

# A Guide to Working in the Kingdom of Saudi Arabia for Healthcare Professionals



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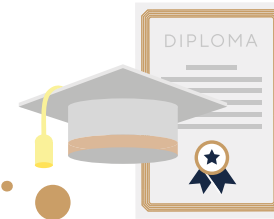
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# 01 Your Game Plan



The ancient Chinese philosopher, Lao Tzu, once said, "The journey of a thousand miles begins with a single step." So, too, does your journey towards working in the Kingdom of Saudi Arabia. You cannot go directly to your destination without having undergone several steps towards attaining your dream job. In this whitepaper, TrueProfile.io will help you prepare for a successful career as a healthcare professional in the Kingdom of Saudi Arabia.



## Getting the right education

If you are planning on getting a healthcare job in the Kingdom of Saudi Arabia (KSA), you must ensure that the degree you get is not only of the correct duration (e.g. a four-year course instead of a two-year course), but also issued by a duly-accredited university. To be duly-accredited means that the degree that the organization confers is recognized worldwide.<sup>1</sup>

Doctors and specialists need, of course, their masteral and doctoral degrees; and the subsequent further specialization training.<sup>2</sup>

<sup>1</sup>“The Alarming Reality of Document Fraud in Healthcare: A Closer Look,” The DataFlow Group, <https://corp.dataflowgroup.com/the-alarming-reality-of-document-fraud-in-healthcare-a-closer-look/>

<sup>2</sup>“Professional Classification,” Saudi Commission for Health Specialties (SCFHS), <https://www.scfhs.org.sa/en/registration/Regulation/Pages/Specialists-Professional-Classification.aspx>

## Getting enough work experience

Technically, employers in the KSA accept fresh graduates, who are usually known as “freshers.” More prevalent in the recruitment scene, though, is the requirement of at least 2 to 3 years of work experience for nurses and other allied health professionals. Employers usually ask specialists to have extensive consultant experience, but for licensing purposes, a minimum of only one year is required.<sup>3</sup>

TrueProfile.io takes the guesswork out of wondering whether you have enough work experience. Our bundles outline the years of experience wanted by most employers in the Kingdom of Saudi Arabia.



<sup>3</sup>“Professional Classification Requirements for Specialists,” SCFHS, <https://www.scfhs.org.sa/en/registration/Regulation/Pages/Specialists-Professional-Classification.aspx>



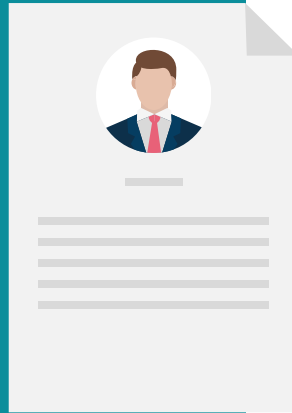
## Getting licensed for your profession

Most countries have a regulatory board that oversees the issuance of a license to practice your healthcare profession. You need to pass the evaluation given by your country's licensing authority in order to obtain this. For example, in the Philippines, the regulatory board for all professions (science, technology, engineering and mathematics fields) is the Professional Regulation Commission (PRC). If you're a nurse or a doctor from the Philippines, you need to get your license from the PRC first. If you are from a country without any regulatory body or authority that oversees healthcare licensing, you can submit a certification in lieu of a license. The certification must be from your country's Ministry of Health (or the equivalent government department), stating that your country does not have such issuing authority.<sup>4</sup>

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<sup>4</sup> "Professional Classification," SCFHS

# 02 Documents To Prepare



As a document verification company, we cannot reiterate enough the importance of preparing the correct papers. Bear in mind that the documents you submit will be evaluated by different departments, and your professional classification, your license, and your employment will depend on these certificates.



## Degree earned

Healthcare professionals need to undergo rigorous training inside classrooms, laboratories, clinics, and in different hospital settings before they can earn their degree. This is, of course, absolutely necessary because the work they do can be a matter of life and death, literally. If you want to get a job in the KSA, you need to present not just your diploma, but also the formal description of your training, and your Marksheet or Transcript of Records (ToR). For those with Postgraduate certificates, you also need to provide the formal description of your required clinical training.

