

The Foreign DENTIST'S

*Handbook for **Kuwait***

The Foreign DENTIST'S

Handbook for Kuwait

**JOHN JOY MANAPPALLIL
ANGELA RAY CHAUDHURI**

A publication of the

INDIAN DENTISTS' ALLIANCE IN KUWAIT

and

KUWAIT DENTAL ASSOCIATION



Published by

Indian Dentists Alliance in Kuwait (IDAK)

The Kuwait Dental Association

IDAK, P.B.No: 323, Abul Halifa - 54754, Kuwait.

www.idakuwait.org

email: idakuwait@gmail.com

© 2012, Indian Dentists' Alliance in Kuwait

All rights reserved. No part of this publication should be reproduced, stored in a retrieval system, or transmitted in any form or by any means: electronic, mechanical, photocopying, recording, or otherwise, without the prior written permission of the Indian Dentists' Alliance in Kuwait.

First Edition: 2013

DISCLAIMER

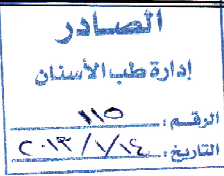
Every effort has been made to ensure accuracy of the contents. The book is intended only as a guide. The reader is cautioned to verify all information especially those related to government policy, procedures, drug dosage and treatment procedures to ensure that it complies with local legislation. The reader is also cautioned to verify the translation, as accents can make a big difference in how the word is perceived. The publisher, printer, contributors and editor will not be held responsible for any inadvertent error(s).

Dedicated to
All Health Professionals in Kuwait

“IF YOU TALK TO A MAN IN A LANGUAGE HE UNDERSTANDS,
THAT GOES TO HIS HEAD. IF YOU TALK TO HIM IN HIS
OWN LANGUAGE, THAT GOES TO HIS HEART.”

Nelson Mandela

Messages



To,

**The President
Indian Dentists' Alliance in Kuwait**

It gives me immense pleasure to hear that the Indian Dentists' Alliance in Kuwait is coming out with the first ever Arabic to English language guide titled 'The Foreign Dentists Handbook for Kuwait'. This book would be highly useful for Non-Arabic speaking foreign dentists working in Kuwait. I am especially happy to hear that the book has been made specifically for Kuwait as it contains words and phrases that are unique to Kuwait. The book also introduces the reader to the rich culture and tradition of Kuwaiti society. I am certain that the book will improve patient care because of improved communication.

Once again I wish all the members of the Indian Dentists Alliance in Kuwait the very best in all their future endeavors and hope they will continue to remain active in the public field.

Best Regards,

Dr. Yousef Al-Duwairi
Assistant Undersecretary
Dental Administration
Ministry of Health
State of Kuwait





*M*essages



MESSAGE

The President Indian Dentists' Alliance in Kuwait

The Indian Dentists' Alliance in Kuwait has been a close partner of the Kuwait Dental Association since many years. The Foreign Dentist's Handbook for Kuwait is indeed a unique endeavor of the Indian Dentists' Alliance in Kuwait. It is the first ever Arabic to English language guide to be published in Kuwait specifically for Dentists. The book educates new foreign dentists on the language of Kuwait helping them to communicate better with the patients. The book also introduces the reader to the unique culture and heritage of Kuwait. I am certain this book will be of immense value to all new non-Arab dentists coming to Kuwait.

The Kuwait Dental Association is glad to support and sponsor the Foreign Dentists' Handbook for Kuwait. On behalf of the Kuwait Dental Association, I wish all the members of IDAK the very best and I hope we can take this close partnership to even greater heights.

Best Regards,

Dr. Ahmed Abdulrahman Asad
Chairman
Kuwait Dental Association



Foreword



AMBASSADOR OF INDIA
KUWAIT



January 13, 2013

Foreword to the Foreign Dentists' Handbook for Kuwait

It is my pleasure to write a foreword for the 'Foreign Dentists' Handbook' which is the first of its kind of publication especially intended for non-Arabic speaking foreign dentists in Kuwait. Dr. John Joy Manappallil, who has co-authored the hand book with Dr. Angela Ray, needs no introduction. He is a well-known author in the field of Indian dental education having authored two books for students besides writing scientific papers. For professionals such as doctors who come to other countries to work there are always many questions besides issues of local language and customs. A handbook such as this would indeed prove very useful for foreign dentists serving in Kuwait. In this handbook Dr. John Joy Manappallil has tried not just to explain the professional aspects but has also given a peep into the rich Kuwaiti culture, customs and traditions.

I am confident that this book will prove useful to dentists who are new in Kuwait and will facilitate their assimilation in the local milieu. I convey my heartiest congratulations to Dr. John Joy Manappallil, Dr. Angela Ray, the Indian Dentists' Alliance in Kuwait and the Kuwait Dental Association for bringing out this very useful publication.


(Satish C. Mehta)

Acknowledgements

This book has been meticulously compiled over a long period of time and is the effort of numerous individuals. Our sincerest thanks to all the wonderful people who contributed to making this handbook a reality. Individuals other than the main authors who contributed to specific chapters in the book include - Dr. Siby Thomas, Dr. David, Dr. Shivnath Pandit, Dr. Binu Mathew, Dr. Thomas Thomas, Dr. Joju, Dr. Prakash Kamath, Dr. Reshma and Dr. Jijan Sam. Besides those who actually compiled it, many others were involved in translation, including our colleagues, trainees and patients. In this regard we would like to thank our colleague Dr. Haya and our ex-trainees Dr. Ali Abdulwahab, Dr. Abdulla Mohammed, Dr. Hawra Alqallaf, Dr. Hessa, Dr. Ghadeer, Dr. Marwa, Dr. Reem Sabouba, Dr. Mohammed Nawab and others. We hope this book will contribute to improved patient care in Kuwait. A special thanks to Dr. Divya Susan who not only authored the Pedo chapter but also helped with the translations and proof reading. A special thanks Dr. Mohammed Nawaf who also assisted in the proof reading. Our heartfelt gratitude to HE Shri Satish C. Mehta, the Ambassador of India to Kuwait for graciously writing the Foreword in spite of his busy schedule. His kindness, support and encouragement to the Indian Dentists' Alliance is greatly appreciated. Our sincerest thanks to the Ministry of Health, Kuwait represented by its Undersecretary for Dental Affairs, Dr. Yusuf Al Duwairy for the wonderful support, encouragement and hospitality shown to our Professionals. We wish to thank the Kuwait Dental Association (KDA) in particular, the Chairman Dr. Ahmed Abdulrahman Asad and the General secretary, Dr. Ibrahim Ismail Taqi for their great support, encouragement and sponsorship of the book. Finally our heartfelt gratitude to our official sponsor YIACO Medical Co. which is one of the leading Health Care companies in Kuwait. Their sponsorship of our association activities including the Oral Health Guide is deeply appreciated.

Preface

The world today is ever so closer thanks to air travel and the internet. National Borders are no longer impediments for professionals seeking opportunities or Governments and companies seeking skilled professionals outside of their countries. Indian Health Professionals too have ventured out making their mark all over the world. In spite of the huge cultural and other challenges, these pioneers distinguished themselves over time with their knowledge, professionalism, compassion and dedication to duty, thus earning the respect of societies' all over the world. Over the years the Ministry of Health, Kuwait, has welcomed medical and dental practitioners from India, encouraging an increasing community of Indian doctors and dentists, settling in the State of Kuwait.

Newly arriving non-Arabic speaking dentists in Kuwait face immense challenges in their new country coping with huge language and social barriers. The new dentists need to familiarize themselves with the common issues of dental practice in Kuwait. Compiled by experienced and established dentists in Kuwait the book hopes to guide newly arrived dentists adapt to their new work environment during the initial crucial and often difficult months.

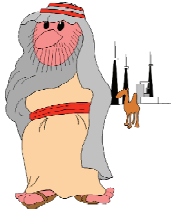
The 'Foreign Dentists Guide to Kuwait' is an endeavor to introduce the newcomers to the rich culture and traditions of Kuwait, the local language Arabic, and general topography of the region. This book is a basic stepping stone to help understand and converse with the Kuwaiti and other Arab patients. Understanding both language and culture helps to achieve a comfortable rapport and relation with the local patient. Though written originally for Indian dentists, it would be useful to *all English speaking dentists* residing and practicing in the State of Kuwait.



Contents

Contents

1. INTRODUCTION	1
2. WELCOME TO KUWAIT	6
3. THE DENTIST AND THE PATIENT	22
4. GREETINGS AND PLEASANTRIES	28
5. HOSPITALS AND ADMINISTRATION	36
6. EXAMINATION AND DIAGNOSIS	42
7. ORAL HYGIENE	48
8. MEDICAL HISTORY	52
9. ORAL FINDINGS	56
10. APPOINTMENTS	58
11. LOCAL ANESTHESIA	60
12. TREATMENT	62
13. PRESCRIPTIONS & POSTTREATMENT INSTRUCTIONS	66
14. ENDODONTICS	68
15. PEDODONTICS	74
16. PERIODONTICS	84
17. ORTHODONTICS	92
18. ORAL SURGERY	98
19. PROSTHODONTICS	104
20. IMPLANTS	114
21. JOINING PROTOCOL MOH	122
22. PRIVATE SECTOR OPPORTUNITIES	128
23. KIMS AND MOH	134
24. RESIGNATION PROTOCOL MOH	142
25. GENERAL INFORMATION	154
BOX CONTENTS	



“Introduction”

1

The Middle East hosts a large community of foreign health professionals. Indians form an important and significant part of this community. Indian and other foreign health professionals working in the Middle East face immense challenges. Included among these are geographical, cultural, social and language challenges, of which perhaps effective communication is the most important particularly in the health field.

Although many Kuwaitis do understand and speak English, there are many who are more comfortable conversing in Arabic. Learning the rudiments of the Arabic language can help us to negotiate the complexities of everyday life in Kuwait besides of course dealing with our patients. Being in the health profession one is obliged to be certain that our patients understand us clearly and vice versa

Learning Arabic

To develop an effective patient-dentist relationship, it is extremely important to be comfortable conversing in Arabic. It is therefore essential that one attempts to pick up the language as quickly as possible with all sincerity and never ceasing to stop learning. Neglecting the learning of Arabic can lead to a lot of handicaps at a professional level. Courses are available in Kuwait for those interested in going for classes. Books teaching Arabic to beginners are

also available in book shops. Another easy way of learning Arabic would be to pick it up from your working environment itself. Your teacher could be anybody, colleagues, nurses and patients included. Make sure to jot down newly picked up words and phrases into a diary immediately. Maintaining a diary helps to reinforce the new words and sentences. And finally make sure you use these newly acquired words and phrases at the first available opportunity to gain familiarity and ease over the language

There are many versions and variations of Arabic, depending on the country of origin. Therefore, it is best to learn the Kuwaiti accent rather than other Arab accents. The best teacher would be a Kuwaiti himself as Kuwaiti Arabic (they call it Kuwaiti) has its own unique flavor. With time and usage of these words, proficiency is gained. Remember to practice what you have learnt. The Kuwaitis are very good listeners, and are in fact quite encouraging and helpful with our efforts to learn their language.

“One way of learning is to maintain a diary”

Arabic Sounds and Pronunciation

The Arabic language has sounds and features which are unique to the language. The letter ‘P’ is not included in the Arabic alphabets and is pronounced as ‘B’. Some alphabets like the ‘ain’ and ‘gain’ are pronounced with a constriction of the glottis. The K as in Kuwait is normal, whereas the K as in Iraq is deeper and from the back of the throat. It is represented in the book by the letter ‘q’. The letters ‘ayn’ and ‘ghayn’ are pronounced with a constriction of the glottis and is represented in English by an ‘apostrophe’ in the word, e.g, Sa’ad. Thus, knowing the alphabets is also important in learning the language.

All Arabic letters have names, for example - the letter ‘a’ is Alif, ‘b’ is Ba, ‘j’ is Jm, ‘s’ is Sin, ‘d’ is Dad, ‘m’ is Mim, etc., (**see Box 1**). Routine everyday Arabic is simple and easy to learn. One can learn

to speak as well as read and write in a short while, as it is in curriculum of most foreign schools here, as early as grade 1 children.

Written Arabic

All Arabic letters have names, for example - the letter 'a' is Alif, 'b' is Ba, 'j' is Jm, 's' is Sin, 'd' is Dad, 'm' is Mim, etc., (**see Box 1**). The Arabic scripts are artistic almost fully cursive, with breaks between words and after a few of the letter forms. Depending on the position of the alphabet within the word, there are different forms of the same letter. Thus, there are 4 forms for each alphabet - the free

Box 1

The Arabic alphabet حروف الهجاء العربية

Arabic	Translit	Name	Arabic	Translit	Name
أ	ā	Alif	د	ḍ	Ḍād
ب	b	Bā	ط	t	Tā
ت	t	Ta	ظ	ḍ	Ḍha
ث	th	Tha	ع	'	'Ayn
ج	j	Jīm	غ	gh	Ghayn
ح	ḥ	Hā	ف	f	Fā
خ	kh	Khā	ق	g	Gāf
د	d	Dāl	ك	k	Kāf
ذ	ḍ	Thāl	ل	l	Lām
ر	r	Rā	م	m	Mīm
ز	z	Zāy	ن	n	Nūn
س	s	Sīn	ه	h	Hā
ش	sh	Shīn	و	w(u)	Wāw
ص	ṣ	Ṣād	ي	y(i)	Yā

form, the starting, the middle and the ending forms (see **Box 2**). The forms of the letter are based on the way it is connected within the word.

Ligature Forms

Ligature forms are combinations of two alphabets. This bears close similarity to the South Asian forms of writing like Hindi. Examples are presented in **Box 3**.

Regional Variations

As with any language there are regional variations in the accents and pronunciations. The local dialect is called Kuwaiti. For example, in classic Arabic the word for 'bring' is 'jeeb'. In the Egyptian accent it is 'geeb', whereas, in Kuwaiti it is 'yeeb'.

Box 2

Varying Forms of the Arabic Alphabets

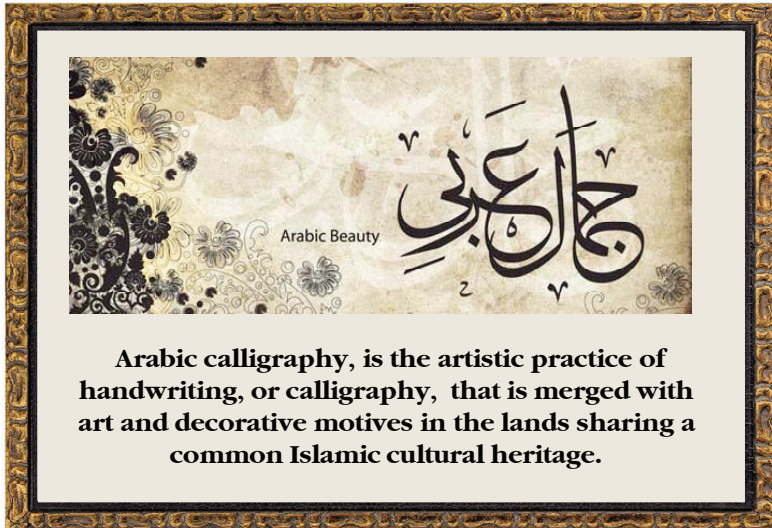
End	Middle	Start	Free	
ا	ا	ا	ا	a
ب	ب	ب	ب	b
ح	ح	ح	ح	h
د	د	د	د	d
ر	ر	ر	ر	r
س	س	س	س	s
ص	ص	ص	ص	sa

End	Middle	Start	Free	
ط	ط	ط	ط	th
ع	ع	ع	ع	'a
ف	ف	ف	ف	f
ق	ق	ق	ق	q
ك	ك	ك	ك	k
گ	گ	گ	گ	g
ل	ل	ل	ل	l

Box 3

Ligature or Joint Forms of Arabic

بحا	b-h-	بم	b-m-	بم	b-m	بي	bi:
حا	h-m-	سم	s-m-	لح	l-h-	لح	l-h
لم	l-m-	لم	l-m	لحم	l-m-h-	لحم	l-h-
لي	li:	محا	m-h-	مم	m-m-	محا	h-m-



“Welcome to Kuwait AHLAN WA SAHLAN”



Kuwait is a relatively small country in terms of size and population but rich in history, culture and tradition. It is a blend of the modern yet at the same time traditional. They form part of a community of Arabs living along the Arabian Gulf coast known as Gulf Arabs or ‘Khaleejis’. Included in this group are the GCC countries like Saudi, Dubai, Qatar, Bahrain, etc. Before the advent of oil, traditional occupations of the Kuwaitis included fishing, pearl diving and trade.

Kuwait has always had centuries old relations with India. Older generations of Kuwaitis often recount stories of travel and stay in India. Dhows plied between Kuwait and India trading in spices and other goods. Many were fluent in Hindi. Kuwaiti cooking has many similarities to Indian food. Prior to the Dinar, the Rupee was used as currency. With the discovery of oil, rapid development began in all areas including infrastructure and education. This in turn led to a massive requirement for both skilled and unskilled workforce from all over the world. Thus, Kuwait is home to many nationalities from around the world, making it a melting pot of various interesting cultures.

Kuwaiti society is made of nationals of varied ethnic backgrounds. Ethnic origins include Saudi, Iraq and Iran among others. A significant group are the Bedouin families who traditionally had a nomadic lifestyle, roaming the deserts with herds of sheep, camel

and other animals. Many of them have settled into many localities within Kuwait. The Bedouins in general are traditional and socially more conservative than their city counterparts. Many Bedouin women wear the traditional black robe and cover their face in public. In general, Kuwait is an interesting blend of populations ranging from traditional to modern.

Citizens of the Gulf Cooperation Council (GCC) can avail of medical facilities in Kuwait. These include Qatar, U.A.E., Oman, Bahrain, and Saudi Arabia. Citizens of Saudi Arabia may occasionally be seen in Kuwait for treatment. Foreigners or nationalities other than Kuwaiti are often referred to as “Ghair Kuwaitis” (nonKuwaiti) and are entitled to most dental treatment in the government hospitals, except in a few limited specialties. However, in the Ministry of Health (MOH), it is advisable to consult the Head of the concerned Department for clarification of who is eligible for treatment as rules can vary.

Transport in Kuwait

Buses and taxis are the main means of public transport in Kuwait. However, the automobile is the best means of private transport for those who can afford to buy one, as well as get a license. The extreme climatic conditions also necessitate ownership of a vehicle.

Kuwait Road System

The country is well connected by an excellent network of roads (refer map). Traffic is generally free flowing but can get a little congested during peak hours. The car is an absolute necessity for getting around. The highway network follows a systematic numbering system and is therefore easy to learn. Remembering road numbers is also useful for giving directions.

There are seven major roads which run from East to West. These are known as the Ring roads. Ring roads 1 to 3 form a semicircle around Kuwait city. Ring roads 4 to 7 though are less curved. The

THE NATIONALITIES

The various nationalities in Kuwait are known by their Arabic name

Soori	Syrian	Masri	Egyptian
Faranci	French	Bosni	Bosnian
Hindi	Indian	Bangali	Bangladeshi
Amriki	American	Urduni	Jordanian
Turki	Turk	Irani	Iranian
Falasthini	Palestinian	Imarathi	UAE
Brithani	British	Almani	German

other famous road is the Gulf Road (Road 25) which runs along the coast starting from Shuwaikh and ending at Messila. Many famous landmarks including heritage sites, government buildings, the palace, the parliament, hotels, restaurants, shopping centers and other places of interest are found along this road.

The ring roads are crisscrossed by other roads and highways running from North to South. The major North-South roads are (right to left) are Number 30 or the Fahaheel Expressway, Number 40 or the King Fahad Abdul Aziz (Ahmadi Expressway), Number 50 (airport road) and Number 60 (connects Shuwaikh Port to the airport and is called Ghazali road). The roads between the major North-South roads are numbered in multiples of 5. Thus the major road between 30 and 40 is numbered 35. Similarly there is 45 and 55. The major highways have numbered exits. For example, the Exit number 212 is the Ahmadi exit on the Fahaheel Expressway Exit no 209 leads to Fintas, etc. Thus while giving road directions, using road numbers and exit numbers improve communication.

Then there is an 80 (Jahra road) and an 85 (Jamal Abdul Nasser road) which goes to Sabah hospital and then continues as the Abu Dhabi street which leads to entertainment city. After the 60, there are two roads called the 601 and 602. There is no 70.



CITY MAP

1. Kuwait Towers
2. Waterfront
3. Amir Alger Club
4. Green Island
5. Kuwait National Convention Center
6. Ice Skating Rink
7. Medical Foundation
8. Shaikh Club
9. Shaikh Jaber Al-Ahmed Cultural Center
10. Shaikh Jaber Al-Ahmed Cultural Center
11. Shaikh Jaber Al-Ahmed Cultural Center
12. New Almir Sea Club
13. Sheraton Hotel
14. Fayat
15. Al Bida Sea Club
16. Milla Beach
17. Entertainment City
18. Sabahi Shelter
19. Sabahi Garden
20. Sabahi Garden
21. Mergal Beach
22. Nourhamb Shelter
23. Khairat Resort
24. Khairat Resort
25. Khairat Resort

Road	Tareej
Highway	Tareeq Sareea'a (fast road)
Circle	Duar
Danger	Khathar
It is dangerous	Hadha khathar
I had an accident	Ana saweth hadith
There are many accidents in Kuwait	Fe hawadith waayed fil Kuwait
Be careful	Deer balak
Drive slowly/ carefully	Sookh shway sway
Take it easy	Ala mahlak (in arabic)
Why you in a hurry?	Leish dayis?
Stop at the signal	Wagif bil ishara

Box 5

Tips for Safe Driving

Driving safely is of paramount importance to safeguard life and limb. Traffic accidents are not too uncommon. Generally most drivers are polite. However, one must always err on the side of caution. One should be familiar with local traffic rules and regulations. Here are some additional tips to help improve safety on the local roads.

Tip No 1. Always give way to those in hurry. These individuals can be recognized by the frequency of their headlight flash or the proximity of their bumper to the back of your car. Give way after ensuring the adjacent track is free.

Tip No 2. Always check your rear view mirror as you slow or stop at a signal. Remember to slow down sufficiently early on in order to give sufficient warning to the car behind. Last minute stopping at the red can result in someone crashing into your car from behind.

- Tip No. 3** When the signal turns green, watch for speeding cars who have crossed the red signal.
- Tip No 4.** Use your rear view mirrors as often as possible.
- Tip No 5.** Select tracks according to speed. The high speed track is to the extreme left. Keep to the recommended speed limit. Avoid the fast lane - if you are a slow driver.
- Tip No 6.** Be wary of cars waiting at U turns. He might misjudge and decide to cross as you approach.
- Tip No 7.** Be wary of taxis (both legal and illegal). Do not follow too closely and keep a safe distance. They sometimes stop without warning in order to pick up a customer.
- Tip No 8.** Be wary of flashing drivers near an exit. They can overtake you, cut across the front and head to the exit.
- Tip No 9.** Be aware of the blind spot on the side view mirror.
- Tip No 10.** And finally, the one who hits from behind is usually considered as the guilty party, even though it may not really be his fault.



Traditional Dress of Kuwait for Men

Traditional dressing has always been important within Kuwait and still continues to be so. Kuwaitis take pride in their country and its traditions and this is often expressed through their clothes.

The Ghutra



The Ghutra is a square scarf made of cotton and is worn folded into a triangular shape with the fold in the front over the Gahfiah. Whilst the Ghutra is worn in a variety of colors through the Middle East, in Kuwait it is generally white. The

Ghutra can be worn both formally and casually, depending on the wearer's desire.

The Igal

Igal is a doubled black cord that is used to secure the Ghutra in place. It is usually made from tightly woven goat hair & sheep's wool.



The Gahfia

The Gahfia is a small cap which is worn underneath the Ghutra. It helps to keep the Ghutra from slipping, it is always white and comes in a variety of styles. In some countries the Gahfia is worn by itself without the Ghutra, and when it is, it can come in a variety of colors. However, in Kuwait, it is more usual for it to be worn underneath the Ghutra



The Dishdasha

The Dishdasha is a loose garment which covers the whole body down to the ankle. The Dishdasha is an important symbol of equality and is so suited to the climates of the Middle East that its design has changed little in hundreds of years. In hotter months, men tend to wear white robes, whereas; during the winter many people wear



a Dishdasha made from wool, which are often of a darker color. They are usually worn with loose white trousers underneath called *Mekassar*. The Dishdasha is sometimes accompanied by a Bisht. This loose robe is worn on top of the Dishdasha, especially in colder weather.

Bisht

Bisht is a traditional cloak worn by men on the top of the dishdasha. It is usually made from cotton or camel/sheep wool. On special

occasions like weddings, the groom wears a bisht over the dishdasha. Bishts come in many colors like black, brown, gray, and cream. Bishts are trimmed with beautiful golden embroidery. It comes with a standard or a free size that can be adjusted. When wearing the Bishts, the right side of the bisht is tucked under the left arm.



Traditional Dress of Kuwait for Women

Hijab (Lafa)



Hijab is a type of scarf worn by women covering the hair. Most local women wear a hijab in Kuwait for religious reasons.

Abaya

An Abaya is a black long robe with long sleeves. In general, most local women wear an Abaya on the top of their clothes when they go outside.

The traditional Abaya covers the body from the top of the head until the ankles. The traditional color of the Abaya is black. How-

ever, nowadays, the Abaya has become more fashionable and colorful. Some Abayas are embroidered with silver thread, crystal, lace and many other materials.



Niqab and Bousheya

Niqab is the full face covering, however, eyes remain exposed. The full face veil which includes the eyes as well is called 'Bousheya'.

Dara'a

Is the colorful ankle length robe over which the abaya is worn.

