

99150110016000

# Social assistants / nursing assistants / medical documentation assistants (abroad), apply for recognition

Heruntergeladen am 12.06.2025

<https://fimportal.de/xzufi-services/6000612/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99150110016000
Leistungsbezeichnung I	Social assistants / nursing assistants / medical documentation assistants (abroad), apply for recognition
Leistungsbezeichnung II	Social assistants / nursing assistants / medical documentation assistants (abroad), apply for recognition
Typisierung	4 - Land: Regelung
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	

Modul	Sachverhalt
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	<ul style="list-style-type: none"> <li>• [Sächsisches Gesetz über die Feststellung der Gleichwertigkeit von Berufsqualifikationen (Sächsisches Berufsqualifikationsfeststellungsgesetz – SächsBQFG)](<a href="https://www.revosax.sachsen.de/vorschrift/13833-Saechsisches_Berufsqualifikationsfeststellungsgesetz">https://www.revosax.sachsen.de/vorschrift/13833-Saechsisches_Berufsqualifikationsfeststellungsgesetz</a>)</li> <li>• [Schulordnung Berufsfachschule (BFSO)](<a href="https://www.revosax.sachsen.de/vorschrift/18609">https://www.revosax.sachsen.de/vorschrift/18609</a>)</li> <li>• [Schulordnung Fachschule (FSO)](<a href="https://www.revosax.sachsen.de/vorschrift/17369">https://www.revosax.sachsen.de/vorschrift/17369</a>)</li> </ul>
Teaser	<p>If you have acquired a vocational qualification abroad in the field of nursing assistance, social services (social assistant) and medical documentation, you can have this recognised as equivalent to a corresponding vocational school qualification.</p>
Volltext	<p>#### Authorisation to work as a social assistant, nursing assistant or medical documentation assistant in accordance with the Sächsisches Berufsqualifikationsfeststellungsgesetz</p> <p>If you have acquired a vocational qualification abroad in the field of nursing assistance, social services (social assistant) and medical documentation, you can have this recognised as equivalent to a corresponding vocational school qualification.</p> <p>In the Free State of Saxony, you have a legal right to</p>

## Modul

## Sachverhalt

have the equivalence of your professional qualifications checked with a state-regulated vocational school qualification as a

- social assistant
- nursing assistant
- medical documentation assistant

You can also work in these professions without recognition, as they are not regulated in the Free State of Saxony. Nevertheless, recognition may be useful so that your professional qualifications can be appropriately recognised by an employer.

#### Single Point of Contact (Einheitlicher Ansprechpartner)

You can also use the Single Point of Contact (EA) to handle the administrative procedures associated with taking up a craft that does not require a licence. The EA will provide you with the necessary forms and coordinate your application procedures.

## Erforderliche Unterlagen

### Forms

[Zeugnis, Antrag auf Anerkennung ausländischer Zeugnisse](<https://www.schule.sachsen.de/622.htm?id=502>)

[Einheitlicher Ansprechpartner, Beauftragung – Antrag](<https://fs.egov.sachsen.de/formcycle/form/alias/400/ea-antrag>)

- Application form
  - Tabular presentation of school and vocational education and the professional activities carried out in German
- Proof of identity (officially certified copy of identity document, certificate in accordance with the Bundesvertriebenengesetz or registration certificate)
- If applicable, officially certified copy of proof of a change of name
  - officially certified copies of the training certificates obtained abroad and the corresponding enclosures

Modul	Sachverhalt
	<ul style="list-style-type: none"> <li>• German translations of the respective training certificates</li> <li>• Proof of relevant professional experience and certificates of competence as well as German translations of these (e.g. translation of the work book) if these are required to establish equivalence</li> <li>• Declaration as to whether an application for recognition of the professional qualification has already been submitted, to which department and with what result</li> </ul> <p>#### Translations</p> <p>Translations must be prepared by a publicly appointed and sworn interpreter or translator.</p>
Voraussetzungen	
Kosten	<ul style="list-style-type: none"> <li>• Procedural fee (depending on costs) approx. EUR 30.00 - EUR 400.00</li> </ul> <p>The responsible department will inform you about the costs.</p>
Verfahrensablauf	<p>Before submitting your application, seek advice from the staff at the IBAS information and advice centre or directly from the Landesamt für Schule und Bildung. Counselling is free of charge and confidential.</p> <ul style="list-style-type: none"> <li>• You can obtain the necessary application form online here via Amt24 (-&gt; Online application and forms).</li> <li>• Complete the application and submit it to the State Office for Schools and Education (responsible department) with the required documents and evidence.</li> <li>• As soon as your application documents are complete, the responsible department will review them and request further documents if necessary.</li> <li>• You will receive written notification of the result of the assessment.</li> </ul>

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Bearbeitungsdauer	up to three months (after submission of the complete documentation)
Frist	None <b>Note:</b> The department responsible may set deadlines for your cooperation, for example for submitting further documents.
weiterführende Informationen	
Hinweise	<p>#### Electronic Signature / Signature - How Can I Sign Electronically?</p> <p>A qualified electronic signature is required to fulfil the signature requirement for electronic applications. This is the only way to ensure that the identity of the sender can be verified.</p> <p>Your application and the necessary declarations require your handwritten signature. Under German law, your application form must be provided with a qualified electronic signature in order to be considered signed. You will need an appropriate programme for this. You can obtain electronic signatures from</p> <ul style="list-style-type: none"> <li>• Trust service providers (according to the list of the Bundesnetzagentur) or</li> <li>• the Bundesdruckerei (for citizens with a new ID card/nPA or electronic residence permit)</li> </ul> <p>Only use this access for sending electronically signed documents for your application:  <a href="mailto:zastsax-d@lasub.smk.sachsen.de">[zastsax-d@lasub.smk.sachsen.de]</a>(mailto:zastsax-d@lasub.smk.sachsen.de)</p>
Rechtsbehelf	-
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	

**Modul**

**Sachverhalt**

Ursprungsportal