For diploma certificates, the regulator will double-check the date on the certificate itself, your graduation date, the title of the qualification you earned and your specialty, with your university.

For the Marksheet or ToR, the document/s should be clearly scanned with visible edges, and include the backside of the document if there is anything written on it.

For Doctors, Fellows, and Specialists, you need to provide your training completion certificate showing the program duration, your enrollment date, and the completion date. This should be the program you went through to qualify for your Professional Certificate (your doctorate, specialization, or Board).<sup>5</sup>

<sup>5</sup> Professional Classification, SCFHS

## Certificate of Employment

When providing Employment Certificates for a KSA job, you cannot submit certificates that are a couple of years old. They should be issued no more than three months before you applied for licensing in the Kingdom and they should indicate the date you started in the clinic/hospital, as well as the professional category. They should also establish your clinical practice in your field of specialization.

The certificates need to originate from the Human Resources department, or its equivalent, within the organization.

While a Certificate of Employment is not a requirement of SCFHS to issue a license, it certainly helps a Health Practitioner to acquire higher classification. Final requirements for the experience certificates are decided by the SCFHS credentialing team and Mumaris Plus application.



## Professional Health License

Unless you have been recruited straight from university as a 'fresher', you should provide your License to practice your profession. This should be issued by an official authority recognized by the country where you last worked as a healthcare professional. If your country, or the last country that you worked in, does not have such a license you should provide a certification from that country's Ministry of Health (or its equivalent) saying that there is no such issuing authority providing such license. This certification will also need to be verified.



## Certificate of Good Standing

If required by your employer, A Certificate of Good Standing, no more than 6 months old, should also be provided. This can be issued by the regulator who authorized your Professional Health License. Alternatively, it can also be issued by your last employer.



# 03

## Securing Employment



Prior to entering the KSA, you should ideally already have an employer and a job contract. If you don't have an employer yet, make sure to leverage your myTrueProfile page to help you secure your job. Global recruiters and employers use TrueProfile.io to source and hire verified talent, so make sure your professional information is fully visible.



## Doing it the right way

There are undeniably extra-legal ways to get a job in the KSA. Some agencies encourage padding your work experience just to qualify for the requirements of employers. We highly discourage such practices as Certificates of Employment are verified directly from the source. If there are discrepancies found in our verification, it may be submitted to the authorities concerned. There can be legal implications and you would also lose your job opportunity. Make sure to file your verification yourself, so that you are in control of the documents submitted to the verifying authority (e.g. TrueProfile.io). Furthermore, you ensure that you own your verified documents for your future use. You have the freedom to transfer your report to another employer or another country when you need it.

## Your myTrueProfile page

Healthcare professionals commonly use their myTrueProfile page - a digital verified resumé that comes with being a TrueProfile.io Member - to help them get a job abroad. Once you become a Member, you simply need to complete your information like you would your resumé. Use your myTrueProfile page as your digital resumé and set your Contact Settings to public so that recruiters and employers, worldwide, can view and search your information and reach out to you with relevant job opportunities.

One of the advantages of your myTrueProfile page is that employers in the Gulf Cooperation Council (GCC) region, and the world over, are aware that our talent pool is verified - helping you to build instant trust with potential employers! Once you have verified your documents, these are known as TrueProofs. These will be presented on your myTrueProfile page, you can showcase them on your LinkedIn profile as well as sharing them directly with employers, regulators and authorities.

The screenshot shows the myTrueProfile page for Ms. Grace Torres. The page is organized into sections: Personal Info, Identity, and Professional Info.