Holidays and Festivals

Most holidays center around the religious holidays. Holidays are usually clubbed to coincide with the weekend. Most prominent holidays include the various Eid holidays. Others include the national day and liberation day.

Ramadan

Ramadan is a time for fasting and prayer for Muslims. It is also a time for renewing ties with family and friends. During Ramadan Muslims fast from sunrise to sunset. Breaking of the fast is called "fothour". The fast is broken with dates and water. The 'Ghabga' is formal dinner or party with Family and friends. The end of Ramadan is celebrated by 'Eid al Fitr'. Duty timings change during Ramadan. The day usually starts later than usual.

Girgiyan

Girgiyan is a local custom where kids go from door to door of their neighborhood singing for candy and other rewards. Girgiyan is practiced during the middle of Ramadan at the first full moon and done for three days.

Box 6

PUBLIC HOLIDAYS IN KUWAIT (2013)

New Year's Day	Jan 1	(fixed)
Milad un Nab (Birth of the Prophet)	Feb 5	*
National Day	Feb 25	(fixed)
Liberation Day	Feb 26	(fixed)
Al-Esra Wa Al-Meraj (Ascension of the Prophet)	Jun 5	*
Eid al-Fitr (End of Ramadan)	Aug 8	*
Eid al-Adha (Feast of the Sacrifice)	Oct 15	*
Islamic New Year	Nov 4	*

* Religious holidays in Kuwait are based on the Islamic Calender. This calender is early by approximately 11 to 12 days every year. Thus the holidays are on a different date every year.

Except for the national and liberation day - the other Holidays are often clubbed with the weekend allowing for a longer weekend. Occasionally if only 1 or 2 days working days intervene between two successive holidays, those days are also declared as holidays. However, this is discretionary and varies from year to year.



Climate of Kuwait

Summer Kuwait is a desert country famous for its very dry and hot climate. Summer starts in Kuwait from the month of April and continues till mid-October. The hottest months are the months of June, July and August where temperatures can soar to above 50°C. Sandstorms and dust storms can occur at any time but are especially common during change of seasons.

Sarrayat Refers to the period of unpredictable weather in the month of April. Storms can start suddenly. And one has to be careful when going out to sea.

Winter From the months of November to February Kuwait's Climate remains best for traveling. The average temperature stays around 13°C with the minimum going to -2°C. Frost may be seen occasionally in northern Kuwait. This is the time of the year Kuwait receives its rainfall. Sometimes you might find thunderstorms with hail during these months. During 1997 November, due to a thunderstorm Kuwait had a flood.

Spring Climate of Kuwait remains pleasant in the month of March, April and May which is spring time in Kuwait. During this season the temperature remains neither hot nor cold but you might get to see thunderstorms (see Sarayat).

Orange Sky during a dust storm. Jahra, Kuwait.



THE SEASONS

Spring	Rabea	Summer	Saif
Autumn	Khareef	Winter	Shittha
Rothooba	Humidity	Rain	Mathar
Sun	Shems	Moon	Noor
Hot	Haar	Cold	Bared

Due to this condition of Kuwait Climate you will find very little vegetation in Kuwait. The most common form of vegetation that can be seen are desert flowers and shrubs, among which 'arfaj' is the most common one. The date palm is the most common fruit tree in Kuwait. The climate is perfect for planting beautiful flowers during winter months and spring.

Kuwait Land marks

Kuwait has many historical and cultural landmarks. There are many interesting places for one to visit. It is not possible to describe all of them. A few of them will be presented.

Kuwait Towers

The Kuwait Towers are one of the most popular landmarks in Kuwait City's skyline. These three towers were designed and built by Energoprojekt of Belgrade, Yugoslavia and Vatrostalna of Zenica, Bosnia. First opened in 1979, the towers each have a viewing sphere which makes a full turn every half hour. Although their primary use is for water storage, there is also a restaurant inside one of the towers.





The Grand Mosque

The Grand Mosque of Kuwait City is the country's largest religious structure. First opened 1986, designers utilized Andalusian style architecture for the minaret and exterior. This building is so large, it required a 5-level parking garage to accommodate its members. The interior has a capacity of 5,000 worshippers while the courtyard can hold another 7,000.



Liberation Tower

The Liberation Tower is Kuwait's second tallest building. Its sole purpose is to be used as a telecommunications tower. Originally called The Kuwait Telecommunication Tower, construction began before the Iraqi invasion of 1990. After the war, construction continued until 1993 when it was opened and renamed Liberation Tower. Inside the pods, a revolving restaurant and observation deck are available for tourists.

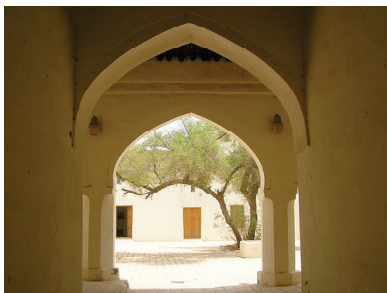
Al Seif Palace

Across from the Grand Mosque, Al Seif Palace illuminates the Kuwait City skyline. Built in 1896, the entire interior features traditional Islamic mosaic tile work. Tourists are not allowed inside the palace, but a beautiful landscape and gardens adorn its exterior.



Bayt Al-Badr

Bayt Al-Badr is one of Kuwait's oldest existing buildings. Construction on the house completed in 1848, and used both contemporary and traditional architecture in its design. Although the walls are now covered with gypsum board, the walls behind it are made from stone and mud. Originally built for the Al-Badr family, the building is now used for art events and exhibitions.



Sadu House

The Sadu House was erected in 1980 to preserve Bedouin culture. The place is mainly used to teach handicrafts adapted from the Bedouin culture like weaving and embroidery. Various exhibits housed in Sadu House are open to the public.



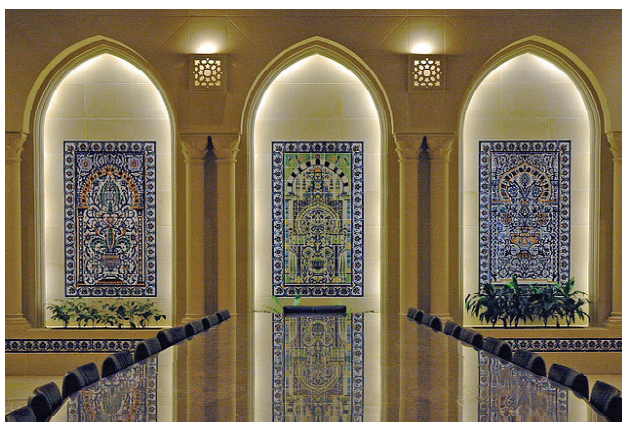
Kuwait Scientific Center

At the Scientific Center one can get a glimpse of the underground passages rich in marine life, the desert of the Arabian Peninsula and natural habitats of the coastal edges. The major attractions of the Kuwait Scientific Center are the Aquarium, the interesting Discovery place and a 250 seat IMAX film theater. Another major attraction is the Kuwait Dhow Harbor spread over an area of 2000 sq. meters, housing seven historic dhows including the traditional sailing ships of Kuwait.



Arab Organizations Headquarters

The Arab Organizations Headquarters Building, situated outside Kuwait City in Shuwaikh, blends modern architectural techniques with traditional artisan crafts. Completed in 1994, it is home to four major Arab organizations: the Arab Fund for Social and Economic Development, OAPEC (Organization of Arab Petroleum Exporting Countries), the Inter-Arab Investment Guarantee Corporation and the Arab Maritime Petroleum Transport Company. Considered one of the most acclaimed buildings in the Middle East, it draws thousands of visitors from across the globe.



“The Dentist And The PATIENT”



It is best to be polite with all patients. Most of them are generally respectful and are very good patients. However, being polite does not mean being soft. The patients can and do occasionally take advantage if you show any signs of weak or submissive behavior. Being polite but professional should be the guiding rule (see protocol for handling uncooperative patients page 12). Often patients can be demanding and one may tend to yield to the patient because of the language barrier. However, remember not to yield to a patient if what they demand is against medical ethics or your better judgment. At the end of the day the Dentist is solely responsible for wrong treatment and not the patient.

‘Being polite and professional should be the guiding rule’

‘Do not yield to a patient if what they ask is against ethics or your better judgment’

However, for this, it is extremely helpful to be fluent in Arabic. Therefore, it is very important that one attempts to pick up the language as quickly as possible with all sincerity and continuing to improve over time. The learning of Arabic can immensely help in taking care of many hurdles and situations in this country. One way of learning would be by maintaining a diary and constantly jot down new words or phrases you have learnt or would like to have interpreted.

Kuwaiti Arabic (called Kuwaiti) has its own unique flavor

There are many versions and variations of Arabic, depending on the country of origin. Therefore, it is best to learn the Kuwaiti accent rather than other Arab accents. The best teacher would be a Kuwaiti himself as Kuwaiti Arabic (they call it Kuwaiti) has its own unique flavor. Learn from technicians, local nurses, patients, etc. With time and usage of these words, proficiency is gained. Remember to practice what you have learnt, the Kuwaitis' are very good listeners. In fact many do appreciate our effort to learn Arabic.

Keeping appointment time

In dentistry, completing a job within the appointed time is a constant challenge even for experienced clinicians. One of the reasons for this is the unpredictable nature of dental treatment. Treatment does not always go according to plan. Sometimes a patient with an emergency may have to be taken between cases. In health care, a surgeon in the course of providing care may have to go beyond the allotted time in order to ensure optimal treatment for the in-chair patient. This frequently can lead to misunderstanding with the succeeding patients.

Many patients are not aware of the complex nature of dental treatment and working conditions of the hospital or clinic. Occasionally, misunderstandings can arise when a patient is not taken in at the appointed time. The appointment patient erroneously assumes that another is being treated during their appointed time. Often a patient may have another appointment to keep and fears getting delayed. To avoid such misunderstandings, the dentist must constantly be aware of the time factor and strive to complete the treatment within the allotted time. The dentist or the assistant has to therefore always be prepared to control the situation. On the other hand medical ethics dictate that an existing patient must be tended to satisfactorily before proceeding to the next patient. It is the duty of all patients to be on time for an appointment; however, it is the

duty of the dental surgeon to balance both time and ethics. Final authority rests with the doctor.

Dressing and Appearance



Good appearance is of immense importance for all health care workers working with the public. The appearance should communicate that you are immaculately groomed and professionally dressed to enhance your patient's professional experience with you. Dental dress codes have evolved over the years. Earlier periods saw dentists coming to office dressed formally in ties and suits. Over the years scrubs have come to be increasingly popular. In Kuwait, Western clothing style is recommended

for men and women. Scrubs, formals or smart casuals may also be added to your working wardrobe. In the clinic, the familiar white overcoat is the norm while working on the patient. A photo ID badge with your name and MOH Registration is mandatory at work and is usually provided by your office on request.



Remember, first impression is the best impression.

Confident Body Language

Body language is also an important part of your professional look. Body language should ooze confidence and professionalism. Your appearance and posture should communicate that you are focused on the patient and their needs. Continuing education, general knowledge, exercise, involvement in other activities like music, arts, culture, sports, etc., helps build up personality and improve body language.



Continuing education

The world we live in today is busier and takes more of our attention than any of the previous generations would have ever imagined. Consider your daily responsibilities, then add the current technology to that mixture, and you are ultimately left with limited time for extracurricular activities. However, this should not deter us from extracurricular learning. Many opportunities for continuing education are present in Kuwait including conferences and courses and one should avail of these for professional advancement as well as to gain extra credits for CME, which is mandatory for promotions.

Hygiene

Personal hygiene is also extremely important as we belong to that sector of health care workers who work at close proximity to the patients. For this reason proper personal hygiene including wearing fresh clean clothing, daily showering, awareness of body odor, halitosis, nail manicure, etc., is mandatory. Beards and moustaches should be well cared for and cut short. While working on patients, long hair should be carefully tied back and not allowed to fall on the patient. During the treatment of patients and the handling of used instruments clothing with short sleeves should be worn in order to make good hand hygiene possible.

Clinical hygiene practices should include washing ones hand after each patient, monitoring of surfaces and equipment that are being touched with contaminated hands and steps to prevent cross-contamination. No rings, bracelets or wristwatches should be worn during work. It is not possible to wash hands and/or lower arms if these are covered in jewelry. Many patients are educated and may be closely observing events in the clinic.

Smoking between patients can cause a lingering smell which may be offensive to some patients. Similarly it is better to avoid strong perfumes as it can irritate some patients.

PATIENT TYPES

M.M. House's classified patients based on the psychological behavior. Knowledge of patient behavior is useful to the dentist in order to be prepared to deal with the corresponding behavior. Not all patients fit strictly into the patterns, and variations may be seen. Certain behaviors may be symptom of an underlying psychological problem or a recent traumatic event. Knowledge of psychological disorders and behavior management is therefore recommended for all professions dealing directly with the public.

1. *Philosophical* - These are good patients and trust the doctor. Asks a few questions, follows instructions well and waits patiently until called.
2. *Critical* (quite common) - They constantly ask question and pass critical remarks. Usually not satisfied with whatever you do.
3. *Indifferent* - Never questions you, however rarely turns up for appointments.
4. *Hostile* - This type is difficult and unreasonable. Expects to be taken in at their appointed time, regardless of whether the dentist is busy or the previous patient is still on the chair. Argumentative or generally hostile with the doctor and is ready to complain.
5. *Apprehensive* - Always looking out with apprehension towards dentists hands. Constantly tries to hold/deflect dentist's hands.



**'Having a witness - A Nurse/ Dental Assistant is helpful'.
'Be sure to note the problem in the file'.
'Tact and diplomacy usually solves most misunderstandings'.**

Box 9**UNCOOPERATIVE PATIENTS**

Each one of us has to develop our own unique way of handling different situations. In general, it is best to try not to lose ones cool. Most difficult situations can be handled with diplomacy coupled with a sign of confidence. However, this takes a few years of experience. For those of us who do not have the luxury of experience in our hands I recommend the following protocol.

- Stage 1 - Greet the patient and talk politely. If the patient reciprocates in a respectful way and respects your advice, then all is fine. Most patients can be contained in Stage 1. However if the patient is little demanding, then go to stage 2.
- Stage 2 - Continue with diplomacy, be slightly apologetic, but reiterate what you just said and why it is you can't help him but in a more firm tone with eye to eye contact. Suggest a solution to his problem, if possible. It is best to handle all issue within the confines of your clinic. However if the patient refuses to understand and responds in a disrespectful, angry or agitated way or demands something which is against the rules of the department or beyond your present capacity or against medical ethics go to stage 3.
- Stage 3 - Ask for the assistance of a colleague especially someone who is experienced and who is a native Arabic speaker. (However make sure he agrees with you in principle.) If this does not help and the patient continues to act agitated go to stage 4.
- Stage 4 - Refer the patient to your boss. Call up your immediate superior (or ask the patient himself/herself to meet the concerned superior and take up the matter with him/her.)
- Stage 5 - In extreme instances, assistance of hospital security may be availed.



“Greetings and PLEASANTRIES”



Traditionally Arabs have been known for their hospitality. It is not uncommon to hear a total stranger greeting you with the traditional “Salaam aleikom” as he passes by. No business starts without an exchange of greetings. A Kuwaiti would feel offended if you passed by without greeting, especially if you are familiar to the person. When relatives or friends meet they first kiss each other on the either cheek (sometimes on the same cheek), usually two or three times, sometimes more, depending on their closeness to each other. In some cases *nose to nose* kissing and kissing on the *forehead* is also done. This is usually followed by a profusion of greetings and pleasantries (often simultaneously), enquiring about each

GREETINGS

Box 10



When Arabs meet they usually greet each other by kissing each other on either cheek two or three times or more. The number of kisses are directly proportional to the degree of familiarity, fondness and the length of period they haven't seen each other. Kuwaitis have a slightly different style. They usually kiss each other on the same cheek - the same rules govern the number of kisses. Public kissing *between opposite sexes* is not considered appropriate.



other's health, family, business, etc. Less familiar acquaintances usually just shake hands (ladies usually do not shake hands with men). Conversation between Arabs is very expressive and includes an array of expressions and hand movements.

Tea (Shaayi) or coffee (Kahuwa) is almost always offered. Tea

boys are always at hand for this purpose. Tea is usually had black and is served in tiny glasses. Two varieties of coffee may be seen - the Arabic and Turkish. The Arabic coffee is made from a special bean. It is usually light colored, flavored with Cardamom and usually drunk without sugar and served along with sweet dates. Both coffee and tea are offered in tiny cups. As the cup empties it is topped up. When you have had enough signal by *shaking the cup*. The Turkish coffee is a thick black concoction with a delicious spicy aroma (mostly sugarless).



IK or EK

Box 11

Adding the suffix - 'ek or ik' usually denotes 'you or yours.' Example - baith means house, baithik would denote 'your house,' 'asnaanik' would mean 'your teeth,' 'sayarathik' your car. For females "ich" is used, eg., sayarathich.

GREETINGS

Good morning	Sabah al kheir - the reply is - sabah unnoor
Good after noon	Mesa al kheir - reply - Mesa unnoor
Traditional Greetings	Assalaam alaykom - reply - aleik- om assalaam (this is the most com mon greeting in Arabia)
Hello	Marhaba or Hala
How are you?	Shloan ek? Or Keif hal ek?
How is your health	Keif sahtak?
How is your family?	Shloan ailatik or shloan al-ahal? (men remember not to enquire about the wife directly - it is usually considered impolite)
What news? (what's up?)	Shunu akbarek/ shakhbarek?
Darling or my dear	Habibi (Male)/ Habibt (Fem) (Both terms are generally not used between opposite sexes)

Box 12

YOU AND I

I	Ana	You	Intha
He	Huwa	She	Hiya
We	Ahna (or henna in Kuwaiti)		
They	Homma		

MINE AND YOURS

Mine	Li	Yours	Lak
Ours	Lana	Theirs	Lahom

THE DIWANIYA**Box 13**

A very important aspect of the Kuwaiti social life is the diwaniya. It is usually a place where men gather together and exchange pleasantries and discuss family matters, information, news, politics, gossip, etc. many important decisions are made at the diwaniya. Usually a separate well carpeted room is allotted for this. The men usually sit around on the cushioned floor or benches. Tea, coffee, cigarettes, sheesha (hookah), dates and other sweets may be served.

**RELATIONS****Box 14**

Father	Abu	Grandfather	Jad
Mother	Umm	Grandmother	Jaddat
Brother	Akhu	Son	Walad
Sister	Okth	Daughter	Bint
Uncle	a'mm (mother's brother)	Uncle	Khal (father's brother)
Aunt	a'mma (mother's sister)	Aunt	Khala (father's sister)

HAJJI AND HAJJIYA**Box 15**

One can address older Muslim adults as *Hajji* (for men) and *Hajjiya* (for women). It is a respectful way of addressing a stranger one is meeting especially for the first time. A Hajji or Hajjiya is a muslim who had performed the pilgrimage of Hajj. Younger individuals both male and female are not addressed as Hajji or Hajjiya

Where do you stay?	Wein saakhen?
What is your address?	Shunu anwanik?
My address is Flat 12 Floor 4, Building 7 Street 2, Avenue 4, State of Kuwait	Anwani - Shaka 12 Dhuar 4, Mabna (or amara) 7, Shara 2, Jada 4, Block 1, Kittha 1 Daulat il Kuwait
Where do you work?	Wein thisthagil?
I work in the airport	Ashteghil bil Matar
The plane was late	Tayara takharat
I have duty today	Aindy dawam ilyowm
It was raining last night	Kan fi mathar ams bilayl
Its hot today	Har waayed ilyowm
The climate is bad	Al-jow mu zain/ al jow taaban
Who are you?	Menu inta?
Who is she?	Menu hiya?
I have 10 cars	Aindhy ashr sayyarat
When will you come?	Metha tiji?
When can you come?	Metha tagdar tiji?
I am here at 7.30 am	Ana maujood hini Saba unnoos subah
I love to sing Hindi songs	Ahibb aghonni Hindiya
Can you sing this song?	Momkin thghanni hadhil ogniah?
I like Indian movies	Ahibb aflam al Hindiya
I like Indian cooking	Ahibb tabakh al Hindi
I like Indian food	Ahibb akhil al Hindi
Fishing	Hadag
Smile	Ibtisam

Laugh	Adh'haq
I am joking	At ghashmar wiak
Where can I find a shop	Wein sayer al mahal
Restaurant	Mata'am
Hotel	Fondoq
Menu	Al Qaima

Box 16*FOR (HAG or ASHAAN)*

Haggi	For me	Haggak	For you
Haggo	For him	Haggha	For her
Hagghom	For them	Haggana	For us

Box 17*TELL*

Tell me	Gul-lee	Tell him	Gulla
Tell her	Gul-laha	Tell them	Gul-lahom
Tell us	Gul-lina	I told you	Gilth-lek
I told him	Gilth-la	I told her	Gilth-laha
He will tell you		Huwa egul-lek	
I will tell you later		Raah agullik Badain	

Box 18*ASK*

Ask	issal	Ask me	issal-ni
Ask him	issal-la	Ask them	issalhom
Ask at the counter		Issal lil isthakbal	
Why are you asking me?	Lesh thissaal-nee		

Box 19

CAN AND POSSIBLE

Maybe	Yimkin	Cannot	Layimkin
Possible	Mumkin/Isseer	Impossible	Maisseer
Not possible	Mumumkin/lamumkin/		
I can	Agdar	I cannot	Ma agdar

Box 20

DONT FORGET

Forget	Yinsa	I forgot	Nesaith
Forgot again	Nesaith marrathania	Dont forget	Lath yinsa
Remember	Thadakkar	Remember me?	Thadakarni?
I remember	Ana adakkar	Remind me	Dhakarni
Tell him to remind me		Gulla thadakarni	

Box 21

FIND

Search	Dhauwwer	Did you search for it?	Dhawertha?
Did you find it?	Legaitha?	I could not find it?	Ma legaitha
I found it	A-ligaitha		

Box 22

YES AND CORRECT

Yes	Na'am	That's right	Aiwa
You spoke right	Kallam sahi	Correct	Sahh
Of course	Taban/lmbala or Bala		

Box 23

TELEPHONE CONVERSAITON

Mobile Naqaal

I will call you Na thissal feek/dhig alek

Who is speaking? Menu ma'ae (literal meaning - 'who is with me')

Hello! How are you? Salaam Aleikom! Shloanek/ech? I am the nurse with Dr John calling from the Endo Dept., Amiri Dental Center. Ana mumaridha, Dr John,akkalmik min ayadhat, assab Can I speak to Noora. Agdar akallem Noora? The doctor is not available on the on the 20th of August. Doctoor mu maujood fe il (the date) Fa al mowaidh malghi. So your appointment on that day is cancelled. Your new appointment will be on _____. Mowaidhik il jadeed fe tareeq. Thank you. Shukran. Afwan

I called you but you did not answer Athissalth, wa ma redhaith/e (F)
(or) walakin intha/inthi ma redh

Box 24

CLEARING DOUBTS

Meaning Ma'ana Word kalma

Doubt Shak Opinion Raayi

What is your opinion? Shunu raayik? Shrayik?

Tell me the meaning of this? Momkin gulli shunu ma'ana hadha

What did you say? Shuth gul?

I didn't understand? Ma fahamth

Can you say it again? Gulu Marathania

What is the word for this? Shunu alkalma hag hadha?

What is this called? Shunu thissami hadha?

Box 25

TOWNS AND VILLAGES

Village Qarya District Mantaka

Town Medina City Medina

State Daula Country Balad

World A'alam/Duniya

“Hospitals and ADMINISTRATION”



The Government health care is fairly extensive and the hospitals are generally well staffed and well equipped. A wide range of health care is provided, ranging from simple treatment to complex surgeries and other therapies.

The first level of health care is the primary health center (mustousef). Patients are expected to go to these clinics for most ailments. Drugs and medicines are dispensed in these clinics. Patients requiring further care are then referred to the Hospitals (mustashfa) and the Dental Centers (markaz tab il asnaan). The hospitals generally do not accept patients without a referral (tahweel) from these centers.

The centers are run by Directors known as Mudeer. The administration office is known as 'idhara'. The next level of command is the 'Head of the Department' (Rais Kesm). The building and non-medical staff are administered by the 'Ameen Markaz' (or center administrator).

