



Sick Leave Attestation for Public

End User Manual

Version: 1.0

Date: 27 December, 2017

1 Copyright and Confidentiality

This Document is Created by MOHAP with the understanding that the technical design and Information contained herein in this document shall not be disclosed to any unrelated person or authority that is not eligible for MOHAP online services.

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2 Document management & Version Control

2.1 Document History

Version	Date	Author	Revision Notes
1.0	27-Dec-2017	MOHAP	

3 Executive Summary

This Document is developed by MOHAP IT Department, Dubai.

The MOHAP IT Department Located in Dubai intends to automate and document the business requirements, processes and activities done by the MOHAP departments.

MOHAP IT Department has a strong and long experience in eservices development.

The MOHAP Customer Happiness Center provide the Attestation of sick leave and medical report services to the patients

The Attestation is required and acknowledged by government and private facilities.

4 Definitions & Abbreviations

Item	Description
MOHAP	Ministry of Health and Prevention, United Arab Emirates, MOHAP is the Service Provider
MOF	Ministry of Finance
CH	MOHAP Customer Happiness or Customer service
BRD	Business Requirement Documents
HAAD	Health authority of Abu Dhabi
DHA	Dubai Health Authority
Medical Facilities	Hospitals, Medical Centers, Clinics...etc.; which issues sick leaves or medical reports to their patients
Companion	Patient Companion

5 Business & System Overview

The MOHAP provide the Attestation of sick leave and medical report services to the patients

The Attestation is required and acknowledged by mainly federal government and some private facilities

5.1 Current situation Overview

- MOHAP provide the Attestation service manually for the medical reports and the sick leaves less than 5 days or more which are issued from any medical facility including those licensed from HAAD , DHA and from outside UAE.
- Private Medical Facilities licensed by MOHAP uses the MOHAP sick leave attestation system to provide sick leave attestation certificate to their patients for the leaves less than 5 days.
- Customer visits the customer happiness centers with the original documents, which is reviewed by CH, pay the attestation fees and get his document stamped.

5.2 The Change

MOHAP is to do the attestation processes needed for the sick leave online starting from request and end with attestation report –certificate- issuance and print.

The customer applies pays, the got application approved and the attestation certificate becomes available online.

5.3 Document Purpose

The purpose of this document is to guide the end users, how to use the system.

6 Scope of work

6.1 Entities in the scope:

The customers (the Patients or their working authority) who applies for the attestation of the sick leave or medical report

MOHAP customer happiness centers staffs that are responsible for reviewing and approving the attestation

6.2 Services in the scope

Services of Sick Leave and medical report attestation include the below

#	اسم الخدمة	Service Name
١	تصديق الإجازة المرضية الصادرة من القطاع الخاص والهيئات الصحية ومستشفى زايد العسكري الأكثر من ٥ أيام إلى شهر	Attestation of sick leave issued by the private sector, health authorities and Zayed Military Hospital more than 5 days to 1 month
٢	تصديق الإجازة المرضية أكثر من شهر	Attestation of sick leave more than months
٣	اعتماد التقرير الطبي الموجه لخارج الدولة	Approval of the medical report directed abroad
٦	تصديق الإجازات المرضية للقطاع الخاص أقل من ٥ أيام	Attestation of sick leave for the private sector less than 5 days
٧	اعتماد التقرير الطبي من القطاع الخاص والهيئات الصحية	Approval of the medical report from the private sector and health authorities

7 Out of scope

7.1 Entities out the scope

Companion of the patient certificate is out of the scope since it is no longer provided by customer happiness centers

7.2 Services out of scope

The below services are out of scope and should be processed manually, since it is transferred to higher committee

#	اسم الخدمة	Service Name
٤	اعتماد طلبات التقاعد أو العجز الطبي	Approval of Application for retirement or medical disability
٥	تصديق الإجازات المرضية أكثر من شهر	Attestation of sick leave more than one month

7.3 Processes out of scope

Submission of applications to other departments as Medical Board, retirement committee or any committee will be out of the system.

8 Business and process objectives and benefits

Automation of the provision of sick live attestation services provided by MOHAP customer happiness centers to the customers this will achieve the below benefits

- Minimize the customer need to visit CH
- Have register and log of sick leave attestation applications
- Search and find any required information easily and fast
- Print the attestation certificate online
- Verification of the attestation certificate

8.1 User Login or Sign up Process

Refer to user Management Module

User may be corporate if the corporate (Employer of the patient) if the corporate is applying to apply for the attestation for their employees

User may be individual if the employee is applying to attest by himself.

8.2 Attestation of Sick Leaves and Medical Report Process

Summary

User has to be registered through MOHAP user management and has user name and password to login to the system.

