REQUIREMENTS FOR OPENING UP A MEDICAL INSTITUTION

1. Obtain forms IX upon payment of Kshs. 1,000.00=/=. Return the forms filled in and duly signed by the area Medical Officer of Health or the Provincial Medical Officer (PMO).

2. Provide Company/Business Registration Certificate.

3. Submit separate inspection report with relevant details signed by the inspection team.

4. Provide certified copies of professional qualifications of all medical personnel working therein e.g. Private Practice License for doctors and nurses and their Registration Certificates.

5. Provide building architectural plans that must be signed by relevant authorities.

6. In case of Hospitals, to provide mortuary/storage facilities for dead bodies.

7. There must be a clear drainage system and accessibility to the facility.

8. In case of Hospitals, a pharmacy run by a qualified pharmacist/pharmaceutical technologist must be in place.

9. Must pay relevant fees applicable in each category (New categories attached)

10. It is the responsibility of the Proprietor/Administrator/Director to ensure that:-
    o The facility is kept clean
    o Institution licence is up to date
    o Health professionals working therein are registered/licenced appropriately

DANIEL M. YUMBYA
EXECUTIVE OFFICER
MEDICAL PRACTITIONERS AND DENTISTS BOARD

Fees payable under the Private and Faith based medical Institutions Rules.

<table>
<thead>
<tr>
<th>Category of facility</th>
<th>Definition</th>
<th>Application Fee</th>
<th>Reg. Fee</th>
<th>Annual Licence Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Dispensary</td>
<td>A health facility devoted to treating outpatients which is not intended to be used for more than 12 hours. Either licenced to a Faith Based Organization (FBO) e.g. (church, mosque)</td>
<td>1,000</td>
<td>5,000</td>
<td>5,000</td>
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<tr>
<td>2. Medical Clinic</td>
<td>A private practice health facility devoted to treating outpatients which is not intended to be used for more than 12 hours.</td>
<td>1,000</td>
<td>5,000</td>
<td>10,000</td>
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<tr>
<td>3. Eye Clinic</td>
<td>An outpatient facility by an ophthalmologist that exclusively offers eye services.</td>
<td>1,000</td>
<td>5,000</td>
<td>10,000</td>
</tr>
</tbody>
</table>
| 4. Eye Hospital      | A facility that exclusively offers eye services and has:  
  • Outpatient facilities  
  • Admission beds  
  • Theatre  
  • Cataract surgeon/ophthalmologist | 1,000 | 10,000 | 30,000 |
| 5. Health Centre     | A Faith Based Organization (FBO), Community or registered organization, e.g. (school, company, church or mosque. Comprised of consulting room(s), office(s), treatment room, laboratory and minor theatre providing health care services which includes and limited to providing basic health services minus specialized services e.g. x-ray, theatre etc. Services provided: curative, inpatient, maternity, referral, ANC/FP/Immunization and laboratory | 1,000 | 5,000 | 10,000 |
| 6. Medical Centre    | A consortium of facilities and practitioners offering different services in one location. | 1,000 | 5,000 | 10,000 |
| 7. Nursing Home      | A residential facility for persons with chronic illness which has:  
  • Theatre  
  • Mortuary | 1,000 | 10,000 | 20,000 |
| 8. Maternity Home    | Reception of pregnant women or of women immediately after childbirth and for antenatal services. | 1,000 | 10,000 | 20,000 |
| 9. Funeral Home      | A facility where dead bodies are stored and undergo autopsy before cremation/ burial; may provide additional services including:-  
  • Selling coffins  
  • Cremation  
  • Burial  
  • Transportation, among others. | 1,000 | 10,000 | 20,000 |
|   | Mission Hospital Level 3 | A Faith Based Organization (FB0) which has: -  
|   |  | • 50-100 inpatient beds  
|   |  | • An operating theatre  
|   |  | • Mortuary  
|   |  | • Radiology unit with X-Ray  
|   |  | • Resident medical practitioners or dentists  
|   |  | 1,000 5,000 10,000  
| 10. | Mission Hospital Level 4 | A Faith Based Organization (FB0) which has: -  
|   |  | • 100 and above inpatient beds  
|   |  | • An operating theatre  
|   |  | • Mortuary  
|   |  | • Radiology unit with X-Ray  
|   |  | • Resident medical practitioners or dentists  
|   |  | 1,000 10,000 20,000  
| 11. | Hospital Level 4 | An institution which has: -  
|   |  | • 50-100 inpatient beds  
|   |  | • An operating theatre  
|   |  | • Mortuary  
|   |  | • Radiology unit with X-Ray  
|   |  | • Resident medical practitioners or dentists  
|   |  | 1,000 20,000 50,000  
| 12. | Hospital Level 5 | An institution which has: -  
|   |  | • 100-150 inpatient beds  
|   |  | • An operating theatre  
|   |  | • Mortuary  
|   |  | • Intensive Care Unit  
|   |  | • Radiology unit with X-Ray  
|   |  | • Resident medical practitioners or dentists  
|   |  | 1,000 30,000 80,000  
| 13. | Hospital Level 6 | An institution which has: -  
|   |  | • 150 and above inpatient beds  
|   |  | • An operating theatre  
|   |  | • Mortuary  
|   |  | • Intensive Care Unit  
|   |  | • Radiology unit with X-Ray  
|   |  | • Resident medical practitioners or dentists  
|   |  | 1,000 30,000 100,000  
| 14. | Inspection & accreditation of a medical or dental school | An institution which intends to train medical practitioners and dental practitioners.  
|   |  | 15,000 50,000 -  
| 15. |