Doctor	Tabeeb
Dentist	Tabeeb al asnaan (doctor of the teeth)
Patient	Mareed (pl. - Mardha)
Hospital	Mustashfa

Dental center	Markaz al asnaan (also Markaz tab il asnaan)
Primary health center	Mustousef
Clinic	Ayadha
Room:	Gurfah

ADMINISTRATION (IDHAARA)

Ministry of Health	Wazarat al sahha
Director/ Boss	Mudeer
Head of Dept.	Rais Qesm
Head Nurse/ Matron	Rais/masool mumaridhaath
Office	Maktab
Secretary	Secretaria
Security Gaurd	Haaris
Administrator	Ameen markaz

THE DEPARTMENTS (AI QISM)

Prosthodontics	Astha'ada al asnaiya/ tarkeeboot
Orthodontics	Taqweem

Box 26

THE MOH

Minister of Health	Wazir Al Saha
Under-secretary of health	Wakil Wazarat Al Saha
Assistant Under-secretary	Mussa'ad Wakil Wazarat Al Saha
Directors	Modeer
Heads of Department	Rais al Qesm

Additionally, each Specialty also has a Main or all Kuwait Head

Oral Surgery	Jeraha
Endodontics	Assab
Pedodontics	Atfaal
Periodontics	Littha
Endodontist	Tabeeb al assab (assab - nerves)

DENTAL SPECIALISTS

Crown & bridge dentist	Tabeeb tijaan wa jisoor
Prosthodontist (Removable)	Tabeeb tarkeeb muthaharraaq
Pedodontist	Tabeeb asnaan athfaal
Periodontist	Tabeeb litthah
Oral surgeon	Tabeeb geraha
Orthodontist	Tabeeb taqweem
Cosmetic Dentistry	Tajmeeli (only in private clinics)

OTHERS

Emergency clinic	Hawadith
XRay room	Gorfath il asha'ah
Laboratory	Mukhtabar
Sterilization	Taqeem
Pharmacy	Saidaleeyah

Box 27

THE TEETH

Tooth	Sin (sing.)	Teeth	Asnaan (plu.)
Front teeth	Asnaan amamea	Back teeth	Asnaan kalfiya
Molar tooth	Dars (sing.)	Molar teeth	Druse (plu.)
Canines	Nab		

Box 28*THE MOUTH (FEMM)*

Tongue	Lisaan	Cheeks	Khodhod
Lip(s)	Shifa(if)	Teeth	Asnaan
Tooth (single)	Sin	Throat	Bel'ayeem
Gums	Litthah		

Cashier	Muhasabah
Reception	Isteqbaal
Store	Makhzan
Rest area	Isteraha
Toilet	Hammam
Nurse	Mumarrida
Praying area	Masjid
Main entrance	Baab al rayisi
Corridor	Mumar
Room	Gorfa

DENTAL TREATMENT

Instruments	Adawath
Things`	Agraath
Oral prophylaxis	Tandeef asnaan (tandeef - cleaning)
Removable denture	Tarkeeb muthaharriq
Root canal treatment	Elaj assab (elaj - treatment)
Periodontal treatment	Elaj litthah
Orthodontic treatment	Elaj taqweem
Filling	Hashwa

Silver filling	Hashwa fadhiya
Temporary filling	Hashwa mowakkata
Permanent filling	Hashwa dayem
White filling`	Hashwa abyad/baida/tajmeelia
Caries	Soosa
Extraction	Khalaa
Surgery	Jeraha
Wound	Jorh
Crown	Taj pl. Tijaan (tarkeeb or talbis is also used though it actually means covering)
Bridge	Jisr (pl. Jisoor)
Implant	Zira'a
Bone	Addam
Bony piece	Kittha adham
Root	Jedher
Fractured or broken	Maksoor or Kesr
Swelling	Waram
Pain	Awar or alam

Box 29

OFFICE TERMS

Leave application form	Talab Ijaaza
Salary certificate	Shahaddit Al Rathib
Salary certificate with Details	Shahaddit Thafseel al Rathib
Exit paper	Kurujiya
Salary	Ma'ash

Box 30**OFFICE FURNITURE AND STATIONARY**

Office	Maktab	Chair	Kursi
Table	Tawla	Paper	Wargah
Pen	Kalam	Stapler	Dabasa

Box 31**PROCEDURE FOR LEAVE APPLICATION**

Go to the office and ask for the leave application form - called Talab Ijaaza. Enter the form with help of Arab friend (in some offices, it is in Arabic). Submit to office. An official form with 5 copies is typed and sent to the applicant for signature. Sign on all 5 copies and return. On approval you will receive 1 copy (yellow) along with an *exit paper* (*khurjiya*). Make sure the dates are correct. This has to be submitted at the airport on exit. An exit paper is needed for all Ministry Staff only, not required for Private). On returning from vacation, do not forget to sign the return form.





“Examination and DIAGNOSIS”

In the Dental Centers new patients are screened by in one of two ways. In some departments, a special day is allotted for screening of new patients. The day is known locally as ‘yom il fahs’ or ‘inspection day’. The patients come with a referral (tahweel) from the polyclinic. The complaint is recorded on the referral. The patient first reports at the reception (istakbaal). Once they are registered they are sent to the concerned department. Some departments have *inspection with treatment* on a daily basis. The patients are seen and treated on a first come first serve basis. Token numbers may be issued. Variations may be seen from center to center. Currently selected polyclinics have an attached Endodontist.

Come in please

‘Thafadhhal’ for men (M) and
‘Thafadhali’ for women (F).
(Arabic contains many masc-
uline and feminine words)

Box 32

Thafadhhal (Thafadhali - F) means ‘you are welcome’, however it is a versatile word. It may be used in other situations too. Saying ‘thafadhhal’ while pointing to the chair would mean ‘sit down please.’ At a doorway, if you want to give way to another individual, you can say ‘thafadhhal’ - (after you please).

What is your name? Shunu ismik? (for males) or
Shunu ismich? (for females)

ECH**Box 33**

The suffix 'ech' is used when talking to females, e.g., shloanech? (how are you?) and weinech? (where are you?)

What is his name?	Shoo ismah?
What is her name?	Shoo ismaha?
What are their names?	Shoo ismahom?
What are our names?	Shoo ismana?
My name is John	Ismi John
His name is Peter	Ismah Peter
Her name is Muneera	Ismaha Muneera
Their names are Raj & Ron	Ismahom Raj wa Ron
Our names are Raj & Ron	Ismahom Raj wa Ron (wa - and)
Take a number from the reception	Kudh il rakham min istaqbal
Do you have a referral?	Hal indik tahveel? or indik tahveel? (for females use indech instead of indik)
Where is the referral?	Wein il tahveel?

SHUWAY**Box 34**

Another versatile word is 'shuwaiyya'. It could mean 'a little' e.g., Ba'ad shuwaiyya - after a little while. It could also be used instead of 'please,' e.g., jeeb glass shuwaiyya - bring the glass please. It could also mean - have patience or slowly or relax or don't rush. Another related word is shway - shway, which means slowly e.g., takallam shway shway (talk slowly).

Show me the referral	Warini tahveel
Do you have a file?	Hal indak malaf? Or (Endik Malaf? Or Fi malaf?)
No first time	La awwal (first) marrah (time)
Ok then open a file	Zain ifthah malaf
Where can I make it	Wein assawi?
From the reception counter	Min esthalamaat (min - from)
Bring the file (yeeb in Kuwaiti accent or geeb in Egyptian)	Jeeb il malaf (malaf - file)
Please wait outside	Inthadhar burra min fadhlak (burra - outside)
Stand outside	Sthanna burra
I will call you on the microfone	Rah nadeek (F - nadeech) bil mikrofone (nadi - call) or ana- deek bil mikrofone
I called you many times on the microfone,where were you?	Nadaytik wayed bimikrofone, wayn kint?
Come here	Ta'al hini
Go there	Rooh hinaak (or hina)
When is your date of birth?	Metha tareq miladik (F-miladich)
What is your mobile number?	Shunu rakham naqaal?
Which area do you live	Wein t'sakhen
Sit down please	Egad (Egadi-F) or istreeh min fadhlak (or point to the chair and say tafadhal') (min fadhlak -please)
Put your legs up	Rejlek (ech) fok shway

Look straight	Shoof jiddam (or giddam)
Turn this way, turn that wa	Lif minni, lif minnaak
Turn right, turn left (right)	Lif yassar (left), lif yameen
What is the problem?	Shunu al mushkila?
I did not understand you	Ma fahamt
I didn't hear you	Ma isma
Please talk slowly	Takallam shuway shuway min fadhlak
What do you want?	Shunu tabi?
I want to place a crown	Abi rakab sin/ asnaan
I want a crown	Abi rakab taj (pl. - tijaan)
I lost my crown	Ana dayyat (lost) talbees
I want a bridge	Abi jisr (pl. - jesoor)
I broke my tooth	Sin-e maqsoor
How did the tooth break?	Shloan kesr sin?

Box 35**THE NUMBERS (AL ARKHAM)**

1 to 10	Wahad, ithnayn, thalatha, araba, khamsa, sittha, sabah, thamania, thisa, ashra.
11 to 20	Hidash, ithnash, thalathash, arabthash, khams-thash, sithash, sabathash, thamanthash, thisa-thash, ishreen.
21 to 30	Wahad wa ishreen, ithnayn wa ishreen and so on.
10 to 100	Ashra, ishreen, thalatheen, arbaeen, khamseen, sitheen, sabaheen, thamaneen, thisaeen, miya.
100 to 1000	Miya, methain, thalathmea, arbamea .. and so on till Alf
Million	Meeleon

I fell down on the ground	Ana thaah ala al ardh
Open your mouth haljig) (or bathla)	Ifthah femmik (or ifthah
Close your mouth	Sakher haljig or sakher femmik
Bite hard	Adh hayl
Ok then make an x-ray and return	Zain, tsawi asha'ah wa irjaa
IOPA (periapical radiograph)	Asha'ah sagheer (sagheer - small)
OPG (or any other larger radiograph)	Asha'ah kabeer (kabeer - big)
Where is the x-ray room?	Wein al gorfa asha'ah? (gorfa - room)
Go straight and turn left	Rooh seedha wa lif yassaar
Which tooth is paining you?	Ay sin awareek?
You feel pain or just sensitivity?	Thahess awar aw bas hassas?
Electricity/ sensitivity	Qahraba
Allergy	Hassasiya
It pains when I drink hot or cold water	Aindy alam itha ashrammayi bared aw maay har
When did the pain start?	Metha bidha alam?
I have pain periodically	Aindhy awar baindx fathra
Where is the pain exactly?	Wayn awar bidhapt?
When is it more - at night or day?	Metha wayed - subh bilayl?
No only at night	La bas bilayl

Is there pain all the time?	Fe alam kol waqt?
Yes it pains always	Na'am, fe alam ala tool
Is it more when you go to sleep?	Akther itha tinaam
Which one is paining you?	Ay wahed awrik?
This one or this one?	Hatha aw hatha?
The last one?	Akhir wahed or (al akheer)
No, the second last one	La, gabul al akheer
Is there any pain here? (percussing) (while	Fe awar hini?
Anything here?	Fe shay hini?

Box 36**SHAY AND FE**

'Shay' - thing, ay shay - anything, mafi shay - nothing

'Fe' means 'there is.' It could also mean 'in', eg., fi benzeen fi al sayaaara (there is petrol in the car).

Box 37

Towel	Footha	Tissue paper	Kleenex
Air	Hawa	Water	Maayi

Box 38**TRANSPORTATION**

Car	Sayyaara	Pickup	Vanette
Plane	Thayyara	Ship	Sefina
Boat	Tharrath		

“Oral HYGIENE”



Practicing good oral hygiene is an important aspect of traditional Arab culture. The traditional method of cleaning teeth involves the use of a stick called ‘Miswak’ (see Box) Many patients do practice good oral hygiene, including some who brush and floss more than twice a day. However, on the other hand we do find many patients with poor oral hygiene. Stained teeth in some areas are a common sight. Some of the stains are probably due to the environmental factors including poor oral hygiene, whereas others may be congenital. Yellow or yellow brown are commonly seen in the cervical regions. Opaque white blotches, spots, or streaks are also commonly seen, usually in the coronal two- thirds.



Did you brush your teeth
today?

Farashth asnanik ilyom?

I brushed it last night

Farrasht ams bilayl

Tooth brush

Firshat asnan

Toothpaste

Maajun al asnan

THE MISWAK

Box 39

In these regions it is common to find many people who clean their teeth with a twig called the 'miswak.' The end is simply chewed and rubbed against the teeth. After use it may be stored in the pocket and reused later. If used well this is probably effective. However, certain difficult areas like the lingual, palatal, interdental and posterior regions are easy to be missed. Therefore it is good practice to advice patients to use a brush in addition to the miswak twig.

Calculus

Jeer

Stain

Loun asnan id gaiyer

How many times do you
brush your teeth every day?

Chem marrah tfaresh asnanik
kul yom?

I never brush

Ana ma farish

Only sometimes

Ahyaanan bas

Just once at night

Bus marrah bilayl

You must brush twice daily

Laazem tfaresh marrathain

Which paste do you use?

Ay maajun thisthamil?

I use signal fluoride

Asthamil signal fluoride

Use this mouthwash

Lazem tisthamil hatha madh
madha

Rinse with this twice/
thrice daily

Madh madh marrathayn/
thalath marrah bil yom

Miswak



Box 40

GRATITUDE, APOLOGIES, FAREWELL AND BLESSINGS

If the job has been well done and the patient satisfied, then you can expect to hear many words of gratitude.

Hello	Ahlan or Hala
Thank you	Mashkour or shukran
Welcome	Ahlan wa sahlan or Yahala
God give you strength/health	Atheekalafiya - is also commonly used to express gratitude. Reply 'Allah afeek'.
Goodbye	Ma'asalama - When leaving or parting ma salaama is commonly used as goodbye. Reply 'hayakalla'.
Sorry	Ana assif. Reply 'Mashi' (never mind or its OK).
Excuse me	Lau samaht/ lau samahti (F)
Mashallah -	When talking about children you may often hear Arabs saying 'mashallah', it means 'beautiful, may God protect from evil eye'.
Please	Lau samaht or tikfa (or Allah kalli).
God bless you	Allah yibarek feek

Box 41

PARTS OF THE BODY

Head	Ras	Eye/ eyes	Ain/ayoon
Ear/ears	Uthun/adhaan	Hand	Ayad or Eid
Finger/fingers	Osbal/asaaba	Foot/Feet	Reel/ Reyool
Mouth	Femm	Tongue	Lisaan
Stomach	Bathan	Back	Dahr
Neck	Erguba	Throat	Bela'eem
Kidney	Kila (Kilawy)	Heart	Gelb
Brains	A'qal/ Mukh	Liver	Kibda

OTHERS

Slowly	Shuwaye shuwaye
Perfect	Tamam (Miya miya or 100 on 100)
Better	Ahsan
Nice	Helu
Fine	Zain, tamam
Sit on the chair	Igayde/ igayd al kursi
Your purse	Jantatich
Your bill	Faatoortik/ faatoortich
Wait please	Anthar shuway

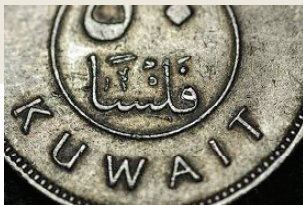
SIMILAR SOUNDING WORDS**Box 42**

Very similar words in arabic sometimes mean very different.

Farsha	Brush	Farraash	Porter/ cleaner
Ya Galbi	My sweetheart	Ya Kelbi	My dog
Wa	And	Aw	Or

CURRENCY**Box 43**

100 fils	Miya fils
250 fils (1/4 KD)	Ruba dinar
500 fils (1/2 KD)	Noos dinar
1KD	Dinar



“Medical HISTORY”



How is your general health?	Shloan sahath al a'ama?
Do you have any illness?	Hal indak ay amradh?
No - nothing, by God's grace	La mafi hamdulillah
I have a cold	Aindy nashla
Are you pregnant?	Inti hamel?
I am pregnant	Ana hamel
How many months?	Chem shahar?
Birthday	Eid il Milad
When is your delivery?	Metha tareekh al wilada?
Do you have blood sugar?	Hal indak sukkary?
Do you have blood pressure?	Hal indak daghth?
Is there any allergies?	Fi hasasiya?
I have allergy to penicillin	Aindy hassasiya min al penicillin

Box 44

QALB AND KELB

'Qelb' is pronounced from the back of the throat and should be differentiated from a similar sounding word - 'Kelb' which means dog. However, in reality Qalb is usually pronounced more like 'gelb'.

Cough	Keh
Is there any trouble with with the heart?	Andik muskilath bil galb or fe maradh gelb (maradh - disease or sickness, gelb - heart)
Rheumatic heart disease	Samam al gelb
You have to take antibiotics 1 hour before the surgery	Laazem thakoth modhat hyawi wahad sa'a gabul il amaliya
Myocardial infarction	Jaltha (gelb)
Stroke	Jaltha ras
Do you have blood disease?	Fe maradh fe damm?
I have asthma	Aindy rabu
Thyroid	Ghoddha doraqiya
Kidney	Kila
Bleeding disorder	Su'ula biddham
Thalassemia	Thakessor biddham
Periods	Dhaura
Do you allergy to anesthesia?	Andik hassasiya min il benj?
Liver	Kebedh
Gall bladder	Marara
Difficulty swallowing	Mushkila fil bal'a
Back pain	Alam addhahr
I had cancer	Kan aindy sarathan
I require a letter from your physician	Abi taqreer (report) min tabeetik
Can you bring me a letter from your physician?	Tagdar yeebi tahweel min tabeetik?

DAYS, MONTHS AND TIME

Year	Sana	Month	Shahar pl. shuhoor.
Week - osboo	(pl. osbea)	Day	Yom (pl. ayam)

Jan to Dec . Yanuayar, Febrayer, Mares, Abreel, Mayu, Yunyu, Yulyu, Augustus, Sebtember, October, November and December

More commonly the months are referred by numbers. Thus January is Shahar wahed (month one), February is Shahar ithnayn, March is Shahar thalatha and so on.

The weekdays are also referred to by numbers except Sat, and Fri.

Sun - Yom al ahad (first day), Mon - Yom al ithnayn (second day), Tue - yom thalatha (third day), Wed - yom al arba'a (fourth day), Thu - yom al khames (fifth day), Fri - yom juma, Sat - yom sabt.

Time Time - waqt, hour - sa'a, minute - dekika (pl. dekaik)

8 'O' clock	Sah thamania
Quarter past eight	Thaman urooba
Half past eight	Thaman unnoos
Quarter to nine	Thisa ila rooba

This year	This year	Hatha sana
	Next year	Sana al yaay
	Last year	Sana ilifath
	Before two years	Gabul sanath ain
	After three years	Ba'ad thalath sanawat

Today	Today	Ilyom
	Tomorrow	Bukhra or Ghadan or Bacher
	Day after tomorrow	Ba'ad bukhra
	After two days	Ba,ad yom ain
	Yesterday	Ams
	Day before yesterday	Kabl ams

Contd

The day	Morning	Subh
	Noon	Dhuher
	Afternoon	Assar
	Night	Layl
	In the afternoon	Lil'assar
	At night	Bi'layl

Box 46**MEDICAL SPECIALISTS**

General Practioner	Tabeeb aam
ENT	Tabeeb anf udhun wa al-hinjra
Ophthalmologist	Tabeeb ayoona
Pediatrician	Tabeeb atfal
Surgeon	Jerah
Neurologist	Tabeeb assaab
Gastroenterology	Tabeeb jihaz hadhmi
Obstetrics & Gynecology	Tabeeb amradh nissa wa wilada
Psychiatrist	Nafsany
Urologist	Tabeeb Mesalik Boliya

Box 47**THE HOSPITALS**

Chest hospital	Musthashfa Sadri
Maternity hospital	Musthashfa Wilada
Cancer hospital	Musthashfa Saratan
Surgical casualty	Atawarea
Physiotherapy	Elaj thabiai
Psychiatric hospital	Mustashfa Teb Nafsi
Infectious disease hospital	Mustashfa Amradh Assariya



“Oral FINDINGS”

Your mouth/ teeth are not clean	Haljik/Asnaanik mu nadeefa
Why didn't you brush your teeth?	Leish ma farisht asnaanik?
Wallah! I brushed it last night	Wallah! (swear) Ana nadafta ams bilayl
There is lot of dirt on your teeth/ in your mouth	Fi wasak katheer/wayed fi asnaanik/fi femmik
It needs cleaning	Thahtaj tandeef
You have many decayed teeth	Indak asnaan musawasa katheer
This tooth needs fillings	Laazem nahshi asnaanik or asnaanik yalsamha hashwaath
This tooth is infected	Hatha sin multhahib
This tooth needs root canal treatment	Hatha sin yalzama/yehtaj assab
This tooth has to be extracted	Hatha sin laazem yinkhalah
Do the treatment at the polyclinic	Amel (do) al elaj fi al mustousef

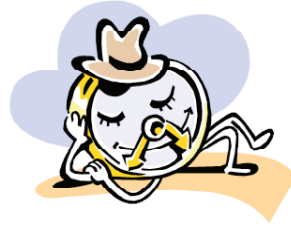
You require orthodontic treatment	Lazem intamel/ tsawi (do) taqweem
It is not possible to make a fixed bridge for you	Layumkin jistr thabith lak
Why?	Leish?

“Leish” is one of the most favorite words for patients - But a doctor’s worst nightmare!! - so be patient and prompt with explanations!!



Your teeth are not strong	Asnaanik mo qawiya
Your teeth are loose	Asnaanik thathaharriq
The extraction wound has not healed well enough	Lam thusfaa al litthah lam yathasakher al jorh
Your gums are weak and infected	Lithathik multhahiba
There is pus inside	Fi Kheh (or sadeed) dakhil
Is it bleeding too much?	Fi damm katheer?
Get your teeth cleaned from the polyclinic	Rooh Tsawi tandeef min al mostousef
Come back after the cleaning, (or) come after the extraction, come after the perio treatment	Irjaa ba’ad al tandeef, (ouw) irjaa ba’ad al khalah, irjaa ba’ad al elaj al litthah
Go to the polyclinic and get the fillings done	Rooh il mostosef wa sawi hashwat
You must complete the fillings	Lazem kamel hashwat
Come back next Sunday	Irja Ahad al jaay

“Appointments”



Appointments are an important yet challenging part of dental treatment. Patients can be irate if the appointment is perceived to be far. Thus the dentist and assistant should learn the art of patient management while handling appointments.

When will you do the treatment? Meta tsawi al elaj?

Today?

Ilyom?

No treatment today, only examination?

Mafi elaj ilyom, bas fahas?
(fahas - examination)

Take an appointment from the nurse/ from the clerk

Koth al mowaidh min al Nurse/
min al kathib

Your appointment is on the 25.07.2017, Tuesday morning at 7.30.

Mowaidhik tareek kamsa wa ishreen, sabah, alfain sabatasher (2017), yom thalatha (Tuesday), subh (morning), sa'a sabah unnoos.

Leish???

Why??

There are no closer appointments?

Mafi mowaidh grab?

I want appointment sooner

Abi mowaidh gareeb

I want an appointment later

Abi mowaidh mothaker

Come on your appointment	Ta'al ala mowaidhik
Come 15 minutes early	Ta'al rooba sa'a (quarter hour) badri
Don't forget to brush	Lathinsa tfarish
God willing	Inshalla
Come exactly at 7.30	Ta'al sabah unnoos bidhapt
Yes - God willing	Inshalla
Don't forget your appointment	La tinsa mowaidhik
I have work, I only want an appointment.	Aindy dawam, abi bas mowaidh. (This is a common excuse when patients are in a hurry)
I am sorry, we cannot give an appointment without an examination	Assif ma agdar atEEK mowaidh min ghair fahas
Where is the patient?	Wein il Mareed?
At home	Bil Bayt
Where is Perio Dept.?	Wein Qesm al litthah?
Where is Dr Aju?	Wein Duktoor Aaju?
Go next corridor	Rooh mumaar thaani
Go straight, turn right/ left	Rooh seedha, lif yameen/ yasaar
Last corridor on the right	Aakhir mumaar al yameen

Box 48**PATIENT INSTRUCTION REGARDING APPOINTMENT**

If you don't come in time for your appointment or later than ten minutes, your appointment will be cancelled and rescheduled.

Incancel il mowaidh itha ta'akher akther min ashra degaig wa naatheek mowaidh jadeed.



“Local ANESTHESIA”

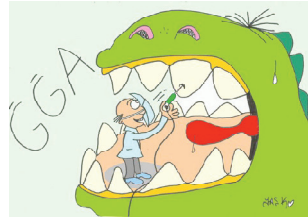
Most patients are apprehensive about the needle and sometimes a lot of questions are asked as to the exact reason for the anesthesia. The child patient requires even more preparation and knowledge of language is essential to manage the apprehensive patient.

Local anesthesia	Benj mowdhuyi
General anesthesia	Benj a'am or bench kaamel
Injection	Ibrah
I must give you anesthetic	Lazem atheek benj (or ibrah)
Why?!	Leish?!
I don't want ibrah	Ma abi ibrah
It is to anesthetize the gums/ the tooth	Hadha ashaan yikhadhar il litthah/ iddirz
Do you have allergy to anesthesia?	Andik hassasiya min benj?
Open your mouth	Ifthah/ batel femmik
Open more	Ifthah ba'ad
Don't shake	Lathharraq

Don't shake me	Lathharraqni
Don't hold my hand	La timsik eidhi
Remove your hands	Sheel eidhik
Are you dizzy?	Intha dhaikh
Are you feeling dizzy?	Tahess doka?
I am feeling faint	Ahess doka
My heart is beating fast	Galbi yetegh wayed
Are your lips numb?	Shifafik metakhaddhar?
My lips are numb	Lissani methakhaddhar
I feel pain	Ana hess il awar
Do you feel anything here?	Tahess shay hini?
Relax	Rakhee
Are you comfortable?	Intha/ Inthi (F) mirthah?
It's over, get up	Kalas, goom

Box 49**DID YOU KNOW**

Electricity was first established in Kuwait in 1913 by an English Indian engineer named N. S. BAYANKAR through an agreement with Sheikh Mubarak Al-Sabah in 1913 for providing electricity to Al-Saif Palace for Rupees 700 for operating 400 lamps provided from a machine run by kerosene. Early electricity was done through continuous current (DC 200 volts). The Electricity National Company was established in 1934 and provided electric power to the general public. Early subscribers were few and citizens used kerosene oil lamps. In 1949 AC current was introduced and by 1951, DC current was phased out. The Electricity National Company was nationalized by the Government.



“Treatment”

Patients do occasionally come late for treatment or may even land up another day. Some often expect the dentist to still render them the treatment, although there might not be sufficient time to complete it. Patients are often tenacious, and one must be patient. On these occasions the dentist must have prompt explanations.

When is your appointment? Meta mowaidhik?

You are late - why are you late? Metakher - leish metakher?

‘Patients are very innovative when it comes to finding excuses for coming late or missing appointments - here are a few’

Is there treatment today? Fe elaj ilyom?

There is appointment today? Fe mowaidh ilyom?

