

# WHO refund requests

Categories: General · Topics: WHO · Context: HR · Exported: 2026-06-22 09:38

**Use the file in personal Obsidian, not this one!!!**

## How To

- Prepare documents
- Scan Receipt and Payment
- Scan separately and put together in a single PDF with 2 pages.
- Upload documents

Go to:

<https://ifs.who.int/adfs/ls?wa=wsignin1.0&wtrealm=urn%3asharepoint2013%3aapplications&wctx=https%3a%2>

/Use VConnect token/

- Click on 'Claim for reimbursement'
- Patient name: Select your name.
- One currency per claim: SPAIN -> EUR (Euro)
- Select Proof of payment only