**Personal Info:**

Birth day	1 Apr 1976
Nationality	Filipino
Passport number	GT19760401
Current Address	DataFlow Street 1, Dubai, United Arab Emirates
Primary Email	gtorres@trueprofile.io
Primary phone number	+971 123 456 78

**Identity (TrueProof):**

	<b>Filipino Passport</b>
	GT19760401
Birth day	1 Apr 1976
Nationality	Filipino
Verification Date	18 Nov 2019
Case Number	DHA1-1806-027863

**Professional Info:**

Cur. Employment Country	United Kingdom
Professional Industry	Health Care
Job title	Medical Doctor - General Surgery, General Practitioner
Current employer	St. Peter's Hospital
Number of years of experience	10 years 10 months



## Beware of scammers

There are some illegal recruiters who pose as legitimate manpower agencies that have legal job orders from the Kingdom. Some individuals also try to recruit via social media and promise lucrative jobs in the KSA. The best way to protect yourself is to coordinate with your country's overseeing authority in worker migration. In the Philippines, you can check the validity of the job order and the manpower agency online.<sup>6</sup> This is via the Philippine Overseas Employment Administration website. In India, you can check the downloadable list of Recruiting Agents,<sup>7</sup> managed by the Ministry of External Affairs. Pakistanis can lodge their complaints online via the Ministry of Overseas Pakistanis and Human Resource Development.<sup>8</sup>

<sup>6</sup> Philippine Overseas Employment Administration, "Available Job Orders", <http://www.poea.gov.ph/cgi-bin/jobvacancies/jobsmenu.asp>

<sup>7</sup> Ministry of External Affairs, "List of Recruiting Agents", <https://emigrate.gov.in/ext/raList.action>

<sup>8</sup> "A better way for Pakistani migrant workers to combat exploitation", International Labor Organization, [https://www.ilo.org/global/about-the-ilo/newsroom/news/WCMS\\_450057/lang-en/index.htm](https://www.ilo.org/global/about-the-ilo/newsroom/news/WCMS_450057/lang-en/index.htm), (February 10, 2016)

# 04 Licensing Process



Each country has their own licensing process and their own regulating authority. Not all professional healthcare licenses automatically provide the privilege of practicing in a country that is different from their own. This is especially true for KSA, where they have set the highest standards of verifying documents directly from the primary source before they even evaluate your qualifications. Each healthcare professional needs to apply for licensure with the Saudi Commission for Health Specialties. The regulator, in turn, will then evaluate your credentials, classify them accordingly, and issue your license, once you pass.

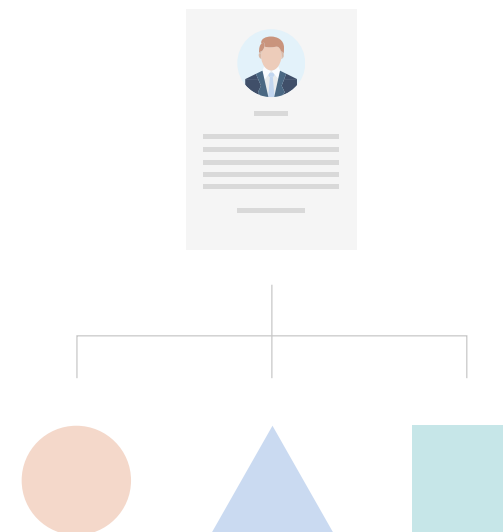


## The Saudi Commission for Health Specialties

The Saudi Commission for Health Specialties, or the SCFHS, is the regulating authority that supervises and evaluates the training programs, as well as sets the standard and oversees the practice of health professions. The SCFHS values innovation, quality, professionalism, fairness, and the patient's safety. They envision "a healthy community through competent healthcare providers based on best standards." Their mission as an organization is the "protection and promotion of Health led by compassionate and competent practitioners."<sup>9</sup>

<sup>9</sup> SCFHS, "About SCFHS", <https://www.scfhs.org.sa/en/about/pages/organization.aspx>

<sup>10</sup> SCFHS, "Vision and Mission", <https://www.scfhs.org.sa/en/about/Pages/Vision.aspx>



## Professional Classification

The SCFHS classifies your professional ability depending on your education, training, experience and evaluation, based on their classification policies.<sup>11</sup> The evaluation can take the form of an exam, which can be written or practical. It can also be a committee evaluation. Your classification will not be based on the highest degree that you have attained, but rather on the SCFHS evaluation of the above-mentioned factors, in view of their standards. For example, if you have a Bachelor's degree in Nursing, you can apply for classification as a Nurse Specialist, but it's at the committee's discretion if they downgrade your classification to a Nurse Technician.