The below services has the same requirements, interface and work flow

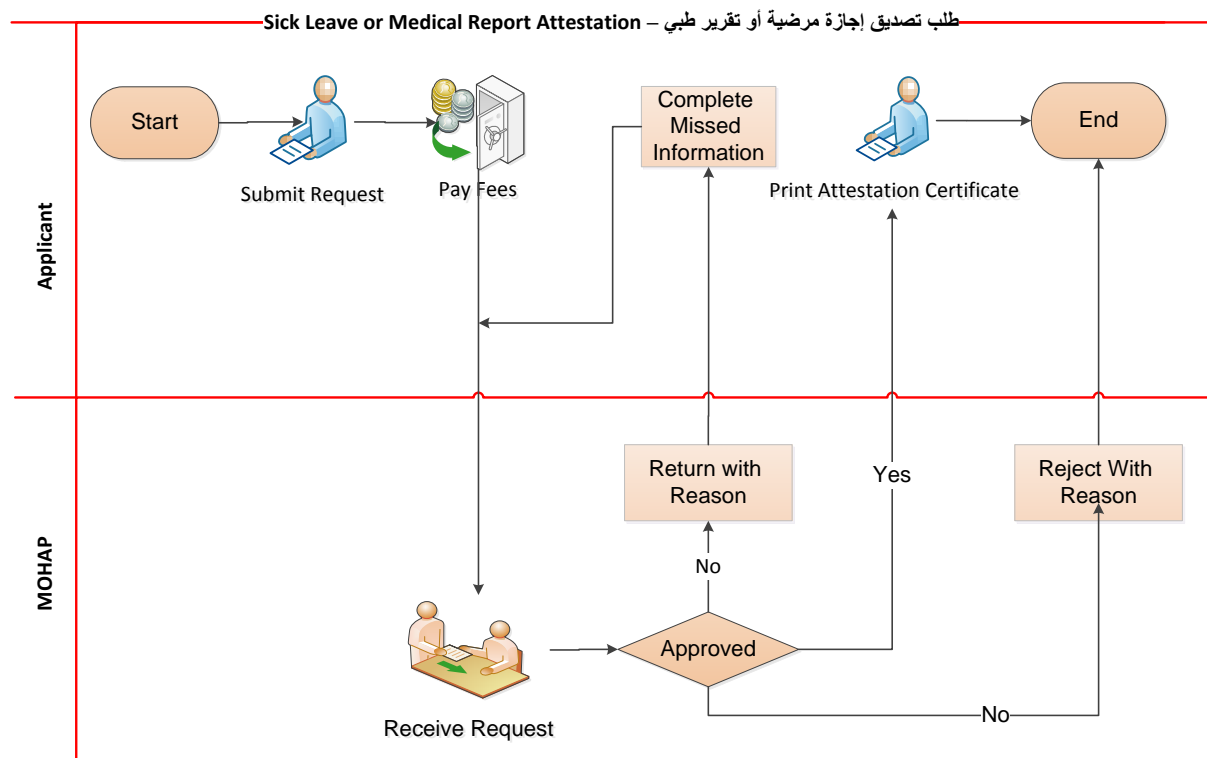
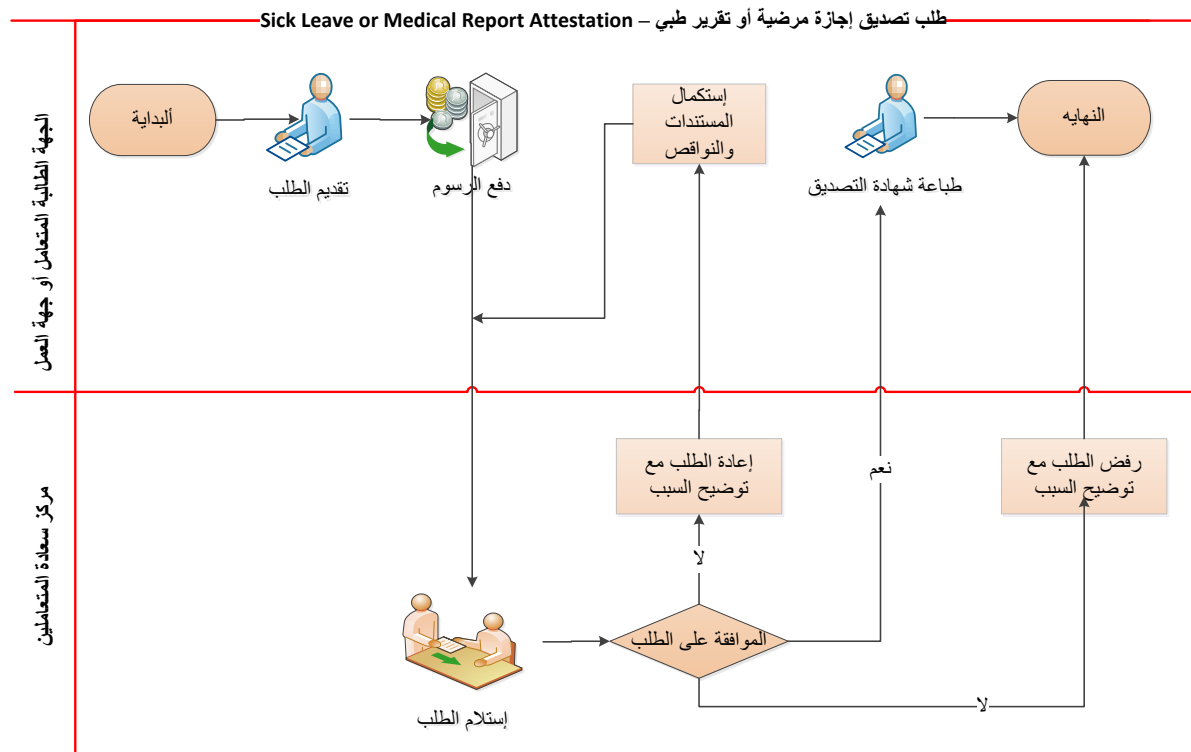
#	اسم الخدمة	Service Name	Service Fees AED
١	تصديق الإجازة المرضية الصادرة من القطاع الخاص والهيئات الصحية ومستشفى زايد العسكري الأكثر من ٥ أيام إلى شهر	Attestation of sick leave issued by the private sector, health authorities and Zayed Military Hospital more than 5 days to 1 month	50
٢	تصديق الإجازة المرضية أكثر من شهر	Attestation of sick leave more than months	50
٣	اعتماد التقرير الطبي الموجه لخارج الدولة	Approval of the medical report directed abroad	50
٦	تصديق الإجازات المرضية للقطاع الخاص ٥	Attestation of sick leave for the private sector 5 days or less	50

