QUICK REFERENCE GUIDE FOR
REGISTRATIONS

September 2012
VISION

Quality Health Care Standards for all

MISSION STATEMENT

To enhance the quality of health by developing strategic policy frameworks for effective co-ordination and guidance of the professional boards in:

- Setting health care standards for training and discipline in the professions registered with Council;
- Ensuring ongoing professional competence and
- Fostering compliance with those standards.

MOTTO

Protecting the public and guiding the professions.
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NOTE: REQUIREMENTS FOR OBTAINING THE FOLLOWING FOR ALL REGISTERS

a) CERTIFICATE OF STATUS FOR ALL REGISTERS
   • No complaint pending against the name of practitioner.
   • R279.00, proof of identity

b) CERTIFIED EXTRACT FROM THE REGISTER (DUPLICATE QUALIFICATION CERTIFICATE)
   • R279.00
   • The practitioner’s name should not be erased from the register.

c) INTERN DUTY CERTIFICATE
   • R279.00

APPLICATIONS FOR REGISTRATION OF A RECOGNISED ADDITIONAL QUALIFICATION FOR PRACTITIONERS IN THE PROFESSIONS OF MEDICINE; MEDICAL SCIENCE; DENTISTRY; DENTAL THERAPY; ORAL HYGIENE; AND EMERGENCY CARE
   • Form 19 (duly completed)
   • R193.00
   • Notarized copy of degree certificate.

APPLICATIONS FOR REGISTRATION OF A RECOGNISED ADDITIONAL QUALIFICATION FOR ANY OTHER HEALTH PRACTITIONER
   • Form 19 (duly completed)
   • R170.00
   • Notarized copy of degree certificate.
1.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS A STUDENT IN MEDICINE

- Form 53.
- A copy of ID document
- Registration fee of **R176.00** (penalty fee of **R71.00** per month in respect of each month or part of month which application is submitted later than two months after date of registration at University)

1.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS A STUDENT INTERN

- Must be registered as Medical student – if not must first be registered as Medical student (pay registration fee and penalty fee).
- Form 39.
- Copy of MP-S registration certificate with the Health Professions Council of South Africa.
- Registration fee of **R176.00**.
- A copy of ID document.

1.3 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN (SOUTH AFRICAN QUALIFIED)

- Must be registered as student intern (only pay registration fee and no penalty fee).
- Form 23 MDB
- A copy of IN-S registration certificate with the Health Professions Council of South Africa.
- Registration fee of **R193.00**.
- Intern logbook fee of **R80.00**
- Annual fee of **R500.00** from 1 April 2012
- A copy of ID document.

1.4 DOCUMENTATION REQUIRED FOR REGISTRATION AS A MEDICAL PRACTITIONER IN THE CATEGORY: PUBLIC SERVICE – COMMUNITY
SERVICE – SA QUALIFIED PRACTITIONER WHO COMPLETED INTERNSHIP TRAINING IN SOUTH AFRICA.

- Form 11 A duly completed
- Form 10A (completion of 24 months’ internship training) correctness of rotations and 40 general Anaesthetics
- A copy of ID document.
- Registration fee of R1274.00 plus pro rata annual fee
- Original or copy of a letter of employment as a medical officer to perform Community Service at an approved institution, issued by the National Department of Health.

1.5 GUIDELINES FOR REGISTRATION AS A MEDICAL PRACTITIONER TO PERFORM COMMUNITY SERVICE WHO QUALIFIED IN SOUTH AFRICA BUT COMPLETED INTERNSHIP TRAINING ABROAD

These guidelines are intended to assist an applicant who wishes to register as a medical practitioner to perform community service with the Medical and Dental Professions Board.

(a). Professional studies in Medicine

An applicant must hold a qualification approved by the Council for the purpose of registration as a medical practitioner. The minimum period of training is five academic years followed by professional experience.

(b). Professional Experience

An applicant for registration must also submit official documentary evidence of having completed a full-time internship in medicine in which registration is required. Recognition of a completed internship will only be considered if the internship commenced after completion of at least five academic years.

(c). Address/Enquiries

Duly compiled applications or written enquiries may be sent to:
The Registrar
The Subcommittee for Internship Training
HPCSA
P O Box 205
PRETORIA
0001

No application will be considered without all the required documentation being submitted.
1.6 DOCUMENTATION REQUIRED FOR REGISTRATION IN THE CATEGORY: INDEPENDENT PRACTICE – GENERAL PRACTITIONER (SA QUALIFIED)

- New Form 27 Com Serve completed and application for registration in Independent Practice category
- Otherwise Form 23 and copy of report of completed Community Service signed by Medical Superintendent indicating the exact dates of community service.
- No registration fee required, only an annual fee must be paid.

1.7 DOCUMENTATION REQUIRED FOR REGISTRATION AS A STUDENT IN DENTISTRY

- Form 53.
- A copy of ID document.
- Registration fee of R176.00 (penalty fee of R71.00 per month in respect of each month or part of month which application is submitted later than two months after date of registration at University).

1.8 DOCUMENTATION REQUIRED FOR REGISTRATION AS A SOUTH AFRICAN QUALIFIED DENTAL PRACTITIONER TO PERFORM COMMUNITY SERVICE

- Must be registered as Dental student. If not he/she must first register as student and pay the penalty fee.
- Form 14A.
- A copy of DP-S registration certificate with the Health Professions Council of South Africa.
- Original or certified copy of letter of employment to perform Community Service at an approved institution issued by the National Department of Health.
- A copy of ID document.
- Registration fee of R1274.00 plus pro rata annual fee.

1.9 DOCUMENTATION REQUIRED FOR REGISTRATION AS A PRACTITIONER IN THE CATEGORY: INDEPENDENT PRACTICE – DENTAL PRACTITIONER (SA)

- Form 23.
• Original or certified copy of report of completed Community Service signed by Dental Superintendent indicating the exact dates of community service.

• No registration fee to be paid, only annual fee must be paid.

1.10 DOCUMENTATION REQUIRED FOR REGISTRATION AS A FAMILY PHYSICIAN

• Only practitioners holding Independent registration may apply for registration as Family Physician.

• Registration of an acceptable qualification in Family Medicine as an additional qualification (Form 19 and R182.00 registration fee)

• Notarised copy of degree.

• Form 148.

• Letter from the Head: Department of Family Medicine confirming that the practitioner complied with approved vocational training programme in Family Medicine in a recognised institution for at least 2 years.