<sup>11</sup> SCFHS, "The executive regulations of Professional Classification and Registration aims", p. 4-5

## TrueProof

The best way to begin your journey to the Kingdom of Saudi Arabia is to create your TrueProfile.io account. You then submit all the required documents we have mentioned earlier in this whitepaper. This is the most time-efficient and optimal way to complete the necessary steps towards securing your next job abroad. It means that you have the TrueProofs you need, with the added advantage of your myTrueProfile page getting the exposure necessary to quickly get a job. Your TrueProofs are your ticket to the KSA.

Your TrueProof is anchored on the Ethereum Blockchain - meaning nobody can tamper with it, and once verified, it's verified forever. You effectively future-proof your credentials once you get a TrueProof for it. What's more, you own it. You have the freedom to transfer it, share it, showcase it, organize it, add to it, and store it via your uPort wallet.<sup>12</sup>



<sup>12</sup> Stephanie McKee, "Unify your digital identities with TrueProfile.io's uPort integration," <https://blog.trueprofile.io/unify-your-digital-identities-with-trueprofile-ios-uport-integration/>, (September 9, 2019)



## Prometric

Once you have submitted your application for licensing with the SCFHS, they will then evaluate your competencies and may ask you to undergo the Prometric evaluation. If you're required to get a Prometric, you can undertake the exam a maximum of three times within a one-year period - that is, if you failed the first two times. If you apply to get a Prometric once you've landed in the KSA, you have a six-month period to pass, with a maximum of three attempts, as well. The written exam required for your classification may or may not be available in your home country. Identify the exam you need to take first, choose it from the Prometric menu, and follow the prompts on the website.<sup>13</sup>

<sup>13</sup> Prometric, "Frequently Asked Questions", <https://www.prometric.com/test-owners/frequently-asked-questions>

# 05

## Reviewing Your Job Contract

It can depend on the employer as to whether they will offer you a job contract before you undergo the SCFHS licensing process. There are plenty of instances where your verification and/or your Prometric evaluations are undertaken whilst already in the KSA. The most important thing to do when you are offered to sign a job contract is to review it and go over all the fine print.



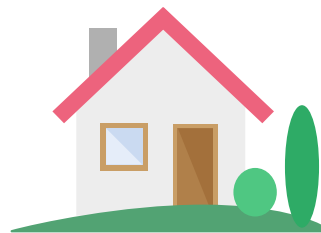
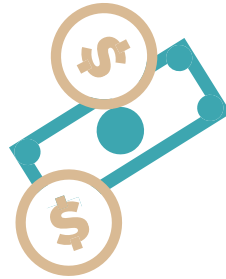


## Cost of living vis-à-vis your salary

Most migrant workers come from a developing country, and salaries offered in the target country's currency will sound like you've hit the jackpot once you've converted it to your home country's currency. There are a lot of things to consider before you spend all that money in your head. List all the things that you need in order to live - food, bills, clothing, accommodation, travel expenses etc. How much will they cost in the KSA currently? Will your salary cover enough so that you can still send some money home and save up for your retirement? Do some research online so that you understand the current market rate for all of your outgoings. If you already know someone who is working in KSA, gaining their input can be invaluable and will give you a realistic idea of costs.

## Accommodation and other benefits

Most healthcare employers in the KSA include accommodation within the job contract. Some may also offer some kind of transportation. Look over the particulars of your job contract with regard to housing, transportation and utilities. Utilities meaning electricity, water, air-conditioning, phone, and internet. Do you have comprehensive health coverage? Are your meals subsidised? Take the benefits into consideration when considering your take-home pay.



## Exit bonus, exit visa, and repatriation

There is such a thing as an End of Service Benefit for employees in the KSA and is part of Labor Law. Take a look at the job contract for this provision, and other bonuses. Some employers also provide complimentary return flight tickets to your home country for a set number of years of service.

