

Information for doctors from the Russian Federation, Ukraine and so-called third countries who are applying for the position of a physician exclusively in the field of psychiatry in the Psychiatric Hospital Kosmonosy and who can demonstrate excellent knowledge of the Czech language both spoken and written.

Important information: Psychiatric Hospital Kosmonosy is not included into the so-called „Pilot Project“.

Information is stated in Czech, Russian and English.

Psychiatric Hospital Kosmonosy advertises at the Labour Office a vacancy for the post of the doctor / physician interested in the field of psychiatry with the stipulation that for the time period of 30 days the vacancy is open only for Czech and EU nationals, and after 30 days the vacancy becomes open also for foreigners outside EU who can apply for the post.

Applicants will first contact: MUDr. Veronika Kotková, deputy for the treatment programme. E-mail: veronika.kotkova@pnkosmonosy.cz, telephone: + 420 326 715 951, mobile: +420 702 190 990, at the time: from 7:00 to 15:30 o'clock.

For documents to be provided or confirmed by the Psychiatric Hospital Kosmonosy please contact: E-mail: jirina.kostalova@pnkosmonosy.cz, telephone: +420 326 715 730, at the time from 6:30 to 15:00 o'clock.

Then administrative steps follow, some of which are for a fee (please see respective forms)

The applicant will request recognition of equivalence of qualification, i.e. „Certificate“ regarding their foreign University Degree and qualification in the Czech Republic. Documents must be translated into the Czech language (in the case of documents obtained at the territory of the Russian Federation or Ukraine, the legalisation of the documents is not required). Then it is possible to contact Charles University in Prague, Chancellor's Office, Praha 1, Ovocný trh 3, or possibly any other Faculty of Medicine in the Czech Republic where the necessary document can be issued.

Concerning the recognition of equivalence of qualification for Medical Branches please see here: <https://cuni.cz/UK-6582.html>

The respective application is in English.

Passage: Mandatory documents

The applicant must apply at the Ministry of Health of the Czech Republic (MZČR) for the permission to exercise medical practice at the territory of the Czech Republic without recognition of qualification in order that they may acquire expert or practical experience.

At the following reference all necessary information can be found including the contact person and needed forms.

Switching into Russian or English is possible again.

http://www.mzcr.cz/Odbornik/dokumenty/povoleni-k-vykonu-zdravotnickeho-povolani-na-uzemi-ceske-republiky-na-dobu-urcitou_1785_952_3.html

In the case that the person concerned is not available, the persons mentioned below can be contacted
Ministry of Health:

Department for recognizing the equivalence of qualifications / (Department of Nostrification) - VLP / 3

| Name/ e-mail | Room | Floor | Telephone |
|---|------|-------|-------------|
| Poláková Barbora, Mgr. <i>Head of Department</i> | 460 | 4. p. | 224 972 740 |
| Brychová Eva, Mgr. –temporarily on the sick leave, for communication please contact other official . <i>certification tests § 34, verification of the knowledge of the Czech language, § 35, permission for medical practice in the territory of the Czech Republic for a stipulated time period § 36, placement into Medical Branch §§ 19, 23; issuance of the Certificate of Qualification</i> | 437 | 4. p. | 224 972 420 |
| Futerová Kateřina, Mgr. <i>expert and specialised qualification §§ 24, 27, 28, certificate for working abroad § 42, European Directive 2005/36/EC</i> | 462 | 4. p. | 224 972 653 |
| Kachtková Zlata, Mgr. <i>recognition of practice according to § 5, specialised qualification § 7 §§ 11, 44, Čl. II.</i> | 461 | 4. p. | 224 972 504 |
| Švecová Lenka, Ing. <i>Certification tests § 34, verification of knowledge of the Czech language § 35, permission for practice of medical profession at the territory of the Czech Republic for a stipulated period of time § 36, placement into Medical Branch §§ 19, 23; issuance of the Certificate of Qualification, project Ukraine</i> | 437 | 4.p. | 224 972 401 |
| Gorská Táňa, Mgr. <i>certification tests § 34, verification of knowledge of the Czech language § 35, permission for practice of medical profession at the territory of the Czech Republic for a stipulated period of time § 36, placement into Medical Branch §§ 19, 23; issuance of the Certificate of Qualification, project Ukraine</i> | 438 | 4.p. | 224 972 968 |