1.11 DOCUMENTATION REQUIRED FOR REGISTRATION AS A VISITING STUDENT

• Form 8.

• Form to be completed by the training institution overseas and a South African University.

• Application must be submitted via the University in South Africa.

• Registration fee of R527.00


• Form 21.

• Form 57-Med.

  a) Obtain four years’ satisfactory education and training in a recognised teaching post; in a recognised teaching hospital.

  b) Documentary evidence of 12 months’ experience (outside time) in any or more of the disciplines of medicine (after 1 July 1998 the period of community service will be recognised for this purpose);
c) Form 19 duly completed to register acceptable specialist qualification against the practitioner's name, as an additional qualification or Notarised copy of degree.

- Registration fee of R2546.00 for specialty and R193.00 for additional qualification.

- Please note that the current annual fee for Specialists is R1 267.00, therefore a short fall of R24.00 to register from Independent Practice to a Specialist.

1.13 DOCUMENTATION REQUIRED FOR REGISTRATION OF A SUB-SPECIALITY – SOUTH AFRICAN QUALIFIED PRACTITIONER

- Form 21 completed subsequent to registration of speciality.

- Form 57A-Med.

- Registration after 1 January 2001, must submit proof that he/she passed the evaluation in the relevant sub-speciality conducted by the Colleges of Medicine. Form 57A-Med duly completed certifying that the applicant obtained education and training in the relevant subspeciality for at least two years, as holder of a post of sub-speciality trainee approved by the Board, under control of a unit in a teaching hospital which had been accredited by the Board as a teaching unit in the said sub-specialty.

- Registration fee of R2546.00

1.14 DOCUMENTATION REQUIRED FOR REGISTRATION AS A DENTAL PRACTITIONER IN THE CATEGORY: INDEPENDENT PRACTICE – SPECIALIST (SOUTH AFRICAN QUALIFIED PRACTITIONER)

- Form 21

- Form 57Dent.

- Form 19

- Registration fee of R2546.00 for specialty and R193.00 for additional qualification.

- Acceptable specialist qualification registered as an additional qualification;

- Proof of at least 24 months’ experience in any one or more of the disciplines of dentistry which may include research, prior to commencing education and training;

- Proof of three years’ education and training as holder of a post of registrar in an approved post number recognised by the Board at a hospital, department or facility accredited by the Board for specialist education and training.
NB:  In the case of Oral Pathology, a person shall have to obtain at least four years education and training, of which at least two years shall have been in Pathology (Anatomical) at an accredited teaching department of a teaching hospital accredited as such by the Board.

1.15 REGISTRATION OF GRADUATES HOLDING FOREIGN QUALIFICATIONS IN MEDICINE AND DENTISTRY

Foreign qualified health practitioners with qualifications that enable them to practice medicine or dentistry abroad/in their country of origin may apply for registration with the Health Professions Council of South Africa in the category Public Service, provided the applicant complies with the minimum requirements. In special circumstances, based solely on the discretion of the Board, applicants with identified qualifications, which were evaluated by the Board, may be exempted from the Examination of the Board.

Applicants are further required to secure written support in terms of employability from the Foreign Workforce Management Program (FWMP) of the National Department of Health, Pretoria.

A person who secures relevant registration shall be restricted in terms of the conditions of his or her practice to the Public Service, whilst the duration of registration and scope of his or her practice shall be as specified by the Board. Registration is conditional in that the applicant should submit the required information, meet the minimum requirements for registration as specified by the Board and successfully complete the Board Examination for foreign qualified practitioners (where applicable).

The National Department of Health does not encourage the recruitment of individual foreign health professionals who are citizens of developing countries.

The following procedure should be followed by foreign qualified practitioners:

Step 1: Apply to the Board for registration by submitting the relevant documentation, including an initial letter of endorsement towards employability issued by the FWMP of the National Department of Health and.

Step 2: If applicable, apply to sit for the Board’s examination, pay the examination fee of R3300.00 and obtain information on the date and venue of the examination. Proof of payment should be submitted or faxed to +27 (0)12 328 4862.

Step 3: Sit for the examination and allow two weeks for the results to be made available.

Step 4: If successful and on receipt of written confirmation of your success from the Board, obtain a letter of endorsement towards allocation and employment from the FWMP of the National Department of Health.
Step 5: Pay the prescribed fee for the issuance of the relevant registration certificate as well as the applicable pro rata annual fee.

Kindly further note the following important issues:

a. Applications for registration in the category Public Service (General Practitioner) will only be considered for persons who have successfully completed a recognised intern training programme.

b. Intern training in South Africa is dependent on employment as an intern by the Department of Health. The Department has indicated that only in exceptional cases foreign graduates will be considered for intern training in South Africa, with the exception of persons from those SADC countries which do not have accredited facilities for intern training. Applications for exemption from this policy should be directed to The Programme Manager, FWMP, CIVITAS Building, National Department of Health, Private Bag X828, Pretoria, 0001, RSA (e-mail: Humanl@health.gov.za or GroenH@health.gov.za)

Note: If, therefore, you have not completed an accredited intern training programme, you will not qualify for registration with the HPCSA unless you apply for internship allocation and secure a written job offer to that effect from the FWMP of the National Department of Health.

c. In order to obtain registration in the category Independent Practice such persons are required to –

- serve in public service with no minimum period;
- apply to the Board to sit the final university examination conducted by a recognized South African university;
- if agreed to by the Board, pass the final university examination; and
- register in the category independent practice.

Guidelines for applications, Board Examinations and information regarding registration of medical practitioners and dentists in other categories may be requested from the Professional Board Manager: Medical and Dental Professions Board.

In order to avoid delays in the processing of your application all the documents, correctly certified as per the requirements of the Board should be submitted preferably in one batch. Applications submitted by facsimile (fax) will not be entertained. All documentation required by the Board should be submitted in English. Only original translations of the required documents done by a sworn translator and duly sealed and notarised will be accepted. In addition to such English translations, legible copies of the original documents, certified and duly sealed by a Notary Public should be submitted.

