



The Organization's Board of Directors, at its meeting dated 24/9/2019 decided on the implementation of a **new pricing policy** for services fees regarding the issuance of Health Cards. The new pricing policy is entered into force on **14/10/2019**.

Services Fees for the Issuance of Health Cards (H.C.)

Services fees for the Issuance and Re –printing of Health Card			
<u>Category of Application for the Issuance of H.C.</u>	<u>Issuance Fee*</u>	<u>Duration of Evaluation of Application for H.C.**</u>	
Regular Issuance of H.C. ¹	€5,00	Fourteen (14) days	
Re -printing ²	€3,00	Within the same day	
Issuance of H.C. with Expedited service ³	€30,00	Within the same Week	
Issuance of H.C. with Extraordinary Expedited Service ⁴	€80,00	Within two working days	

CLARIFICATIONS – INTERPRETATION

Working hours for submission of application for the issuance and/or re-printing of Health Cards:

- Monday – Friday 08.00 – 14.00 (except public holidays)

* The Organisation has the right to amend the Department's working hours.

Receiving Date for the Application for the issuance of Health Cards is set to be the one when the application is registered in the Department's software and a relevant receipt is issued.

It is clarified that the receiving of parcels/envelopes/ packets by courier services is not included in the above definition.

Applications for the issuance of Health Cards which are not submitted with the Organization's official form "Medical Examination for the Issuance of Health Cards", duly completed and signed together with all the required medical and para –clinical examinations, photograph of the athlete as well as the relevant certifications/certificates shall be rejected and returned to the sender.

Date of Submission of new applications for the issuance of Health Cards has been set on the Friday of each week.

* Periods of Public Holidays are excluded

The receiving of Health Cards is the responsibility of the applicants and/or their authorised representatives. As regards the despatch of Health Cards via courier services the applicants should state so when submitting the form "Medical Examination for the issuance of Health Cards".

Health Cards are given provided they have been evaluated and approved by the competent Medical Committee. The Health Cards Medical Evaluation Committees have been specified and determined by the Organisation's Board of Directors.

* The above prices are per Health Card

** Delivery time applies for the Health Cards which have been approved by the competent Medical Committee.

Periods of Public Holidays are excluded

1. Health Cards with regular issuance are delivered every Friday between the hours of 11.00 -15.00 after the passage of fourteen (14) working days from the date they are received by the Organisation.

2. Health Cards are delivered within the same day between the hours of 08.00 -14.00 and concern applications for the re –printing of Health Cards which are valid/ not expired (active).

3. Health Cards are delivered within the same week, on a Friday, between the hours of 11.00 – 15.00 and concern applications for the issuance of Health Cards which have been officially received by the Organisation on the below days and hours:

→ Monday & Tuesday at 08.00 - 14.00

4. Health Cards are delivered within the same week, on a Friday, between the hours of 14.00 – 15.00 and concern applications for the issuance of Health Cards which have been officially received by the Organisation on the below days and hours:

→ Wednesday & Thursday at 08.00 -14.00 and Friday until 10.00 am

5. In case the Medical Evaluation Committee decides that the issuance of Health Card requires additional, supplementary and/or other medical and para- clinical examinations then, the duration for evaluation of an application for a Health Card shall be amended/varied until its re-evaluation by the Medical Committee provided that the required supplementary examinations have been submitted.

6. Ordinary Meetings of the Health Cards Medical Evaluation Committees shall be held every Wednesday until 10.00 am and Friday until 11.00 am for the evaluation of applications received in accordance with the procedures of the Organisation and the payment of the relevant issuance fee ie. €30,00 until Tuesday at 14:00 pm

***Periods of Public Holidays and Feast Days are excluded.**

7. Extraordinary Meetings of the Health Cards Medical Evaluation Committees shall be held every Friday until 11.00 am for the evaluation of applications received in accordance with the procedures of the Organisation and the payment of the relevant issuance fee ie. €80.00 on Wednesdays and Thursdays until 14:00 pm and on Fridays until 10.00 am