




REPUBLIC OF KENYA
MINISTRY OF HEALTH



KENYA MEDICAL LABORATORY TECHNICIANS AND TECHNOLOGISTS BOARD

THE ROLE OF THE MEDICAL LABORATORY SUPERINTENDENT/IN-CHARGE DIRECTOR/MANAGER

*Pursuant to the Medical Laboratory Technicians and Technologists Board Act
,CAP 253A, Laws of Kenya.*

	THE ROLE OF THE MEDICAL LABORATORY SUPERINTENDENT/IN-CHARGE DIRECTOR/MANAGER		DOCUMENT CONTROL Serial: KMLTTB/LAB/06, B Version 001 Date: 18 TH April 2024
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The medical laboratory superintendent/in-charge director/manager is responsible for the application, registration, and renewal of practicing certificate for any class of a medical laboratory in public and private sector. All medical laboratory services shall be supervised by persons holding a practicing certificate and an annual license.

ELIGIBILITY TO BE THE ROLE OF A MEDICAL LABORATORY DIRECTOR/MANAGER/SUPERINTENDENT/IN-CHARGE

1. A medical laboratory technician or technologist shall only be eligible to superintendent over a registered premise if she/he holds a valid practicing license.
2. A medical laboratory technician or technologist shall be eligible to superintendent over premises registered by the Board if she/he has worked as a medical laboratory technician or a technologist under supervision for a period of not less than 5 years in a medical laboratory
3. Any person(s) who wants to apply for registration of premises shall complete the application forms and provide all the necessary documents as prescribed by the Board. The form must be signed by a person identified as the potential Medical laboratory Superintendent/ medical Laboratory manager, medical laboratory Director. for the premises/ facility
4. One person shall only be eligible to superintendent over one registered premise.
5. A health institution may apply to operate more than one business premise (medical laboratory branches). However, each medical laboratory branch must apply, be inspected, registered, licensed, and must have a different medical superintendent laboratory.
6. The board shall be notified in writing at least 30 days prior to any changes affecting the following:
 - i. Change of ownership-including share distribution, change of directors etc.
 - ii. Change of medical laboratory director/manager/ superintendent/in-charge
 - iii. Change in registered premises i.e. Location Plot number, building etc.
 - iv. Change in nature of business i.e. change of laboratories class.
 - v. Any other significant changes

.....**THE END**.....