The applicant must apply for the employee card

- Application for the employee card is here: <https://www.mvcr.cz/clanek/tiskopisy-a-vzory.aspx?q=Y2hudW09Mw%3d%3d> (respective application is in the English language)
- Details of the application:
 - Passport– serves only for verification of data stated in the application and after verification is returned to the foreigner by the Consular Office / Embassy of the Czech Republic (this office does not keep the foreigner's passport during the course of proceedings on granting the employee card). Passport is submitted in original.
 - Document on the provided accommodation during the time period that the foreigner will stay at the territory of the Czech Republic. This document can be submitted in the form of lease or sublease contract, contract on accommodation, or a contract of similar contents or also the form "Certificate of Provided Accommodation" can be used by which the owner of the property confirms that accommodation has been provided. If this form is used, the signature of the property owner must be legalised / officially authenticated. The form can be found at: www.mvcr.cz/clanek/doklad-o-ubytovani.aspx (at the end of the article).

- 1 photo of passport format corresponding with the actual appearance of the foreigner.
- Job contract or preliminary contract (in which Parties are bound to make a proper job contract, or job agreement at the stipulated time) – this document must contain a provision which says that regardless of the job extent monthly wages of the foreigner cannot be lower than the basic rate of minimum monthly wages and the extent of weekly working hours must be 15 hours in the least.
- Document on the specialised qualification for the exercise of the required profession (permission, Ministry of Health of the Czech Republic /MZČR, please see point 2.).
- Document which is analogous to the Extract from the Criminal Record, serves as a document by which foreigner's integrity is evaluated, such a document is issued by the State where the foreigner is a national citizen as well as States in which the foreigner stayed for a continuous time longer than 6 months in the past 3 years..
- Applicant's procedure to obtain employee card (basic steps):
 - Application for an employee card must be submitted at a Consulate / Embassy of the Czech Republic abroad. An exception from this rule relates only to foreigners who at the time of submission already stay at the territory of the Czech Republic on the grounds of a long-term visa or a long-term stay. If the application is submitted abroad, the application must be submitted at the Consulate / Embassy of the State where the foreigner is a national citizen or in a State where the foreigner was granted a long-term or permanent stay. To submit the application the foreigner must first make an appointment with the Consulate / Embassy of the Czech Republic. Submission of application for the employee card is charged with a fee of 5000,- Czech crowns (Kč).
 - The period of time for the processing of application is 60 days, starting from the day that the application is submitted. In the case of particular complexity this period of time can be as many as 90 days.
 - Provided that the proceedings on granting the employee card has been successfully completed, the Consulate / Embassy of the Czech Republic will contact the applicant and invite them to collect their visa for a stay longer than 90 days in order that they may acquire their employee card. After arriving in the Czech Republic the applicant is bound to visit a relevant regional office of the Ministry of Interior of the Czech Republic (according to the place of foreigner's stay in the territory of the Czech Republic) to accept the employee card and comply with the reporting obligation. At this place the Ministry of Interior of the Czech Republic will issue the document "Certificate of Meeting the Conditions for Issuance of the Employee Card" on which grounds the foreigner is entitled to start working in the territory of the Czech Republic. The Employee Card itself will be made later on the basis of provided biometric data.

Employee Card includes permission to work and stay in the territory of the Czech Republic !!!!

Every physician who obtained their qualification outside the European Union must pass the so-called certification test so that professional qualification to perform medical profession in the territory of the Czech Republic can be recognized.

Reference to the website of the Ministry of Health of the Czech Republic (www.mzcr.cz). Again, switchover to Russian or English is possible.

By clicking on separate steps, detailed information can be obtained in the required language.

Expert, Medic,

Medical Science and Medical Professions,

Recognition of Qualification (Nostrification),

Medical Professions,

Recognition of qualifications of medical professionals who obtained their qualifications outside the EU States,

Certification tests.

After successful completion of the certification test, the Ministry of Health will issue the Decision of Permission to Exercise the Profession of Physician or recognition of expert qualification or possibly specialized qualification (it concerns doctors / physicians who have been granted attestation in the branch of psychiatry).

Other actions necessary for successful appointment to the physician's post at the Psychiatric Hospital Kosmonosy will be sorted out after the submission of the documents required above.