It should further be noted that separate applications should be prepared and submitted to the Health Professions Council of South Africa, the Foreign Workforce Management Program (FWMP) for Health and the ECFMG.
For more detailed information on the Guidelines for registration of foreign qualified medical practitioners and dentists please refer to Form 176-MP/DP

1.15.1 REGISTRATION IN THE CATEGORY PUBLIC SERVICE (GENERAL PRACTITIONER)

a. Individual applicants who wish to apply for registration as a medical practitioner/dentist in the Category Public Service (General Practitioner) should submit the following for consideration by the Examinations Committee of the Board:

i. The original basic qualification in medicine/dentistry, or a copy thereof certified by a Notary Public and a sworn translation into English.

ii. Verification of credentials referred to in subparagraph i. by the Educational Commission for Foreign Medical Graduates: International Credentials Services (to be obtained by the applicant at own cost) (see separate application form - applicable to medicine only).

iii. A recent original Certificate of Status (Certificate of Good Standing) issued by the foreign Registration Authority.

iv. Copy of passport.

v. Form 12, duly completed.

vi. Current registration fee of R1274.00 plus pro rata annual fee.

vii. Form 79A, duly completed, together with the examination fee of R3300-00.

b. The closing dates for applications will be 23 December, 25 April and 25 August annually for the Board examinations in medicine/dentistry held in February, June and October respectively.

The Board examination consists of the following:

i. A written examination which shall provide for –

   aa. a medico-legal, ethical and language assessment; and

   bb. an assessment of knowledge of basic clinical sciences and public health applicable to clinical practice.

ii. An oral and clinical examination which may include an Objective Structured Professional Examination (OSPE).

d. Only applicants who are successful in the written examination will be permitted to proceed to the oral and clinical examination.
e. Should the applicant PASS the examination, a Certificate of Competence will be issued. The applicant will then be permitted to apply for registration in the Category Public Service (General Practitioner).

f. Should an applicant FAIL such examination, he or she may –
   i. be afforded the opportunity to have his/her competence re-assessed at a future examination;
   ii. be afforded such opportunity to be re-assessed only once; but
   iii. if an applicant fails the examination twice, the Examination Committee of the Board may at its discretion and in cases of special merit only decide to advise the applicant to contact a University of choice to be accommodated for the required additional education and training. The period of remedial study must be equivalent to one of the university “blocks” which usually refers to three months at the final year level;

g. Practitioners registered in the Category Public Service (General Practitioner) shall practise under the auspices of an employing Health Authority.

h. Continuation of registration in this Category is subject to the prescribed requirements of Continuing Professional Development and professional conduct.

i. Practitioners holding registration in the category Public Service (General Practitioner) may NOT be appointed as registrars for purposes of training as specialists.

j. A medical practitioner or dentist holding registration in the category Public Service (General Practitioner) may at any stage exit the system via –
   i. leaving the Republic of South Africa;
   ii. lodging an application to register in the category Independent Practice (General Practitioner) as specified under item 2 of these guidelines;
   iii. applying for registration in the category Public Service (Specialist).

1.15.2 REGISTRATION IN THE CATEGORY INDEPENDENT PRACTICE (GENERAL PRACTITIONER)

a. Only applicants who held registration in the category Public Service (General Practitioner) will be considered for registration in the category Independent Practice (General Practitioner). Such applicants are required to apply to the Board for approval to sit the examination for independent practice. Upon successful completion of the university examination, an applicant will have to
submit an application to register in the category independent practice. Such application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.

b. Examinations at the EXIT level of the final South African University examination in medicine/dentistry and a medico-legal and ethical assessment will take place in October/November annually as determined by the University in South Africa.

c. The applicant should apply to the University of his/her choice. Applicants have to apply on their own behalf by –

i. submitting the letter of approval issued by the Board; and

ii. paying the examination fee as determined by the University.

d. The number of applicants to be accommodated for an examination will be decided upon by each Faculty and applicants must meet the requirements set by the Faculty.

e. Applicants are required to pass examinations in all relevant subjects. The results of the examination in all subjects will thereafter be submitted to the Examinations Committee of the Board for a final ruling on the registration of each applicant.

f. Should the applicant PASS the examination, a Certificate of Competence will be issued to him/her and he/she may proceed to apply for registration as a medical practitioner or dentist in Independent Practice;

g. Should an applicant FAIL the examination, he or she may –

i. be afforded an opportunity to have his competency re-assessed in a future examination;

ii. be afforded an opportunity to be re-assessed only once.

h. If an applicant fails the examination twice, the Examinations Committee of the Board may in its discretion and in cases of special merit only decide to advise the applicant to contact a University of choice to be accommodated for the required additional education and training.

1.15.3 REGISTRATION IN THE CATEGORY EDUCATION

a. Applications for such registration must first be submitted by the Head of the relevant Department and the Dean of a University/research institution. Such application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.
b. Applications must be accompanied by –

i. proof of the applicant holding an appropriate qualification in medicine/dentistry in the country of origin (attach a copy of degree certificate certified by a Notary Public and (if applicable) a sworn translation thereof in English);

ii. verification of credentials by the Educational Commission for Foreign Medical Graduates: International Credentials Services (ECFMG) (to be obtained by the applicant at own cost) (see separate application form - applicable to medicine only);

iii. a recent original Certificate of Status (Certificate of Good Standing) issued by the foreign Registration Authority;

iv. a recommendation on the applicant’s registrability submitted by the Head of the relevant Department and the Dean of a University/research institution based on –

a. the institution’s assessment of the applicant’s curriculum vitae;

b. an assessment of his/her abilities to practise successfully in South Africa as an educator/trainer/researcher;

c. the applicant having complied with all the requirements of the institution for employment as an educator/trainer/researcher;

v. the application form for registration, duly completed;

vi. the current registration fee of R1274.00; and.

vii. the applicable pro rata annual fee.

Please note that persons with registration in the category Education are only permitted to practice in accordance with their appointment at the relevant educational institution. Such registration does not provide for independent or private practice.

