



Pharmacists Interview (VIVA)

Request

User Manual



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1. Registration

You can create or a register a new account to use in the system using two different types: Individual and Company. You start from the **Login** page as shown below:

Click your mobile number and click **Login**, when the system recognizes that it is not registered in the system, it will navigate you to the following page:


You can select an account type by simply clicking on any of them.



1.1 Register an Individual Account

To register an individual account, follow the steps below:




1. Click on , and following page appears:

Individual Registration

Person Identity

ID Card Number ID Expiry Date *

[Verify](#)

2. Enter your resident card number and expiry date.
3. Click , and the system will retrieve your information automatically as shown below:

Person Identity

ID Card Number ID Expiry Date *

[Verify](#)

Personal Information

Full Name (En) Date of Birth

Full Name (Ar) Gender

Nationality Age

Governorate Willayat

Village

Contact Details

E-mail address Send OTP

Mobile * Send OTP

Communication Preferences

Language * English Arabic

Method SMS Email

[Save](#)

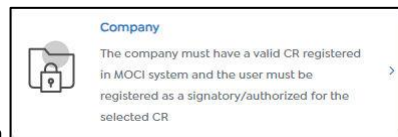
4. Enter the location which consists of Governorate, Wilaya, and village.
5. Enter email address and mobile number, then click Send OTP for both platforms, and then enter the OTP which you have received on both platforms.




6. Select the communication language if it's in Arabic or English.
7. Select the communication method if it's by SMS or Email or both.
8. Click **Save**, and a message appears indicating that the account has been successfully registered.

1.2 Register a Company Account

To register a company account, follow the steps below:



1. Click on , and the following page appears:

Company Registration

Corporate Commercial Register

CR Number *

Verify Q

2. Enter the CR number and then click the **Verify Q** button, and the system will retrieve your company's information as shown below:

Company Registration

Corporate Commercial Register

CR Number *

Verify Q

Corporate Information

Company Name (En) <input type="text" value=""/>	Company Name (Ar) <input type="text" value=""/>
CR Status <input type="text" value="Valid"/>	CR Expiry Date <input type="text" value="04/23/2024"/>

Person Identity

ID Card Number

ID Expiry Date *

Verify Q

3. Then you need to enter the person's information by entering the resident card number and expiry date, then click **Verify Q** and the system will retrieve the person's information automatically as shown below:



Person Identity

ID Card Number ID Expiry Date *

Verify

Personal Information


Full Name (En) Date of Birth

Full Name (Ar) Gender

Nationality Age

Governorate Willayat

Village



Contact Details

E-mail address OTP

Send OTP

Mobile * OTP *

Send OTP

Communication Preferences

Language * English Arabic

Method SMS Email

4. Enter the location which consists of Governorate, Wilaya, and village.
5. Enter email address and mobile number, then click Send OTP for both platforms, and then enter the OTP which you have received on both platforms.
6. Select the communication language if it's in Arabic or English.
7. Select the communication method if it's by SMS or Email or both.
8. Click , and a message appears indicating that the account has been successfully registered.



2. Login

You can login to the system with your account using two different methods: Mobile PKI and Card PKI. The **Login** page appears as shown below:

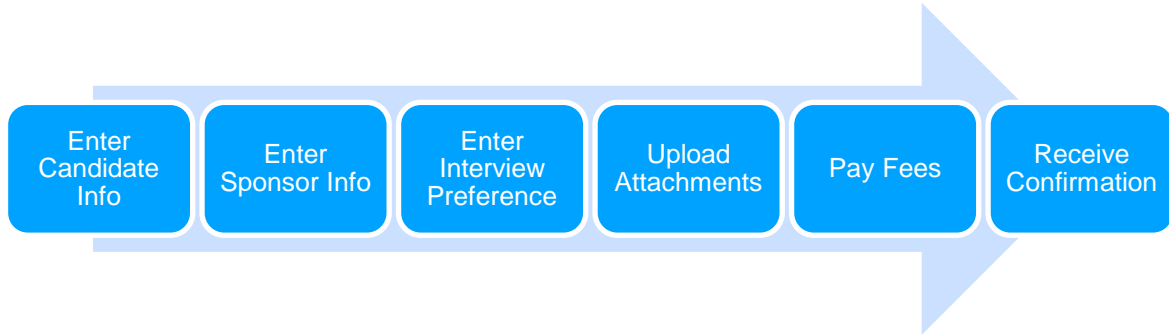
The screenshot shows two login options side-by-side. The left option is 'Login with Mobile PKI', which includes a mobile phone icon, a text box for 'Enter Mobile Number', and a 'Login' button. The right option is 'Card PKI', which includes a card icon and a 'Login' button. Both options have a 'Learn More' link above their respective 'Login' buttons.