No one phoned me Mahhad dag alai

I was sleeping Ana kint naim

I forgot Ana neseit

Tell your nurse to call me next time Gul hag sister dig aleh marra thania

Remind me next time	Dhakarni marra thania
I had exams (school)	Kan aindy imtihanaat
I travelled	Ana saafarth or ana kunt musaafir
Traffic on the road crowd)	Zahma bil shaara (Zahme-
I am sorry, it will not be possible to complete our treatment on time	Ana aasif ma agdar akhalas (can not) elajik fi al waqt
I will give you another/new appointment	Rah ateeq (F - ateech) mowaidh thani/jadeed (thani - another jadeed - new)
Impossible!	Ma isseer/ mostaheel
How many before me?	Kem wahed giddam-e
My duty is over come tomorrow	Dawam kalas, ta'al bukhra
Come early next time	Ta'al badri marra jaay
Rinse	Tamadh madh
Hand me an injection nurse	Athini ibrah sister
You have to take a local anesthetic	Laazem benj maudhuee
Is the injection a must?	Lazem ibrah?
Ana khaif	I am afraid

Box 43**FOR (HAG)**

For me	Haggi	For her	Hagg'ha
For you	Haggik (M) /Haggich (F)	For them	Hagg'hom
For him	Hagga	For us	Haggana

Don't be afraid	La thakaff (koff - fear)
Have you eaten anything?	Kalait (ay) shaay?
Impression	Makas or gayas (it actually means measurement)
Tooth preparation	Bard al asnaan
Don't shake (during drilling)	La thaharraq (harrag - move)
I am sorry your work is not ready	Ana aasif shugulak ghair jaahis
When will it be over?	Meta inshalla kalas?

Box 51

INSHALLA (IF GOD WILLS)

It is often used instead of a 'yes.' "Will you come tomorrow?" "Inshalla." "When will it be ready?" "Inshalla, next week." "Are you sure?" "Inshalla."

Box 52

MY

The suffix 'i' or 'e' added to nouns or pronouns would indicate 'my.' e.g., if baith means house, baithi would mean 'my house.' Anwaan - address, anwaani - my address. Okth - sister, okhthi - my sister. Tafaddhal ila baithi - welcome to my house.

Box 53

THE NUTS

Almonds	Loz	Cashew	Kashew
Coconut	Joz Hind	Hazel	Bondok
Melon seeds	Hab	Peanut	Sebal
Pistachio	Fistak	Sunflower seeds	Habshamsi
Walnut	Joz		

Box 54**THE FRUITS**

Apple	Thufah	Apricot	Kamardeen
Banana	Moze	Cherry	Keres
Grapes	A'nab	Guava	Jawafa
Lemon	Limone	Mango	Menga
Orange	Burtukal	Pineapple	Ananas
Peaches	khokh	Strawberry	Farawla
Watermelon	Raggi	Mash melon	Shamam

Box 55**THE VEGETABLES**

Beetroot	Shamandar	Brinjal	Baydiyan
Carrot	Jezar	Cauliflower	Zahra
Cucumber	Kheyar	Potato	Botat
Tomato	Tomat	Rocket	Jerjeer

Box 56**THE MEATS**

Chicken	Dajaj	Beef	Laham al baqar
Mutton	Kharouf	Fish	Samak/samach
Vegetables	Khadrath		

Box 57**MARKETS AND SHOPS**

Market	Souk	Fish market	Souk samak
Grocery	Bakkala	Shop	Mahal
Cooperative	Jamiya		



“Prescriptions and Postoperative INSTRUCTIONS”

Most essential drugs are generally dispensed free of charge in the Government hospitals and dispensaries. To avail of this a proper prescription signed and stamped by the physician (and in some cases counter stamped by the clinic/hospital) is required.

MEDICINES

Medicines	Dawa
Antibiotics	Madhath Hayawi
Injections	Ibrah
Mouthwash	Madh madh

PRESCRIPTIONS (WASFA)

I will give you medicines/ tablets	Rah atEEK dawa/ hoboob
Take this medicine twice/ three times daily after meals	Takoth dawa marrathain/ thalath marrah bil yom bad al akhil
It is available in the polyclinic	Hadha moujood bil mostosef
Apply this ointment onto	Hath (put) hadha dawa ala jorh

the wound before meals and at bedtime (sleep)	gabul (before) akhil wa bilayl (night) gabul el nom
Use this mouth wash daily twice/ thrice	Tistamil madh madh marra- thain/ thalath marrah bil yom
Emergency Clinic	Hawadith

POSTOPERATIVE INSTRUCTIONS

Don't eat anything for one hour	La thakil ay shay hag wahed sah
Don't eat on that side for today	La thakil aleh ilyowm
Eat on the other side	Thakhil min jiha (or sobh) thani
Don't drink anything cold till the treatment is over or until permanent tooth is placed)	La tishrab ayshay bared ila lama kalas elaj (or aw rakab sin dayem)
If you have any problem come back and see me	Taal shoof-e itha (if) fi ay mushkila
Massage your gums with your finger	Dallik (massage) lithathik ma osbaik (osba'a - fingers)
Rinse your mouth with salt water twice daily	Tamadh madh femmik ma maayi milh (salt)

SICK LEAVE

Can you give me sick leave?	Tagdar tathini maradhiya?
Can you give me 10 days?	Momkin thahthini ashra yowm?
I am sorry I can give only for 2 days	Ana asif agdar bas ithnayn yowm
We are not permitted to give you more than two days leave	Mamnoo nateek maradiya akthar min yom ain



“ENDODONTICS”

Root canal treatment is known as ‘elaj assab’ although technically assab means nerves. The word for canal is ‘kana’ (singular) and ‘kanavath’ (plural). Challenges in Endodontics include with management of post-treatment flare-up and pain diagnosis.

Root canal treatment	Elaj assab
Is this tooth decayed?	Hatha dars methsowis?
My tooth is discolored	Loan asnaani mu helu
Can you make my tooth whiter?	Tagdar tsawi asnnani abyad akthar?
My tooth is painful when I eat hot/cold/sweet/ food	Darsi awarni la ma akhil har/ bared/ halawa
I feel sensitivity when I take sour /cold food or drink	Ahess hasasiya la ma ishrab kel, aw limone

HISTORY

Do you take lots of juice/pepsi?	Thishrab asseer/bebsi katheer?
How often (how many times) do you brush a day?	Kem marrah tfarish asnanik bil yom?

How do you brush your teeth?	Shloan tfarish asnanik?
Do you use a brush or miswak?	Tistamil farsha aw miswak?
Do you use hard or soft brush?	Hal intha tistamel fersha layyena aw qawi/yahsa?

PRESENTING ILLNESS

When did the pain start?	Meta bidha alam/ awar?
Is the pain continuous or intermittent?	Awar alatool aw ahyaanan (sometimes)?
Is the pain severe or is it just sensitive?	Awarik hail ow bas hasasiya?
When did the tooth fracture? And how?	Meta kasr sin? Shloan?
Was there a swelling?	Kan fi waram?
When did you notice the sinus?	Meta lahafdht kurraj?
Was there any discharge before?	Kan fi khurraj gabul?
Is there any discharge now?	Hal fi khurraj alheen?
I will have to test the tooth	Laazem cheyik addars
Do you feel anything when I place ice on this tooth?	Tehess bi shay la ma hath al thalj ala dars?
The decay may or may not have reached the nerve	Il soos yumkim wasel aw ma wasel lil assab
Show me the x-ray	Warini al asha'ah
The x-ray show the nerves are fine	Min al ash'ah bain inna (inna-that) al assab seleem (healthy)
The x-ray shows that the nerves are infected	Bil asha'ah bain inna al assab miltihib
The x-ray shows that the root	Bil asha'ah bain inna hashwat

filling is incomplete	il jedr mu kaamela
The infection is gone into the bone	Lilthihaab wasel lil assab
You have both tooth and gum problem	Andik muskila bil assab wa bil litthah
You need root canal treatment	Tahtaj elaj al assab
After the RCT you require gum/ restorative/ crown bridge treatment	Baad elaj al assab tahtaj elaj litthah/ hashwa/ tijaan wa jisoor
The root is not completely formed	Jadr mu kaamel
You have a large periapical lesion	Fi ilithihab kabeer tahat al dars
You may require periapical surgery	Momkin Thahtaj amaliyat al jazoor/jadhar
Your require many visits may be 3 or 4	Tahtaj waayed jalsaat yumkin - thalatha ow arba'ah
Your tooth is badly broken down - you must extract it	Darsik maqsoor (or methaakil eaten up) wayed, Laazem ishlah (or ikhlah)
There is nothing we can do	Ma naqdar nsawi shay
We have to show you to another doctor	Laazem ifhasik doctor thaani
Take a consultation with Dr John	Kudh istishara min Dr. John
I will try to repair your tooth	Ahaawil assaleh darzik
I may not be able to save this tooth	Momkin ma agdar assaleh darsik
Why?	Leish?

The root is not straight	Hadha jadher mu seedha
I can't find the canal	Ma ligaith kanal
There is a broken instrument in the canal	Fi adaat maqsoor bil kana
Not possible to remove it	Ma negdar nsheela
The canal is calcified	Kana sakkar
The canals are blocked	Kanawath mosakkara
The tooth is fractured	Hadha sin maqsoor
The tooth is too extensively decayed	Hadha sin methaakil hayl/waayed
The tooth is shaking too much	Hatha sin harraq katheer
It is too late now to save it	Intha methakhir waayed

RUBBER DAM

What is this?	Shunu hatha?
This is the rubber dam	Hadha rubber dam
Doctor slowly slowly please	Shuway shuway doctoor
Lower your hands please!	Nezal eidhik minfadhlak (If patient holds doctor's hand from fear)
Hold the chair	Imsiq kursi
Don't shake me please	Lath harraqni - Min fadhlaq
We need use this	Ahna laazem nistamel hadha
This is to prevent swallowing of instruments and water	Hatha ashaan mathibla al adhawath wa al maay
We have to put the ring	Ahna lazem hath al khaathem
This tooth is weak - it might break when I place the clamp	Hadha sin dayif -yimkin yinqasar la ma hath al khatim

No problem if you swallow your saliva	Maku mushkila low tibra sa'abee
Raise your hand if you feel pain	Irfah eidik low thahess awar
Raise your hand if you want us to suck out the saliva	Irfah eidik low tabi yishfath al sa'abee
Raise your hand if you need the suction	Irfah eidik low (pronounced like how) tabi shafath

POST TREATMENT

Get a permanent filling done 2 weeks	Tsawi hashwa daayem baad after osbooin
Be careful	Deer balak
Your tooth is weak	Sinnik daeef
Don't break the tooth	Lath kessr sinnik
I still have pain	Fi awar lil alheen
I have intermittent pain	Fi awar bain fathrath
Nothing to worry	Laath kaaf
I have checked everything	Ana chayik kul shay
Everything is fine	Kul shay thamaam
It is normal to have pain after treatment	Aadhi it-hiss awaar ba'ad il ilaaj
Your pain will go with time	Awar yirooh ma wakth
It needs time	Yihthaj wakth
You may have a missed canal	Yimkin indhik kanaat mu shaifeenha
You may have an unseen crack	Yimkin andhik sharkh mu imbayin

The tooth needs retreatment	Laazem elaj assab marrathania
I can only try	Ana jarrib/ hawil
Lets wait and see	Khal nantar u inshoof
See me after a week	Shoofni baad obsooa
I cannot guarantee success	Bas ma adhman al nateejah



Date merchant at the Fish Souk

Box 58

DATES

The date palm is the most important tree in Arabia. It is one of the few trees which survive and thrive in the extreme climatic conditions of the desert. Dates are high in sugar and other nutrients. The most expensive date is the Khadrawdy date that grows in Iraq and Saudi Arabia. Dates can be classified as Khalal (yellow crunchy), Arthab (ripe soft brown) Tamar and (sun dried brown).



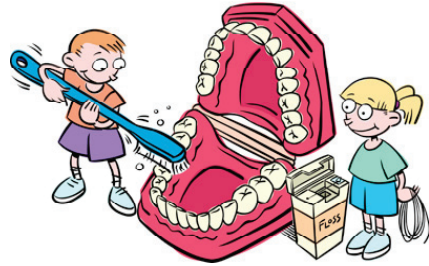
Khalal



Arthab



Tamar



“PEDODONTICS”

Learning Arabic is of paramount importance in the field of Pedodontics, since communication is the most important tool in the behavior management of a child without which successful treatment is very difficult.

Hello!

Hala?

How are you?

Shloan ek? Or Keif hal ek?

What is your name?

Shinu ismik?

Do you know Abdalla/ or Maryam?

Taaref Abood/ Maryam?

What is your friend's name?

Shu'ism sadeekik?

He/she came here yesterday

Hua/ Hiya yath ams andhina

I like her very much

Ana ahaba/ ahadha wayid

She/he likes coming here

Hua/ Hiya yaheb/ thaheb
iyi andana

Do you want a sticker?

Tabi steekar?

What is your teacher's name?

Shu'ism astatik (M)/ oblatich (F)

I like your shoes/ dress	Ana ahab joothiyik/malabsik
Who brought it for you?	Minu ishthara lik/lich (F)?
What is your problem?	Shunu mushkilthik?
Does anything hurt you?	Fi awar?
Can you point your finger to it?	Momkin huth isbaak ala dirs ili yawarik?
Does it hurt when I press it?	Yiawarik lama yidgath alay?
I can see a worm there	An ashooof al dooda
It is eating your tooth	Ili yakil dirsik
He is the one hurting you	Ashan hada ili awarik
I can help you	Ana asa'adik
I'll remove the worm so that it won't hurt you from today	Ana asheel a dooda ashaan la yawarik
Don't be afraid	Laath kaaf
We cleaned (friend's name) teeth yesterday and he/she was very happy	Nadafna dirs () ams wa ilyowm howa/hiya mistanis

HISTORY

Does he take milk bottle at night?	Howa yakudh mimiya bilayl
Does he suck his thumb?	Hua yimus subaa?
Does he brush his teeth?	Hua yifarish asnana?
Does he brush himself or do you brush for him?	Hua yifarish ibrooha wala intha tithfarish laha (F)/ lah (M)
When did the pain start?	Meta bidha al awar?
Is the pain continuous or intermittent?	Al awar alathool wala yirooh wa iji?

Is there pain on taking cold or sweet?	Fi awar ma'a al bared aw al helu?
Was there a swelling?	Fi Inthifakh?
Was there a sinus?	Kan fi korha?
Was there discharge?	Kan fi khurraj?
When did the tooth fracture?	Meta inkasr assin?
The decay may or may not have reached the nerve	Il soos yumkim wasel aw ma wasel lil assab
Make an x-ray and return	Sawi al ash'ah wa irjaaali
Please do photo of your tooth and don't forget to smile	Sawi Sura asnanik/ech wa la tinsa thibtisim
Show me the x- ray	Warini al asha'ah
The x-ray show the nerves are fine	Al Ash'ah bain ina al assab zain
X-ray shows the nerves are infected	Ash'ah bain ina al assab zain
Infection has gone to the bone	Al lithihab wasil lil adham
He needs RCT	Huwa yihtaj ilaj assab
After that crown/filling	Baad ma sawi ilaj sawila hashwa/ thalbees
He may require many visits maybe 3 or 4	Mumkin yihtaj thalath jalsaath, - momkin thalatha aw arba'a
The tooth is badly broken you must extract it	Al dirs maksoor wa yihtaj ila khala
There is nothing we can do	Mafi hal thani
I may not be able to save this tooth	Ma nigdar hafid alay
It is too late to save it now	Thakirthi wayed

TREATMENT DAY

Please lie on the chair	Thafadhali ala kirsii
I am going to switch on the light to see your teeth	Nabi nifthah al laith ashaan inshuf asnanik
The mirror is to check your teeth	Hadh al mandhara ashaan ashooof asnaanik
I am going to clean your teeth with this strawberry gel	Ana afarish asnaanil bil maajun farawla
It's a little sour	Hadha shuwaiyya hamid
Please tolerate it	Thahameli shuwaiyya
This is just like an ant bite	Hada adha sjira nafs al nimla
It is sleepy water to put your tooth to sleep	Hadha maay bared/ sahari ashan naim dirsik
It will not last long	Ma rah thaweel
I know it hurts	Adhri ina yawrik
I am going to remove the ant	Rah sheel al nimla ili bdirsik
Please bite hard so that it does'nt hurt you	Adh hayl ashaan la yawrik
I am your friend	An sadiktik (sadiq - friend)
I am trying to help you	Ana ahawil asa'adik (sa'ad - help)
Don't be afraid	Laath kaaf
Your mother/father is holding your hand	Umik/ abook imsik eidhik
Please pull up the chair and sit beside him	Baba ishab al kirsii wa egad/ gaadi yama
I am going to wash your teeth with water	Ana rah agassil asnanik bil maay
Show me your hand	Warini eidhik

This is my brush	Hadha firshathi
I will wash your tooth with it	Rah farish asnanik fiha
Now this suction is removing the water like the one your mother uses at	Hada il makama ashaan thishfath al may nafs al makama il andakum bil bayth
It will suck up all the water so that you don't swallow it	Raah nishab al maay ashaan la thibla
Now you tooth is asleep and you won't feel any pain	Alheen dirsik nayim wa ma rah thaheess bil awar
See this is like a balloon	Hadha nafs al balona bas
I will put it from outside only	Rah hattha bas min burra
I will put a ring on your tooth	Rah hattha al kathim ala sinik
It will keep you from swallowing the dirt when I wash your mouth	Hadha ashaan maath thibla al maayi wa alwassakh
Don't be afraid, it's only a loud noise, it won't hurt	Laath kaaf, fi shuwaiyya soth aleh, maay awar
You are such a good boy/ girl	Intha walad shathir/ bint shathra
I have removed the worm that was eating your tooth	Ana sheelth doodha ili karaba asnanik
There I caught his mother and father too	Misakhth al umm wa abu al doodha
From today it's not going to hurt you	Min ilyom ma raha yawarik
Now we are going to close the worm's home with some paste/ chewing gum	Raah sakir bayth al doodha bil ma'joon /elch
You are my best patient	Intha ashtar wahad
I am going to give you a silver star	Ana raah atheek najma fadhiya

When you go home look in the mirror and see how it looks	Lama throoh il beth shoof il mandhara
Don't forget	Lathinsa
You won't be afraid next time right?	Inshalla laah kaaf mara thaniya
I love you - you are the best wahad	Ana ahabik - Intha ashtar

CONCIOUS SEDATION

Laughing gas	Gaas il dhahik
The child is very anxious	Al walad ghalak
We can try conscious sedation	Bin haawil tanweem
This will help relax the child during treatment	Raah khalli al walad mirthah khilal al ilaj
It can be done in the dental clinic	Tsawiha fi ayadhat al asnaan
It is only a one hour procedure	Raah yakud sa'a wahada
No admission is required	Ma raah inaam bil mustashfa
The child can go home immediately	Al walad yigdar rooh il bayth alathul
There are no side effects	Mafi a'aradh jaanabiya
It is safe	Aamin
Just breathe normally into this mask	Thinafes aadhi fi il kammam
Can you get the fruity smell?	Itshim reehat fawaka
What flavor would you prefer?	Thahab ay reeha?
Are you sleepy?	Intha dhayekh
Please relax and go to sleep	Irthaah wa nam

GENERAL ANESTHESIA

General anesthesia	Benj aam
We cannot work on him in the clinic	Ma nigdar ishtagul aleh bil ayadha
We have to do under GA	Laazem insawi bil bench aam
It needs one day admission in the hospital	yabeela dakhool lil mustashfa limuddhat yom
Please bring an assessment report from the pediatrician	Yeeblana taghreer min tabeeb al atfal
Do the blood, urine tests and chest x-ray	Tsawi il tahaleel damm bol wal asha'assadr
Take the test results to the pediatrician	Wadi al nathaij il tahaleel lil tabeeb atfaal
Do the inspection in Anesthesia Department	Tsawi fahas andhil qism il takhdheer
Bring us the consent from the Anesthesia Dept.	Yeeblana tagreer min qism il takhdheer
Admission is on Sunday	Al dakhool yom il ahad
The surgery is on Monday	Al amaliya yom il ithnayn
The operation is for one and half hours	Il amaliya li muddhat sa'ah unnoos
You can leave the same day	Tegdar tithla nafs il yom
Return to us after one week to examine the child	Irjalina ba'ad osboo ashaan nifhas athifl
We cannot do G.A because health problems	Ma negdar tsawi benj aam ashan anda meshakil sahiya
The father must sign the form	Laazem il abu yuwaqa al warga

QUESTIONNAIRE FOR GENERAL ANESTHESIA

Does the child have any medical problems?	Waldik fi anda amradh?
Is the child taking any medication?	Il walad yakuth ay adwea?
Is he allergic to any medication?	Fi anda hasaasiya min dawa
Did he have abnormal bleeding after the last extraction/surgery?	Kan enda nazef ma shela'a akhr marra
Was he ever admitted in the hospital?	Fi marra nawmooh bil mostashfa?
Does he have any of the following conditions?	Fi endah mashakil bil?
Heart/ liver/ kidney/diabetes`	Gelb/ kabd / kelya/ sukkari
Blood disorder/ thalassemia	Amradh bil dam / thalasemia
Asthma/ chest infection	Rabo / eltihab sadri
Hearing disability	Mashakil bil sama'a
Epilepsy/paralysis/hyperactivity	Sara'a/ shlal/ nashat zayed
Autism/ mental retardation	Tawahud / takhaluf a'aqli

INSTRUCTION FOR GENERAL ANESTHESIA

For 3 years and above - fasting 6 hours before operation	Le 3 sanwat aw akthar - seyam 6 sa'at gabl al amliya
Only water 2 hours before	Bs may sa'aten gabl
Medication for epilepsy/ asthma should be continued	Elaj hag al sara'a / rabo lazam testmir feh
If any change in health like cold, inform Dentist/ Anesthetist	Itha sert maredh mithl nashla, khabir al tabeeb/ tabeeb takhder

DAY OF OPERATION

Change clothes	Tabdel malabis
We will start I.V	Ahna nibda fi haqin waredi
We will give sedative in liquid form	Ahna nathi munawim sa'el
Transfer child to O.T	Nanqil alwalad li gurfat al a'mliyat
You will meet your Dentist in the O.T	Intha raha tshuf tabebak al asnaan fi gorfat il amaliyat
Duration 1 hour to 1 1/2hours	le mudda sa'a ila sa'a unnoos
He will be transferred to recovery room/ward	Howa raah yintiqlil gorfath il jana
Pediatrician will discharge the child	Tabeeb il atfaal raah sawi awraag al khurooj

POST OPERATION INSTRUCTIONS

Child will be sleepy or dizzy	Il walad bekoon daayikha aw tabaan
Let him rest/ sleep on the side	Khalli inam ala jamb
He should be watched	Laazem itharaqab
If you hear snoring/ altered breathing sound shift side to help him breathe	Itha samaht shakeer aw tinafas besooth wakhir ithifl ala ghayir il jamb
Give little water/ juice after 2 hours	Athi shuwaya maayi/ asser ba'ad sahtain
If he is vomiting then wait	Itha yirajja isbar aleh
Soft/ medium diet	Akhil layin/ muthawassath
Avoid fatty food	Thajannab alduhoon
Anesthetist may give pain killers	Thabeeb uthtakhdeer yimkin yatheek mussakkin alam

For the first two hours don't bite lip or cheek

No hot food or drinking with straw

No playing or vigorous movements the first two days

No swishing on the first day

There may be little bleeding during the first 24 hours

Bleeding may controlled by biting on a gauze

If you notice excessive bleeding after 24 hours contact us

If the child has fever give adol

Go to the doctor if you see the following symptoms

- Fever more than 39 degrees
- Excessive vomiting
- Difficulty in breathing
- Severe and continuous pain
- Continuous bleeding

Awwal sahtain lath'adh ashiffa aw al khud

Lathakhil haar wala thishrab bil oudh

Mafi ilab aw harrakath aneefa awwal yowm ain

La yitmadhmadh fi awwal yowm

Yimkin bisseer shuwayath nazeef khilal awwal arba wa ishreen sa'a

Yadh ala shash al ashaan yuwagif al nazeef

Itha kaan nazeef waayed ba'ad arba wa ishreen sa'a ithasel alaina

Itha al walad fi harara 'atha adol

Rooh hag il tabeef ith shifth hadhi il ashea

- Harara akthar min thisa wa thalatheen daraja
- Tharjea zaayid
- Sauba bil thinafes
- Awar qawi wa musthamer
- Nazeef musthamer



Box 59

SCHOOLTERMS

School	Madrassa	Kindergarten	Rauda
Primary school	Ibthidayi	Secondary school	Mithawasith
PreUniversity	Thanawi	University	Jaama'a
College	Kolia	Subject	Maudhoo'a
Student	Talib	Teacher	Mudharis
Class	Saf	Teach me	Alemni



“Periodontics”

Periodontics is a branch of dentistry not only involved in the diagnosis and treatment of periodontal disease (the most common and wide spread disease of the mouth) and other less common oral diseases, but also in providing cosmetic therapy. Periodontics also closely interacts with other specialties, especially Prosthodontics and Endodontics to provide comprehensive dental care. It is often referred to as a specialty that is a foundation to dentistry.

Mouth	Fam/ Halj
Jaw	Fakkh
Tooth	Sin
Teeth	Asnaan
Periodontics	Ailaj Al liththa
Oral Hygiene	Nadafath il Halj
Periodontitis	Lithihab litthah
Bleeding Gums	Nazeef fil liththa
Inflamed Gums	Ilthihaab fil liththa

Swollen Gum	Waram fil liththa
Gingival Recession	Tharajeh il liththah
Pocket	Jiyoub
Plaque	Jeer
Calculus	Kels
Bad Odour	Reeha
Your teeth are Mobile	Asnaanik harrak
Radiograph	Ashaa
Periodontal Treatment	Aylaj Al liththa
Hygienist	Fenni Thandeef Asnaan
Scaling	Thandeef Asnaan
Tooth Extraction	khal'a
Periodontal Surgery	Jiraahath Al liththa
Maintenance Therapy	Muraj'a
Dental Implants	Ziraa Asnan

INSPECTION

Hello, please come in and sit	Assalam, laws samaht etfadhal oo eg'ad
Tell me, what is your problem?	Gulli - Shunu il mushkila? Fi shai?