1.15.4 REGISTRATION IN THE CATEGORY POSTGRADUATE STUDY OR EXCHANGE REGISTRARS

a. Applications for such registration should be submitted by the Dean of the School of Medicine/Dentistry/Health Sciences of a South African university. This category is intended to build capacity and on completion of their study programme, these students are required to return to their country of origin. Registration in this category is limited to unpaid positions only. Such application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.
b. Applications must be accompanied by –

i. proof of the applicant holding at least a basic qualification in medicine/dentistry in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof in English);

ii. a letter submitted by the Dean of the School of Medicine/Dentistry/Health Sciences of a South African university confirming that the applicant would be appointed in a supernumerary post as well as a recommendation for registration in the said category by the university specifying -

   aa. the nature of the proposed study;
   bb. the level of such study;
   cc. the expected duration of the proposed study;

iii a letter issued by the Department of Health confirming that all requirements and contractual arrangements had been complied with to permit the applicant to undergo the proposed postgraduate study in South Africa and that the applicant had agreed in writing that he or she would not on completion of his or her education and training as a specialist, apply for registration as a specialist in South Africa;

iv a recent original Certificate of Status (Certificate of Good Standing) issued by the foreign Registration Authority;

v the attached application form for registration, duly completed;

vi. the prescribed registration fee of **R1274.00**; and

vii. the applicable pro rata annual fee.

c. This registration is limited to a specific university.

d. The scope of the postgraduate study is as specified, including clinical duties, while holding a supernumerary post for postgraduate study.

e. Registration in this category is possible for –

i. specialist courses (University degrees and Fellowships) on the basis of a contract with the Department of Health;

ii courses in Family Medicine (supernumerary posts will not be provided in private practice situations);

iii registration of exchange registrars in terms of section 30 of the Act.
f. Education and training undertaken in a supernumerary post will not be recognised for registration of such practitioner in South Africa. In order to qualify for registration as a specialist in South Africa, an applicant has to obtain registration in independent practice followed by the prescribed specialist training in an approved Registrar post in South Africa.

1.15.5 REGISTRATION AS A MEDICAL PRACTITIONER OR DENTIST IN THE CATEGORY PUBLIC SERVICE (SPECIALIST)

a. Registration in the Category Public Service (Specialist) is possible only for persons who hold foreign specialist education, training and qualifications.

b. An applicant may apply to the Board for registration by submitting the attached application form, duly completed together with –

i. proof of holding a foreign specialist qualification in a speciality recognised by the Board by attaching a copy of degree certificate certified by a Notary Public and a sworn translation thereof in English;

ii. a certificate issued by the foreign university or other educational institution to confirm that -

   aa the qualification was accredited or recognised in the country of origin;

   bb the standard of the qualification was acceptable to the Registration or other relevant Authority in the country of origin; and

   cc the applicant’s education and training time complied with the minimum requirements in the country of origin.

iii. information on the nature and duration of such specialist education and training;

iv. proof of having held registration as a medical practitioner or dentist or specialist in the country of origin;

c. Upon submission of the required information the application will be submitted to the relevant Subcommittee of the Board and, if approved, permission may be granted to the applicant to sit for the examination referred to in section 35(1B) of the Act which examination shall be conducted by the Colleges of Medicine of South Africa.

d. Once proof of having passed the section 35(1B) examination conducted by the Colleges of Medicine of South Africa is received an application for registration as a medical practitioner/dentist in the Category Public Service (Specialist) (Form 21), duly completed, should be submitted together with the prescribed registration fee –
I for registration as a specialist, namely **R2546.00**;

ii for registration of the relevant foreign qualification as an additional qualification with fee of **R193.00**;

e. The scope of practice of such practitioner will be confined to the registered speciality ONLY. The locality of practice shall be unrestricted in the public service while the continuation of registration shall be subject to CPD requirements and professional conduct.

### 1.15.6 REGISTRATION AS A MEDICAL PRACTITIONER OR DENTIST IN THE CATEGORY INDEPENDENT PRACTICE (SPECIALIST)

a. Registration in the category Independent Practice (Specialist) is possible only for persons who hold foreign specialist education, training and qualifications subject thereto that the applicant complies with the requirements for registration in the category Independent Practice (General Practitioner) (regulation 2(5) of the Regulations published as Government Notice No. R. 1203 of 28 November 2000). The application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.

b. An applicant may apply to the Board for registration by submitting –

i. proof of holding a specialist qualification in a speciality recognised by the Board in terms of Act No. 56 of 1974 (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof in English);

ii a certificate issued by the foreign university or other educational institution to confirm that -

   aa the qualification was accredited or recognised in the country of origin;

   bb the standard of the qualification was acceptable to the Registration or other relevant Authority in the country of origin;

   cc the applicant’s education and training time complied with the minimum requirements in the country of origin.

iii information on the nature and duration of such specialist education and training;

iv proof of having held registration as a medical practitioner or dentist or specialist in the country of origin;
v. proof of compliance with the requirements for registration in the Category Independent Practice in South Africa;

vi. an application for registration as a medical practitioner/dentist in the Category Independent Practice (Specialist) (Form 21), duly completed;

vii. the prescribed registration fee –

aa for registration as a specialist, R2546.00;

bb for registration of the relevant foreign qualification as an additional qualification, R193.00; and

viii. the applicable pro rata annual fee

c. Upon submission of the required information, the application will be submitted to the relevant Subcommittee of the Board. In the discretion of the Committee an applicant may be required to –

i. submit proof of having obtained a South African specialist qualification in a recognised speciality (usually a Fellowship in the relevant speciality awarded by the Colleges of Medicine of South Africa); OR

ii. submit proof of having completed a period of specialist education and training required by the Subcommittee as holder of an approved Registrar post and having held registration as a Registrar for such period.

d. The scope of practice of such practitioner will be confined to the registered speciality ONLY. The locality of practice shall be unrestricted, while the continuation of registration shall be subject to CPD requirements and the requirements of professional conduct.

1.15.7 REGISTRATION AS A MEDICAL PRACTITIONER OR DENTIST IN THE CATEGORY MILITARY SERVICE

a. An application for such registration should be submitted by the Surgeon-General of the South African Defence Force. The application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.

b. The application must be accompanied by –

i. proof of the relevant practitioner holding an appropriate qualification in medicine or dentistry in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof
in English);

ii. a recent original Certificate of Status (Certificate of Good Standing) issued by foreign Registration Authority;

iii. a recommendation for registration issued by the Surgeon-General based on –

aa. the Surgeon-General’s assessment of the practitioner’s curriculum vitae;

bb. an assessment of the practitioner’s abilities to practise successfully in South Africa;

cc. the period for which the practitioner will require such registration;

iv. the attached application for registration, duly completed;

v. the prescribed registration fee of R1274.00; and

vi. the applicable pro rata annual fee.

