

Decision No. (2) for the year 2019

Classification of Health Care Facilities, and the Required Health, Technical, Safety and Preparation Conditions to be met in these Facilities

President of the Supreme Council of Health:

National Health Regulatory Authority:

Having considered the Decree-Law No. (2) for the year 1987 regarding the practice of non-doctors and pharmacists for Allied Health professions,

And Decree-Law No. (7) for the year 1989 concerning the practice of the profession of medicine and dentistry,

And Decree-Law No. (18) for the year 1997 concerning regulating the profession of pharmacy and pharmaceutical centres, as amended by Legislative Decree No. (20) for the year 2015,

Law No (38) for the year 2009 establishing the National Health Regulatory Authority, as amended by Legislative Decree No. (32) for the year 2015,

And Decree-Law No. (21) for the year 2015 on private health facilities,

The Public Health Law promulgated by Law No (34) of 2018,

Decree No. 5 of 2013 establishing the Supreme Council of Health and its amendments,

And the regulatory requirements for the construction in various regions in the Kingdom, issued by resolution No. (28) for the year 2009, as amended by Resolution No. (55) for the year 2016,

Decree No. (2) for the year 1977 regarding the specifications, requirements and health equipment to be available in private clinics

And Decree No. (21) of 1987 on the procedures for licensing the establishment and management of a private hospital,

And Decree No. (22) for the year 1987 regarding the health and technical requirements and the safety requirements to be met in the facilities and facilities of private hospitals,

Decree No. (3) for the year 1995 regarding conditions and requirements, and specifications of medical equipment to be available for licensing doctors to open private clinics for 24 hours and public holidays, as amended by Decree No. 1 of 2003,

Decision No. (1) of 2001 on hazardous waste management for health care,

And Decree No. (3) of 2014 on the organization of medical centres,

Decree No. (4) of 2014 on the regulation of radiological applications in health facilities,

Decree No. (1) of 2015 on the classification of private hospitals,

And on the list allied health professions issued by Decree No. (24) of 2016,

And Decree No. (15) of 2017 on the classification of Health Care Facilities, and the required health, technical, safety and preparations conditions to be met in these facilities,

After the approval of the Supreme Council of Health in its session No. (8) on 18/8/2016,

Based on the presentation of the Chief Executive Officer of the National Health Regulatory Authority,

Decided the following:

Definitions

Article (1)

In the application of the provisions of this Resolution and the accompanying appendices, the following words and expressions shall have the meanings assigned to each of them, unless the context otherwise requires:

Kingdom: Kingdom of Bahrain.

Council: Supreme Council of Health.

The Authority: The National Health Regulatory Authority

Health Facility or Facility: Any facility licensed by the Authority to practice and provide health services under the supervision and monitoring of the Authority, which includes without limitation hospitals, medical centres, clinics, allied health centres and places of practicing allied health professions and other health units.

Health services: services provided by the health facilities, including but not limited to services linked to the health professions and related to health care, examination, diagnosis, treatment, nursing, dieting, hospitalization or rehabilitation, support services for first aid, laboratory investigations and radiation tests, or conducting any business related to the medical profession or any other professions specified by a decision of the Council.

Medical Centre: A health facilities containing at least two clinics, in one specialty or different specialties, according to the classification of the centre. Minor surgeries that require only local anaesthesia or sedation, and do not include admission services may be performed in these centres.

Allied Health Centres and places: A health facility whose license is limited to one of the professions specified in the list of allied health professions issued by the decision of the Prime Minister No. (24) of 2016, and exercise the powers vested in it according to the classification contained in this resolution.

Hazardous Health Care Waste: Wastes produced from sources that are contaminated or potentially contaminated by infectious, chemical or radioactive agents and which pose a threat to the individual, society and the environment during their production, collection, circulation, storage, transport or disposal.

Classification of Health Facilities

Article (2)

❖ First: Hospitals:

A- Hospitals shall be classified into the following types:

1. **General Hospitals:** A health facility that provides its health services in essential medical specialties and its sub-specialties, which include, but are not limited to, general surgery, internal medicine, paediatrics, gynaecology and obstetrics,
2. **Specialized Hospitals:** A health facility that provides its health services in one of the essential medical specialties or in one or more of its sub-specialties.
3. **Teaching Hospitals:** A health facility providing services in at least four basic medical specialties, including general surgery, internal medicine, gynaecology, and obstetrics. It has teaching programs approved by a university institution or a local, regional or international higher education council, where Interns, resident physicians and other health professionals' training is conducted in it.
4. **Rehabilitation hospitals and sanatorium:** A health facility providing rehabilitation, long-term care, nursing care only or any other allied health services.
- 5 - **Day Surgery Hospital:** A health facility that provides services only in the field of surgery, or in the sub-specialties linked to it for surgeries that does not require to be monitored for more than 24 hours.