- For **Mobile PKI**, you enter your mobile number then you click **Login** button on the left side, and if you enter your password on your phone.
- For **Card PKI**, you click **Login** on the right side, then you use the ID card reader to read your card, and then you enter your password on the computer screen.



3. Request Pharmacists Interview (VIVA) Service

Through this page you request for Pharmacists Interview (VIVA). The process is as follows:



The Request Pharmacists Interview (VIVA) Service page appears as shown below:

To apply for the service, follow the steps below:

1. Select the ID Type:
 - a. If you select "Resident Card", the following fields appear:

Enter civil ID and expiry date, then click [Verify](#).

- b. If you select "Passport", the following fields appear:



Candidate Information

Select ID Type

ID Type *

Search By Passport Number

Passport Number *

Nationality *

Enter passport number and nationality, then click

Once the information is valid, it will be fetched from NRS and the details appear as shown below:

Search By Civil Id

Applicant's Civil Id

Expiry Date *

Candidate Information

Name (En)	<input type="text" value="[REDACTED]"/>	Name (Ar)	<input type="text" value="[REDACTED]"/>	
Gender	<input type="text" value="Male"/>	Date Of Birth	<input type="text" value="03-01-1986"/>	
Nationality	<input type="text" value="JORDANIAN"/>	Passport Number	<input type="text" value="[REDACTED]"/>	
Civil ID	<input type="text" value="[REDACTED]"/>	Civil ID Expiry Date	<input type="text" value="19-05-2025"/>	

MOH Registration Details

MOH Registration Number	<input type="text" value="PH52046225"/>	Registration Status	<input type="text" value="Valid"/>
Registration Expiry Date	<input type="text" value="18-02-2026"/>	Oman Graduate ?	<input type="text" value="No"/>
Category	<input type="text" value="Pharmacist"/>	Specialty	<input type="text" value="Pharmacy"/>
Sub-Specialty	<input type="text"/>		

Professional Exam Information

Professional Exam Name *

Achieved Score *

Exam Date *

Exam Reference Number *

Candidate Contact Information

Mobile Number *

Email *

2. Enter professional exam information which consists of exam name, achieved score, exam date, and reference number.
3. Update mobile number and email address.
4. Click and the following page appears:



Select sponsor type

Sponsor Type * Establishment

Select Company and Pharmaceutical Establishment

Company Name * AI Madina Development and Supply

Pharmaceutical Establishment * ADS Public Pharmacy

Company Information

CR Number 1197509 CR Status Active

Company Name (En) AI Madina Development and Supply Company Name (Ar) شركة المدينة للتنمية والتجهيز

Pharmaceutical Establishment

Establishment Name (En) ADS Public Pharmacy Establishment Name (Ar) صيدلية المدينة العامة

Establishment Type Public Pharmacy Licence Number 00001732

Licence Status Active Governorate Muscat

Willaya Boushar Village Alinsab

Branch Location Details (En) Ansab Branch Location Details (Ar) فرع الأنصاب

Applicant Information

Civil ID EstablishmentOwner Delegate Type CR Signatory

Applicant Name (En) Establishment Owner Applicant Name (Ar) ضحوض

Applicant Email shabnam@aimadinagroup.net Applicant Mobile Number 94898410

[Back](#) [Next](#)

7. Click [Next](#) and the following page appears:

Interview Preference

Interview Month Preferences

Preferred Interview Month * MM/YYYY

By clicking here, I confirmed that I understand that the above selected interview month is to express my interview scheduling preferences, and it is subject to Ministry of Health approval. The ministry reserves all rights to reschedule the interview to another month.