1.15.8 REGISTRATION AS A MEDICAL PRACTITIONER OR DENTIST IN THE CATEGORY VOLUNTEER SERVICES

a. An application for such registration must be submitted by the relevant South African Health Care Provider Agency, approved by the Board. The application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.

b. The application must be accompanied by –

i. proof of the relevant practitioner holding an appropriate qualification in medicine or dentistry in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof into English);

ii. a recent original Certificate of Status (Certificate of Good Standing) issued by foreign Registration Authority;

iii. a recommendation for registration by the South African Health Care Provider Agency based on –

aa. the Agency’s assessment of the practitioner’s curriculum vitae;

bb. an assessment of the practitioner’s abilities to practise successfully in South Africa;
cc. the period for which the practitioner will require such registration;

dd. an undertaking by the South African Health Care Provider Agency to supervise the practitioner during the said period of registration;

iv an affidavit, issued by the South African Health Care Provider Agency confirming that the applicant would only be employed as a volunteer for the duration of such registration without being remunerated.

v. The attached application for registration in the Category Volunteer Services, duly completed.

vi The prescribed registration fee of **R82.00**

c. Registration in the category Volunteer Services will be for an initial period of one year only. Such registration could, however, be extended by the Examinations Committee of the Board on a year-to-year basis for a further period of one year.

### 1.15.9 REGISTRATION AS A MEDICAL PRACTITIONER OR DENTIST IN THE FAST TRACK CATEGORY

1. Applicants who qualified in the developed countries could apply for recognition of their qualifications for the purpose of gaining limited registration for a period that would not exceed 3 (three) years, without having to sit for a formal assessment examination, in order for such practitioners to work during the period in public hospitals in South Africa.

The application should be accompanied by:

a. The original basic qualification in medicine/dentistry, or a copy thereof certified by a **Notary Public** and a sworn translation into English.

b. A formal job offer endorsed by the National Department of Health;

c. Verification of credentials by the Educational Commission for Foreign Medical Graduates: International Credentials Services (to be obtained by the applicant at own cost) (see attached application form - applicable to medicine only)

d. A recent original Certificate of Status (Certificates of Good Standing) issued by the foreign Registration Authority;

e. Form 12 duly completed

f. Registration fee of **R1274.00** and pro rata annual fee.
NOTE:

The following three important issues are highlighted in the letter to all applicants:

a. According to a letter by the Department of Health dated 26 January 2000, no foreign qualified medical practitioner will be considered for internship training in South Africa as from 2001, with the exception of persons from SADC countries, which do not have accredited facilities for internship training.

b. According to the same letter by the Department of Health dated 26 January 2000, no foreign qualified medical practitioner will be considered for Community Service in South Africa as from 2000.

c. In terms of the Regulations pertaining to Community Service persons wishing to obtain registration in South Africa for the first time in the Category Public Service (General Practitioner), will be required to submit a certificate of proof of completion of Community Service;

d. In view of Notes a. to c., it is strongly recommended to all applicants who wish to apply for registration as specified herein to first clarify their individual situation with the Department of Health or the relevant Provincial Department of Health.
2.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN GENETIC COUNSELOR

1. Form 87 GR
2. Original / Notary Public copy of MSc Hons or proof of registration for BSc Hons.
3. Registration fee of R193.00.
5. Copy of marriage certificate (if applicable)
6. Application must be submitted to Committee Coordinator for Medical Scientists.

2.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS A GENETIC COUNSELOR

1. Form 24 GC and Form 36 GC
2. Original / Notary Public copy of BSc Hons.
3. Curriculum Vitae.
4. Proof of two years internship training.
5. Registration fee of R700.00 plus pro rata annual fee.
6. A copy of ID document
7. Copy of marriage certificate (if applicable).
8. Application must be submitted to Committee Coordinator for Medical Scientists.

2.3 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN BIOLOGICAL SCIENTIST

1. Form 87 MS
2. Original / Notary Public copy of MSc Hons or proof of registration for BSc Hons.
3. Registration fee of R193.00.
5. Copy of marriage certificate (if applicable).
6. Application must be submitted to Committee Coordinator for Medical Scientists.

2.4 DOCUMENTATION REQUIRED FOR REGISTRATION AS A MEDICAL BIOLOGICAL SCIENTIST

1. Form 36 MS and Form 24 MS
2. Original / Notary Public copy of BSc Hons.
3. Curriculum Vitae
4. Proof of two years internship training (Form 36 MS duly completed)
5. Registration fee of R700.00 plus pro rata annual fee.
7. Copy of marriage certificate (if applicable).
8. Application must be submitted to Committee Coordinator for Medical Scientists.

2.5 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN MEDICAL PHYSICIST

1. Form 87 PH
2. Original / Notary Public copy of BSc Hons or proof of registration for BSc Hons.
3. Registration fee of R193.00.
5. Copy of marriage certificate (if applicable).
6. Application must be submitted to Committee Coordinator for Medical Scientists.

2.6 DOCUMENTATION REQUIRED FOR REGISTRATION AS A MEDICAL PHYSICIST

1. Form 24 PH and Form 36 PH.
2. Original / Notary public copy of BSc Hons or equivalent thereof.
3. Curriculum Vitae.
4. Registration fee of R700.00 plus pro rata annual fee.
5. Copy of Identity document.
6. Copy of registration certificate as an intern.
7. Copy of marriage certificate, should applicant wish to register in her married surname.
8. Application must be submitted to Committee Coordinator for Medical Scientists.
3.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – DENTAL THERAPISTS

a) FIRST REGISTRATION AS STUDENT (TT-S)
   i. Form 53.
   ii. A copy of ID document or birth certificate.
   iii. Registration fee: **R176.00**

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE
   i. Original certificate of registration as student.
   ii. Certificate of resumption of study issued by University.
   iii. Registration fee: **R85.00**

c) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR LESS THAN A YEAR
   Certificate issued by Training Institution with an indication of enrolment and year of study.

3.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF DENTAL THERAPISTS (TT)

a) SA QUALIFICATION
   i. Form 23 duly completed by applicant and training institution OR Form 24 duly completed and original Degree in Dental Therapy or a copy certified by a Notary Public.
   ii. A copy of ID document or birth certificate.
   iii. Registration fee: **R527.00** plus pro rata annual fee.
   iv. A copy of registration certificate with the HPCSA.
   v. Registered in the category: **Supervised Practice**.

b) APPLICATION TO ENTER INTO PRIVATE PRACTICE
   i. Form 189 to be submitted to Board Manager.
   ii. **R279.00** for new registration certificate.
c) FOREIGN APPLICATIONS

Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board).