B- Hospitals shall be classified into the following categories:

1. Class A: Contains more than 100 beds.
2. Class B: contains 50 to 100 beds.
3. Class C: Contains less than 50 beds.

❖ **Second: Medical Centres:**

Medical centres are classified into the following types:

1- General Medical Centre (medical): A health facility designed to provide general medical services only.

2 - General Dental Centre: A health facility designed to provide health services in the field of oral medicine and general dentistry.

3 - Multidisciplinary Centre: A health facility designed to provide health services in more than one branch of the disciplines of medicine and dentistry in at least three different disciplines.

4- Specialized Medical Centre (Medical / Dental): A health facility designed to provide health services in a sub-specialty or fine specialty.

5 - Medical Centre working 24 hours a day: a health facility equipped to receive patients, examine, and treat them, and works 24 hours a day, provided that at least one doctor works per shift, in accordance with the conditions and requirements contained in this decision.

❖ **Third: Clinics:**

Clinics are classified into the following types:

1- Medical Clinic: A health facility licensed for only one physician licensed by the Authority to practice the profession to provide health care, consultation services, general and specialized medical treatments within the Kingdom in accordance with the terms and conditions required by the Authority.

2 - Oral and dental clinic: A health facility that includes specialized clinics in the field of oral medicine. Only one dentist authorized by the Authority is licensed to provide general or specialized oral and dental health services within the Kingdom in accordance with the terms and conditions required by the Authority.

3- 24-hour clinic: a health facility that operates 24 hours a day, including public holidays, on the condition that the licensee to open the clinic is not less than a consultant physician, provided that at least one doctor works with him per shift, in accordance with the conditions and requirements contained in this decision.

❖ **Fourth: Centres and Places of Allied Health Professions:**

The centres and Places of allied health professionals are classified into the following types:

1- Alternative/Complementary Medicine Centre: A health facility that practices health systems for treatment of diseases, health maintenance, care and prevention through the use of methods and means, and the use of various products, whether vegetable, animal, metal origin or the sum of all, which does not fall within the concept of modern treatment of drugs, radiation and surgery, and do not fall within the health care system of modern medical practice.

2. Physiotherapy centre: A health facility that is prepared and equipped to provide treatment and rehabilitation services to individuals using preventive, corrective and therapeutic approved methods.

3. Mobile / home care centre: A health facility licensed to provide nursing and rehabilitation services or any allied health services authorized by the Authority and provided to individuals at home.

4 - Speech and Hearing Centre: A health facility that evaluates, treats and rehabilitates patients suffering from hearing, speech, communication problems and all related disabilities.

5- Nutrition centre: A health facility prepared and equipped to provide nutritional advice and guidance to the individual and the community for the purpose of prevention and treatment of diseases.

6. Psychiatric, behavioural or social treatment centre: A health facility providing psychological treatment services, marital counselling, child behaviour counselling, and other counselling services in behavioural and social aspects.

7. Optics Shop: a health facility where the measurement and preparation and sale of medical and contact lenses used to correct vision.

8. Health Promotion Centre: A health facility specialized in providing health promotion services related to disease prevention, education, family education, motherhood, childhood, adolescents, the elderly and persons with disabilities.

9. Artificial limbs centre: A health facility where artificial limbs and compensatory parts are prepared to compensate for disability or deficiency of lost or deformed natural human limbs; to assist the disabled to perform the normal daily tasks and rehabilitate them to be self-dependant.

10 - Rehabilitation Centre: A health facility that provides only rehabilitation or nursing care services or any allied health services licensed by the Authority. Where admission does not exceed 24 hours.

11. Radiology Center: A health facility that is set up to perform one or more radiology tests, including tests requiring the use of medical dyes materials, as well as the use of ultrasound, magnetic resonance imaging, radioisotopes and other medical radiological examinations.

12. Laboratory: A health facility that is set up to conduct one or more laboratory investigations and analyzes for patients, body fluids, tissues or secretions, or use of experimental animals to diagnose or exclude the disease or to determine the health status of the attendants. The laboratories are divided into the following types according to the nature of their work:

A) Primary laboratories: a health facility that conducts simple laboratory investigations and analyzes for the attendants, and does not require the availability of a pathologist.

