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Free licensing information for allied health professionals

Dubai | Dubai Health Authority

DHA licensing guide

Step-by-step guide for radiographers and allied health professionals applying to work in Dubai

Typical end-to-end timeline: 3 to 5 months



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Before you start

This guide walks you through the DHA registration process in the order it actually happens: what to prepare, what each stage involves, how long it usually takes, and what tends to slow people down. It is written for radiographers and is useful for most allied health professionals, because the process is largely the same across titles.

How to use it

- Read the whole guide once before paying any fee. Most delays start with a document that was missing or wrong at the beginning.
- Use the document checklist to collect everything before you open your application.
- Use the timeline planner to record reference numbers and dates. You will be asked for them.
- Check every requirement against the official website on the day you apply. Rules, fees and forms change.

Important
This is an independent guide based on personal experience of the process and on publicly available information. It is not affiliated with or endorsed by the Dubai Health Authority or any other authority, and it is not legal, immigration or visa advice.
Only the regulator decides whether you are registered or licensed. No guide or consultant can guarantee a result or speed up a decision. Where this guide gives typical timelines, they are ranges seen in practice, not official service standards.
Never pay anyone who promises a guaranteed licence, an exam "shortcut" or a way around verification. Submitting false or altered documents can lead to a permanent ban.

DHA at a glance

Regulator	Dubai Health Authority (DHA). It licenses healthcare professionals working in Dubai health facilities that fall under DHA.
Where you apply	Sheryan, the DHA online licensing portal. Your whole application, from eligibility to licence, is tracked there.
Rules used	The UAE Unified Healthcare Professional Qualification Requirements (PQR). The same framework is used by the other UAE health regulators, so the title you qualify for is decided against it.
Verification	DataFlow primary source verification (PSV). DataFlow contacts your university, licensing bodies and employers directly.
Exam	A Prometric computer-based assessment is required for most allied health titles. DHA confirms during the application whether you must sit it.
English test	Not usually required for allied health titles. DHA will tell you if your application needs one.
Outcome	An eligibility decision first. The licence itself is issued once a DHA-licensed facility employs you and applies for activation.
Typical time	3 to 5 months from opening the application to eligibility, if your documents are complete. Activation adds 2 to 4 weeks after a job offer.

Is DHA the right licence for you?

- You want to work in a private hospital, clinic or diagnostic centre in Dubai. Abu Dhabi uses DOH and the northern emirates use MOHAP, which are different licences under the same PQR.
- Many Dubai employers advertise for "DHA licence or eligibility". Having eligibility before you apply for jobs makes you a much stronger candidate.
- If you already hold a licence from another UAE regulator, ask DHA about transfer routes before starting from scratch.

Check your eligibility first

Most rejections and long delays come from a mismatch between the applicant and the PQR. Check these four things before paying anything.

Professional title	Find the title that matches your qualification exactly, for example Radiographer. Applying under a title your degree does not support leads to refusal.
Qualification	Note the length and type of your qualification (bachelor degree or diploma). The PQR sets different experience requirements depending on the qualification.
Experience	Count your post-qualification experience in months, per employer, with exact start and end dates. Internship or training periods are usually counted separately from paid experience.
Gap in practice	If you have not practised for a long period, the PQR may require extra steps such as supervised practice or a further assessment. Check the current gap rules.

Name consistency
Your name must match across your passport, degree, transcripts, licence and experience letters. If it differs (for example after marriage, or a different transliteration), prepare an official document that links the names before you start.

Budget for these costs

Fees are set by DHA, DataFlow and Prometric and change from time to time, so check the current amounts on each website. Expect to pay:

- A Sheryan application or assessment fee.
- A DataFlow verification fee, which depends on the number of documents and sources.
- A Prometric exam fee, if an exam is required.
- A licence fee at activation (often paid by the employer, but confirm this in your contract).

Step by step

1 Create your Sheryan account and run the self-assessment

Typical time: 1 to 2 weeks

Register on Sheryan and complete the self-assessment for your professional title. It tells you whether your qualification and experience appear to meet the PQR.

Then submit the eligibility application and upload your documents. Scan each document in colour, in full, as a single readable file.

What you need

- Passport (valid for at least 6 months) and a recent passport photo on a white background.
- Degree certificate and full academic transcript.
- Current professional licence or registration from where you practise.
- Experience certificates from each employer.
- Certificate of good standing from your current or most recent licensing authority.
- CV with month and year for every role.

> **Tips from experience**
> Choose your title carefully. If you are unsure between two titles, the self-assessment result is your guide.
> Upload clean scans, not phone photos. Blurred or cropped pages are a common reason for a document to be returned.

2 Complete DataFlow primary source verification

Typical time: 6 to 12 weeks

Once DHA accepts your documents for review, you are directed to DataFlow to pay for and submit your verification. DataFlow then contacts every source directly: your university, each employer and each licensing authority.

This is the longest stage and the one you have most influence over. Verification only moves as fast as the slowest source replies.