In order to register with the HPCSA as a dental therapist you will be required to submit the following documents:

i. a duly completed application form (Form 176);

ii. proof of successful completion of the final examination for dental therapists at an accredited training institution in South Africa;

iii. a letter of endorsement in support of the Foreign Workforce Management Program (FWMP) of the National Department of Health. Applications may be directed to: The Program Manager, FWMP, CIVITAS Building / National Department of Health, Private Bag x 2828, Pretoria (applicable only to non-South African citizens).

i.v. a copy of your qualification certificates duly certified by a NOTARY PUBLIC, i.e. an attorney in his/her capacity as a notary public and bearing the official stamp. Copies certified by a Commissioner of Oath will not be accepted;

iv. a copy of a valid passport or identity document as proof of current citizenship duly certified by a notary public as indicated above;

v. proof of payment of the relevant registration fee of R527.00 plus prorata annual fee

3.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT DENTAL ASSISTANT

i. Form 53 to be completed by university students as well as students registering in grandfather clause.

ii. Copy of Identity document.

iii. Registration fee of R176.00

iv. Documentary evidence of work experience if applicable.

3.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF DENTAL ASSISTANTS

i. Form 24 DA

ii. Students who qualified at the University complete Form 23DOH

iii. Copy of Identity document
iv. Registration fee of **R527.00** plus pro rata annual fee

3.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – ORAL HYGIENIST (OH-S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: **R176.00**

3.6 DOCUMENTATION REQUIRED FOR REGISTRATION OF ORAL HYGIENIST (EXPANDED FUNCTION)

i. Form 23 or Form 24, duly completed by applicant and training institution and original qualification certificate or a copy certified by a Notary Public.

ii. Form 19 duly completed.

iii. A copy of ID document or passport with a clear photograph.

iv. Registration fee: **R527.00** plus pro rata annual fee.

v. A copy of registration certificate with the Health Professions Council of South Africa.

vi. Registered in the category: **Supervised Practice/ or Supervised (Expanded Function)**.

3.7 DOCUMENTATION REQUIRED FOR FOREIGN REGISTRATION

(Refer to Secretary of the Board for submission of the application to the Professional Board)

i. Form 176

ii. Original qualification or a copy certified by a Notary Public.

iii. Detailed information on the nature and content of the education and training, issued by the institution.

iv. A recent original Certificate of Status (Certificate of Good Standing) issued by the foreign Registration Authority.

v. Proof of payment of the Registration fee of **R527.00** and pro rata annual fee.
4.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT EMERGENCY CARE TECHNICIANS (ECT S)

i. Form 53.

ii. Copy of ID document.

iii. Proof that he/she has commenced study in a subject or subjects in an approved educational institution, which certificate shall specify the year of study and the date on which the student enrolled.

iv. Registration fee: **R176.00**

4.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF EMERGENCY CARE TECHNICIANS (ECT)

i. Form 23 EMB or 24 EMB, duly completed by applicant or training institution, with original qualification certificate or a copy certified by a Notary Public.

ii. A copy of ID document or passport with a clear photograph.

iii. Registration fee: **R1052.00** plus pro rata annual fee.

4.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT EMERGENCY CARE PRACTITIONER (ECP S)

i. Form 53.

ii. Copy of ID document.

iii. Proof that he/she has commenced study in a subject or subjects in an approved educational institution, which certificate shall specify the year of study and the date on which the student enrolled.

iv. Registration fee: **R176.00**

4.4 DOCUMENTATION REQUIRED FOR REGISTRATION AS EMERGENCY CARE PRACTITIONERS (ECP)

i. Form 23 EMB or 24 EMB, duly completed by applicant or training institution, with original qualification certificate or a copy certified by a Notary Public.

ii. A copy of ID document or passport with a clear photograph.

iii. Registration fee: **R1052.00** plus pro rata annual fee.
4.5 DOCUMENTATION REQUIRED FOR BASIC AMBULANCE ASSISTANTS (BAA)

No student registration required.

(a) SA QUALIFICATIONS

As from 1 July 2012, the Basic Ambulance Assistants have to submit their original grade 12 (matric) certificate (or a copy certified by an attorney in his/her capacity as a Notary Public) together with their application form for registration (Form 23).

i. Form 23 EMB or 24 EMB on certificate or a copy certified by a Notary Public

ii. A copy of ID document or passport with a clear photograph.

iii. Registration fee: R1052.00 plus pro rata annual fee.

iv. Registered in the category: Supervised Practice

(b) FOREIGN QUALIFICATIONS

i. Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board)

4.6 DOCUMENTATION REQUIRED FOR AMBULANCE EMERGENCY ASSISTANTS (ANA)

No student registration required.

a) SA QUALIFICATIONS

i. If client was first registered as BAA, the BAA registration must be in order (annual fee must be paid up to date before processing ANA registration)

ii. Form 23 EMB or 24 EMB, duly completed by applicant or training institution, with original qualification certificate or a copy certified by a Notary Public.

iii. A copy of ID document or passport with a clear photograph.

iv. Registration fee: R1052.00 plus pro rata annual fee.

v. Registered in the category: Independent Practice.

vi. BAA registration should be deactivated.

b) FOREIGN QUALIFICATIONS

Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board)
4.7 DOCUMENTATION REQUIRED FOR REGISTRATION AS STUDENT IN EMERGENCY CARE (ANT-S)

i. Form 53 ANT-S.

ii. Copy of ID document or passport with a clear photograph

iii. Registration fee: R176.00

4.8 DOCUMENTATION REQUIRED FOR REGISTRATION OF PARAMEDICS (CRITICAL CARE ASSISTANTS) (ANT)

a) SA QUALIFICATION

i. If client was registered first as ANA, the ANA registration must be in order (annual fee must be paid up to date before processing the ANT registration)

ii. Form 23 EMB or 24 EMB, duly completed by applicant or training institution/Technikon, with original qualification certificate or a copy certified by a Notary Public

iii. A copy of ID document or passport with a clear photograph.

iv. Registration fee: R1052.00 plus pro rata annual fee.

v. ANA dual category should be deactivated.

b) NON SOUTH AFRICAN QUALIFICATIONS (FOREIGN)

Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board)

4.9 DOCUMENTATION REQUIRED FOR REGISTRATION AS EMERGENCY CARE ASSISTANT (ECA)

* Refer to BAA requirements.