B) General laboratories: A health facility that carries out laboratory investigations of the attendants or samples referred to them by doctors in other health facilities. The field of work of these laboratories includes various investigations and laboratory studies such as microbiology, biochemistry, medical properties, blood analysis. A pathologist is required to work in such laboratories.

C) Specialized laboratories: A health facility that conducts laboratory tests for the attendants or samples referred to them by doctors in other health facilities. The field of their work is limited to one specialty of laboratory test and analysis, A pathologist is required to work in such laboratories.

D) Blood drawing unit: A health facility that performs blood withdrawal services only and then transfers the sample to the main laboratory.

13- Health Unit: Health facility established in schools, authorities, companies and agencies to provide health promotion services, nutritional services, nursing services, first aid and other services that do not require a doctor.

14 - Dental Laboratory: A health facility that performs laboratory procedures related to dental mobile or fixed fixtures, dental prostheses and orthodontic devices required for patients according to the specifications of the dentist, and is carried out by dental technicians.

15- Telemedicine Center: A health facility that provides tele- health service in accordance with the requirements and standards set by the authority and after being licensed. The center can cooperate with specialized physicians to give the required consultations

Administrative Preparations

Article (3)

Hospitals and medical centers require the following administrative preparations:

A- The existence of an internal policy demonstrating the role and responsibilities of the leadership team responsible for the necessary management operations of the facility, including the following:

- 1- A clear statement of the facility mission approved by the Board of Directors.
- 2- Scope of services and practices provided, and reference policies for all services.
- 3-Organizational structure through an organizational chart of responsibilities, specifying the names and sequence of authorities and responsibilities of the leaders, including the following:
 - A) The Administrative Director responsible for all administrative work therein.
 - B) The medical director supervises medical, nursing and technical staff.
 - C) Chiefs of medical, nursing and technical staff.
 - D) Heads of departments responsible for the management of different sections of the facility.

B- The Administrative Director of the facility shall be required to:

1. Must have a qualification in one of the health professions, health care administration, hospital management or business administration, and the degree of qualification should not be less than a bachelor's degree.
- 2 – Should be a full-time manager of the facility.

C- The administrative director of the facility may delegate one or more directors responsible for medical or administrative staff in some of his duties, each according to his specialty, or assign any of them to replace him during his absence on an official mission or leave or inability to perform his duties for any reason.

(D) In case of presence of a branch to the facility, the headquarter director may assume the duties of the branch manager during his absence on official or annual leave or any other leave.

(E) The responsibilities of the Administrative Director include the following tasks:

- 1- Directing the health facility and managing its affairs and supervising the administrative work in it, in order to achieve the purposes of its establishment with high efficiency and to ensure the quality of health services.
2. Develop internal policies, processes and procedures of the facility.
3. Ensure adequate staffing and resources are provided at the facility.
4. Ensure the recruitment of adequately trained staff to deal with the needs of patients.
- 5 - Ensure the work of all employees within the facility is within the scope of their profession and the limits of their authorization.
- 6 - Verification of the availability of qualifications and requirements of all medical staff, technical and nursing staff working in the facility.
7. To enable the Authority staff or its authorized persons to undertake the work of investigation, evaluation and inspection to verify the implementation of the provisions of the relevant laws.
8. Notify the Authority of the suspension of the health facility from practicing and providing its health services or of any change in the data submitted to the Authority in order to obtain or renew the license within the period specified by law.

(F) The medical and technical staff at the hospital shall be supervised by a medical director of no less than a consultant level. In specialized medical centers the medical director may be a specialist in the absence of a consultant, provided that his experience is not less than five (5) years. In general, medical, and general

dentistry centers, the medical director may be a general physician or general dentist, provided that his / her experience is not less than ten (10) years.

(G) The medical director must be a full-time director of the facility. He may work part-time, one day a week, in addition to his work, in only one other clinic or perform operations in a hospital, after the approval of the management of the facility in which he works. A deputy of the same degree must be assigned in his place in his absence.

(H) The medical director shall be required to be permanently resident in the Kingdom throughout the period of his management of the health facility, and to facilitate contact with him outside the working hours, where he is not present in the hospital or when any person is acting on his behalf outside the official working hours, where he is absent due to any obstacle or for any other reason, and to announce the name of the medical director and his representative, and the means of communication, in a clear place for all staff in the hospital.