COMPLAINTS

Got bad smell	Fi reeha/reeha moo zain
Bleeding from gums	Ethla dum mil litha
Gum recession	Litha roh fauk/thahath
Teeth are loose	Asnaan harak
Teeth are sensitive	Fi hassassiya fil asnaan

Cold/hot/sweets	Baarid/haar/halawa
Swelling in gums	Fi waram min litha
Pain in the gums	Awwar min litha
Food impaction	Akhil dhish bain drusi
The tooth has fractured below the gums, it has to be extracted	Asnaan khasr thahat il litha laazam khalah il sin
They asked me to do crown lengthening	Galoli laazem assawi raf a litthah

DIAGNOSIS AND TREATMENT

Make x-ray	Sawi asha'ah
You must do scaling	Laazim thandeef
You need deep scaling with anaesthesia	Thahtaj thandeeflittha ma'a benj
You need surgery for gums	Thahtaj amaliya litha
Get scaling done by Hygienist	Tsawi thandeef ma'a il fenni
We have to remove some bone and gum tissue	Laazen nisheel addam wa littha
You will need bone grafting	Thahtaj zir'ath addam

SCALING AND PERIODONTAL SURGERY

I have been referred for gum treatment	Hawwaloni ashaan ailaj al liththa
I have bleeding gums	Andhi nazeef fil liththa
I have swollen gums	Andhi waram fil liththa
I have bad odour in my mouth	Andhi reeha min femmi
From when do you have this problem?	Min metha andek hathi mushkela

Have you had any treatment before?	Tsaawaith ay ilaj min gabul?
I have this problem for 6 months	Andi hadhi mushkela min siththa shuhoor
I cleaned for my teeth and my gingiva has improved slightly	Tswaith tandeef asnaan wa litthah sareth ahsan shuway
Let me examine your periodontal condition	Khal acheyik halath il-litthah
You have poor oral hygiene	Ma thnadif adhil
You (F) have a lot of plaque and calculus	Andech keteer jeer wa kels
You (M) have inflamed gums	Lithathik multhahiba
There are pockets and some of them are deep	Fi jiyoub, wa al baadh ameeek
Let's make some radiographs to see the condition of the bone holding the teeth	Khal nakhuth ash'ah ashaan nshoof halath il addam jemb asnaan
How often do you brush your teeth in a day?	Chem marrah ithfarish bil yowm
I brush my teeth once a day	Ana farrish asnaani marra bilyoum
Do you have diabetes?	Andek sukkar?
I have diabetes and I am taking treatment	Andhi sukkar wa akhud ilaj
My physician told me that it is under control	Thabibi gaali sukkar thaht saithara
Do you smoke?	Thadakhan?
I smoke one packet of cigarette a day	Ana dakhanth pakketh sigayar

Let me tell you the treatment	Khal agulik khuthath al 'ailaj
You have to continue to keep the diabetes under control	Laazem ithnadhim asukkar
You have to improve your oral hygiene	Lazim ethasin nathafat asnanick
You have to brush your teeth more often and also use dental floss	Lazem etfaresh akthar oo testakhdem khaith alasan
I will transfer you to the hygienist	Rah ahawelick li akhesaee tandheef
She will remove the plaque and calculus	Rah etsheel il jeer
She will also teach you how to brush properly and floss	Rah y'almik etfaresh snanick wa isthamil khaith alasan
I have completed the cleaning (from hygienist)	Sawait tandheef
I will come back to you after 3 months	Rah iji ba'ad thalath shhoor
Hello doctor I am back	Marhaba ana rej'ath
I feel much better than before	Ahis inni ahsan min awal
Still there are some areas which bleed	Fee ba'ad amakin tanzef
I also have pain in these areas	Fe (or endi) a'awar hni
Your oral hygiene has improved	Haljik ahsan alheen
You need deep scaling with anesthesia	Tahtaj thandeef amEEK ma'a benj
You still have deep pockets	Andek jeeyoub amEEK
You need surgery in these areas	Thahtaj jiraha al liththa fil manthekath

Bone graft has to be placed	Nazr'alek addam
You have to buy the bone graft	Laazem thashthiri il addam
I will give you an appointment	Rah a'ateek m'awaid
I have brought the bone graft	Yeebth il addam
Is the surgery very painful?	Il amaliya ithawer
I will now give you the anaesthesia	Rah akhadrick alheen
It may be little painful, but don't be afraid	Rah y'awrick shway bas laetkhaf
Do you feel the numbness?	Hess ib tanmeel?
I have completed the surgery	Sawait el'amaliya
I have prescribed medications	Wesaft dawa
Take the medicine as prescribed	Ekhud aldawa nafs elwasfa
Take soft and cold food today	Akil basakil bared aw layen
Brush gently in the operated area	Faresh shway shway mokaan el a'maliya
Come back after a week to remove the sutures	Thaal baadh osboa ashan sheel il khyath
I did not have any pain after surgery	Ma andhi awaar baadh jiraaha
Can I to chew on the side of surgery?	Agdar akil makan eljiraha (a'maliya)
Now what do I do doctor?	Shusawi alheen?
You must keep the mouth clean	Laazem khalli femmik nadeef
Come after 3 months for reevaluation	T'aal b'aad thalath shhoor ashan achayick

CROWN LENGTHENING

I want an appointment	Abi Mowaiid
I had RCT in that tooth, but it is now broken	Andhi aylaaq aasaap fil sin, lakin hadhi sin maksour
Can the tooth be saved?	Agdar ahafidh 'ala elsin?
The tooth is broken below the gums	Elsin maksoor taht ellitha
Doing crown lengthening can damage the nearby other teeth	Raf'a illitha momkin ye'athir 'ala ilasnan almoheeta
This tooth needs to be extracted	Laazem niklah addirz
You have enough remaining crown	Indik asnan kaffaya
The gums have to be surgically pushed	Laazem nirfa il littha gerahiyan
To expose enough tooth above the gum	Ashaan yekshif iddarz

ESTHETIC CROWN LENGTHENING

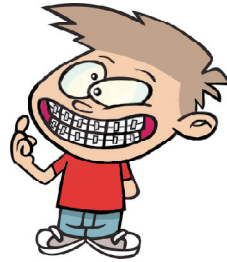
When I smile, too much of my gum is shown	Lam adh-haq litthathi waayed ith-bayin
Now, I avoid smiling	Ma ebtisim wayed
Can anything be done for this?	Fi hal ?
Let me check your smile	Khal achayick ebtisamtick
Yes, too much gum is shown	Eelithitick wayed etbayen
The front upper teeth are also short	Asnanick elamamia b'ad ghaseera
This can be corrected by surgery	Itsaleh jirahiyan
It is called esthetic crown-lengthening	Yingalaha raf'a alittha tajmeeli

GINGIVAL DEPIGMENTATION

I have very dark gums	Aindhi Litha ghamja
Can you make it lighter?	Tegdar etsaweeha fatha?
It is a simple surgery	‘Amaliya baseeta
The gum surface is removed	Nsheel sadh ellitha
This can be done by normal surgery or by electro surgery	Nigdar insawi bil gerahat taqlidiya aw bil laser
When the gingiva heals its colour will be lighter	lama litthah ith-yeeb raah thiftah
I will do the surgery on the gingiva which is just above the upper front teeth	Bessawi amaliya bil litthah ili foq iddarz ail amami
I will do a similar surgery around the lower front teeth	Raah assawi nafsishay hag iddarz ili thahath
Are you are satisfied with the new color of the gums?	Misthanis ibloan il litthath ilyedeed?

AFTER SURGERY

Eat nothing hot for 2 hours	Lathakil ay shay haar sah-thain
Do not eat on this side today	Lathakil sobh hadha il yowm
You may have pain for 2 days	Raah yawrik lii mudhath yom ain
You have to take antibiotics	Laazem tahkuth muddat hayawi
Use a mouthwash	Isthamil madhmada (or gasool famm)
Come after 1 week for a	Rajeh ba’ad osbooa
- check-up	
- suture removal	- insheel il gurez



“ORTHODONTICS”

Orthodontics deals with creating a better smile for our patients thereby improving the patients general appearance and confidence. Most orthodontic treatment involves long periods and therefore requires good patient cooperation for oral hygiene, appointments and appliance usage. In a society conscious about esthetics, turning away patients with minor esthetic problems is also a challenge especially in the MOH. The IOTN (Index for Orthodontic Treatment Needs) is one of the methods used for screening patients.

Hello!

Hala?

How are you?

Shloan ek? Or Keif hal ek?

What is your name

Shinu ismik?

How old are you?

Kem umrik/umrich (F)

I am 14 years old

Umri arbathash

What is your problem?

Shunu mushkila?

Why do you want ortho?

Lesh tabi taqweem?

I want to straighten my teeth

Abi a'adel asnaani

I want to close the spaces

Abi sakkar al fath'hath fi

between my teeth	asnani
My teeth are placed forward	Asnani jiddam
My bite is not good	Adh'ati muzain
I am not able to chew properly	Ma agdar akil a'dhil
My teeth are long	Asnani taweela
I can help you	ana asa'adik

HISTORY AND TREATMENT PLANNING

Does anybody else in your family have similar problems?	Fi nafs al mashakkil fi ahad bil ayelatik/tich(F)?
Were your milk teeth removed early?	Asnanik al labaniya inshaleth im bechchar?
Let me examine you to understand your problem?	Khalli afahasik ashaan ashoof shunu al mushkila?
I need to make big/small xrays and photos	lazem aakhud asha'ah kabeera wa sageera wa soorah
We have to remove your teeth to set the teeth straight	Lazem nikhla'a asnaanik/ich ashaan insawwi asnanik seedha
To push the teeth back/correct the bite	Nirja alasnaan wa na'addhil al addha
The problem is just not with the teeth but your bone also	Al mushkila mu bes bil asnaan moujooda bil 'addham
If jaw surgery is done with ortho treatment, it will give better results	Idha sawwi na amaliyat al feq al nateejet takoon ahsan
You have gum disease/decay	Fi ilthihaab littha/soos
Before I start ortho treatment you will have to finish cleaning and fillings	Gebal nibtadi bil taqweem lazim naddhaf littha wa kemmel hashwaath

Removable appliances/retainers	Taqweem mutaharrik
Fixed orthodontics	Taqweem thaabith
Wire	Seem
Bracket	Hadeed
You have to buy some materials	Laazem thashthiri agraath hag taqweem
From where?	Min ayn?
From the pharmacy	Min saydaliya
Where is the pharmacy?	Wein Saydaliya?
It is here in the center	Maujood hini bil Markaz
From outside Al Badr Company	MinBurra - Shariqa Al Badr
Take appointment from Nurse	Kudh mowaidh min al nurse
Dont forget your appointment	Lathinsa mowaidhik
Come exactly on the hour	Laazem maujood sa'ah biddhapt
If you are late more than 10 minutes your appointment will be cancelled and rescheduled	Lau thakher fok ashra dekaik, incancel il mowaidhik wa naatheek mowaidh jadeed

ORTHODONTIC EMERGENCIES

The wire is hurting me	Wire yijrahni
My bracket is moving/broken	Jihaz taqweem yithharraq/inkesr
I am having pain	Aindy awar
My gums are bleeding	Lithiti tanzef

INSTRUCTION FOR FIXED RETAINERS

Look in the mirror	Shuf bil mandara
This is a fixed retainer	Hatha taqweem thabith
It has to be present at least	Laazem tkhali (M)/tkhaleena

5 years	(F) khams sanawat
Your treatment will take ___ years ___ months to finish	Al ilaaj raha tawwal ___ sana ___ shuhoor
You have to visit me once every month	Lazim thrajja'a marra kul shahar
You can come back for a review after 5 years	Taal hag il muraja'a ba'ad khams sanawat
It will be fixed on the back side of your teeth	Rahi thabit bil drus min wara
After the treatment you have to wear a retainer	Ba'ad al ilaaj, laazim isthamil taqweem muthaharrik

PAIN

There will be discomfort and when appliance is fixed	Raahikoon fi alam lama thabit al taqweem
You may take pain killers or use special wax where it hurts	Tegdar takhuth musakkin alam aw tistakhdim shem khaas
If you feel pain, take panadol	Takhudh panadol idha fi awaar

BRUSHING

You need to use a special brush to remove food around the braces	Lazim tistakhdim farshah khaasa ashan naddef al akil min al asnaan wa al taqweem
Use an orthodontic brush or soft brush	Istakhdim firsha taqweem aw firsha naima
You must brush your teeth after every meal (minimum three times)	Lazim tefarrish asnanik ba'ad kul wejbah
Change your brush as soon as the bristles are spread out	Ghairal firsha lama khyot tekhtrib

Gargle with mouthwash
twice daily

Lazim ithmadhmadh marratain
bil yom

EATING INSTRUCTIONS

Avoid eating hard/sticky and
fibrous food like bones, toffee,
chewing gum, popcorn, chocol-
ates and nuts

Lath aakil ashiya yabsah aw
lazgya methil addam, hlawa, elch,
nafesh, cocoa and mukessarar

You may eat boneless chicken
or mutton (soft cooked)

Tegdar takil deyay bidhoon
addam aw leham layin

Do not bite fruit directly, cut
into small peices and eat (eg.,
apple, guava, carrot, etc.

Lathagram al fawaka
mubasharatan, getaha sgar, sgar
(methil tufah, gewafa, jezar)

WEARING OF ELASTICS

You need to wear elastics

Laazim telbis ser

Wear the elastics always

Telbis ser alatool

Remove it during eating and
brushing

Sheel ser lamma takil aw tfarrish

Replace it immediately after
brushing

Redaha alatul ba'ad atefrish

Do not use one old and one
new

Lath hath wahed yedid, wahed
gadeem

Do not use any other elastic
except the one given by your
dentist

Lath hath ay ser thani, ma'ada
ali atthakeya thabeeb

BREAKAGE

Do not meddle with any part
of the appliance with your fingers

Lath jeez thaqweem ib assaabik

If any part becomes loose or
hurts or the wire breaks

Ay jiz itharraaq aw awar aw
wire inqesr

Report to your dentist
immediately

Gul hag thabeeb alathul

Don't wait for regular
appointments

Lathanthar muwaidh mahaddath

COMPLETION OF ORTHODONTIC TREATMENT

Your treatment is complete

Khalasna al elaj

We will remove the braces

Raah insheel attaqweem

We have to make impressions
for the retainers

Bin sawi taba' hag taqweem
Muthaharraaq

It will be ready after 4 days

Raah ijهاز baad arbaath ayam

Come and collect it after 4 days

Taal iktha baad arbaath ayaam

INSTRUCTION FOR REMOVABLE RETAINERS

You have to wear the retainer
continuously

Laazem talbees taqweem
muthaharriq dayemen

You have to wear it full time

Talbis alathul

Remove it only during brushing
and eating

Sheela lama thabi ithfarish aw
takil





“ORAL SURGERY”

Oral surgery anywhere is challenging. Improper communication can lead to serious errors particularly errors related to proper identification of the tooth/teeth to be extracted. Prior to major surgeries and drug prescriptions a thorough history is required. Possible risks in surgery including nerve damage and other complications should be communicated. Thus language skills are vital in this field.

EXAMINATION

How are you?	Shloan ek? Or Keif hal ek?
What is your name?	Shinu ismik?
What is your problem?	Shunu mushkiltihik?
Where is the pain?	Wein awar?
Did you have breakfast morning?	Thre'yikth/ Thre'yikthi(F) subeh
Does it hurt when I press it?	Yi-awarik lama adgath alay?

HISTORY

How is your health?	Shloan sahtek?
You have any medical problems?	Andik ay meshakil sahiya?

Do you have BP, diabetes, cardiac problems, blood problem or any other problem?

Andik daght, sukhary, mushkila gelb, mushkila damm aw ay mushkila thani?

Are you allergic to any medicine?

Andik hassiya min ay dawa?

Are you allergic to penicillin?

Andik hassasiya min al penicillin

Are you taking aspirin?

Takhud aspirin ow mudhat hayawi?

DIAGNOSIS

Your pain may be from

Il awar yimkin min il dirs alli

- the tooth in front

- jiddam

- the tooth behind

- ili wara

- the gums

- il littha

- the TMJ

- mufsil (sing.)/ mufassal (plu.)

- the ear

- min othon

- the upper tooth

- min il sin ili foq

Your 3rd molar root is very close to the nerve

Jadar dirs il agil gareeb min il al assab

There is risk of nerve injury during surgery

Fi kathoora li issabith il assab bil amaliya

Box 60

REPORTING TO THE EMERGENCY CLINIC

Excessive pain even after taking pain killers

Ida fi awaar hatta ba'ad matakhid il musakkin

Continuous bleeding

Nazeef mustamir

Swelling of cheeks after 3rd day

Waram al khad ba'ad al thalit yom

Fever

Harara

This may cause loss of sensation	Yisseer nus al wey khadaar
Maybe not more than six months	Momkin mu akthar min siththa shuhoor

CONSENT FORM

This is a consent form	Hatha muafaqa?
What does it say?	Shunu maktoob?
Please sign the Consent Form	Lo samakh waqa il muafaqa
Why?	Leish?
This is the rule at the center	Hadhi qawaneen il markaz

DURING PROCEDURE

Don't move	La'th harrik/ harrikein
Don't be afraid	Laath kaaf
Gargle	Madh-madh/ Madh-madhi (F)

POST TREATMENT INSTRUCTIONS

Bite the gauze pack	Adh ala alshaash
Change it every half an hour	Thgayirha kul nus sa'a
Do not smoke for 12 hours	Altadkheen mamnu limuddad ithna'ash sa'ath
Do not rinse today	Almadmadha mamnu ilyom
Do not spit today	La attifl ilyom
Rinse with warm salt water next day	Madhmadh bil mayi milh baacher
Have only soft diet	Akil ashiah layina
Don't bite anything hard	La t'adh ala ashiah yabsa
Do not drink liquids with straw	Lath tashrab bil oudh almasaas

Have cold soft food today	Yufaddal ta'akil ashiya barda wa leyina ilyowm
Like ice-cream or yoghurt	Methil ice-cream aw rob
There may be swelling	Mumkin fi waram
This is normal in the first 48 hours	Hatha aadi awwal yowm-ain
This may last 4 to 6 days	Yimkin yistimir min arba'a ila sitha ayaam
Place ice packs over the area	Hitth kamadhaat thalj ala almantakka
Take analgesics	Takhud musakkin
Take the medicines from your polyclinic	Akhid al duwa min al mostousef
You may have difficulty in opening your mouth	Mumkin ma tigdar tifteh haljik
This is normal	Hatha Aadhi
Change it every half hour	Thgayirha kul nus sa'ah
It will improve in 5-12 days	Isseer ahsan khalaal khamisa li ithnaash ayyam

TMJ DIAGNOSIS

What's the problem	Shunu il mushkila
I am not able to open my mouth	Ana maagdar bathal halji
I have pain	Aindy awar
- when I open or close my mouth	- Lama ifthah wa sakhar halji
- on chewing food	- Lama akhil
- on waking in the morning	- Lama goom asubeh

- on moving the jaws to the right or left	- lama harriq yameen wa yassar
Since when did the pain start?	Metha bidha al awar?
Is there any time you have less pain?	Fi wakth al awar yikoon ak-haf?
Did your pain begin with any accident?	Al awar bidha ma hadith?
Do you grind your teeth while sleeping?	Thadris ala asnaanik wintha naayim?
Do you bite your nails?	Thakil adha frik?
Do you put your hands on your chin while watching television or computer?	Ith-hath eidik ala hanjik lama shoof television aw computer?

ADVICE

Eat soft diet	Akhil laayin
Don't open your mouth too wide	Lath bathal haljik wayed
Support chin in case of wide mouth opening like yawning	Imsik henjik lama thithawaab
Move your jaw forward	Harriq faq lay jiddam
Move jaw to the left and right	harriq faq yameen wa yassar
Support your chin when you do the exercises	Imsik henjik lama tsawi al haraqaath

NIGHTGUARD

You have to use a night guard	Laazem tisthamil nightguard
Wear it at night before sleeping	Yelbis bilayl gabul innom

Box 61**THE ENVIRONMENT**

Desert	Bur	Sea	Bahaar
Mountains	Jabal	River	Nahar
Earth	Ardh	Sky	Sama
Sun	Shems	Moon	Gumar
Stars	Najma	Thunder	Ra'ad
Lightning	Barg	Rain	Matar
Wind	Hawa	Hail	Bridhi
Ice	Thalj	Humid	Rotooba

Box 62**THE DIRECTIONS**

North	Shamal	East	Sharq
South	Janoob	West	Garb

Box 63**THE ANIMALS (HYAWAAN)**

Cat	Kitthat	Dog	Kelb
Sheep	Kharouf	Goat	Skala
Cow	Baqr	Camel	Jamaal
Snake	Hayya	Lizard	Sahliya
Tiger	Nimr	Horse	Hissaan
Lion	Assad	Bear	Thub (dub)
Bird	Thuyoor	Falcon	Shaheen/sager
Pigeon	Hamama		



“Prosthodontics”

Prosthodontics is a particularly challenging field because of the involvement of esthetics, high level of technical expertise required, the dependence on the laboratory and high level of patient education needed.

Prosthodontics	Isth’adha Sana’ea (more commonly referred to as tarkeebat)
Fixed bridge	Jisr thabith
Post and Core	Musmar wa gelb ma’dhani
Removable denture	Tarkeeb muthaharriq
Implants	Zira’a
Come in please	‘Thafadhal’
What is your name?	Shunu ismik? (for males) or Shunu ismich? (for females)
Take a number from the reception	Ikudh il rakham min istaqbal
Do you have a referral?	Andik tahveel? or andik tahveel? (for females use indech instead of indik)

Do you have a file?	Andak malaf? Or (Endik Malaf? Or Fi malaf?)
No first time	La awwal marrah (marrah - time)
Ok then open a file	Zain ifthah malaf
Where can I make it	Wein assawi?
From the reception counter	Andil esthalamaat (min - from)
Bring the file	Jeeb il malaf (malaf - file) (yeeb in Kuwaiti or geeb in Egyptian)
Please wait outside	Anthar burra low samaht (burra - outside)
Wait in the reception	Inthar fi al isthiraha
I will call you on the microfone	Rah nadeek (F - nadeech) bil mikrofone (nadi - call) or ana-deek bil mikrofone
I called you many times on the microfone, where were you?	Nadaytik wayed bimikrofone, wayn kint?
Sit down please	Eg'ad or istereeh low samaht (or point to the chair and say 'tafadhal') (min fadhlak - please)
Put your legs up	Irfa'a rejlek (F - ech) shway
Look straight	Shoof jiddam (or giddam)
Turn this way, turn that way	Lif minni, lif minnaak
Turn right, turn left (right)	Lif yassaar (left), lif yameen
Where is the referral?	Wein il tahweel?
Show me the referral	Warini tahweel
What is the problem?	Shunu il mushkila?
I did not understand you	Ma fahamtik
I didn't hear you	Ma isma

Please talk slowly

Takallam shuway shuway lou
samaht

CONSULTATION FOR CROWNS

What do you want?

Shunu tabeen?

I want a crown

Abi rakab taj (pl. - tijaan)

I did RCT

Sawait elaj assab

I broke my tooth

Sin-e maqsoor

How did the tooth break?

Shloan nkasr a-sin?

I fell down on the ground

Ana thaah-th ala al ardh

CROWN COMPLAINTS

I lost my crown

dayyat (lost) talbees

I have food impaction

Dish al akhil bain drusi

My crown is broken

Al thalbees maqsoor

The crown is rough/sharp
like a knife

Al thalbees kashin/ nafs sicheen

It's hurting my tongue

jorh lissani

There is a bad smell from crown

Fi reeha min il talbees

CONSULTATION FOR TOOTH REPLACEMENT

I want to replace a tooth

Abi rakab sin/ asnaan

When did you extract your
tooth?

Metha khala-ath il sin?

A long time ago

Min zamaan

I want a bridge

Abi jisr (pl. - jesoor)

Box 64

Crowns are also referred to as 'tarkeeb, 'talbees' or 'taj' by patients, the actual meaning of which is 'a covering'.

