

**General Circular pursuant to the Health Insurance Law (No 11 of 2013) of the Emirate of Dubai
General Circular Number 05 of 2019 (GC 05/2019)**

Subject of this General Circular	Healthcare Professional Licensing Information
Applicability of this General Circular	This Standard is applicable to all Healthcare Payers (Payers), Third Party Administrators (TPAs), Healthcare Providers (Providers) and Health Insurance Stakeholders in the Emirate of Dubai. This General Circular is integrated with other regulations, standards and circulars in Emirate of Dubai relevant to the Health Insurance Law (No 11 of 2013) of the Emirate of Dubai.
Purpose of this General Circular	The General Circular serves to announce the standardisation of clinician licensing information within eClaimLink and the development of unique specialty and appellation codes
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Effective date of this General Circular	23 rd July 2019
Grace period for compliance	Three (3) Calendar Months

1 Preamble

The General Circular serves to:

- 1.1 Announce the development of unique specialty and appellation codes;
- 1.2 Communicate the source of clinician specialty information;
- 1.3 Communicate update method & frequency;
- 1.4 Outline existing clinician licensing business and validation rules embedded within DHPO;
- 1.5 Outline the application of billing and adjudication guidelines for reimbursement of claims using the eClaimLink specialty and appellation Codes.

2 Definitions

2.1 Specialty

A branch of medicine or nursing in which the professional is specially qualified to practice

2.2 Subspecialty

A subspecialty is a narrow field within a specialty. A subspecialist is a specialist of a subspecialty

2.3 Appellation

A term often used to refer to the name, title or designation of a clinician. Namely, general practitioner, specialist or consultant

2.4 Claims Adjudication

Claims adjudication refers to the determination of the Payers payment or financial responsibility after the member's insurance benefits are applied to a medical claim.

2.5 Adjudication Guideline

An adjudication guideline is a document with the aim of guiding decisions taken during the process of paying claims submitted or denying them after comparing claims to the benefit or coverage requirements

2.6 Scope of Practice

Describes the procedures, actions, and processes that a Healthcare Professional is permitted to undertake in keeping with the terms of their professional license.

2.7 Privileging

A process to give authority to healthcare professionals to carry out certain duties. Privileges are limited by the individual's professional license, experience and competence as well as facility support, and resources including other staff and equipment.

3 Development of eClaimLink Speciality and Appellation Codes

- 3.1 With the objective of standardizing the Healthcare Professional licensing information within eClaimLink and also that which is shared with Payers and TPAs, Dubai Health Insurance Corporation (DHIC) has developed a unique specialty code list which also includes the Clinician appellation - General Practitioner (GP), Specialist or Consultant.
- 3.2 This development will enable Payer and TPA systems to adjudicate billing based upon the specialty in which clinicians are licensed in addition to their appellation since payment for some services rendered by a Clinician differs from a general practitioner to a specialist or consultant.
- 3.3 Due to the wide variety of medical specialties and subspecialties licensed in Dubai, this code list is a modification of the American Medical Association (AMA) Specialty codes, in addition to several specialties recognized by the European Union.

4 Source of Clinician Speciality information

- 4.1 To ensure the accuracy and validity of licensing information utilized within eClaimLink, Dubai Health insurance Corporation (DHIC) has worked closely with the following licensing authorities:
 - 4.1.1 **Dubai Health Authority** Health Regulation Sector (formerly Health Regulation Department HRD)
 - 4.1.2 **Dubai Healthcare City Authority** Dubai Healthcare City Authority – Regulatory (DHCR)
- 4.2 A mapping exercise was conducted with each of the abovementioned licensing authorities and a unique eClaimLink Specialty code was assigned to each known combination of specialty and appellation.
- 4.3 The licensing authority (DHA/DHCR) is responsible for assigning the eClaimLink specialty and appellation code.
- 4.4 The addition of new specialties and subspecialties during the mapping exercise was carefully considered, as there is substantial overlap between some of the specialties and it is likely that they refer to a large degree to the same pattern of practice.
- 4.5 A unified process has been established between Dubai Health Insurance Corporation (DHIC) and the licensing authorities (DHA/DHCR) for the addition of new specialties and subspecialties.
- 4.6 The existing structure of the clinicians list will be updated to include the eClaimLink specialty and appellation code as well as additional fields.

5 Update Process & Frequency

5.1 The process by which clinician licensing information is provided by each licensing authority and the frequency of publication of the updates is detailed in the Table 1.

Table 1

LICENSING AUTHORITY	PROCESS	FREQUENCY
Dubai Health Authority	Sheryan system integration with eClaimLink	Updated Healthcare Professional licensing information published daily
Dubai Healthcare City Authority	Masaar system integration with eClaimLink	Updated Healthcare Professional licensing information published daily

6 Existing Healthcare Professional Licensing Business and Validation Rules

- 6.1 The effective DHPO license validation rules ([eClaimLink BRVR Release 2018-06-25](#)) are detailed in the Table 2.
- 6.2 These rules currently apply on the element “Clinician” at Activity level.
- 6.3 Dubai Health Insurance Corporation’s (DHIC) eClaimLink development plan includes the expansion of DHPO license validation rules.

Table 2

ID	OBJECT	ELEMENT	RULE
ECL-VR-043	Activity	Clinician	must have a value
ECL-VR-044	Activity	Clinician	must be a valid DHA, HAAD, DHCC or MOH clinician license

7 Billing and Adjudication Guidelines for eClaimLink Specialty Codes

- 7.1 Reimbursement for activities e.g. consultation, where there is a variation in tariff between a GP, specialist and consultant must be completed as per the assigned appellation.
- 7.2 Adjudication based to Healthcare Professional Speciality must be aligned with relevant UAE Federal Laws, local regulations, international best practices and regulations set out by the licensing authority on Scope of Practice and Privileges.
- 7.3 Where the licensing authority has determined a Scope of Practice or certain Privileges in relation to a Healthcare Profession, it is the responsibility of the Healthcare Facility to ensure that all Healthcare Professionals engage only in professional activities that are:
- 7.3.1 within the Scope of Practice and Healthcare Facility assigned Privileges
 - 7.3.2 within any part of the Scope of Practice applying to the speciality of that Healthcare Professional within the profession, and
 - 7.3.3 within any part of the Scope of Practice applying to the level of job seniority of that Healthcare Professional within the profession