(I) The responsibilities of the Medical Director include the following tasks:

- 1- Supervising the organization of health care provided by all the medical, technical and nursing staff working in the facility, and working to develop them and ensure that they abide by the laws, professional requirements and professional ethics in the Kingdom.
2. Ensure that all medical, technical and nursing staff working in the facilities comply with the policies and procedures adopted.
- 3 - Ensuring that all medical, technical and nursing staff working in the facility are committed to professional practices in accordance with sound professional principles and constantly developing them.
4. Evaluation and follow-up of the performance of all medical, technical and nursing staff working in the facility.
5. Develop continuous professional training programs at the facility.
- 6- Ensuring that all medical, technical and nursing staff working in the facility comply with the scope of the license granted to them.
7. The medical director shall be responsible for any failure or malfunction in the provision of medical care at the facility.
8. Inform the Authority of any incidents that may occur in the facility according to the applicable standards.

9- Representing the health facility in front of the Authority and providing it with files, records, notes, documents, data and health information upon request within the appropriate period specified by the Authority.

(J) The medical director may assume the duties of the administrative director in the medical centers.

Article (4)

The allied health and centers and places shall have the following administrative preparations:

1- A clear statement of the facility mission.

2- Scope of services and practices provided.

3-The administrative structure through an organizational chart of responsibilities, specifying the names and sequence of authorities and responsibilities assigned to the leaders, which includes the following:

A) The managing director of the facility responsible for all administrative work therein.

B) Technical Manager who is responsible for the technical management of the facility.

The technical director may be the administrative director of the place or center.

Article (5)

General, specialized and Teaching hospitals shall have at least a minimum of the following sections:

1- Emergency Section.

2. Outpatient clinics.

3- Laboratory section / blood drawing unit (in the case of contracting with an external laboratory).

4- Department of Radiology.

5- Internal pharmacy.

- 6 - Operations ward in hospitals that have surgical services.
7. In-patient wards.
8. Intensive Care Section / High dependency Unit.
9. Isolation room.
10. Administrative services including medical records and management and reception offices. Some hospitals are excluded from some of these services according to the scope of administrative services provided to them, based on the evaluation of the Authority.

Article (6)

Companies, Authorities or institutions, whatever the purpose of their establishment, may establish their own health facility, including a health clinic for the purpose of caring, treatment or rehabilitation of their members and employees.

Licenses for the establishment of clinics shall be limited to the licensee of consultant or specialist category in one of the branches of medicine, or a general practitioner with at least ten years of experience or a dentist of at least five years.

In the case of a physician working in a government agency, a non-objection must be proved by his employer to practice the profession after the official working hours in his private clinic.

Health Conditions and Technical and Safety Requirements To be available in the preparation and premises of Health Facilities

Article (7)

The health conditions, technical and safety requirements to be available in the preparation and premises of health facilities issued by the Authority in this regard, and referred to in the annexes accompanying this resolution, and published on the Authority's website, must be available in health facilities.

Article (8)

Health facilities may contract with another party to provide medical and support services (laundry, kitchen, cleaning, blood bank, mortuary, laboratory, radiology, medical waste management) or any other services as the Authority deems necessary. The license applicant must provide the contract with the party to perform the service as needed.

The buildings, sections and units that have been licensed to operate in the facility must be registered in the license issued for the establishment and management of the facility, and it is not permitted to operate other premises without the prior approval of the Authority and addition to the license.

Article (9)

No construction, building, addition of any part to the premises and buildings of the health facility, or demolition it or demolition of any part of it, or any modification thereof, may be carried out by extension or ramification, or in its internal arrangement, unless a permit is obtained from the Authority.

Article (10)

The health facility licensed by the Authority at the time of the implementation of this decision shall adjust their conditions in accordance with its provisions within six months from the date of its implementation.

Article (11)

Decision No. (15) for the year 2017 regarding the classification of health facilities, and the health conditions and technical and safety requirements and the preparation to be met in its facilities shall be canceled. Any provision contradicting with the provisions of this resolution shall be canceled.

Article (12)

The Chief Executive Officer of the National Health Regulatory Authority shall implement the provisions of this Decree and shall come into force on the day following the date of its publication in the Official Gazette.

President of the Supreme Council of Health

Lt. Gen. Dr. Mohammed bin Abdullah Al Khalifa

Issued on: 11 Jumada I 1440 AH

Corresponding to: 17 January 2019