For bridge adjacent teeth have to be reduced	Hag jisr laazem asagir il sin /dirz ili jemba
What are the other ways?	Shunu tareeqa thani?
What are the other choices?	Shunu il khyarath thani?
Implants are better for you	Zira-a ahsanlek
What is the procedure for implants?	Shunu al mara-ahil a zira-a?
Neighboring teeth are clean	Asnaan al mujawara nadeefa
Implants are expensive	Al zira-a gha'ali
You must wait 2 months before placing a tooth	Laazim thanthar akal shahar qabul zira-a al asnaan

FPD PAIN DIAGNOSIS

There is pain in my tooth /bridge	Fi awr min il dirzi/ jisr
Which tooth is paining you?	Ay sin ya-awar?
Where is the pain exactly?	Wayn il awar bidhapt?
You feel pain or just sensitivity?	Thahess awar aw bas hassas?
When did the pain start?	Metha bidha alam?
When is it more? at night or day?	Metha izeed al awar? subh aw bilayl?
No only at night	La bas bilayl
Is there pain all the time?`	Fe alam kol waqt?
Yes it pains always	Na'am, fe ala-am ala tool
It pains when I drink cold or hot water	Aindy alam itha sharabth maay bared aw maay har
Is it more when you go to sleep?	Yaurik akther fi nom

Which one is paining you?	Ay wahed awrik?
This one or this one?`	Hatha aw hatha?
The last one?	Akhir wahed or (al akheer)
No, the second last one	La, gabul al akheer
Is there any pain here? (while percussing)	Fe awar?
Anything here?	Fe shay hini?
Open your mouth	Ifthah/bathla femmik (or haljig)
Close your mouth	Sakher haljig or sakher femmik
You have to return to polyclinic	Laazem tirja' a il mostosef
Why?	Leish?
To complete the filling	Al ashaan ithkimmel hashwaath
To complete the cleaning	Al ashaan ithkimmel tandeef
To complete the extractions	Al ashaan ithkimmel al-khalah
Ok then make an x-ray and return	Zain, sawi asha'ah wa irjaa li
IOPA (periapical radiograph)	Asha'ah sagheer (sagheer - small)
OPG (or any other larger radiograph)	Asha'ah kabeer (kabeer - big)
Where is the x-ray room?	Wein al gorfat al asha'ah? (gorfa - room)
It's near the entrance	Andhil baab

DIAGNOSIS AND TREATMENT PLANNING

The tooth under the crown is decayed	Il dirz thahath il thalbees methasaus
This tooth is broken!	Hatha sin maqsoor!
Your tooth is not repairable	Dirsik layislah

It's fractured below the gums	Maksoor thahat il litthah
You must extract the tooth	Laazem khalah il sin
You must cut the bridge	Laazem quess il jisir
You must change the bridge	Laazem thagh'air il jisir
Make new bridge	Tsawi jisir jadeed
Your tooth requires a post and metal core	Dirsik thahtaj musmar/ wathad nabni al-sin
Your tooth is too low	Dirzik waati waayed
Your tooth is too small	Dirzik sagheer waayed
The crown will not hold well	Talbeez mayimsik zain
You need crown lengthening	Thahtaj amaliya littha
Take this referral	Khuth il tahweel
Go to perio department	Throoh kesm il litthah
When?	Metha?
Tomorrow	Bukra
Come back after the surgery	Irjali baad il amaliya
The wound is not healed	Il jorh ma shefa
The site is not ready	Il mukan mu jahiz
The work is difficult/not easy	A'amel sa'ab/ musahil
The work is easy	Al'amel sahil
You may need many appointments	Yumkin thahtaj mowayeed waayid
Leish?!	Why?!
Crowded too much	Zahme katheer
I am going on vacation	Ana raaha rooh il ijaaza
No closer appointments?	Mafi mowaidh akrab?
You must buy gold	Laazem thashthiri dhaheb

Why? Isn't it free?	Leish? Hatha mu balaash?
Gold is expensive	Dhaahab gaali waayed
Nothing cheaper/cheap	Mafi ay shay arkhas/ rakhees
There is zirkon	Fi zirkon
All porcelain	Khazaf kaamel
Which one is stronger	Ay waahed qawi?
The gold is stronger than the porcelain	Dhaheb aqwa min al khazaf
Where is it available?	Wein maujooda?
In the pharmacy	Bil saidaliya
In Al Badr company	Il shariqa Al Badr
The address is on the paper	Il anwaan maujood ala wargah
There is also government fees	Fi rasoom hukuma ba'ad
You have to pay fees also	Laazen thidfah rassoom ba'ad
Why? I am Kuwaiti!	Leish? ana Kuwaiti!
Even for Kuwaitis?	Hathha hag il Kuwaiti
It is laboratory charges	Hadha rasoom muktabar
How much?	Kem?
Each unit 2 dinar	Kul wahda deenar ain
2 dinar per unit	Dinar ain le kul wahda
I don't have money now	Ma aindy flus alheen
Is there Knet?	Fi Knet?
Can I pay next time	Momkini dfah marra thania
No problem pay next visit	Mafi mushkila - thidfah marra thania
No you have to pay today	La - laazem thidfah ilyowm

long time	taweel
I am travelling	Ana msaafir
Can you make for me early?	Momkin sawali badri?
When are you traveling?	Metha inshalla safir?
I am sorry it won't be ready	Ana assif la yomkin yikoon jaahis
We cannot help you	Ma nagdar thasa'adik
I want sick leave	Abi maradhiya
Can you give me 3 days	Momkin thahtini thalatha ayam
I am sorry we can give you one day only	Assif nahna nagdar atheek bas yom wahad

RESTORATION TRIALS

What is the procedure	Shunu alijra'at ilyoym?
Today we will try out the crown/ bridge	Ilyowm injarrib il talbees/ jisir
Today is the bridge metal trial	Ilyowm tajrooba jisir ma'adhen
The appearance like this?	Shakil chidhi?
Don't worry	Lathaqlaq (F- thaqlaqi)
Don't think too much	Lathafakr (Fem - fakri) waayed
Close your mouth	Sakkhar haljig
Close on the new tooth	Sakkhar ala dirz jadeed
Close on both sides together	Sakhar ala sobh ain mabaad
Bite continuously	A'dh mustamer
Bite repeatedly	A'dh akhtar min marra
Swallow and bite	Yibla wa a'dh
Bite on your back teeth	A'dh al durooz il wara
Bite hard	A'dh hayl

Is it high?	Shoof howa aalia/ mirthifa?
Is it ok now?	Howa zain alheen?
Is it rough?	Howa Khashin?
Smooth	Naim
Hard	Salb
Sharp	Hadh
Heavy	Tagheel
Light (weight)	Qaleel
Weight	Wazzan
Be careful don't swallow the crown	Dheer balak lath yibla il-thalbeez
We have to cement	Rah nsawi thadhbeet
I have to fix the crown temporarily initially	Raah thadhbeeth il taj muwakkath awal
Don't eat anything for 2 hours	Lathakil ay shay sah-thain
Don't eat on this side for today	Lathakil sobh hadh ilyowm
Eat from the other side for today	Thakil il sobh-thani ilyowm
If there is any problem come anytime	Itha fi ay mushkila thaal ay waqt
The treatment is complete	Ilaj alheen kaamel
Congratulations!	Mabrook!

CAMPING**Box 65**

Tent	Khaima	Desert	Bur
Camping	Mukhaim	Grilling	Shawi
Fire	Nar	Coal	Faham

“Implants”



Implants are increasingly accepted as a method of tooth replacement. In Kuwait implant treatment is available in both the MOH and the private practice.

INITIAL INTERVIEW

Hello	Marhaba/ Hala
What is your complaint?	Shunu thishthiki minna?
What are you looking for?	Shunu ithdawer
Can I have implants for the missing teeth?	Abi zira'a
How many implants do I need?	Chem zira'a yabeeli?
Do you know anything about dental implants?	Indik fikra an ilzir'a?
It is like a screw that is placed in the jaw	Haadhi methyl borgi fil fekkh
It is important to make OPG	Ashaa Kabira
These are the maxillary sinuses	Hadhi jiyoub Al Anfiya

This is the main nerve in the mandible	Hadhi assaab fil fekk
You do not have enough bone in the jaw	Ma andek adham kaafi fil fekk
Implants are of different length and diameter	Il baraghi ahjamhum mukhtalifa
When did you remove this tooth/these teeth? (If it was removed long ago)	Metha khalaath hadha darz/ hadhaila al drooz
Why did you leave it without any prosthesis?	Lesh ma hathaith taqam?
Did you try a denture?	Jarrabth taqam muthahariq
What was the problem?	Shunu kaanath al mushkila
Why did you remove these teeth?	Lesh ishalath hadhi als asnaan
Is it because of decay/ fracture/ or tooth was moving?	Hal al ashaan thasawess/ kesr/ aw dirz ith-hariq
You have any medical problems?	Andik mushakil sahiya?
Are you taking any medicines?	Takuth adwea?
For missing teeth you have different options - RPD, bridge, implants or nothing	Hag il faraqaath andik hadhil al akthiyarath - taqam muthahariq, jisr thabith, zira'a aw wala shay
Which are you interested in?	Shunu thabi?
You want removable or fixed?	Tabi muthahariq wala thabith?
If you are interested in implants I will explain the procedure	Itha thabi zira ana gullik atthariqa
In this procedure, there is no need to cut the adjacent teeth	Fil hadhil amaliya ma raah nabridh al asnaan
It is like your natural teeth	Methil darz thabea'yi

Keeps your bone intact	Thahafidh ala addam
Cleaning is easy	Al tandeef sahil
It requires simple surgery procedure (if the ridge has adequate height and width)	Thihtaj amaliya baseetha (itha al addam munassib)
After 2-3 months teeth will be fixed on the implants	Ba'ad shahar ain ila thalatha shahar yinrakib il asnaan
It will be expensive	Rahioon ghaali
If the bone in the area is insufficient, bone grafting is needed to increase width and height	Itha al addam mu kafi ahna insawi zira'at addam al ashan nirfa wa narudh il addam
Sometimes we may need to take bone from your body	Ahyaanan nahtaaj nakhudh addam min jismik
This is a bigger procedure and you may have discomfort and pain for some time	Hadhi amaliya akbar mumkin yikun fi alam wa th'ab li mudda mayena
Is it ok?	Maqbool?
Some situations we can manage with bone grafts	Baad al haalaath insawiha ziraith addam
You have to buy the bone graft	Laazem thasthiri il addam
Bone graft is expensive	Ziraith al addam gaaliya
But it does not need another surgery	Lakin ma thahtaj amaliya thaniya
It is less painful	Awarha kafeef
What are your expectations?	Shrayik?
If it is esthetics you want then we need more procedures like bone grafting, soft tissue grafting and zirconia abutments	Itha tabi tajmeel thahtaaj amaliyath akthar methil zirayith al addam, ziraith il littha, wa da'amat min al zirconium

These will take longer and are more expensive	Hathy rah tethawil w ghaliya
Think about it	Fakir feha
Discuss with your family and come back	Naqish weya a'eltik w ta'al
It will take time for the implant to integrate	Yahtaj wagt ashan zira'a telte'em
How many months do I have to wait?	Ishkithar antar?
You must buy the implant parts from the pharmacy	Laazem tashtiri il zira'a min saidaliya

INVESTIGATIONS

Have you done any recent blood investigation?	Metha akhir marra sawaith tahleel dam?
You have to do new blood investigation	Laazem tsawi tahleel dam yedeed
Where can I get it done?	Wein agdar assawi tahleel?
You can do it any polyclinic or hospital	Tegdar tsawi ay mostousef aw musthashfa
Do I need to do any fasting?	Laazem aqonsaayem
You have to fast at least 10 hours	Laazem tikoona saayem ala aqal ashra sa'ath
When do I come back?	Metha irja'a?
Bring the report and see me when it is ready	Yeeb al nateeja wa taal li
Can I come any day?	Agdar eeyi ay yom?
No come only on our inspection day	La! laazem teeyi yowm al fahas

POST INVESTIGATIONS

Have you done your blood investigation?	sawayth fahas al dam?
Show me your report	Warini nateeja
Everything looks normal in the report	Kul shay waadheh tabi'ae bil nateeja\ kul shai zain
We can go ahead with the implant surgery	Negdar insawilik zir'a
Take an appointment with the nurse	Akhudh mowaidh ma'a sister
Your blood sugar is too high	Muadhal asukkhar a'ali indek/ich
We have to get your blood sugar under control	Laazem ta'adil mustawa asukhar indek/ich
We cannot operate if the sugar is too high	Ma negdar insawi il amaliya itha sukhar a'ali
It will affect the healing	Raahi yiather ala al ilthiam
You have to see a physician and get it checked	Kallam doctorik/ich thakudh minna

POST SURGICAL INSTRUCTIONS

Don't eat anything hot on the first day	Lathakhil ayshay har ib awwal yom
Place an ice-pack externally to reduce the swelling	Hoth thalj ashaan yiqal il waram
Avoid smoking for 1 week	La dakhn li muddat osbooa
Avoid eating hard food	La thakil akhil yaabis
Eat on the unoperated side	Akhil ala nahya ithania
Avoid aspirin for 24 hours	La thakud aspirin li muddat arba wa ashreen s'ah

Take an analgesic before the anesthesia wears off	Akhud musakin gabul mayirooh il bench
Use chlorhexidine mouthwash for plaque control today	Isthamil madhmadh li thakleel plaque
Buy this Chlorehexidine gel	Ashtiri il gel
Apply gel in the area and avoid rinsing and eating for at least 30 minutes	Hath il gel wa la thithmadh madh aw thakil li mudhat nus sa'a
Use warm saline mouthwash after the first day	Ithmadh madh ib may milh dafi awwal yom
Use the tooth brush only on the unoperated side	Isthamil alfarsha finahya athania
Good oral hygiene improves the healing	Nadhafat il femm thusa'ad ala al iltiam
Good oral hygiene reduces infection	Nadhafat il femm thusa'ad ala al thaqleel al ilthihab
If there is bleeding, exert pressure on the area for at least 10 minutes with a clean gauze,	Idhgath ala al manthaka li mudhat asher dekaik li waqf al nazeef ma shash nadeef
Do not rinse	Lath thith-madhmadh
Contact us/emergency if bleeding does not stop	Ithisal alena aw ala athawareh itha nazeef ma wagif
If pain and swelling starts suddenly after 3 days, report to the surgeon	Itha al alam wa al waram bidha fij'a ba'ad thalatha ayam belexh al jerrah
Come back for suture removal after 10 days	Raja'ana ba'ad ashrath ayam ashan insheel il gorez
After 2 months come back for check up	Rajana ba'ad shahar ain

If everything is ok we will start
prosthetic phase

Itha mafi ay mushaakil rah
niphthidi shugul il tarkeebath

PROSTHETIC PHASE

We have to expose the implant
and put a healing screw

Laazem nekshif al burghi (aw
zira'a) wa inhath alghata alshifa'ee

It is a small surgery

Amaliya baseetha

You have to buy some parts for
the impression and prosthetics

Laazem thishtiri ba'ad al mowad
hag il qyas wa il tharkeebath

I will write some parts you
need to buy

Raah yekthib ba'ad il qetha ili
laazem thishtiriha

Go to the same shop you bought
the implants

Rooh hag nafs il mahal ili
sharaith minna il zira'a

Your surgical phase is over

Khalasth min al geraha

You can start the prosthetic
phase

Momkin nebda shugul il
tarkeebath

You can go meet your crown
and bridge doctor for an
appointment

Momkin takhud movaidh min
doctoor al tarkeebath

Take the appointment after 2
to 3 weeks

Hath il mowaidh ba'ad osboo ain
aw thalath

IMPLANT COMPLAINTS

The implant is mobile

Al zira'a thithharaq

The crown is fallen off

Il talbeesa thahath

I have pain in the area of the
implant

Fi awar mukan zira'a

Do you feel the crown is high?

Thahess ina talbeesa aliya?

Go make an xray

Rooh sawi asha'a

There is infection around the implant	Fi iltihab hawalein al zira'a
I am very sorry we will have to remove this implant	Lil assif al zir'a laazem thinshal
Do I have to buy a new one?	Laazem ashthiri wahed thaniya?
We will ask the company to replace it for you (free)	Raah nathlub min al shariqa ithbadalik (balash)
After removing you have to wait 3 months for a new implant	Ba'ad math sheel zir'a laazem thanthar thalath shohoor hag zir'a al jadeed
The abutment screw is broken it cannot be repaired	Al burghi maqsoor maithsallah
You have to remove the whole implant and put a new one	Laazem insheel al zir'abil kaamel wa inhath wahed jadeed

“Joining PROTOCOL MOH”



Joining the MOH involves a series of Bureaucratic procedures. These help the incoming dentist to establish their credentials, license to practice and salary. However, again to the new comer, these can be confusing and cumbersome. Therefore a basic understanding of the processes involved is essential. For those who find it difficult to negotiate the different offices or don't have their own means of transport, freelancing agents are available to help out. It all begins with the offer letter.

Procedures in India

1. Offer letter

Three letters will be sent by the MOH once the Doctor is selected for the job, first is the offer letter and second letter will be regarding entry visa and air ticket, a copy of it will be sent to Kuwait embassy Delhi, third letter will be sent by Kuwait embassy Delhi to candidate for issuing the entry visa after getting medical done

2. Medical check up

Get the medical done by one of the recognized medical centers of GAMCA. (Should carry the original offer letters).

3. Visa stamping

Following documents are required

- offer letters
- medical report
- passport
- police clearance certificate

4. Attestation of certificates

Attestation of certificates are done by the Kuwait Embassy. Agents are available for this purpose.

- all professional certificates (Bachelors and Masters)
- experience certificates (from internship to till date)
- registration certificates
- SSLC, ICSE, CBSE, etc.
- Class 12, PreUniversity Course, Pre Degree

5. Air tickets

The ministry provides the ticket for entry to Kuwait

Box 66

FINGER PRINT DEPARTMENTS IN KUWAIT

(1) Capital Governorate - Khaled Ibn Al Waleed Street, Sharq, near the toy shops. (2.) For Hawalli and Farwaniya governorates - Al-Ghazali Street, Farwaniya. (3) Ahmadi. (4) Jahra

Documents required for fingerprint registration

1. Typed application form
2. Original and copy of the Visa
3. Applicant's original and copy of the passport
4. Applicant's four photographs
5. Civil ID Copy of the sponsor (Husband)
6. Original and copy of the medical report
7. Original and copy of the Insurance Receipt



After verifying the documents and application the officials will stick a stamp on the applicants passport with number and date.

Procedures in Kuwait

On arrival in Kuwait, the visa is presented at the immigration. The passport and visa should be carried on your person everytime you go outside of your home and until the Civil ID card is in your possession. On the first day itself you should report to MOH head office in Sulaibikhat (Chabra) as your salary is calculated from the day you register with them.

In Chapra (MOH - Refer map of MOH, Chapter 22)

Chapra is a single storey shed outside and to the right of the MOH main building. Inside there are different counters of the various banks like Gulf, etc.

1. Give entry permit to the secretary (Thahira), after which we are directed to Room 14 to get the joining letter typed in Arabic.
2. Get letter signed from administrative head (Laila).
3. Then go to the main building (MOH) ground floor to meet the director of special contracts (Akuth Khasa) and get paper signed.
4. Go to shed (outside of side entrance on left side of MOH) and get paper registered.
5. With the registered paper go back to Chapra and submit
 - (a) 4 copies of entry permit, (b) passport copy, (c) 10th and 12th mark list, (d) Bachelor's and Master's degree certificates, (e) mark list, (f) experience certificates and (g) 9 photographs with blue background.
6. A form is given to fill details of MDS and BDS.
7. 4 sets of papers are prepared
 - (a) Paper for Kuwait Dental Association (Jabriya) for registration and membership.
 - (b) Paper for Medical license at Salmiya (take 2 sets of Bachelors and Masters certificates, entry permit and passport copy).
 - (c) Paper for Medical Check up (see box)
 - (d) Paper for Finger print

- (e) Higher education evaluation in India
- (f) Salary evaluation by civil service commission

(Higher education and salary evaluation papers will be sent by ministry to concerned offices)

8. Take the joining letter and go to Behbehani 11th floor to meet the Assistant Undersecretary (dental).
9. From here, a new set of papers along with the joining letter is issued. With these go to meet the Head of the Department.
10. Collect the medical reports (blood, urine, x-ray, vaccination) and the fingerprints once they are ready (around 1-2 weeks) and submit back to Chapra along with 3 sets of copies of each report for the next step - the Residency (done by ministry).

MEDICAL AND X-RAYS

Box 67

For stamping residence (Iqama) process Medical test and Finger print are compulsory in Kuwait. Medical tests are taken at the ports and Building Health Division, Gamal Abdul Nasser Street, in Shuwaikh, just west of KISR but before the Chest Hospital is reached.

Submit typed application form (or you can type the form from the centre itself) along with the required documents. When called show the documents to the counter, they will tell/guide you to the lab for blood test. After the blood test you must go to the X-ray clinic for the X-ray. In the counter show the documents they will stamp a number in the applicants passport and will tell the Room Number for X-ray.

After one week you can collect the Medical report. First collect a yellow card from the X-ray hospital, you can collect blood test results from the blood test centre after that another counter there you will show the yellow card they will provide you the Medical Report.

Documents required

Typed application form
 Original Visa
 Original Passport and copy of the Passport
 Photographs
 Stamp of KD 10.000

11. Meanwhile papers are sent to Civil Service Commission by Chabra for the final evaluation.
12. Civil ID - Once the residence is stamped, apply for the Civil ID. Civil ID procedures are detailed in Chapter 2 (general information).
13. Salary - Once one receives salary approval by civil service commission, paper is handed over to finance department in MOH along with paper from bank manager to MOH with details of account number.

Box 68

USEFUL WEBSITES IN KUWAIT

Some of the useful websites in Kuwait are given below. Some of the sites are in Arabic. Remember to click English button or use Google translate if English link is not available.

Kuwait Dental Association	http://www.kda.org.kw
Ministry of Health (arabic)	http://www.moh.gov.kw/
Govt. Services information	http://www.e.gov.kw
Payment of electricity	http://www.e.gov.kw http://mew.gov.kw/
Civil Aviation for Flight enquires	http://www.dgca.gov.kw
Kuwait Touristic enterprises	http://www.kuwaittourism.com
Kuwait Weather Forecast	http://www.met.gov.kw
Kuwait Weather Forecast (remember to select area, country and spot and click go.)	http://www.windguru.cz
Kuwait Tide Forecast	http://www.myforecast.com/bin/tide.m?city=69635&metric=true&tideLocationID=null
Kuwait Times	http://news.kuwaittimes.net
Arab times	http://www.arabtimesonline.com
Indian Expat news	http://www.indiansinkuwait.com
Traffic Fines payment	http://www.moi.gov.kw/portal/vEnglish
Kuwait Cinema	http://webserver2.kncc.com/index.php

POPULAR DISHES IN KUWAIT

Harees	Wheat with meat topped with cinnamon sugar
Yireesh	Mash of cooked spelt with chicken or lamb
Gabout	Stuffed flour dumplings in thick meat stew
Mutabbaq samak	Fish served over rice in well spiced fish stock
Mumawwash	Rice with black lentils topped with dry shrimp
Zalabia (Jileby)	Fried dough in sugar syrup with lemon and saffron
Lugaimat	Fried yeast dumplings in saffron sugar syrup
Dayayi meshwi	Grilled whole chicken (rotated in the steel cabinet)
Balaleet	Sweet saffron noodles topped with savory omelet
Ghuraiba	Brittle cookies usually served with Arabic coffee
Gars agaily	Cake flavored with cardamom and saffron
Humoos	Chick peas paste
Muthabl	Brinjal paste
Filafil	Deep fried ground chickpeas, fava beans
Shawarma dejaj	Spit roasted chicken sandwich
Shawarma laham	Spit roasted lamb sandwich
Shish kebab	Skewered grilled meat
Shish taouk	Skewered grilled chicken
Ful Medammes	Fava beans dish
Machbus or kabsa	Spiced rice mixed with fried meat
Couscous	Semolina dish served with stew
Waraq Enab	Stuffed grape leaves
Toum	Garlic sauce
Tabbouleh	Finely chopped herb salad
Fattoush	Toasted bread with vegetables salad
Basbousa	Semolina pastry
Baklava	Layered filo pastry sweetened with syrup
Kanafa	Noodle crusted cheese pastry

**Kabsa****Kenafa****Fattoush****Tabbouleh****Warag Anab**



“Private Sector OPPORTUNITIES”

Kuwait has been a popular destination for employment especially for doctors from Asian and Arab countries. However, the process of getting through the mire of formalities to get into a position can be quite demanding for medical graduate from foreign countries. More over with income levels rising in India, a natural decline in the number of specialists coming to this country has declined though not at all in anyway eliminated. However for those with an eye for living and working abroad Kuwait stands out to offer a comparably easier country to secure a job. Having said that let me at the onset remind you that opportunities and demands are seasonal and the best way to secure a position is to keep trying.

The State of Kuwait has a good healthcare system comparable to some of the best worldwide and the institutions invest a lot in terms of finances for equipment and personnel to meet the demanding needs of the population. Personnel requirements and recruitments follow a variety of factors and each has its merits and demerits. The objective of this document is to inform the readers of the opportunities as well as pitfalls when considering an opportunity within the private health sector.

The health care is divided into three groups.

- A. Polyclinics and Clinics
- B. Specialized Centers
- C. Hospitals

In order to live and work in Kuwait every foreign citizen require a visa to enter and stay for a short term Kuwait and there after a residency permit to reside for a longer duration in the State. Primarily there are three groups that are to be considered as far as dentists are considered based on their Visa/Residency status in Kuwait

- A. Dentists coming from India (abroad generally).
- B. Graduate dentists on dependent family visas.
- C. Local transfer of already working Dentists.

A. Dentists coming from India

To apply for a dentist position within the private sector in the State of Kuwait the order is outlined below.

1. Search for institutions having a dental facility, or independent clinics, centers. The news papers, yellow pages and directories are a good place to start and don't leave out your social and networking skills. More positions are opened and filled through personal contact with the clinics than through online postings. Online postings are placed by recruiting agencies that have the clinic interest in mind.
2. Apply with your Curriculum Vitae to private clinics, polyclinics, centers or hospitals. Leave out your date of birth, spouses and children's details. The header should have your full name and a local contact no (even if it is not yours) followed by your qualifications, skills and the works. Attach copies of passport, visas, Civil ID if applicable, license copies, training certificates etc. Academic achievements don't carry much weight in the private sector, but you are welcome to add those if they make you

feel good. The more the better seems to be the rule. Add a decent photograph with a decent background. A picture speaks a thousand words in Kuwait. The CV can be submitted by the candidate or by anybody representing the candidate to the clinic.

