
- 1.4.3 Reciprocal agreement route where the NIHS signs a mutual recognition arrangement with other competent authorities with relevant statements on training recognition.

In the case of partial recognition of training under other programs or systems, candidates may be required to complete their training under an NIHS-accredited program.

The NIHS certificate is not time-limited, and re-certification is not required.

## 2.5 NIHS Designation

The NIHS issues official designation for the holders of its specialty certificates in main specialties and subspecialties leading to independent practice. The NIHS reserves the use of the word “fellow/fellowship” to denote designation and does not use it as a qualification. The NIHS considers using the letters (FEB) Fellow of Emirati Board as the designation for graduates of specialty and subspecialty programs who comply with the NIHS MOC program. The following are illustrative examples of using the designations in a main specialty discipline and a sub-specialty area.

### • MOC Program

The MOC program is a specialized initiative designed to keep certified Specialists informed about emerging developments in theory and practice. Its primary objective is to ensure the sustained competence necessary for patient safety and the maintenance of high healthcare quality standards. The rationale behind the MOC program is substantiated by the following considerations:

- Accelerated healthcare changes, strategies, and technologies.
- Regenerating challenges for health systems and population health.
- Increasing influence of Information & Communication Technology on healthcare.
- Increasing population awareness on health and medicine.
- Rising accountability for practice safety and quality.

The NIHS MOC program aims to ensure continuous competence among specialists, contributing to the improvement of population health. Its objectives include:

- Maintaining professional competence of the graduates of specialty programs.
- Ensuring safe and effective practice that is supported by evolving evidence.
- Inculcating the culture of lifelong learning for self-development.
- Promoting uptake of continuing professional development (CPD).

The principles of the NIHS MOC system are as follows:

- ❑ The system is mainly based on CPD attainment of certain CPD credits to demonstrate compliance. In addition to other requirements stipulated by NIHS such as scholarly activities, assessments & education contribution
- ❑ The MOC system is integrated into the NIHS CPD system and standards to ensure consistency and a seamless journey for candidates.
- ❑ The NIHS reaches out to link up the MOC program to professional licensing through collaboration with the professional regulators.

## ● **MOC Policy and Procedure**

- 4.1 Participation in the MOC Program is mandatory for admission to and renewal of designation with the NIHS.
- 4.2 Upon successful qualification attainment, all actively engaged Fellows are automatically enrolled in the MOC Program and are required to fulfill all stipulated requirements outlined by the MOC Program.
- 4.3 The NIHS MOC system is based on certain credits of CPD to ensure professional competence. Assessment is based on the attainment of CPD credits & other assessed contributions.
- 4.4 Only recognized CPD activities (accredited CPD providers and programs) are valid for consideration towards compliance with the NIHS MOC program. Non-accredited CPD events are not counted towards compliance.
- 4.5 Content of education to be dictated by the CPD requirements and guidelines of the NIHS specialty committees.
- 4.6 Compliance with the system entails “good standing” and keeping the NIHS designation status.
- 4.7 The Board qualification/certificate is not revoked in cases of non-compliance with the NIHS MOC program; the ultimate goal is to promote lifelong learning.
- 4.8 Submission of CPD & other activities towards compliance with the NIHS MOC program requirements completed in each year of a cycle must be submitted using the indicated NIHS platform by January 31 for the previous year.
- 4.9 Records related to continuing professional development activities will remain confidential.