#	اسم الخدمة	Service Name	Service Fees AED
	أيام أو أقل		
٧	اعتماد التقرير الطبي من القطاع الخاص والهيئات الصحية	Approval of the medical report from the private sector and health authorities	50

Flow Diagram

Work Flow Steps

1. Applicant login to MOHAP e-services.
2. Applicant click on sick leave icon to start the service.
3. Applicant click on New Application link to open Page 'New Application for sick Leave Attestation'.
4. Applicant Select attestation type for services listed in the scope of work section.
5. Applicant completes the details of the application.
6. Applicant save the details by click the save button.
7. if Application was not submitted before
 - System set application status to 'Not Submitted
 - System gives application no. for the saved details.
8. Applicant attaches the sick leave document and click Attach button.
9. Applicant submits the application by click 'submit' button.
10. if Application Fees Not paid
 - System set application status to 'Payment Requested'.
 - Applicant pays the service fees by click on 'Pay....' Link or Button.
 - System set Payment status to 'In Process' and Pay Button disabled.
 - When Payment processed, system updates payment status to 'Successful' or 'Failed'
 - If Payment status 'Failed' the 'Pay....' link or button is enabled and user has to click it to retry the payment again.
11. if Application Fees was paid successfully, System update application status to 'Waiting For Auditor Approval'
12. MOHAP Auditor review the application and approve, send back to applicant or reject the application
13. Go to step (4) if Application was 'sent back to applicant 'for more information required.
14. Go to step (18) if Application was 'Rejected'
15. If Application was approved System set application status to 'Approved' and verification code generated.
16. Applicant may view or print payment receipt.
17. Applicant prints the attestation report.
18. Applicant will not be able to do any activity on the application it was rejected or approved.



9 Using the system


9.1 Summary


1. Create new account and activate it if you don't have account
2. Login
3. Select the 'Sick leave Attestation for Public' service
4. Create new attestation application
5. Save and edit application information
6. Submit the application
7. Pay the Application Fees
8. Resubmit the application after fulfilling the remarks if it was sent back to you
9. Print the certificate of Attestation if approved
10. Print Verification Certificate or show it to any party want to verify the attestation certificate

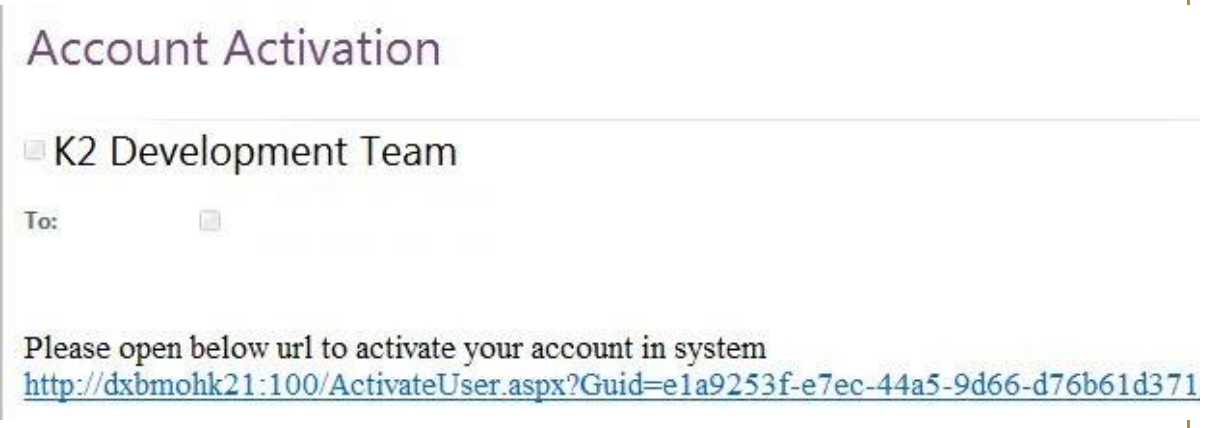
9.2 Create New Account

If you are new (i.e. you don't have user) you have to Create New Account to be able to access MOHAP e Services.

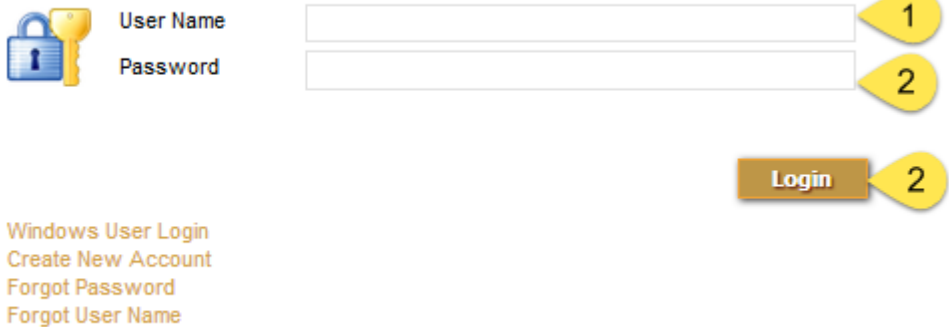
If you already have an account, skip to [Login to the system](#)