4.10 DOCUMENTATION REQUIRED FOR REGISTRATION AS OPERATIONAL EMERGENCY ORDERLY (OECO)

No student registration required

a) SA QUALIFICATIONS

i. Form 23 EMB or 24 EMB, duly completed by applicant or training institution.
ii. Original qualification or a copy certified by a Notary Public

iii. Copy of ID document or passport with a clear photograph

iv. Registration fee: R1052.00 plus pro rata annual fee.

v. Registered in the category: Independent Practice.

b) NON SOUTH AFRICAN QUALIFICATIONS (FOREIGN)

Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board)

4.11 DOCUMENTATION REQUIRED FOR REGISTRATION BY FOREIGN QUALIFIED PRACTITIONERS APPLYING TO BE REGISTERED AS BASIC LIFE SUPPORT, INTERMEDIATE LIFE SUPPORT AND ADVANCED PARAMEDICS

The following has to be submitted with the application to be registered:

i. Proof of payment of an application handling fee of R3000.00 (Non-refundable).

ii. Copies of qualification certificates certified by a NOTARY PUBLIC, i.e. an attorney in his/her capacity as a notary public and bearing the official stamp. Copies certified by a Commissioner of Oaths will not be accepted. Only original translations of the required documents done by a sworn translator and duly sealed and notarised will be accepted. In addition to such English translations, legible copies of the original documents, certified and duly sealed by a Notary Public should be submitted.

iii. Non-South African citizens are required to submit a letter of endorsement in support of the application for registration issued by the Foreign Workforce Management Program (FWMP) of the National Department of Health. Applications should be directed to The Program Manager, FWMP, CIVITAS Building, Corner Church and Prinsloo Streets National Department of Health, Private Bag X828, Pretoria, 0001. Fax numbers: 012312 0535/0635. E-mail contact addresses:

humani@health.gov.za
allia@health.gov.za
zelnob@health.gov.za
shantale@health.gov.za

iv. A detailed official curriculum of the course of study, specifying courses, content of education (theory) and training (practical), duration and mode of examination/evaluation.

v. A recent original Certificate of Status (Certificate of Good Standing), indicating that the applicant is in good standing, issued by the foreign registration authority where the applicant is currently registered issued within the preceding three months.
vi. A copy of a valid passport or identity document as proof of current citizenship, duly certified by a NOTARY PUBLIC as indicated above.
5 ENVIRONMENTAL HEALTH PRACTITIONERS

5.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT ENVIRONMENTAL HEALTH PRACTITIONERS

i. Form 53.

ii. A copy of ID document.

iii. Registration fee: R156.00

5.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS ENVIRONMENTAL HEALTH PRACTITIONERS

a) SA QUALIFICATION (HI) [COMMUNITY SERVICE]

i. Form 23 Community Service, duly completed by applicant and University.

ii. A copy of ID document.

iii. Original or certified letter of appointment for Community Service.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. A copy of registration certificate with the Health Professions Council of South Africa.

vi. Registered in the category: Public Service-Community Service

b) INDEPENDENT PRACTICE

i. Form 23 Independent Practice, duly completed.

ii. Original letter from institution, stating exact date and confirming completion of community service.

iii. Otherwise complete form 27 & 23 combined.

c) FOREIGN QUALIFICATIONS

Form 176 (refer to Secretary of the Board for submission of the application to the Professional Board)

5.3 REGISTRATION OF ADDITIONAL QUALIFICATIONS

i. Form 19 and original certificate or a copy certified by a Notary Public.

ii. Registration fee: R170.00
5.4 DOCUMENTATION REQUIRED FOR REGISTRATION AS ENVIRONMENTAL HEALTH ASSISTANTS

(1) The Board may approve an application by any person for registration as an environmental health assistant on the basis of previous experience and training, length of environmental health service and recognition of prior learning obtained in an environmental health facility or any other institution recognized by the Board.

(2) If the application referred to in subregulation (1) is approved by the Board, such applicant may be required to undergo an examination in environmental health conducted by the Board in terms of Section 15B of the Act.

(3) The registrar may register a person as an environmental health assistant if such person’s application for registration has been approved.

For registration the applicant has to submit the following:

a. Application to do Board exam with proof of payment of exam fee of R1000.00

b. Copy of ID Document

c. Duly completed application form, Form 176 EHP ASST

d. Proof of payment of the registration fee of R100.00.

e. Proof of payment of the annual fee of R457.00.
6.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – MEDICAL TECHNOLOGIST (MT-S)

i. Form 53

ii. Copy of ID document.

iii. Registration fee: R156.00

RE–REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE

i. Certificate issued by University confirming resumption of study.

ii. Registration fee: R85.00

6.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF MEDICAL TECHNOLOGIST (MT)

6.2.1:

i. Form 23 and 24 MT and original National Diploma in Biomedical Technology or a copy certified by a Notary Public (NOT Biotechnology or any other qualification).

ii. Certificate issued by SMLTSA confirming successful completion of examination.

iii. Form 25 duly completed for practical training.


v. Registration fee: R465.00 plus pro rata annual fee.

vi. A copy of registration certificate with the Health Professions Council of South Africa.

vii. Upon completion of the education and training requirements, practitioners are registered in the category: Independent practice – Microbiology, Hematology, etc.

viii. In order to enter into Private practice practitioners apply as per Form 133 after 2 years of practice, directly to the Secretary of the Professional Board.

OR

6.2.2: (i) BSc graduates may apply for registration as Medical Technologists as per Form 176 MT;
all applications have to be submitted on an AD-Hoc basis to the Education Committee, based on the suitability of their qualifications;

(iii) if approved, the BSc graduates will be required to register for a two-year internship at an approved training laboratory;

(iv) after 18 months of internship, the applicant may sit for the Board examination. However, registration as a Medical Technologist may only be effected after completion of the period of two years of internship.

6.3 FOREIGN QUALIFICATION / BSc GRADUATES

Form 176 MT (refer to Secretary of the Board); applicants have to approach a University in South Africa for equivalence of the qualification and submit the application to the Professional Board for consideration.

6.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT MEDICAL TECHNICIANS (GT-S)

i. Form 53

ii. Letter from the lab confirming commencement date.

iii. A copy of ID document.

iv. Registration fee: R156.00

*For a list of accredited training institutions (laboratories) see form 75

6.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF MEDICAL TECHNICIANS (GT) IN THE CATEGORY OF VIROLOGY / MYCOBACTERIOLOGY / IMMUNOLOGY

In order to be registered as a qualified medical technician the applicant is required to have been registered as a student medical technician for a period of not less than 24 months. Proof to that effect should be reflected on Form 25.

i. Form 24GT.

ii. Form 25.

iii. Certificate issued by the Society of Medical Laboratory Technologists of South Africa (SMLTSA) confirming successful completion of examination.

iv. Copy of ID document.

v. Registration fee: R465.00 plus pro rata annual fee.
vi. A copy of registration certificate with the Health Professions Council of South Africa.

