



Sick Leave Information Verification

User Guide



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SICK LEAVE INFORMATION VERIFICATION INTRODUCTION

Sick Leave allows patients to check and verify their sick leave (in both Arabic and English) through the MNG-HA website.

2) ACCESSING THE SYSTEM

To access **Sick Leave Inquiry**, through the System link :

<https://www.ngha.med.sa/english/eservices/pages/servicedetails.aspx?itemid=39>

or from NNGHA website on the internet go to **eService's >verification eservices**

The screenshot shows the MNGHA website interface. At the top, there is a navigation bar with the MNGHA logo and the text "Ministry of National Guard Health Affairs (MNGHA) Right Care .. Right Now | Since 1982". The main navigation menu includes "Patients & Visitors", "Professionals", "E-Services" (highlighted), "Campuses", and "Explore". Below the navigation, there is a "E-Services" section with a breadcrumb "Home > E-Services" and a search icon. A horizontal menu lists "All Services", "Patients Services", "Employees Services", "Verification Services" (highlighted), "Vendors Services", "Careers", and "Website Services". The main content area displays a grid of service cards. The "Sick Leave Request Inquiry" card is highlighted in yellow. Other cards include "Bank Confirmation Letter", "Earning Statement Letter", "Employment Certification Verification", "Medical Report Verification", and "Social Club Membership Verification". Each card contains a brief description and buttons for "Verification" and "Service Details".

Service Level Agreement(SLA)

Last Modified
3/14/2024 2:18 PM

> Sick Leave Inquiry



3) HOW THE SYSTEM WORK

Medical Record Number (MRN) *

1

Sick Leave Start Date *

2

B2U

Enter verification code

3

Search

4

1- First Enter Medical Record Number (MRN)

2- Enter date of visit.

3- Enter the verification code provided.

4- And click search.

5- After that you fill the satisfaction level of the provided services then click on submit. After clicking on **search** then information related to patient will appear.