#	Create New Account – Sign Up
1	<p>If You are new (i.e. you don't have user) you have to Create New Account before login Go to the official website of the Ministry of Health https://smartforms.moh.gov.ae:444/?lang=en Click 'Create New Account' Link</p>
1	
2	<p>Enter all required information to sign up in the signup page Click Create Account</p>


#	<h2>Create New Account – Sign Up</h2>
2	<div style="border: 1px solid #ccc; padding: 10px;"> <p>Sign Up</p> <p>Login Information</p> <p>User Name * <input type="text"/></p> <p>User Group * <input type="text" value="Select"/> ▼</p> <p>Email * <input type="text"/></p> <p>Password * <input type="password"/></p> <p>Verify Password * <input type="password"/></p> <p>User Information</p> <p>First Name * <input type="text"/></p> <p>Middle Name <input type="text"/></p> <p>Last Name * <input type="text"/></p> <p>Cell Number <input type="text"/></p> <p>Address * <input type="text"/></p> <p>Country * <input type="text" value="Select"/> ▼</p> <p>City <input type="text" value="Select"/> ▼</p> <p>Area <input type="text" value="Select"/> ▼</p> <p>Identity * <input type="text" value="Select"/> ▼</p> <p>Attachment <input type="button" value="Browse..."/> No file selected.</p> <p>Two Factor Authentication <input type="checkbox"/> <small>If you need to have additional security at login, than enable this option</small></p> <p>Word Verification: * </p> <p style="text-align: right;"> <input type="button" value="Click Here"/> <input type="button" value="Create New Account"/> <input type="button" value="Cancel"/> </p> </div>
3	<p>After Completion of the registration steps, the following alert will show to confirm that the records saved successfully and an Email has been sent for activation.</p>
3	<p>Signup</p> <div style="border: 1px solid #ccc; padding: 10px; text-align: center;"> <p>Record Saved Successfully and Email has been sent to User For Activation</p> </div>

# Create New Account – Sign Up	
4	Click on the link in activation E-mail to activate the account
4	 <p>Account Activation</p> <p>K2 Development Team</p> <p>To: [redacted]</p> <p>Please open below url to activate your account in system http://dxbmohk21:100/ActivateUser.aspx?Guid=e1a9253f-e7ec-44a5-9d66-d76b61d371</p>

9.3 Login to the system

#	User Login
1	<p>Go to the official website of the Ministry of Health https://smartforms.moh.gov.ae:444/?lang=en Enter User Name , Password and Click Login Button</p> <ol style="list-style-type: none">1. Enter the Username2. Enter the Password3. Click in “Login”
	

9.4 Service Select

#	Service Select
1	<p>Select the service ‘Sick Leave Attestation For Public’</p>
	

9.5 Create New Application

9.4.1 Create New Application

At the work space page click on 'Create New Application' button to open the 'New Application page'

1. Create new attestation application
2. Save and edit application information
3. Submit or resubmit the application

[Home](#) | [Sick Leave Verification](#)

Applicant Workspace

Applications List

Search Filters:

Application Id (Overrides all other filters): Application Status:

From Date: To Date:

Selected Filter: Quick Search:

Application Id	Status	Document Issue Date	Number of Days	Patient Name En	Patient Name Ar	Last Updated On	View Details	Activity
No items to display.								

Page 1


Application History

Selected Filter: Quick Search:

Application Id	Action Performed	Notes	Action On
No items to display.			

Page 1

Click here to create new application for sick leave or Medical Report Attestation

	9.5.1 Application Form Page	Application Form Page
1	<p>ApplicationForm Page can be used by the patient or the patient employer to</p> <ol style="list-style-type: none">4. Create new attestation application5. Save and edit application information6. Submit or resubmit the application <p>This page is opened when you click in Create New Application Burttion from you work space page</p> <p>This Page is divided into sections which you have to go through it in order as below</p> <ol style="list-style-type: none">1. Patient Information2. Save the Patient Information3. Patient Attachment Section4. Patient Documents5. Patient Attachment Viewer6. Application Information7. Medical Facility information8. Save the Aplication Details9. Application Attachment Section10. Application Documents11. Application Attachment Viewer12. Action Section	
	 <p>UNITED ARAB EMIRATES MINISTRY OF HEALTH & PREVENTION</p> <p>Home Sick Leave Verification</p> <p>Application Form</p>	

9.5.2 Patient Information – New Patient

Application Form Page

- 1 Patient information section is used to:
 select the patient if his details was registerd before through another application
 Enter patient details first time
 Select the employer that the patient working for, if the employer not exist select others and enter the employer name.
 Complete the patient information
 Click on save button to save the informramtion

Patient Information	
Patient Id 0	<input type="text" value="Type a value"/>
Working For	Authority Other
<input type="text" value="Select an item"/>	<input type="text"/>
Patient Name En	Patient Name Ar
<input type="text" value="Type a value"/>	<input type="text" value="Type a value"/>
Patient Emirates Id	Patient Bayanati No
<input type="text" value="333-4444-7777777-1"/>	<input type="text" value="123456"/>
Patient Unified No	Patient Mobile
<input type="text" value="Type a value"/>	<input type="text" value="0500000000"/>
Patient Email	
<input type="text" value="johndoe@companynam"/>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

9.5.3 Patient Information – Registered Patient

Application Form Page

OR

1. In Patient information section
- If the patient details was registered before through another application created by the same user:
2. Click on the search icon (i.e. the magnifier glass) to select the patient → the search window opens.
 3. Enter any part of the patient name to filter the patients or leave blank to display all patients.
 4. Press enter or click on search icon (the magnifier glass) → the list will be populated with the patients.
 5. Select the patient and press enter or double click on the select patient name from the list → the patient details are populated over the Patient information section.
 6. You may update any of patient information and press save button to save the changes.