3. Based on their requirement the clinic then issues a visit visa (as a dentist) to the candidate to come to Kuwait for a preliminary interview with company. During the course of the visit two things are bound to happen.
 - A) The candidate gets to see the facility and the Sponsor the candidate and approve of each choosing to work together.
 - B) Securing your agreement to work for them and No Objection certificate from the Labor department prior to processing a work visa. The sponsor generally arranges for an interview with the MOH which enables the sponsor to move forward in the hiring process.
4. The sponsor process your papers with the MOH for a dentist vacancy with their clinic /center
5. The MOH approves their request based on the clinic licensing and your CV verifying the current MOH standards of requirement for dentistry.
6. Based on the MOH approval the clinic applies for visa as a dentist for exams/interview based on the dates issued by the MOH.
 - The exam includes written, oral and clinical. Typically the assessment orients towards a clinical and treatment planning point of view rather than academic.
 - A Specialist License permits specialty practice, however in the private a dentist may be expected to do general practice.
 - A General Practice License qualifies you for general practice
 - Exams for general practice and specialty are different as they are for all specialties
7. Once the exams are cleared (results for which are released in

three days after the exam), the sponsor moves forward in processing his documents to secure a No Objection Certificate for hiring to the company from the Labor Department based on the licensing of the company as well the new position created or vacated, facilitating the hiring.

8. The candidate returns back to his country while the processing is in progress and waits. Time frames extend from a minimum of 6 months to a year for paper work to complete as the departments as well as sponsors may be laid back in their approach to fill positions.

B. Graduate dentists on dependent family visas

There are restrictions for dependents to find employment generally. The restrictions are in place to control the level of foreign employed personnel within the market as well as to facilitate the opportunities for willing nationals to be employed in the work place. Yet it is still possible and Kuwait has a large dependent population working alongside their spouses.

The dependent visa no is 20 and the work permit is no 18 for the private sector and 17 for Government sector.

1. The candidate should be able to find a suitable sponsor willing to transfer the visa from no. 20 to no. 18. The objective of the applicant should be to secure a transfer to a work permit before securing a position as position may be offered while transfers may be denied.
2. Read points - 2 to 7 of the section 'Dentists coming from India.
3. BDS graduates can work only in clinics or Polyclinics not in Centers or Hospitals.

C. Local transfer of already working Dentists

Local transfers depends on the type of visa the candidate is currently holding. There are two types of visas

- A. *Non Transferable work permit* - is when a sponsor has brought the candidate into Kuwait and he has certain rights in retaining the employee for his specific requirement for his company. Transfer of this type of visa is only possible after 3 years under the sponsor, e.g., the MOH.
- B. *Transferable work permit* - a transfer is possible after 3 months of remaining under the sponsor. A three month notice period needs to be given prior to leaving or anytime during the 100 days probation as stipulated by the Labor department. Once a transfer is done any number of transfers can be facilitated on this visa.
- For applying for a new position read points 1 to 7 of the section 'Dentists coming from India'. Once the Visa is in hand, the candidate can travel without restrictions and join up for work.

Procedures that follow after landing

Procedures that follow after landing will include some of the following to name a few

1. Physical medical exam including blood tests.
2. Residency stamping within a two months time frame.
3. Securing a Civil ID
4. Membership with Kuwait Dental Association.
5. Registration with Maintenance of Professional Competence Program (MPC) through KIMS.
6. Licensing with Medical/Dental Licensing Department.
- G. Licensing with X-Ray Licensing Department.

(The article is not exhaustive nor is it a legal perspective. You are advised to look up the Kuwait Labor Law for in depth review on laws and residency rules for the country that do change from time to time. We hope this document will shed light to those who are looking towards the private sector for positions in the field of dentistry. The private sector holds a lot of scope to grow as well.

Resignation

The rules governing the private sector dentists are the same as for all private sector employees. This includes the 3 month notice period. Remember to cancel your visa before leaving. Leaving without resignation or visa cancellation prevents you from entering the country for 2 years.

Box 70

THE FINGERS

Fingers	Osbal	Pointer	SebabeH
Middle finger	Wista	Ring finger	Khunser
Little finger	Bunser	Thumb	Sebah Kabeer (or ib-ham)

Box 71

THE COLORS (ALWAAN)

White	Abyadh	Black	AswadH
Green	Akhdar	Blue	Azraq
Yellow	Asfar	Red	Ahmar
Pink	Wardhi	Purple	Benafsiji
Dark Blue	Kahli	Gold	Dahabi
Silver	Fadhi	Orange	Burthaqali
Brown	Bunni	Grey	Rumadhi/Resasi

Box 72

PRIVATE SECTOR SICK LEAVE

Article 24 of Kuwait labor law, the employee has the right to get the following sick leaves during the year (with medical certificate).

- 15 days full salary
- 10 days three quarters of the salary
- 10 days half salary
- 10 days quarter of salary
- 30 days without salary



“KIMS and MOH”

The MOH has a systematic method of granting promotions. Currently, a doctor is eligible for promotions every four years. In the specialist category - Grades start from Registrar, Senior Registrar, Specialist, Senior Specialist and finally Consultant. For General Practitioners the grades go from Registrar, Senior GP Grade B and then Senior GP Grade A. As with any other process, one has to understand the processes involved in order to complete the paper work necessary to get the relevant promotion with accompanying benefits.

KIMS

Kuwait Institute for Medical Specialization (KIMS) of the Ministry of Health, State of Kuwait is the authority responsible for organizing all aspects of postgraduate training of medical practitioners and other health professionals in Kuwait. KIMS office is located on the **10th Floor**, Behbehani Building in Sharq. Recently the responsibility of promotions was handed to KIMS.

1. Get and fill application form from KIMS.
2. Get signature from the concerned chairman of the Speciality
3. Submit along with the following documents
 - i. 2 consecutive years of excellent report - called ‘Imthiaz’ (From Hawally Clinic. The clinic is located at the

intersection of Beirut and Tunis street, 1 block away from Muhallab complex. The entrance is on Beirut street. On entering the compound, park in front of the main building and walk to the second building on the right side. Enter past the guards in the entrance room and turn left into the corridor, turn right again, then first room on the left. You will find 2 ladies sitting in front of computers. Usually they will straight away ask you which year you want. Specify the years and take print out. Make sure it is stamped.

- ii. CME certificate with 100 points. (To obtain this take copies of the lecture certificates and submit at KIMS office. A clerk will calculate the points and print out a certificate stating that you have the 100 points necessary.)
 - iii. Salary certificate with details (Shahadith al Rathib)
 - iv. Ministry C. V. (in case of the Farwaniya dental center it is available in Block 7). Others please inquire in your office.
 - v. Personal C.V.
 - vi. Equivalency paper (from MOH Sulaibhikat, file section, Basement {refer map}). Your MOH file number is needed. If not in here then you go to Higher Education to inquire)
 - vii. Whomsoever it may concern letter also called 'lemen yahma al amar' (again from Block 7 in case of FDC). This contains details of your civil I.D no., nationality, date of joining, name of center, position, file number, etc. It is a yellow letter with a half KD stamp.
 - viii. Bachelor's Certificate
 - ix. Master's Certificate
 - x. Experience Certificates
 - xi. Passport copy with residence page
4. Papers are verified for completion at KIMS. Some individuals may receive calls in case of certain missing documents. However,

* (not the personal CV)

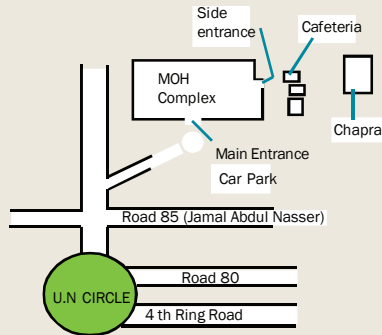
it is always better to enquire after a certain period if the documents have been processed.

5. Papers are transferred to Faculty of Dentistry, Kuwait University where a committee headed by the Dean decides the category of promotion.
6. Papers are returned back to KIMS with the designated promotion.
7. From KIMS papers are transferred to the MOH and registered at the Registration section (Sajjil, Basement). All inquiries should begin here. Remember to bring your file number. They will look up your name and write on a piece of paper where your paper is currently located.
8. Next it goes to Allawat (allowance section) where it has to be entered into the computer and printout taken.
9. Printout has to be signed by Marakib who sits in different room. Give it to the secretary of Marakib.

Box 73

MOH (SULAIBHIKHAT)

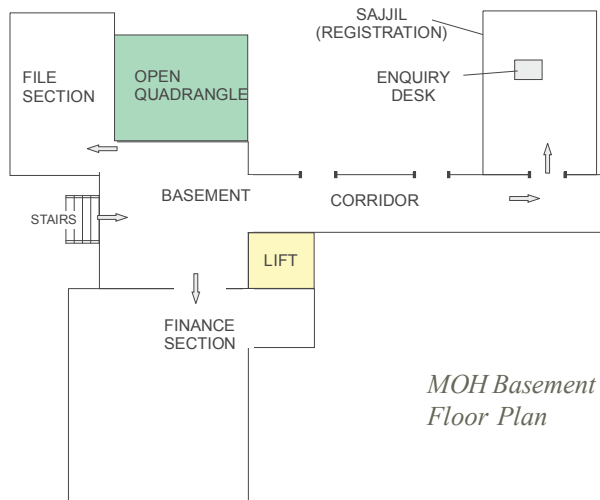
The MOH administrative office is located at the seaside in the Sulaibhikhat area. Can be reached via 4th ring road or Road 85. Take 4th ring towards Jahra direction. At the end of 4th ring you will find the United Nations roundabout (also called Sulaibhikhat circle). Take the 2nd exit (2nd right) and go to the signal (junction with 85). Continue straight for about 100 meters. At the end you will find an entrance which takes you into the carpark of the MOH complex. Use the **side entrance** to enter the MOH. It enters to a stairwell. The MOH has **3 levels** - Basement, Ground Floor and 1st Floor. The entrance is **between** the Basement and Ground Floor.

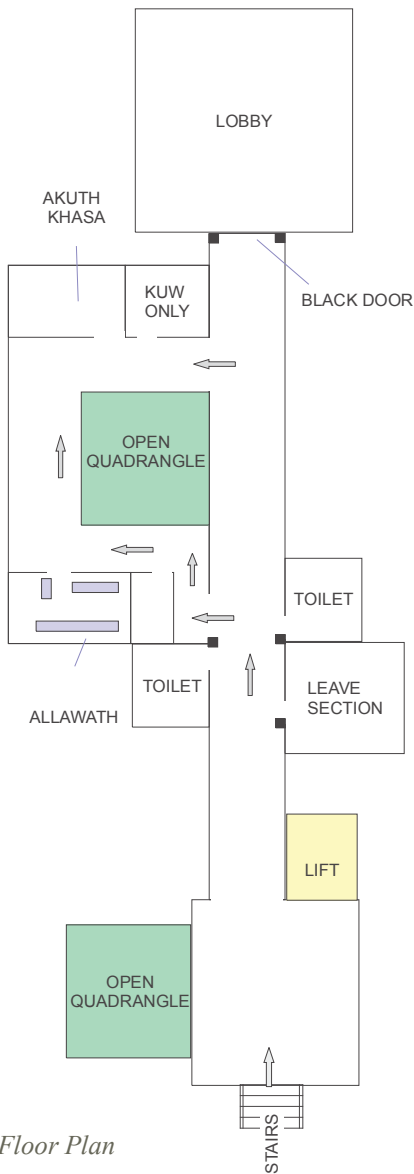


Box 74**REGISTRATION SECTION**

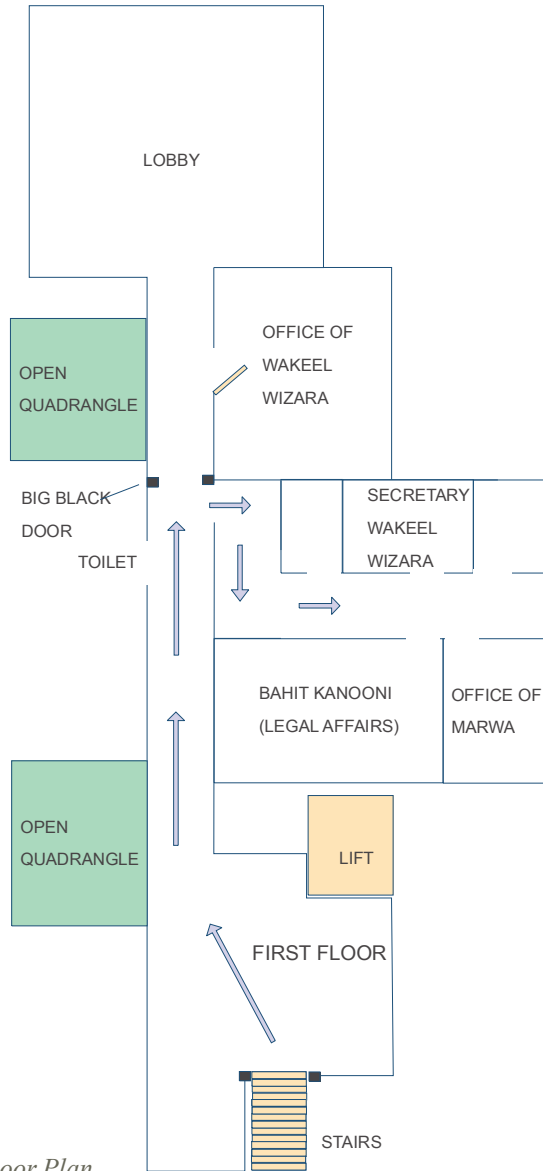
The Registration department keeps track of all MOH documents. When documents are transferred between departments they are first registered with the Registration Dept. This way it is easier to track the paper trail.

10. After signature of Marakib come back to same person who gave printout and entry made in computer and new paper printed.
11. Paper to be signed by head of the Allawat.
12. Then enter in register of Allawat.
13. Go to shed (outside of side entrance - there are 2 separate rooms, one with men sitting inside and one with women. This office has got something to do with dispatch) and give to secretary in both rooms. They will enter in register.
14. Go to salary section in the basement (if you are from Bneid al Gar) and make them enter into computer. Other centers like Farwaniya, Adan and Jahra have their own salary section, so you need to go there and get it entered.





MOH Ground Floor Plan



MOH First Floor Plan

15. Go to salary section in the basement (if you are from Bneid al Gar) and make them enter into computer. Other centers like Farwaniya, Adan and Jahra have their own salary section, so you need to go there and get it entered.

Box 75

PROCEDURE FOR TRAINEE ALLOWANCE

Any promotion above the category of Registrar is eligible for a Trainee Allowance. This can be applied for *only after* the promotion has been approved. The paper trail is slightly different for the trainee allowance.

1. Copy of promotion paper given to Director of Center.
2. Director of Center makes a letter confirming promotions and that you may be given trainee allowance.
3. Letter may be taken by hand or office will send directly to Assistant Undersecretary's office in Behbehani Building for signature.
4. Signed paper sent to Sulaibhikhat to Sajjil (registration basement).
5. Next it is taken to Bahit Kanooni (Legal affairs, first floor) given to secretary to be signed by Wakil Wazara (takes about 1 week).
6. Next it goes to Akhood Khasa (special contracts) to the secretary to be signed by the boss of Akhood Khasa.
7. Next it goes to Allawat (allowance section) where it has to be entered into the computer and printout taken.
8. Printout has to be signed by Marakib who sits in different room.
9. After signing come back to same person who gave printout and entry made in computer and new paper printed.
10. Paper to be signed by head of the Allawat.
11. Then enter in register of Allawat
12. Go to shed (outside of side entrance - there are 2 separate rooms, one with men sitting inside and one with women) and give to secretary in both rooms. They will enter in register.
13. Go to salary section in the basement (if you are from Bneid al Gar) and make them enter into computer. Other centers like Farwaniya, Adan and Jahra have their own salary section, so you need to go there and get it entered.
14. Congratulations, you earned your promotions.

CAMEL MILK

Camel milk is low in lactose compared with cow's milk. However, levels of potassium, magnesium, iron, copper, manganese, sodium and zinc are higher than in cow's milk. Cholesterol in camel milk is lower than cow or goat milk. Camel milk is three times higher in vitamin C than cow's milk and 10 times higher in iron. It is also high in unsaturated fatty acids and B vitamins but less in vitamin A and B2. Camel milk has more fat and protein than cow's milk.

Camel milk is believed to modulate the immune system. Camel milk is also used as a medicinal product in India. The Bedouins of the Middle East believe it to have curative powers. According to the locals, those who are trying camel's milk for the first time, must try it small amounts. If taken in large quantities it may cause indigestion in some individuals. One has to get used to it over a period of time.



“Resignation PROTOCOL MOH”



Resignation is a period of mixed emotions. To some it spells relief from work, to others it means leaving friends and memories behind. However, whatever the feelings, everyone agrees, the resignation process can at times be tedious and frustrating. Resignation involves significant amounts of paperwork and clearances. However, many of the procedures in the resignation process are put in place as safeguards for the Government. Since it is unavoidable, it is advisable to familiarize oneself with the processes involved during resignation.

Procedure for Resignation of Dentists

Important things to keep in Mind

1. Hiring agents is not required as you can do it yourself. The procedures are very simple and clear.
2. Notice period for resignation is 3 months.
3. Find out leave balance from the leave section till effective date of resignation. Calculate remaining leave in your notice period.
3. Bank Clearance requires cancellation of Credit Cards at least 15 days before applying for Bank Clearance. (You will be asked to clear off the credit card dues and any bank loans pending, in order to apply for the Bank Clearance.)

4. All clearances should be done in the last month before your leave starts as clearance is valid only for one month.
5. Cancellation of Family Visa can be done before cancellation of your own Visa. They can stay 1 to 3 months on Temporary Visa.
6. Indemnity - 3 months notice is needed if you want full indemnity. It will be *deducted by 25%* if notice period is short by *1 week* to less than 3 months.
7. It is always advisable to work for at least 1 month as the whole process will take approximately 1 month if you want your indemnity to come in to your account before leaving.
8. No Dues required from
 - Set A
 - a. Electricity
 - b. Telephone
 - c. Bank (a to c can be done just by showing your Civil ID)
 - Set B
 - d. Ministry of Interior
 - e. KDA
 - f. KIMS
 - g. Dental Center (d to g has to be done with your official letter of resignation or Letter of Approval)
9. Always keep *copies* of all documents especially clearance papers.

Resignation letter

1. Notice to be given **3 months** in advance, or else you may lose a considerable amount of your indemnity.
2. Resignation Form Go to the office and ask for the *Resignation Form* (which is in Arabic). Fill the form (ask any Kuwaiti colleague to fill it up).
3. Go to your office leave section. If you have leave remaining (confirm with leave section) mention in the letter as **Leave with resignation**; also fill out an application for this leave along

HOW TO CALCULATE REMAINING LEAVE

Option 1: If you have 45 days leave left over & you want to leave on 15 May, effective date of resignation will be 30 June & you will give notice on 1st April your leave begins on 15 May; and all paperwork to be completed in the last month before 15 May. Also tell leave section to calculate the number of Fridays coming in the leave period to tell you final total leave balance.

Option 2: If you want to leave on 15th may, apply for leave (all that is remaining) earlier to that date, and start your leave with immediate effect. Helps you run around freely doing all your formalities and no additional calculations required by the leave and salary section regarding your balance leave. Also, leave after last day loses out on house allowance.

with the letter. Get help of legal advisor or your Arabic friend to frame the letter. Mention clearly the date of **effective resignation** and date of **starting leave** and date of **giving 3 month notice**.

4. Go to the office and type the letter of **Resignation in Performa** in Arabic.
5. Get it signed by the Head of the department, followed by the Center director.
6. Take it by hand and get signature from Chairman of the Specialty.
7. Give one copy of this to the Leave section along with application for leave.
8. Give another copy to Salary section.
9. Take the original by hand and submit it in Behbehani (give your telephone number - they will call you when it is ready (usually within 3 days) or they will send by post to MOH, it takes

Note

Keep a copy of the resignation form finally signed from Behbahani, with you. After signature from the Manager of Resignation (Mudeer Isteqaal), they wont allow you to take a copy.

- approximately 2-3 working days to reach to concerned department in MOH (Sulaibhikhat), so it is advisable to go to MOH only after 2 working days to trace your paper).
10. With this paper, you need to go to MOH, Sulaibikhat. The resignation section is on the ground floor. It is near the allowance section (Alawaat) and is called END OF CONTRACT OF EXPATRIATS). Show your paper to the ladies there, they will send you to the Basement to the Registration Section (Sajjil) (left, just after the red box). Get your paper registered in their records; make 2 copies (one for you). You will find helpful porters doing your photo copies for free nearby.
 11. Hand one copy to the lady at the registration section. Take your original and go back to the resignation section on the ground floor and get the manager of resignation (Mudeer's) signature (his office is straight ahead, at the end of the twisted corridor). Be prepared to wait for an hour or so.
 12. Once that is done, go back to the lady in the resignation section and hand the paper over to her. She will then give you a list of documents you have to bring to her at the earliest. She will give you a paper to take to leave section of your hospital to bring your *Leave Card*.
 13. She will also give you a list to bring (**Set A No Dues**) clearance certificates from (1) Bank, (2) Ministry of Communication and (3) Ministry of Electricity (all 3 can be done with the Civil ID only and does not need your official letter of resignation or **Letter of Approval** (LOA). They will tell you to come after 3-4 days for the LOA.
 14. Go to your Leave Section* (at MOH or Hospital Admin.) give the leave paper to them and ask them to prepare your *leave card*. Take it from them or ask them to send to the MOH leave section (check from them and at registration section MOH that it has been sent/received.)

* (Leave section is on the ground floor on the right side of the corridor opposite Allawath section.

No Dues Set A - Bank, MEW & MOC

Begin no dues procedure only **1 month before** (because the “no dues” certificate is valid for only 30 days, and if you don't finish the rest of the work in that time you have to obtain them all over again)

1. First of all, pay off and cancel your credit cards and loans (see Box below). Check with the bank if credit card cancellation is in process after 3 days. The bank call center will call you to confirm the cancellation. It usually takes 10 days for the cancellation. After 1 week, request for **bank clearance certificate**, which takes 3 working days to come through. The charge is 5 KD.
2. Go to **Ministry of Electricity** (MEW) Head Office (near to Civil ID office, South Surra, 6th Ring Road, Ministries Area), first floor in clearance room with your Civil ID. Show them Civil ID & get clearance (5 min). Those who have to pay the electricity, go to your area office of electricity and then, they give you the clearance. It can also be done at the **Liberation Tower** office for Min. of Communication is on the ground floor. On showing your Civil ID only, you get your Clearance certificate almost instantly.
3. Go to **Ministry of Communications** (MOC) Head Office (on Road 85 between Roads 60 and 55) park near MOC building # 1, & go to building # 8 (behind building # 1). Show civil ID and ask for clearance (it takes 5 minutes). It can also be done at the Liberation tower, office for Min. of electricity is on the first floor. Upon showing your Civil ID only, you get your Clearance certificate almost instantly.

Box 78

CAR LOAN CLEARANCE

If you owned a car on loan, and have paid it off earlier ask for a Loan Clearance certificate also along with the bank Clearance certificate. Both can be processed together. Each clearance certificate is charged KD 5). Without this Loan clearance certificate, you cannot resale your car and transfer the registration to the buyer at the muroor (the traffic department).

Leave Card Update

Go to the *Leave section** and get **leave card** updated till your latest leave taken and balance leave stated. Take a copy of the last leave applied, duly typed and signed. Also keep the original white sheet of the leave paper with you, to be submitted at the salary section, finally.

Resignation Section, MOH

Letter of Approval & No Dues Set A Submission

Go to the Resignation Section at the MOH, give all three clearances (Bank , Electricity and Telephone) to the lady there. They will put the clearances in your file and start the process for Letter of approval (LoA). They'll give you a copy of your official Letter of Approval or LoA. Then they will tell you to bring all remaining no dues (**Set B: d.** Ministry of Interior, **e.** KDA, **f.** K.I.M.S., **g.** Dental Center) and they will give one paper for clarifications from Salary section.

Submit copy of last leave application along with the *leave card* at the *Bahit Kanooni*, (MOH, Ground flr.). Wait 10 minutes for them to register. Take the paper and submit back to the *Resignation section*. They will give the *Final Resignation form* (in Arabic). From here they will direct you to the *Allowance section* and *Leave section* which duly fills and signs. Make a copy for yourself. Go back to the *Resignation section* who then directs you back to the *Salary section*. At salary section they note it in your account, stamp your paper and return it to you, to hand over to *Resignation section*, MOH.

The salary section (located in MOH or within your Hospital Administration Section) stops your salary from the present month, calculates salary till the last day of resignation and amount of leave balance to make the final settlement. Then they will transfer to your account after completion of procedures. If you have closed the account a cheque will be given.

* In some centers the leave and salary sections are located within the administration section of the hospital. In other centers these are located at the MOH building in Sulaibhikhat.

Resignation section notes the details from salary section and sends you back to *Salary section* where they finish the final calculation.

No Dues Set B - MOI, KIMS & KDA

Finish the rest of the *No dues* (can be done in a day).

1. **Ministry of Interior Police (crime & traffic):** Go to MOI offices (earlier it was behind Crown Plaza hotel. Now it is in Sulaibiya, 6th ring road, towards Jahra direction, after Jleeb, take exit 605, go to left side of highway. All the ministries are located here to the left of the road. Again on the left side of the area there is *Ministry of Interior, Criminal Provisions Implementation Dept.*). Give one copy of LOA with original Civil ID (at the glass cabin as you enter). They'll check your records and print a "*Police Clearance certificate*" in about 10 minutes. Don't forget to collect your Civil ID.
2. **KDA:** Go to KDA (Jabriya, near Blood Bank, open evenings on weekdays only) give copy of LOA & ask for clearance (pay any due membership fees with accountant; also claim any *social benefits* if you have registered with the social security fund of KDA); collect no dues certificate (10 minutes if no social security fund otherwise may take 2-3 working days).
3. **KIMS & CME:** Go to KIMS office in Behbehani building, Sharq: first to Central Medical Library on 8th floor (right of the lift), ask library-in-charge for no dues by showing him copy of the LoA; he will fill out a form, take this to CME center (on the same floor) and get it signed (10-15 min). (Make photocopies of all the above No Dues certificates).

