

Checklist for Third-Country Nationals applying for a single-work permit to take up employment within the Health Care Industry

Applications for Doctors, Nurses and other Health Related Regulated Professions

Third-Country Nationals who plan to submit an application for a single-work permit must be in possession of a valid authorisation to reside and work in Malta. Such authorisation may be in the form of a residence permit or a Visa. Non-Visa nationals must submit their application within three months upon arrival in Malta.

The applicant is required to present the following documentation in original format:

1. CEA Form C (Non-EU) – Application for a residence permit on the basis of employment. The form must be endorsed by the employer with an official stamp and signature of the responsible official;
2. Form ID 1A – Identity Registration Form – Non-Maltese Nationals, together with an application fee of €280.50. Payment must be addressed to 'Identity Malta Agency' if made by cheque;
3. Full copy of passport, including the blank pages;
4. Covering letter by the employer, explaining in detail why this position is necessary; filled by the employer and signed by the applicant;
5. Any supporting documentation such as contracts or evidence of relevant commercial activity should be provided to substantiate the application;
6. Position description, according to template provided, filled by the employer and signed by the applicant;
7. Curriculum Vitae of the applicant, according to template provided, to be signed by the applicant;
8. Approval from the respective Regulatory Body, indicating that the applicant is authorised to practice the said profession;
9. Comprehensive health-insurance policy, showing all aspects being covered, which supports the applicant in the eventuality of requiring any type of medical assistance or hospitalisation during the whole period of stay in Malta;
10. Lease agreement or purchase agreement of property which makes clear reference to the applicant. If renting property, the applicant is required to present a Rental Declaration Form signed by the owner of the same property;
11. Irrespective if they come from countries reported as high risk for tuberculosis or not, applicants need to complete the Health Screening for Work Permit application form and carry out the required medical examination and investigations at a local private clinic.

Applicants are requested to download the appropriate form depending on the job applying for from the Infectious Disease Prevention and Control Unit (IDCU) website within the Health Promotion and Disease Prevention Directorate on <https://deputyprimeminister.gov.mt/en/health-promotion/idpcu/Pages/health-screening-for-work-permits.aspx>. All information is provided on the website page and on the forms, The approval must be presented to Identity Malta with submission of application of the employee

Applicants need to have immunity against Hepatitis B prior to renewal of work permit.

12. Identity Malta retains certified copies of the said documents where original documentation would not be possible to retain. Applicants whose application will be submitted while still abroad must present the original documentation once the application is approved in principle and are authorised to proceed to Malta.
13. The prospective employer is requested to submit the Declaration of Suitability confirming competence of the TCN applicant.

Identity Malta and other related stakeholders reserve the right to request any further documentation that they may deem necessary in the evaluation process of the application.

Notes to applicants and employers

The single permit grants an authorisation to its holder to reside and work legally in Malta. It does not entitle its holder to carry out:

- i. Paid duties assigned by third parties other than the employer endorsing the application;
- ii. Unauthorised work which is not related to the specific employment activity indicated in the application.

Single permits issued for the purposes of work may be renewed on an annual basis. Applicants are requested to submit an application to renew their single permit not before 90 days from the date of expiry of their residence document.

The applicant cannot start working before being in possession of the single permit. Employers are legally bound to submit an Engagement Form to Jobsplus by not later than the same day of commencement of employment.

A Termination Form must be submitted to Jobsplus within four days from the termination of the employment. Identity Malta should also be informed via email on **worktermination.ima@gov.mt**