The screenshot shows the 'Patient Information' application form. A search window is open, displaying a list of patients. The search criteria is 'Tarek Gamal 1-1 طارق جمال 1-1'. The search results list includes 'Tarek Gamal 1-1 طارق جمال 1-1', which is highlighted. The main form displays the patient details for 'Tarek Gamal 1-1 طارق جمال 1-1'. The details include: Authority Other, Patient Name Ar (1 طارق جمال), Patient Bayanati No (1), and Patient Mobile (0504822082). The search window has an 'OK' button and a 'Cancel' button. The main form has a 'Save' button and a 'Cancel' button. Numbered callouts (1-6) indicate the steps described in the text.

9.5.4 Patient Attachment Section

Patient Attachment Section is used to:

Select and Add the Identities of the Patient from your device to the applications

The steps from 1 to 5 are repeated until all required documents attached and listed in the Patient Documents List (No. 6 in the figure)

1. Click on the drop down list to select the document type → Document types listed
2. Select the document type
3. Click on the link 'Click here to attach the file' → dialog box opens, select the the file from your device, click →the file name displayed
4. Fill any remarks for the attached file if needed
5. Click 'Attach document' button → The document is added to the application and listed in the Patient documents list.
6. Patient Documents section lists all the attached documents

The screenshot shows the 'Patient Attachment Section' interface. At the top, there is a dropdown menu labeled 'Select an item' with a callout '1'. Below it is a list of document types: 'Emirates ID' (callout '2'), 'Employee ID', 'Family Book', and 'Passport Copy'. A green button labeled 'Click here to attach a file' has a callout '3'. Below that is a 'Remarks' field with a callout '4' and the placeholder text 'Type a value'. An 'Attach Document' button has a callout '5'. The bottom section is titled 'Patient Documents' and includes a 'Selected Filter' dropdown set to 'Default', a 'Quick Search' dropdown set to 'All fields', and a search input field. Below this is a table with columns 'Document Type En', 'Remarks', and 'Last Action Date'. The table content shows 'No items to display.' with a callout '6'. At the bottom, there is a pagination control showing 'Page 1'.

9.5.5 Patient Documents Section Application Form Page

Patient Document Section lists the Patient Identities documents Attached to the application

To view or download the document at your device follow the below step

1. Double click on any document in the list → The document download link in the Patient Attachment Viewer
2. Click on the file name at the 'Patient Attachment viewer' → Dialog box appear to open or save the document at your device
3. Click OK button → the document opens

The screenshot shows the 'Patient Documents' interface. At the top, there are filters for 'Selected Filter: Default' and 'Quick Search: All fields'. Below is a table with columns: 'Document Type En', 'Remarks', and 'Last Action Date'. The table lists several documents, with 'Emirates ID' highlighted. A yellow callout '1' points to this row. Below the table is the 'Patient Attachment Viewer' section, which shows 'File Type blue.jpg' and 'Icon (JPEG Image)'. A yellow callout '2' points to this information. A dialog box is open over the viewer, titled 'Opening 5e07ab23-8ece-463b-99e6-4e42b986154e.jpg'. It shows the file name and size (5.8 KB) and asks 'What should Firefox do with this file?'. The 'Open with' option is selected, set to 'Windows Photo Viewer (default)'. A yellow callout '3' points to the 'OK' button at the bottom of the dialog.

9.5.6 Patient Documents View Application Form Page

Described at the Patient Document Section

The screenshot shows the 'Patient Attachment Viewer' section. It displays 'File Type blue.jpg' and 'Icon (JPEG Image)'. Below this is the 'Application Information' section.

9.5.7 Application Information

Application Form Page

Application Information Displays the Sick leave or Medical report information

1. Select Document Type (Medical Reports or Sick Leave)
2. Select Attestation Type corresponding to the attestation type
3. Enter Document issue date as the date of issuing the Medical Report or Sick leave from the medical facility
4. Document Reference No. of the Medical Facility
5. Enter or select the leave start date if applicable
6. Enter or select the leave end date if applicable
7. Number of days is calculated automatically

Application Information	
Application Id 0	
Document Type	Attestation Type
Select an item	
Medical Report-التقارير الطبية	Attestation of sick leave for the private sector 5 days or less-أقل 5 أيام أو أقل-تصديق الإجازات المرضية للقطاع الخاص 5 أيام أو أقل
Sick Leave-الإجازات المرضية	Attestation of sick leave issued by the private sector, health authorities and Zayed Military Hospital more than 5 da... تصديق الإجازة المرضية أكثر من شهر-تصديق الإجازة المرضية أكثر من شهر-تصديق الإجازات المرضية للقطاع الخاص والهيئات الصحية-تصديق الإجازات المرضية للقطاع الخاص والهيئات الصحية
Document Issue Date	Document Reference
Leave Start Date	Leave End Date
26-Dec-2017	26-Dec-2017
Number of Days	
1	

