



Guidelines:

Health requirements for

Private General Clinics

PCFC- Entity (Business Unit) Name	:	Trakhees – Department of Planning & Development
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1. Purpose

- To ensure commitment of all private general Clinics to the public health requirement norms.
- To ensure the implementation of an 'Unified Health Requirements Program', in all private general Clinics in the jurisdiction of PCFC – Ports, Customs & Free zone Corporation, Dubai.

2. Scope

The Health requirements are applicable to all private general Clinics operating in the area of Jurisdiction of PCFC (Ports, Customs & Free zone Corporation), Dubai

3. Details of Implementation

3.1. License

- 3.1.1. A valid trade license issued by Trakhees Licensing Division/JAFZA should be secured for Clinics activity and requirements should be complied with by, for all operations as per the licensed activity.
- 3.1.2. A Valid DHA License for the facility, DHA Licenses/Permits of the Medical Staff

3.2. Documents

- 3.2.1 EHS File (Hard copy/ soft copy) with all the required documents should be available for verification during inspection.
- 3.2.2 Staff list with all required and relevant data must be kept in the clinic and made available at any time.



- 3.2.3 Medical Waste Disposal, contract from approved third party contractor must be available.
- 3.2.4 Periodic water analysis report from an accredited laboratory should be available for dental clinics.
- 3.2.5 Occupational Health certificate issued by DHA for housekeeping staff including contracted Staff should be available.
- 3.2.6 Cleaning & sanitizing schedule and procedures should be available.
- 3.2.7 Water tank cleaning contract from approved third party should be available.
- 3.2.8 Cleaning records should be available.
- 3.2.9 Pest Control, contract with an approved pest control operator and service records should be available.
- 3.2.10 The facility should be approved by Trakhees Dept. (CED). Modification Completion Certificate (MCC) / Activity Verification Certificate (NOC AV) should be obtained from Trakhees CED and EHS respectively, and shall be available in the facility.
- 3.2.11 X-Ray room (if any) should have approval from relevant authorities.

3.3. Staff

- 3.3.1 All Staff members in the clinic should wear clean uniforms during working hours.
- 3.3.2 All Staff members should maintain good personal hygiene.



3.4 Premises:

Sufficient area must be provided considering the extent of operation, machinery installation and occupancy.

3.5 Drinking water should be supplied through approved supplier with valid 'Supplier Vehicle' pass from EHS (04 8832121).

3.6 Foot-operated general waste bins must be provided in the clinic for general waste.

3.7 Medical Waste Disposal

3.7.1 Medical Waste should be disposed in special containers as per Dubai Municipality requirements.

3.7.2 Special containers for sharp waste should be provided.

3.7.3 Medical waste containers should be kept at suitable places.

3.8 The clinic should be kept free from insects, pests and rodents. Pest prevention program and regular pest control by an approved pest control operator should be in place.

3.9 'No Smoking' signs should be affixed at prominent places inside the clinic and 'No Smoking Policy' should be strictly enforced.

3.10 Facility shall be provided with designated area for sterilization and disinfection of the tools. Sterilization machines and disinfectant solutions (approved by DM) shall be available.

3.11 Male and Female waiting area if any shall be maintained.