REPUBLIC OF KENYA

Tel: +254 020 2724994/2711478/2728752
Fax: +254 020 2724938
Email address: medicalboard@wananchi.com
Website: www.medicalboard.co.ke
When replying please quote

MEDICAL PRACTITIONERS
AND DENTISTS BOARD
MP & DB HOUSE,
WOODLANDS RD, OFF LENANA RD.
P. O. BOX 44839 - 00100
NAIROBI

Ref: No. ……

Date : ……..

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:-
    - The facility is kept clean
    - Institution licence is up to date
    - Health professionals working therein are registered/ licenced appropriately



DANIEL M. YUMBYA
EXECUTIVE OFFICER
MEDICAL PRACTITIONERS AND DENTISTS BOARD

THE MEDICAL PRACTITIONERS AND DENTISTS (FORMS AND FEES) (AMENDMENT) RULES, 2010.

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

	Category of facility	Definition	Application Fee	Reg. Fee	Annual Licence Fee
1.	Dispensary	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)	1,000	5,000	5,000
2.	Medical Clinic	A private practice health facility devoted to treating outpatients which is not intended to be used for more than 12 hours.	1,000	5,000	10,000
3.	Eye Clinic	An outpatient facility by an ophthalmologist that exclusively offers eye services.	1,000	5,000	10,000
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 ante natal services.	1,000	10,000	20,000
9.	Funeral Home (stand alone)	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

10.	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
11.	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
12.	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
13.	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
14.	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
15.	Inspection & accreditation of a medical or dental school	An institution which intends to train medical practitioners and dental practitioners.	15,000	50,000	-