ROP Visa Issuance Certificate Preferences

Does the candidate need a Visa Request Letter? * Select Option

[Back](#) [Next](#)

8. Enter preferred interview month.
9. Click the checkbox to confirm the preferred interview month.
10. Select whether you need a Visa request letter or not.
11. Click [Next](#) and the following page appears:



- [Candidate Info](#)
- [Sponsor Info](#)
- [Interview Preference](#)
- Attachments
- [Preview](#)

Attachments

Pharmacists Interview(VIVA) Documents

Requried Attachment	Description	File Name	Action
Passport Copy *	<ul style="list-style-type: none"> Copy of candidates Passport(Mandatory for expatriates) Allowed FileTypes (pdf) & size must not exceed 5 MB 		Upload file
Police Clearance Certificate *	<ul style="list-style-type: none"> Police Clearance Certificate Allowed FileTypes (pdf) & size must not exceed 5 MB 		Upload file
Professional Exam Report *	<ul style="list-style-type: none"> Proof of Passing the Required professional Exam Allowed FileTypes (pdf) & size must not exceed 5 MB 		Upload file

[Back](#) [Next](#)

12. Upload the required attachment using the button.

13. Click and the following page appears:

- [Candidate Info](#)
- [Sponsor Info](#)
- [Interview Preference](#)
- [Attachments](#)
- Preview

Candidate Information

Candidate Information

Name (En)		Name (Ar)	
Gender	Male	Date Of Birth	03-01-1986
Nationality	JORDANIAN	Passport Number	
Civil ID		Civil ID Expiry Date	19-05-2025

MOH Registration Details

MOH Registration Number	PH52046225	Registration Status	Valid
Registration Expiry Date	18-02-2026	Oman Graduate ?	No
Category	Pharmacist	Specialty	Pharmacy
Sub-Specialty			

Professional Exam Information

Professional Exam Name *	Omani Examination for Pharmacists	Achieved Score *	80
Exam Date *	20/02/2025	Exam Reference Number *	9596236

Attachments

Pharmacists Interview(VIVA) Documents

Requried Attachment	Description	File Name
Passport Copy *	<ul style="list-style-type: none"> Copy of candidates Passport(Mandatory for expatriates) Allowed FileTypes (pdf) & size must not exceed 5 MB 	download_pdf
Police Clearance Certificate *	<ul style="list-style-type: none"> Police Clearance Certificate Allowed FileTypes (pdf) & size must not exceed 5 MB 	download_pdf
Professional Exam Report *	<ul style="list-style-type: none"> Proof of Passing the Required professional Exam Allowed FileTypes (pdf) & size must not exceed 5 MB 	download_pdf

[Back](#) [Confirm](#)

14. Review all the details, then click and the following message appears:



Confirmation

Do you want to proceed with application submission? Note:
Application cannot be modified afterwards

Confirm **Cancel**

15. Click **Confirm** button, and the following page appears:

Fill e-Form Pay Online Receive Confirmation

Payment Summary

Applicant Name	Establishment Owner
Application Reference Number	PIRE0209072574827M
Payment Reference Number	POPIRE10001381527022501
Application Fees	30.000 OMR
Total Fees :	30.000 OMR

< Back **Pay Now >**

16. Click **Pay Now >**, you will be transferred to the payment page.

Once done, you will receive the receipt as shown below:

Fill e-Form Pay Online Receive Confirmation

Payment Transaction Information

Application Number:	PIRE0209072574827M	
Application Issue Date:	27-02-2025 11:00:51	
Payment Id 600202505827530103	Order Reference Number POPIRE10001381527022502	Transaction Date Time 27-02-2025 03:17 PM
Transaction Ref 	Payment Status Description: Success - CAPTURED	Transaction Amount 30.000 OMR
Card Number	Track ID 40153	

My Applications

You can view your applications using the **My Applications** button.



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