9.5.8 Medical Facility Information Application Form Page

Medical Facility Information section collects the details of the facility which issued the document and the medical information from the document
 Select other from the drop down list and enter the description if the item you want to select is not available in the drop down list

Medical Facility Type	Country
Government-Government	United Arab Emirates-الامارات العربية المتحدة
Government-Government	Licensing Authority
Outside UAE-Outside UAE	DHA-هيئة الصحة دبي
Private Sector-Private Sector	HAAD-هيئة الصحة أبوظبي
Abu Dhabi	Ministry of Foreign Affairs-وزارة الخارجية
Licensing Authority	Ministry of Health and Prevention-وزارة الصحة ووقاية المجتمع
HAAD-هيئة الصحة أبوظبي	Ministry of Interior-وزارة الداخلية
Medical Facility Name En	Ministry of Presidential Affairs-وزارة شؤون الرئاسة
Al Mafraq Hospital	Other-أخرى
Specialty	Zayed Militaries Hospital-مستشفى زايد العسكري
Other-أخرى	Medical Facility Name Ar
-1.000000000	مستشفى المفرق
Doctor	Specialty Other
Other-أخرى	ENT
-1.000000000	Doctor Other
Medical Title	Tony
Other-أخرى	Medical Title Other
-1.000000000	Consultant
Diagnosis	
Cold and flue	
Application Attachment Section	
Select an item	

9.5.9 Save the Application Details Application Form Page

Save the application details to be able to add the application attachments

Save

Submit

9.5.10 Application Attachment Section

Application Form Page

Application Attachment Section is used to:

Select and Add the Document to be attested of the Patient from your device to the applications

The steps from 1 to 5 are repeated until all required documents attached and listed in the Patient Documents List (No. 6 in the figure)

1. Click on the drop down list to select the document type → Document types listed
2. Select the document type
3. Click on the link 'Click here to attach the file' → dialog box opens, select the the file from your device, click →the file name displayed
4. Fill any remarks for the attached file if needed
5. Click 'Attach document' button → The document is added to the application and listed in the Patient documents list.
6. Application Documents section lists all the attached documents

Application Attachment Section

Select an item 1

Medical Report-التقارير الطبية 2
Sick Leave-الإجازات المرضية

Click here to attach a file 3

Remarks

Type a value 4

Attach Document 5

Application Documents

Selected Filter: Default Quick Search: All fields

Leave Attachment Id	Document Type En	Remarks	Last Action Date
No items to display. 6			

Page 1

9.5.11 Application Documents Section

Application Document Section lists the Documents to be Attested Attached to the application

To view or download the document at your device follow the below step

1. Double click on any document in the list → The document download link in the Patient Attachment Viewer
2. Click on the file name at the 'Patient Attachment viewer' → Dialog box appear to open or save the document at your device
3. Click OK button → the document opens

Application Documents			
Selected Filter: Default		Quick Search: All fields	
Leave Attachment Id	Document Type En	Remarks	Last Action Date
7	Sick Leave	1111	12/26/2017
Page 1			
Application Attachment Viewer			
Click here to attach a file			

9.5.12 Submit the Application

Application Form Page

Click Submit Button to submit the application

→ Confirmation message 'You will not be able to edit the application after submission'

→ Confirmation message 'Application Submitted, Click OK to continue'

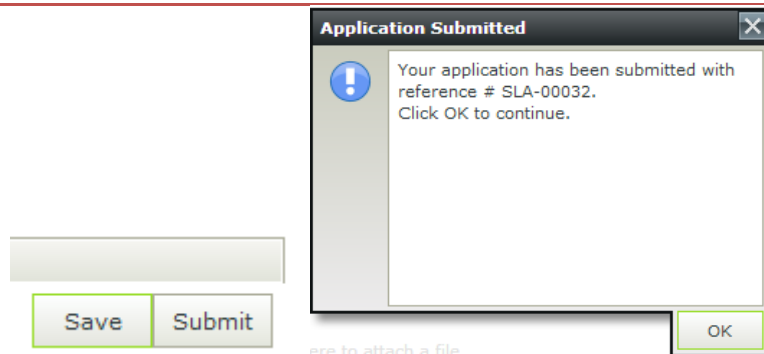
→ System navigates to the work space and application status becomes 'Payment Requested'

→ Next steps is to click on the payment link to pay the application fees

→ The Application Status Changes to 'Awaiting Auditor Approval'

→ MOHAP Auditor review the application and approve it or send it back to you or reject and close it.

→ if MOHAP Auditor Approved the application and approve it or send it back to you or reject and close it.



9.6 Payment

9.6.1 Pay the Application Fees
WorkSpace Page

1. Go the Applicant workspace Page
2. Select the Application
3. Click on the Pay Application Fees Link → you will be transferred to the payment gateway
4. After Payment the Application status will be 'Awaiting Auditor Approval' → MOHAP Have to take Action
5. If MOHAP Approves → Status will be approved → you can view the application and press button print to print the certificate of attestation.
6. If MOHAP Sent the Application back → Status will be Sent Back to Applicant → you view the application and MOHAP Remarks, Fix it and resubmit the application.