- 4.10 Fellows participating in the MOC Program are required to complete a minimum of 50 credits in each year of a cycle by selecting and completing learning activities indicated by the NIHS based on the requirements of the specialty committees.
- 4.11 the NIHS MOC Program cycle is five years, and Every Fellow participating in the MOC Program is required to complete a minimum of 250 credits during a five-year cycle.
- 4.12 Each cycle begins January 1 and concludes December 31 of the cycle's final year.
- 4.13 A completion certificate will be available online when a Fellow participating in the NIHS MOC Program completes a MOC cycle.
- 4.14 Each year specialists who report CPD activities to the NIHS for a previous year may be selected to participate in an audit for credit validation and may be required to submit evidence supporting these activities.
- 4.15 If a specialist does not submit evidence that validates self-reported activities, these activities and credits will be removed from their submissions.
- 4.16 After the third year of failing to report any learning activities, according to the NIHS MOC Program regulations, the Fellow's status on the NIHS Directory will state that the member is "not yet in compliance with the NIHS MOC Program." Upon reporting completed CPD activities, a Fellow's status on the Directory will be updated to reflect his/her participation in the program.
- 4.17 Fellows who have not met the minimum requirement of 250 credits by the end of their five-year cycle will be subject to having their Fellowship terminated for non-compliance with the NIHS MOC Program.
- 4.18 Exemptions in relation to MOC are regulated by the NIHS according to specific regulation and procedural statements.
- 4.19 The NIHS regulates the non-adherence, non-compliance, and leaves of absence policies in relation to MOC according to specific regulations issued and updated by the NIHS.
- 4.20 The NIHS operates a system for feedback and support to ensure appropriate guidance and orientation for candidates in fulfilling the requirements for the MOC program.
- 4.21** The NIHS adopts a mid-cycle and end-of-cycle evaluation to monitor progress and enable improvement and innovation in relation to the MOC program.



- **Annex 1: Emirati Board – Specialty Certificate**

	<p>United Arab Emirates National Institute for Health Specialties</p>	<p>دولة الإمارات العربية المتحدة المعهد الوطني للتخصصات الصحية</p>
<h2>Emirati Board Certificate</h2>		<h2>شهادة الاختصاص الإماراتية</h2>
<p>The NIHS attests that</p>		<p>يشهد المعهد الوطني للتخصصات الصحية أن</p>
<p>.....</p>		<p>.....</p>
<p>Has met the requirements of NIHS and is here by granted the <b>Specialty certificate</b> in .....</p>		<p>قد أستوفي متطلبات المعهد و <u>منح</u> شهادة الاختصاص في</p>
<p>.....</p>		<p>.....</p>
<p>Dr. Mohammed Al Houqani Secretary General</p>	<p>Date:</p>	<p>الدكتور / محمد الحوقاني الأمين العام</p>
<p>المعهد الوطني للتخصصات الصحية National Institute for Health Specialties</p>		

The final design may differ from the sample provided.

- **Annex 2: Emirati Board – Subspecialty Certificate**

	<p>United Arab Emirates National Institute for Health Specialties</p>	<p>دولة الإمارات العربية المتحدة المعهد الوطني للتخصصات الصحية</p>
<h2>Emirati Board Certificate</h2>		<h2>شهادة الاختصاص الإماراتية</h2>
<p>The NIHS attests that</p>		<p>يشهد المعهد الوطني للتخصصات الصحية أن</p>
<p>.....</p>		<p>.....</p>
<p>Has met the requirements of NIHS and is here by granted the <b>Subspecialty certificate</b> in</p>		<p>قد أستوفى متطلبات المعهد و <u>منح</u> شهادة الاختصاص الدقيق في</p>
<p>.....</p>		<p>.....</p>
<p>Dr. Mohammed Al Houqani Secretary General</p>	<p>Date:</p>	<p>الدكتور / محمد الحوقاني الأمين العام</p>
		<p>المعهد الوطني للتخصصات الصحية National Institute for Health Specialties</p>

The final design may differ from the sample provided.

• **Annex 3: Clinical Certificate**

United Arab Emirates  
National Institute for Health Specialties

دولة الامارات العربية المتحدة  
المعهد الوطني للتخصصات الصحية



**Clinical Certificate**

**شهادة إكلينيكية**

The NIHS attests that

يشهد المعهد الوطني للتخصصات الصحية أن .....

Has met the requirements of NIHS and is here by  
granted higher **clinical certificate** in

قد أستوفي متطلبات المعهد و منح شهادة إكلينيكية في

Dr. Mohammed Al Houqani  
Secretary General

Date:

الدكتور/ محمد الحوقاني  
الأمين العام

The final design may differ from the sample provided.