No Dues from Center

1. **Center:** Go to the Secretary of your center, submit a copy of your LoA (they will type out *Format for No Dues* in Arabic with regards to the Dental Center). Get this signed by the following
 - a. Department Head
 - b. Car parking in-charge (usually Director or Amin Markaz)

- c. Stores in your center
 - d. Return hand-pieces with record of serial number.
2. Take this signed form to *Rumaithiya Central Stores* which is located in the Salmiya Polyclinic (enter Amman St. from 5th ring. Take u-turn at the Salmiya Play School round about. Head back towards 5th ring road with La Baguette on the right. Take last right turn before the 5th Ring. As the road turns naturally to the right you will see the *Salmiya Polyclinic*.) Get the form signed by Central Stores in-charge and return back to the Dental Center and get it signed finally by the Director.
3. Collect your Set B Clearances and including No Dues from the Center and submit it to the Resignation Section (see next page)

Cancellation of Family Residence

Meanwhile you can cancel your family residence

1. No need of any paper as you can cancel at any time because they are dependent on you.
2. You can keep family 1 to 3 months after cancellation of their visa but you have to tell the period at the counter of passport office. They will charge 1KD/month. If they stay longer - charges will be 2KD/day.
3. Type Form for cancellation of Residence from typing center near passport office. Attach typed form along with.
 - a. Blue back ground passport size photo -1 (may not need for kids less than 10 years, however, better to keep with you)
 - b. Photocopies of Passport including residence page, Civil ID and Civil ID of sponsor
4. Go to your regional office with typed Performa. You have to cancel Civil ID before cancellation of Residence at the entrance of passport office (not main civil ID at Surra).
5. You have to put 1KD/month stamp. Go inside they will cancel it & give you article #1H.

6. Then make photocopies of 4 sets - one for air tickets, one for your cancellation of visa, one for the family purse & one for you in case of need. Now remember to carry around passport of family members for identification.

Back at MOH

1. **Submission of Set B - Clearances and No dues** Deposit all your No Dues to the Resignation section - They will now prepare your final papers.

Flight Ticket First for Kuwait Airways for your ticket, tell them the exact route you want and your final destination (e.g., Jaipur via Delhi or Mumbai) they will send you to basement for typing (make sure that they have written name of your spouse and children for air ticket), and second paper for the Hospital Finance and third paper for Civil Service Commission (they will tell you to come after 2 working days to collect all final 3 papers and meanwhile they will tell you to cancel your Visa).

2. **Cancellation of Iqama:** Now you must get the Iqama cancelled (it is important that you get the residence cancelled well before the effective date of your resignation or date of leave, as they'll charge penalty of KD2 for each extra day beyond that).

Go to Passport section in Recruitment section (outside building in MOH) with copy of LoA, copies of your passport & original civil Id, original passport, 3 photos (with blue background, 6X8cm), KD 1 revenue stamp. Passport section will tell you to come after 7 days to collect your passport; they will give a *paper* on which it will be written that your passport is submitted to MOH for cancellation of visa.

3. Go back to Resignation Section & check if your 3 final papers are ready (either in Resignation section or with Register Section outside main building). You have to collect all these 3 documents.
 - a) Small slip of paper to Civil Service Commission to pay your indemnity (this letter has an *appointment date* on it, so go

- to CSC on that date).
- b) Letter to Kuwait Airways with route to issue your ticket.
 - c) Letter to salary section in HHA (your final salary settlement & certificate). Get this one signed by budget section, ground floor next to Resignation Section and take it to salary section in HHA. There they'll prepare salary papers & any due allowances (e.g., leave salary, arrears), take this back to MOH- get it signed by usual procedure for collecting salary by hand; they'll issue a cheque from Central Bank which will be your final salary payment (sometimes they may pay it directly to the account which may take up to 5 days.)
4. **Leave During Resignation** If you wish to take leave during resignation period it will be given as normal leave (excluding duty allowance). But if you wish to take leave *after resignation* then they will *deduct* duty allowance as well as house allowance.
 5. **Experience Certificate:** The Experience certificate can be made in the MOH Basement, second room on right opposite File section & next to Salary section. Show the LoA to clerk, he'll print out the certificate (it is like a salary certificate, printed on yellow paper with details of your start & ending dates, file no., Civil Id no., salary, position, place of work, etc.) Paste 500 fils revenue stamp, get it signed by the in-charge of that section, then by Abu Talal (in-charge of Allowance section on ground floor) and finally stamped back in the same section where the letter was printed. You can take this paper to Kuwait city in front of Liberation Tower, go to any of Authorized Translation Office, they will type your paper in English with an official stamp.

Collection of Indemnity

Civil Service Commission On the day of appointment specified in the letter to the CSC (keep a copy of the cancelled iqama before going there as they will ask for copy of it), go to the CSC building (opposite City Centre in Shuwaikh, behind MTC Zain building),

on the ground floor, left wing at the end of the corridor with a large reception area, counter no. 17 (sign saying End of contract indemnity), show them the letter given by MOH along with a copy of your passport showing the cancelled iqama (this is important). Sign the papers saying that you have legally ended the contract. He'll issue a counterfoil with a Ref. no. Keep this safe. Your indemnity will be credited directly to your account after 10-15 days. No cheque/ cash will be given at the CSC.

Power of Attorney

If you wish to leave Kuwait before getting your indemnity in your account. Give a Power of attorney to your close friend. Go to ministry of justice (in front of Liberation tower) in ground floor with your passport photocopies including visa # 14c or your Civil ID with original passport & 2KD stamps.

Tickets Out

Go to Kuwait airways office in the city; show the letter from MOH at the reservations counter and your ticket will be issued. Be sure to take your passport with you. When you are leaving Kuwait finally there is no need of EXIT Permit.

This completes the Resignation Procedure - Congratulations.



Box 79

THE FALCON AND THE DHOW

The Falcon or Al Shaheen along with the Dhow are important national symbols of Kuwait. The Golden Falcon and the Dhow are represented on the Emblem of Kuwait which was adopted in 1962. The Dhow represents the maritime tradition of Kuwait.



KUWAIT FISH - TOP 10

Kuwait is known for its long beautiful coastline and fresh tasty fish. The famed fish market near Souk Sharq is in a majestic building called "Souk Samak". Here you can find a variety of fresh tasty seafood. Here is the list of the top 10 fish of Kuwait.

No. 1. - Zubeidi (White pomfret) This is the most sought after and most expensive fish in Kuwait. 2 varieties are available - Iranian and Kuwaiti.

No. 2. - Hamour (Grouper) This is a very popular large great tasting fish. The big ones are called 'hamour' and the smaller ones are called 'Balool'.

No. 3. - Sobaity (Silvery Black Sea Bream) This fish is prized among the hobby fishermen as it is difficult to catch. Said to be an intelligent fish.

No. 4. - Sho'am (Yellow finned Sea Bream) This fish is a much sought after fish in Kuwait and is famous among the hobby fishermen in Kuwait. Try it grilled or fried.

No. 5. - Sheem (Milk Fish) It is a large great tasting fish with a delicate tuna-like consistency. It is distinguished by its white eyes.

No. 6. - Nagroor (Silvery Grunt) The Nagroor is silvery when freshly caught but its scales gradually oxidizes to a light bronze sheen with time.

No. 7. - Nuwaibi (Tiger tooth Croaker) It is a relatively common fish in Kuwait, distinguished by its 3 prominent tiger like teeth. It is popularly served grilled or baked.

No. 8. - Soboor (River Shad) The sea version of the shad is sold in Kuwait per piece rather than by weight. It is quite bony but nevertheless tasty. Usually served grilled.

No 9. Chan'ad (Barred Spanish Mackerel) It is a large great tasting smooth skinned fish.

No. 10. - Meidh (Mullet) It is a small sardine like fish. Once plentiful, its stock has depleted over the years. Don't be fooled by its cheap price. It tastes great. Try it grilled.



1



2



3



4



5



6



7



10



9



8

“General INFORMATION”



Some of the procedures involving other Government Departments and Authorities are given here. Many are repetitive and are particularly helpful year after year. An important note of caution - the procedures presented here are valid at the time of the publication. These can change without notice.

Box 81

MINISTRIES IN KUWAIT

Ministry of Interior	Wazarat al Dakhliya
Ministry of Health	Wazarat al Sahha
Ministry of Justice	Wazarat al Adhel
Ministry of Electricity and Water	Wazarat al Kahraba wa al Maayi
Ministry of Islamic Affairs	Wazarat al Awkaf
Ministry of Education	Wazarat al Tarbea
Ministry of Higher Education	Wazarat al Ta'aleem al A'ali
Ministry of Communication	Wazarat al Mowasalaat
Ministry of Social Affairs and Labor	Wazarat al Shoon wa Ijtimaya wa Al'amal
Ministry of Foreign affairs	Wazarat al Kharjiya

Box 82**HOW TO APPLY FOR SICK LEAVE VIA AUTOMATED TELEPHONE**

Important If First Time you have to create a new Password by entering the Information bank.

Password Creation

1. Dial 82 88 88 or 133
2. Press 3 for information bank
3. Enter you Civil ID number
4. Put telephone number that you are using
5. Choose a new password. Repeat the password.
6. The system will disconnect.
7. You have to dial AGAIN to apply for sick leave
8. Follow the steps below to apply for sick leave

If you already have a Password

1. Dial 82 88 88 or 133
2. Choose 7 for sick leaves.
3. Put civil ID number, then password
4. Press 1 to apply for sick leave (if you want to check if sick leave was applied correctly choose 2).
5. The sick leave request will automatically be sent to your area Health Clinic according your Civil I.D.
6. You must go the clinic under your area, you will NOT find the Sick Leave request in any other clinic.

Note: If you have lost your password you have to make a new password by going personally with your Civil ID card to Civil Service Commission in Shuwaikh (next to MTC Itisalat mobile company - so please store your password carefully).

Box 83**PROCEDURE FOR RESIDENCE RENEWALFOR MOH DOCTORS**

For MOH staff the residence renewal (tajdeed iqaama) is usually done via the center where the doctor is posted. MOH staff are not required to pay for the Health insurance. The relevant documents are submitted at the office. Residence is usually stamped for 2 years.

Documents Required

1. Original passport (jawaaz)
2. 2 x 10KD Revenue stamps (thaabeh) (from vending machines)
3. Two (4x6) blue background photos

Passport office	Jawazat
Typist	Tabayeen
Renew akama	Tajdeed ikama
Complaint	Shakwa
Fine	Garama

Box 84

PROCEDURE FOR RESIDENCE RENEWAL FOR FAMILY MEMBERS

Residence renewal can be carried out in one day. Every governorate has a passport office called a 'jawazaat'.

Documents Required

1. CID copy of the Father and Mother (carry original also)
2. Passport copy with relevant pages of the applicants
3. Two (4x6) blue background photos
4. Health insurance receipt (Thameen Sahhee)
5. Typed application form
6. 10 kd govt. stamp for each year of residence
7. Identity verification form

Procedure for the Health Insurance

The health insurance can be obtained from certain government polyclinics. The other way is to go through private insurance offices (e.g., Tahseelat insurance near Granada Theater, Khaithan). The health insurance costs around 50 KD pa for the spouse and 30 KD pa for the children up to age 18. Two passport photos are required along with the copies of the passport with residence page. When going through the agents everything will be done by them (they will charge additional service fees). After payment of the amount they will ask you to come back to collect the insurance card and the receipt after an hour or two.

Procedure for Residence Renewal

The procedure will be described for the Farwaniya passport office, however, the process for all offices should be similar.

Location The Farwaniya Immigration office is located in Farwaniya Dajeej area (opposite Farwaniya across the 6th ring road). To reach there - take Road number 60 (Gazali highway) towards airport direction.

After crossing the 6th Ring flyover the road curves to the left and comes to a circle. Take a left at the circle. The office is situated to the left of the first crossroad. The parking is in an open field to the right.

Typing Center The typist office is located outside the immigration office. Go to the counter and pay the fees and take a token. Tell the typist you want to renew residence (tajdeed ikkama). Tell them the required number of years. After typing, sign the form. Stick the photos in the required areas. Attach all the photocopies.

Immigration Office Exit the typist and enter the immigration office which is adjacent to the typist. Take a token number from the machine. When called, go to the respective registration counter. They will verify all your papers. If you are doing only for your children alone, they will ask you to produce your wife's original civil ID. After signing and stamping you have to go past the gate to the inner area. As you go in you will find a second desk inside dispensing tokens. Taken one and wait till called. Go to the counter and submit your papers along with the passport and govt. revenue stamps. Then go and sit again. When ready they will call you and hand over the passport with the new residence sticker pasted inside. Don't forget to verify the dates and make sure they have not interchanged the stickers between the passports.

Box 85***PROCEDURE FOR CIVIL ID (AUTOMATED SERVICE)***

After the Residence has been renewed, Civil ID can be applied by phone.

1. Dial 1889988 and follow the prompts. After entering your residence number. Cut the phone.
2. Enquire after 1 or 2 days at the above number. They will inform if card is ready and which machine to pick it up from.
3. Go to the PACI office (ministries zone). Go to the designated machine.
4. Insert 2 KD in slot and pick up card.

* Occasionally the automated telephone will respond asking you to report to the PACI office personally.

Box 86***DETAIL CHANGE IN CIVIL ID***

Change in any details in the civil ID like address, phone, etc., requires you to apply in person at PACI Office. Go with the rent contract, passport plus copy, Civil ID copy, 2 photos. Put quarter KD in the machine. Fill form. Take token number and go to the respective counter when called.

LOST CIVIL ID

Contrary to popular belief, you don't need a police report to apply for the ID if you lose it. However, if you suspect foul play I think it's prudent to report it as lost just in case. You can do this by going to any police station for your governate area, early in the morning and fill out a report with the duty officer.

1. Original Passport plus copy
2. 10 KD fine plus 1KD for Temporary Civil ID paper
3. Go to the civil id office early in the morning again. Get your ticket.
4. Once you are at the counter inside, tell the person that you have lost your id. He/she will scan your passport for you and ask you to pay KD 10 for the new card. You also have to pay an extra kd to receive a new temporary sheet of paper that serves as your civil Id.
5. It takes 60 days to get a new civil id card. Also, the sheet of paper shows when your civil id will be ready next.
6. Aftr 60 days enquire whether your card is ready or not by phone (1889988) or website.
7. Go to PACI office (Ministries Zone on 6th Ring Road). You don't have to pay KD 2 this time. Go to the counter inside the PACI office. Show your original passport and and Temporary Civil ID paper. The clerk will issuse you a temporary card. Go to designated machine, insert card and pick up new Civil ID.

PROCEDURE FOR GETTING DRIVING LICENSE

Indian Driving License of the doctors/dentists are sometimes easily transferred to Kuwaiti Driving License, though NOT as a rule.

Steps to change Indian driving License to Kuwaiti

1. Go to Indian Embassy with Indian Driving License.
2. Make an affidavit.
3. Get Arabic translations of BDS and MDS degrees.
4. Go to Foreign affairs.
5. Go to your area maroor (Traffic Department), get an application form from there and get it typed there istelf.
6. Get the signature of the Head of the Department there on the form.
7. Take it then to the traffic Dept. in Shuwaikh (head office), aka. Head of Capital Traffic Department.

Steps to apply for Kuwaiti Driving License

1. Go to your area Traffic department (maroor), with your salary certificate, Civil Id copy, passport copy.
2. Get the Ishtemara (learner's license). Get the form typed with 2KD stamp. The Ishtemara is valid for 6 months.
3. Kuwaiti Driving Motor schools for learning driving in Kuwait.
4. Get a date for the driving test. Test fees: KD10. Test includes signal test, engine test, etc. No limit on number of times one can appear.
5. On passing the driving test, they give you one letter, take it back to your area traffic department/ get a form typed with a KD 10 stamp.
6. You get your permanent Kuwaiti driving license!
7. Organize a party!

Box 89

PROCEDURE FOR DRIVING LICENCE RENEWAL

License renewal can be carried out in one day.

Documents Required

1. CID copy
2. Licence copy
3. Two (4x6) blue background photos
4. Typed application form
5. 10 KD Kuwait Govt. revenue stamp

Location of office

The office is located in Jabriya. Take 4th ring road Salmiya direction. After crossing the 40 flyover keep right. Take the next right turn (the right turn before the Jabriya bridge). Take the first right turn again (at the bank) then take the second right. The muroor is at the end of the road on the right. Park in the field on the left.

Procedure

A typing office is located just before the license office. Tell them you want to renew the license (abi tajdeed leeson). Give them all the documents and the fees. They will type a form. Take the form with attached document copies. Go to the office which and give it to the counter inside. Stick the 10kd stamp. From here the staff will guide you to the respective counters. You will have to go to 2 other counters. Following a short waiting period you will be called to pick up the license from the delivery counter.

PROCEDURE FOR CAR REGISTRATION RENEWAL

Car inspection	Fahs Fenni	Insurance	Thameen
Muroor	Traffic Dept	Officer	Fahas
Accident	Hadhith	Registration book	Daftar
Stamp 5 KD	Thabeh 5 Dinar	Licence	Ruksa/ Ijaza
Driving	Siyaka	Hit athe gas	Dooz banzeen
Hit the brakes	Dooz brake	Eye test	Fahas nadhar

All motor vehicles have to be inspected and passed annually. The inspection may be carried at your regional traffic department inspection office or yard. It is usually started 1 month before the expiry date mentioned on the vehicle registration card (Daftar).

1. *Insurance* - The first step is to get the insurance. Go to any insurance office and tell them you want to take a Tameen and show them your daftar and bathaka madanea (civil ID).
2. Document check - a. Insurance paper b. Copy of civil ID c. Original Daftar
3. *Vehicle check* In order to proceed with a smooth vehicle check. The following are checked
 - Car should be working
 - Car should not be an antique piece
 - Exhaust should be free of smoke
 - Brake lights should be working
 - Paint should be in good condition
 - No major dents
4. *Inspection yard* - In the Shuwaikh yard an officer sits at the entrance. Hand your papers to him. Say salam aleikum. After he checks the papers and stamps them, he will direct you to the respective lane in which the inspection is carried out.
5. *Vehicle inspection* - The inspector will first check if your papers are in order. If the vehicle is relatively new (less than 3 years old) there is minimal check and they usually wave you on. Vehicles over 10 years old are checked stringently. The inspector may ask you all or some of the below mentioned.
 - a. To step on the pedal to check the smoke,
 - b. To press on the brake pedal to check the brake lights,
 - c. To reverse and brake,

- d. To turn on the right and left indicators,
- e. To turn on the headlights.
6. If everything is fine he will stamp and seal.
7. Next go to your *AREA Muroor* office. At some Muroors - separate timing exist for Kuwaitis and Foreigners. In Farwaniya, the timing for foreigners are 4 to 7 pm. Better to check online if you have fine. (see useful websites in Kuwait at end)
 - a. Buy 5 KD stamp from machine and stick on top right corner of insurance form.
 - b. Take a token number
 - c. When called go to the respective counter. They will sign, stamp and take your papers and pass it on inside to a separate counter where they will check your papers for fines and violations. If no fines. They will print out the vehicle registration (daftar). Collect when your name is called.
 - d. In case you have a traffic violation, they will call out your name and hand back your paper. Fine is called *garama*. Go to the clerk handling fines and pay the required fine and reubmit your papers. (It is better to check and pay fines prior to taking a token to avoid delay)
 - e. Collect when your name is called.

Box 91**PROCEDURE FOR TRANSFER OF VEHICLE OWNERSHIP****Required Documents**

1. Civil ID and a copy for the seller and buyer.
 2. General power of attorney, in case the seller cannot attend in person (e.g., if owner has left Kuwait, in case of expat).
 3. Mandatory insurance document.
 4. Determination of heirs, in case the owner is deceased.
 5. Power of attorney from the heirs (in case the owner is deceased).
 6. Signature authorization, if the seller is a company.
- Both the seller and the buyer must attend the procedures
 - Type out the form at the typing section outside of the Muroor
 - Buy 5 KD stamp from vending machine and stick on top right corner of form.
 - Take token number.
 - When called go to the respective counter. They will ask buyer if he/

she is satisfied with the car. Both the seller and the buyer will be asked to sign. They will check for traffic violation.

- Pay fine (garama) if present
- Collect daftar (registration) in name of new owner when called

VISIT VISA

Box 92

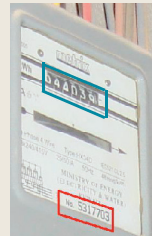
1. Get affidavit from embassy
 - Take Civil ID copies, passport copies of all parties involved
 - Take token from counter at far end, of hall to the left of entrance, for typing
 - Await turn, get form typed
 - Go back to first counter and collect token for submission
 - Go to hall to the right of entrance, await turn, submit with 6.250KD per affidavit
 - Get token for collection and go back to first counter & wait till your name is called.
2. Get affidavit/s stamped (5KD per document) & signed at Foreign Affairs office in Liberation Tower
3. Get salary certificate
4. Get application for Visit Visa typed at typing center behind Passport Office (Jawazat) 0.500KD
5. Submit all at Visit Visa counter.

PAYMENT OF ELECTRICITY

Box 93

Electricity may be paid online or at your regional office.

1. Take photograph of meter on mobile or print picture on paper. Picture must contain meter number (red outline and electricity reading. (An old receipt may be helpful for reference or to identify your meter)
2. Go to electricity office and go to section where a clerk checks the reading and enters it into a form.
3. Take it a files section where your file is checked against last payment and amount determined.
4. Pay the amount at the Cashier and get receipt.



The Arabian Horse



With a distinctive head shape and high tail carriage, the Arabian is one of the most easily recognizable horse breeds in the world. The Arabian developed in a desert climate and was prized by the nomadic Bedouin people, often being brought inside the family tent for shelter and protection from theft. This horse breed is good-natured, quick to learn, and willing to please, thereby forming a cooperative relationship with humans. The Arabian also developed the high spirit and alertness needed in a horse used for raiding and war. This combination of willingness and sensitivity requires modern Arabian horse owners to handle their horses with competence and respect.

The End

Box Contents

Box Contents

Box 1	The Arabic alphabet	3
Box 2	Varying Forms of the Arabic Alphabets	4
Box 3	Ligature or Joint Forms of Arabic	5
Box 4	The Nationalities	8
Box 5	Tips for Safe Driving	10
Box 6	Public Holidays in Kuwait	15
Box 7	The Seasons	17
Box 8	Patient Types	26
Box 9	Uncooperative Patients	27
Box 10	Greetings	28
Box 11	IK or EK	29
Box 12	You and I, Mine and Yours	30
Box 13	Diwaniya	31
Box 14	Relations	31
Box 15	Hajji and Hajjiya	31
Box 16	For (Hag and Ashaan)	33
Box 17	Tell	33
Box 18	Ask	33
Box 19	Can and Possible	34
Box 20	Don't forget	34
Box 21	Find	34
Box 22	Yes and Correct	34
Box 23	Telephone Conversation	35
Box 24	Clearing Doubts	35
Box 25	Towns and Villages	35
Box 26	The MOH	37
Box 27	The Teeth	38

Box Contents

Box 28	The Mouth (Femm)	39
Box 29	Office Terms	40
Box 30	Office furniture and Stationary	41
Box 31	Procedure for Leave Application	41
Box 32	Thafaddhal	42
Box 33	Suffix 'ech'	43
Box 34	Shuway	43
Box 35	The Numbers(AI Arkham)	45
Box 36	Shay (thing) and Fe (there is)	47
Box 37	Towels and Tissues	47
Box 38	Transportation	47
Box 39	The Miswak	49
Box 40	Gratitude Farewells, Blessings and Apologies	50
Box 41	Parts of the Body	50
Box 42	Similar Sounding Words	51
Box 43	Currency	51
Box 44	Qalb and Kelb	52
Box 45	Days, Months and Time	54
Box 46	Medical Specialists	53
Box 47	The Hospitals	53
Box 48	Patient instruction regarding appointments	59
Box 49	Did you know?	61
Box 50	For (Hag)	63
Box 51	Inshallah (If God Wills)	64
Box 52	My	64
Box 53	The Nuts	64
Box 54	The Fruits	65

Box Contents

Box 55	The Vegetables	65
Box 56	The Meats	65
Box 57	Markets and Shops	65
Box 58	Dates	73
Box 59	School terms	83
Box 60	Reporting to the Emergency clinic	99
Box 61	The Environment	103
Box 62	The Directions	103
Box 63	The Animals	103
Box 64	Crowns	106
Box 65	Camping	113
Box 66	Finger print Departments in Kuwait	123
Box 67	Medical and X-Rays	125
Box 68	Useful Websites in Kuwait	126
Box 69	Popular Dishes in Kuwait	127
Box 70	The Fingers	133
Box 71	The Colours	133
Box 72	Private Sector Sick Leave	141
Box 73	MOH Sulaibhikhat	136
Box 74	Registration Section	137
Box 75	Procedure for Trainee allowance	140
Box 76	Camel Milk	141
Box 77	How to calculate Remaining Leave	144
Box 78	Car Loan Clearance	146
Box 79	The Falcon and the Dhow	152
Box 80	Kuwait Fish - Top 10	153
Box 81	Ministries in Kuwait	154

Box Contents

Box 82	Applying for Sick Leave via Telephone	155
Box 83	Procedure for Residence Renewal for Doctors	155
Box 84	Residence Renewal for Family Members	156
Box 85	Procedure for Civil ID (Automated Services)	157
Box 86	Detail change in Civil ID	157
Box 87	Lost Civil ID	158
Box 88	Procedure for Getting Driving License	158
Box 89	Procedure for Driving License Renewal	159
Box 90	Procedure for Car Registration Renewal	160
Box 91	Procedure for Transfer of Vehicle Ownership	161
Box 92	Visit Visa	161
Box 93	Payment of Electricity	162