What you need

- The same documents as Step 1, plus a signed letter of authorisation for DataFlow.
- Direct contact details for each source: a named person, an official email address and a phone number.

> **Tips from experience**
> Before you submit, tell your university registry and each HR department that DataFlow will contact them. Ask who will reply.
> Keep your DataFlow case number. Check the portal weekly and answer any "insufficiency" request within days, not weeks.
> If a former employer has closed, ask DataFlow what alternative evidence it accepts before the case stalls.

3 Eligibility review and the Prometric exam

Typical time: 2 to 6 weeks

With verification complete, DHA reviews your file. If an exam is required you receive instructions to book it with Prometric. The exam is a computer-based multiple-choice assessment of clinical knowledge for your scope of practice.

For radiographers, revise: radiation protection and dose optimisation, positioning and technique, contrast media and reactions, MRI safety, CT protocols, cross-sectional anatomy, patient care and infection control.

> **Tips from experience**
> Book a date that gives you 3 to 4 weeks of revision. Exam slots can fill up in busy months.
> Check the current rules on retakes and waiting periods before your first attempt.

4 Eligibility letter and job search

Typical time: Varies

When you pass, DHA issues your eligibility. It is valid for a limited period, so check the expiry date and plan your job search around it.

Mention your eligibility and its expiry date at the top of your CV and in every application.

> **Tips from experience**
> If eligibility is close to expiring, ask DHA about renewal options early rather than letting it lapse.

5 Licence activation by your employer

Typical time: 2 to 4 weeks after an offer

Your employer applies on Sheryan to activate your licence. You will usually be asked for your signed contract and personal documents, and to complete steps your employer arranges, such as a medical fitness test and residency processing.

You cannot practise until the licence is active, even if you have already arrived in Dubai.

What you need

- Employment contract or offer letter.
- Current Basic Life Support (BLS) certificate.
- Any further documents your employer or DHA requests at this stage.

Document checklist

Tick each item when you have a clean colour scan and, where needed, a certified English translation.

Identity

- [ ] Passport, valid for at least 6 months
- [ ] Passport photo, white background
- [ ] Name-change document, if your name differs on any document

Education

- [ ] Degree certificate
- [ ] Full academic transcript
- [ ] Internship or clinical training certificate, if it was a separate part of your qualification
- [ ] Bridging or upgrade certificate, if applicable

Licensing

- [ ] Current professional licence or registration
- [ ] Certificate of good standing from your current or most recent authority (recently issued)
- [ ] Licences from any other countries where you practised

Experience

- [ ] Experience certificate from each employer on letterhead, signed and stamped, showing job title, exact dates and full-time status
- [ ] CV with month and year for every role and any gaps explained

Other

- [ ] Current BLS certificate
- [ ] Certified translations for any document not in English or Arabic

Timeline planner

Stage	Typical	Started	Completed	Reference / notes
Sheryan account and self-assessment	1-2 wks			
Eligibility application submitted	1 wk			
DataFlow submitted and paid	1 wk			
DataFlow report complete	6-12 wks			
Exam booked and passed	2-6 wks			
Eligibility issued	1-2 wks			
Job offer	Varies			
Licence activated	2-4 wks			

What usually causes delays

Mismatched details	Different spellings of your name, or dates that do not match between your CV, experience letters and DataFlow form.
Weak experience letters	Letters without exact dates, job title, signature, stamp or letterhead. These often fail verification.
Unexplained gaps	Gaps in your CV that are not explained. Add a one-line reason for each.
Slow sources	Universities or employers that do not answer DataFlow. Contact them yourself before and during verification.
Expired documents	A good standing certificate or passport that expires while the case is open.
Ignored requests	Missing an insufficiency or additional-information request on Sheryan or DataFlow. Check both portals weekly.

After you are licensed

- Renew your licence on time. Renewal normally needs proof of continuing professional development (CPD) hours, so log your CPD from your first month.
- Keep your BLS certificate current.
- If you change employer, the licence must be transferred to the new facility before you start work there.

Official sources

Bookmark these and check them before each paid step. If anything in this guide differs from the official page, the official page is correct.

Source	What it is for
dha.gov.ae	Dubai Health Authority: licensing rules, Sheryan portal, PQR
dataflowgroup.com	DataFlow Group: primary source verification
prometric.com	Prometric: exam booking for DHA assessments

Glossary

DHA	Dubai Health Authority
Sheryan	DHA online licensing portal
PQR	Unified Healthcare Professional Qualification Requirements
PSV	Primary source verification: checking documents with the body that issued them
Eligibility	DHA confirmation that you meet the requirements, before a licence is activated
CPD	Continuing professional development

About this guide

Written by a radiographer who has been licensed in Dubai and Qatar and is registered with CORU in Ireland, and who went through these processes without a consultant. AB Solution is a free, independent information website. It is not a recruitment agency, an immigration adviser or a law firm, and it sells nothing.

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