1

[Home](#) | [Sick Leave Verification](#)

Applicant Workspace 1

Applications List

[Create New Application](#)

Search Filters:

Application Id (Overrides all other filters): Application Status:

From Date: To Date:

Selected Filter: Quick Search:

Application Id	Status	Number of Days	Patient Name En	View Details	Activity
SLA-00032	Payment Requested	2	Tarek Gamal 1	View Details	Pay Application Fee
SLA-00019	Payment Retry Requested	2	Patient 01	View Details	Pay Application Fee
SLA-00026	Approved	2	Test Patient 02	View Details	
SLA-00023	Waiting for Auditor Approval	26	Test Patient 02	View Details	
SLA-00031	Rejected	2	AAA	View Details	
SLA-00027	Approved	1	Test Patient 02	View Details	
SLA-00030	Waiting for Auditor Approval	9	Tarek Gamal 1	View Details	
SLA-00022	Waiting for Auditor Approval	2	AAA	View Details	
SLA-00020	Not Submitted	1	Patient 01	Edit Application	

6

Applicant Workspace

Applications List Create New Application

Search Filters:

Application Id (Overrides all other filters): Application Status:

From Date: To Date:

Selected Filter: Quick Search:

Application Id	Status	Document Issue Date	Number of Days	Patient Name En
SLA-00032	Waiting for Auditor Approval	13-Dec-2017	2	Tarek Gamal 1

Page 1

Application History

Selected Filter: Quick Search:

Application Id	Action Performed	Notes	Action On
SLA-00032	Payment Completed	Payment was successful.	27-Dec-2017 12:58:38
SLA-00032	Pay Application Fee	Attempted to pay application fee.	27-Dec-2017 12:36:26
SLA-00032	Application submitted	Application has been submitted.	26-Dec-2017 09:07:42

Page

9.6.2 Payment Gateway Process

1. Select Payment Method (eDirham Cards, Non eDirham Cards, eD-Wallet)
2. Select the Card Type (Matster,Visaa)
7. Click on the Pay Application Fees Link → you will be transferred to the payment gateway

الدرهم الإلكتروني e-dirham

Payment Methods Types

Please select one of the payment methods

1 -

eDirham G2 Cards

Private Label Magnetic Stripe Card

Private Label Chip Based Card

2

Co-branded Chip Card

Co-branded Chip based card Individuals


Co-branded Chip based card Corporate

3 Confirm Cancel

Verified by **VISA** learn more

MasterCard **SecureCode** learn more




Trustwave Trusted Commerce Click to Validate




e-Service Inquiry Confirmation

e-Service English Name	service(3 AED price)serv...
e-Service Arabic Name	خدمة (3 درهم)خدمة (3 دره
e-Service Fees	AED 0.00
Price	AED 3.00
Merchant Fees	AED 0.00
e-Dirham Fees	AED 3.15
Amount to be paid	AED 6.15

1



Payment Details

Payment Information




Entity Name	MoH - PMR	Logo Not Available
Order Unique Number	1514386729251	
Amount	AED 6.15	
Description	service(3 AED price)serv...	
e-Dirham Service	Pay-Web	
Order Date/Time	2017/12/27 12:44:50 PM	


Co-branded VISA Card Payment

Card Number	1	<input style="width: 95%; border: 1px solid #ccc;" type="text" value="4588609901004325"/>	*
Pass Code	2	<input style="width: 95%; border: 1px solid #ccc;" type="text" value="*****"/>	*

3

* Required




Payment Details


Payment Information


Entity Name	MoH - PMR	Logo Not Available
Order Unique Number	1514386729251	
Amount	AED 6.15	
Description	service(3 AED price)serv...	
e-Dirham Service	Pay-Web	
Order Date/Time	2017/12/27 12:44:50 PM	


Confirm External Card Payment Data


Card Number	4588609901004325	
Pass Code	***	

1 Confirm Edit Cancel


[learn more](#)


[learn more](#)


[Click to Validate](#)



Payment Details


Payment Information


Entity Name	MoH - PMR	Logo Not Available
Order Unique Number	1514386729251	
Amount	AED 6.15	
Description	service(3 AED price)serv...	
e-Dirham Service	Pay-Web	
Order Date/Time	2017/12/27 12:44:50 PM	


This page will be automatically submitted if the [CONTINUE] button is not clicked within [15] seconds

Receipt ID	170000775219
Status Code	0000
Status Message	Transaction was processed successfully.


Continue Save Print


[learn more](#)


[learn more](#)


[Click to Validate](#)

UNITED ARAB EMIRATES
MINISTRY OF HEALTH



الإمارات العربية المتحدة
وزارة الصحة

Transaction saved successfully. Please print this page for future reference.

Transaction Id :
111111123003007

Service Provider :
Ministry of Health

Payment Result :
Transaction was processed successfully.

Receipt Id :
170000775219

Date :
27-DEC-2017 12:46 PM

Payment Id :
1514388729251

Service 1

eService Description :
Attestation

eService Fee :
3.00 (AED)

eService Owner Fee :
0.00 (AED)

Service Total Amount :
3 (AED)

eDirham Fee :
3.15 (AED)

Collection Centre Fee :
0.00 (AED)

Amount Paid :
6.15 (AED)

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Click OK to return to the sick leave work space

Click Print to print the payment receipt

Applicant Workspace

Applications List

Create New Application

Search Filters:

Application Id (Overrides all other filters): Application Status:

From Date: To Date:

Selected Filter: Quick Search:

Application Id	Status	Document Issue Date	Number of Days	Patient Name En
SLA-00032	Waiting for Auditor Approval	13-Dec-2017	2	Tarek Gamal 1

