



## Checklist: Certificate for submission to foreign authorities

If certificates from the Hesse State Chamber of Physicians concerning a treating doctor's status are required by a foreign authority in the context of travels abroad, the Hesse State Chamber of Physicians certifies that the doctor issuing the document is registered as a doctor at the Hesse State Chamber of Physicians and is entitled to issue medical documents (for example doctor's certificates, prescriptions).

For various administrative or official measures or on entering the country, foreign states demand doctor's certificates, prescriptions or medical reports, which are certified by an official post. In these cases, the Hesse State Chamber of Physicians issues this certificate.

These medical certificates may be demanded by foreign authorities for example, in the context of

- the carriage of medications, especially medications covered by narcotics law,
- adoption procedures,
- marriages,
- inheritance matters or
- other administrative measures.

If the Hesse State Chamber of Physicians must certify that the issuer of a document is registered as a doctor at the Hesse State Chamber of Physicians and authorised to issue, the Hesse State Chamber of Physicians requests that the following be taken into account:

- The document of the issuing doctor is to be submitted to the Hesse State Chamber of Physicians as an original.
- The document is to be provided with the doctor's signature, the doctor's stamp and a current date (not older than three months).
- According to the current scale of fees, the basic administrative charge is **25 EUR**, if more than one doctor is to be certified, the additional fee is **25 EUR** (see § 1 of the [Kostensatzung](#) (charge statute) [Stand 01.08.2024] (HÄBL 7-8./2024, S. 433) i.V.m. Nr. 1121 and Nr. 1122 des Kostenverzeichnisses) of the "Kostenverzeichnis" (fee list)). Please address the informal application for a certificate for submission to the authorities abroad to:

Landesärztekammer Hessen  
Rechtsabteilung  
Hanauer Landstraße 152  
60314 Frankfurt am Main  
Germany  
[e-mail: rechtsabteilung@laekh.de](mailto:rechtsabteilung@laekh.de)

- The certificate will be sent by post.
- The processing time takes **about 1 - 3 weeks**. Please note, that we cannot issue the certificate directly, if you come in person.
- Please give a telephone number for inquiries.

Persons that do not live in Germany are obliged to pay the certificate in cash.



**Contact person:**

**Mrs. Karin Eckert**      phone: 0049 69 97672-596  
                                 [e-mail: rechtsabteilung@laekh.de](mailto:rechtsabteilung@laekh.de)

**Opening times:**      **Monday to Thursday: 09:00 a.m. to 12:00 noon and 02:00 p.m. to 04:00 p.m.**  
                                 **[temporary replacement: Mrs. Anja Kauerhoff (Berufsgerichtsabteilung):**  
                                 **phone: 0049 69 97672-312]**