The KSA also requires an exit visa for most expatriates entering the country. In your job contract, take a look at the provision for an exit visa, and if there are any restrictions and limitations.



<sup>12</sup> Stephanie McKee, "Unify your digital identities with TrueProfile.io's uPort integration," <https://blog.trueprofile.io/unify-your-digital-identities-with-trueprofile-ios-uport-integration/>, (September 9, 2019)

<sup>13</sup> Prometric, "Frequently Asked Questions", <https://www.prometric.com/test-owners/frequently-asked-questions>



# 06 Life In The KSA



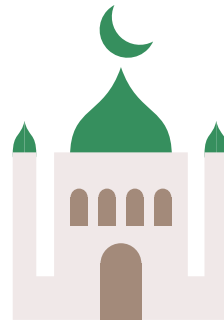
As with any country where outgoing information is somewhat limited, there will be myths and fake news that will proliferate. The fact is that there are a lot of expatriates and migrant workers who choose to work in the KSA and stay there. In fact, 38.3% of the total population in the KSA are expats.<sup>14</sup> There are many healthcare professionals in the Kingdom who choose to stay there, even when there are job opportunities available in other developed countries. This alone says much about life in this kingdom.

<sup>14</sup> CIA, "The World Factbook", <https://www.cia.gov/library/publications/the-world-factbook/geos/sa.html>

## Culture

Archaeological evidence in the KSA has established that its civilization dates back to more than a million years.<sup>15</sup> The country is an ancient trade center, with its culture rooted in Bedouin ways and its rich Islamic customs. Their way of life is family-oriented and, as is normal in Islamic tradition, very welcoming to strangers. Every year for the past 1400 years, Muslims from all over the world make their way over to Mecca and Medina for their pilgrimage.<sup>16</sup> You can imagine the excitement and enthusiasm that this event creates for the Saudis.

There are a lot of myths that might discourage you from pursuing a career in healthcare in the Kingdom, but this is brought about by people who have not even set foot in the country.<sup>17</sup> Once you discover the warmth and genuine friendship offered by Saudis, a lot of your apprehensions will be dispelled.



<sup>15</sup> Saudi Arabian Cultural Mission, "Culture, Traditions and Art", <https://sacm.org.au/culture-traditions-and-art/>

<sup>16</sup> The Embassy of the KSA in Washington, D.C., "About Saudi Arabia", <https://www.saudiembassy.net/culture-art>

<sup>17</sup> TrueProfile.io, "Myths About Working in Saudi Arabia", <https://blog.trueprofile.io/myths-about-working-in-saudi-arabia/>

## Healthcare



This should be the least of your concerns because healthcare facilities in the Kingdom are of an incredibly high standard. Most facilities have a large number of expatriate employees, thus English is commonly spoken. Ensure that healthcare coverage is provided in your job contract if you are not a public employee.



## Bringing your family with you

The great thing about working in the KSA is that they have a provision for a Family Visa. This means that you can take your family with you if your employer allows it, or if you can afford it.<sup>18</sup> If you are on the fence about bringing your family with you, you also have the option of having them visit you in the Kingdom with a Family Visit Visa.<sup>19</sup> Life in the Kingdom will be much more enjoyable in the long term if you have your loved ones with you.

<sup>18</sup> Embassy of the KSA in the Republic of the Philippines, "VISA REGULATIONS IN THE KINGDOM OF SAUDI ARABIA", <http://embassies.mofa.gov.sa/sites/Philippines/EN/AboutDiplomaticMission/Consulates/ConsulatesServices/Pages/default.aspx>

<sup>19</sup> Life in Saudi Arabia, "What is the Validity of Saudi Family Visit Visa?", <https://lifeinsaudiarabia.net/validity-of-family-visit-visa/>

# Ready to get started?

Launch a great career in the Kingdom  
of Saudi Arabia by getting a TrueProof  
bundle for your documents.

Visit [www.trueprofile.io](http://www.trueprofile.io)  
and sign up now!