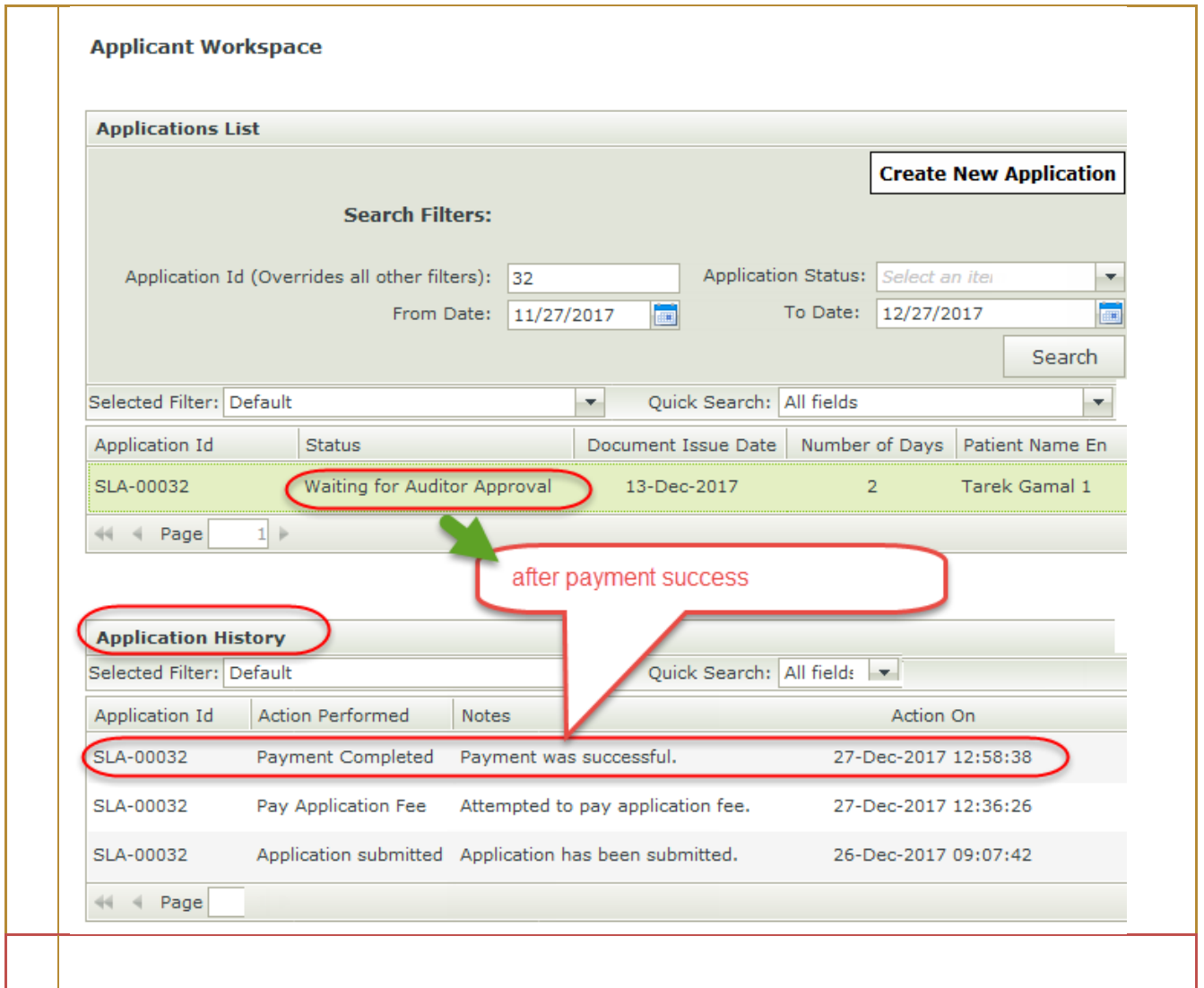
Page 1

Application History

Selected Filter: Quick Search:

Application Id	Action Performed	Notes	Action On
SLA-00032	Payment Completed	Payment was successful.	27-Dec-2017 12:58:38
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SLA-00032	Application submitted	Application has been submitted.	26-Dec-2017 09:07:42

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9.7 Print the Attestation Certificate or resubmit the Application

9.7.1 Pay the Application Fees
WorkSpace Page

1. Go the Applicant workspace Page
2. Select the Application
3. Click on the View Details Link → Application Details Page opens
4. Click Print the PDF

1

Applicant Workspace

Applications List

Search Filters:

Application Id (Overrides all other filters):

From Date:

Selected Filter: Default

Application Id	Status	
SLA-00026	Approved	View Details

Page 1

Application Information

Application Id: **SLA-00026**

Document Type: **Sick Leave**

Document Issue Date: **04-Dec-2017**

Leave Start Date: **06-Dec-2017**

Number of Days: **2**

Application Status: **Approved**

Attestation Type: **Attestation of sick l**

Document Reference: **2222222222**

Leave End Date: **08-Dec-2017**

Medical Facility Information

UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION

Country: **United Arab Emirates**

Medical Facility Type: [Redacted]

District: [Redacted]

Licensing Authority: **DHA**

Medical Facility Name En: **test26**

Specialty: **Other**

Doctor: **Other**

Medical Title: **Other**

Diagnosis: **Diagnosis**

[Application Form](#)

Payment Log

Application Log

Certificate

1

Print to PDF

2

File Type SickLeavePublic7be460f5-390b-4c08-aa98-b42e4b6713cb.pdf (PDF File)

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9.8 Verification of the Attestation Certificate

Verification can be done without user name or password through MOHAP Web Site