6.5.1 Registration in cellular pathology:

i. Medical technologists and medical technicians **may be registered** in the category:

   - Histopathological technique
   - Cytotechnology or
   - Cytogenetics

ii. Medical technologists / technicians **are not registered** in the collective field of **Cellular pathology**.

iii. Schematic breakdown:

<table>
<thead>
<tr>
<th>CELLULAR PATHOLOGY</th>
<th>CYTOGENETICS (Field of specialization)</th>
<th>CYTOTECHNOLOGY (Field of specialization)</th>
<th>HISTOPATHOLOGICAL TECHNIQUE (Field of specialization)</th>
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6.6 DOCUMENTATION REQUIRED FOR REGISTRATION OF LABORATORY ASSISTANTS

Regulations relating to the registration of Laboratory Assistants were promulgated by the Minister of Health on 20 April 2007 and applicants were registered in terms of the Grand Father Clause on an individual basis. Laboratory Assistants who had been employed in the field for 5 years or more were considered for registration as Supplementary Laboratory Assistants under the ‘grandfather clause’ provided they comply with certain conditions.

The cut-off date for registration of Laboratory Assistants under the grandfather clause was 31 March 2009 and an article was placed in the Newsletter on these requirements. No further applications for registration as Lab Assistants in terms of the Grandfather Clause will be considered as that provision came to an end on **31 March 2009**.

Persons now wishing to qualify for registration as lab Assistants will have to enroll as student Lab Assistants at an accredited laboratory and do practical training for a period of at least 12 months before enrolling for the SMLTSA examination.

Laboratory Assistants are permitted to choose one of the following elective categories for registration:

i. Clinical Pathology/Media
ii. Histology/Cytology
iii. Blood transfusion
These professionals are registered in terms of Supervised Practice and work under supervision of a medical technologist.

Student Medical Technicians, who were unsuccessful in the Board examination, will be permitted to write the Board examination for Laboratory Assistants in order to qualify as such, after registration as a student Laboratory Assistant.

Laboratory Assistants are required to obtain 10 CEUs per year of which at least 2 should be on Ethics, human rights and medical law and thus 20 with at least 4 CEUs on Ethics, human rights and medical law per 24 month period in terms of the CPD requirements.

In order to register as a Laboratory Assistant, the following documentation must be submitted:

(i) Form 24 LA duly completed;
(ii) Form 25
(iii) Copy of ID document;
(iv) Proof of payment of the registration fee of R465.00 plus pro rata annual fee
(v) Certificate in Laboratory Assistance from the Society of Medical Laboratory Technologists of South Africa (SMLTSA) confirming successful completion of examination.
7  OCCUPATIONAL THERAPY

PROFESSIONS WITH THE BOARD

- Occupational Therapy
- Medical Orthotics / Prosthetics
- Music Therapy
- Drama
- Dance
- Art
- Music

DIFFERENT REGISTERS

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<tr>
<th>Code</th>
<th>Role</th>
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<tbody>
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<tr>
<td>OS</td>
<td>Medical Orthotics / Prosthetics</td>
</tr>
<tr>
<td>SOT</td>
<td>Supplementary Occupational Therapist</td>
</tr>
<tr>
<td>SOS</td>
<td>Supplementary Medical Orthotics / Prosthetics</td>
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<tr>
<td>OB</td>
<td>Orthopaedic Footwear Technicians</td>
</tr>
<tr>
<td>OTT</td>
<td>Occupational Therapy Technicians</td>
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<tr>
<td>AOS</td>
<td>Assistant Medical Orthotics / Prosthetics &amp; Leatherworks</td>
</tr>
<tr>
<td>OTB</td>
<td>Occupational Therapy Assistants</td>
</tr>
<tr>
<td>OTE</td>
<td>Medium Therapists (Arts Therapist)</td>
</tr>
<tr>
<td>OSA</td>
<td>Orthopaedic Technical Assistants</td>
</tr>
</tbody>
</table>

LIST OF EDUCATIONAL INSTITUTIONS

Occupational Therapy

- Dept. of Occupational Therapy: University of Pretoria
- Dept. of Occupational Therapy: University of Stellenbosch
- Dept. of Occupational Therapy: University of Western Cape
- Dept. of Occupational Therapy: University of the Orange Free State
- Dept. of Occupational Therapy: University of the Witwatersrand
- Dept. of Occupational Therapy: University of Durban – Westville
- Dept. of Occupational Therapy: Medical University of South Africa
- Dept. of Occupational Therapy: University of Cape Town

Medical Orthotics / Prosthetics

- Dept. of Sport Rehabilitation and Dental Sciences Tswane University of Technology Pretoria

Arts Therapy

- Dept. of Music University of Pretoria
7.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS STUDENT – OCCUPATIONAL THERAPIST (OT- S)

i. Form 53

ii. A copy of ID document.

iii. Registration fee: R156.00

a) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE

i. Original certificate of registration as student

ii. Certificate of resumption of study issued by University

iii. Registration fee: R85.00

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR LESS THAN ONE YEAR

i. Certificate of resumption of study issued by University

7.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF OCCUPATIONAL THERAPIST (OT)

a) SA QUALIFICATION [COMMUNITY SERVICE]

i. Form 23 (Community Service) duly completed by applicant and University.

ii. Original letter or certified copy from the Department of Health for Community Service, if available.

iii. Copy of ID document.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. Registered in the category: Public Service (Community Service)

b) INDEPENDENT PRACTICE

i. Form 23.

ii. Original letter or a certified copy from the Department of Health of completion of community service, indicating the exact dates.

c) FOREIGN QUALIFICATIONS

All foreign qualified occupational therapists are required to sit for an entry examination in order to determine their registrability (refer to Board Manager).
7.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF OCCUPATIONAL THERAPY-ASSISTANT (OTB)

i. Form 23 or 24 and original qualification Certificate or a copy thereof certified by a Notary Public Attorney.

ii. A copy of ID document.

iii. Registration fee: **R465.00** plus pro rata annual fee.

iv. A copy of registration certificate with the Health Professions Council of South Africa.

v. Registered in the category: **Supervised Practice**

7.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF OCCUPATIONAL THERAPY TECHNICIAN (OTT)

i. Form 24 and original proof of one year practical experience and 50 hours training provided by training institution.

ii. A copy of ID document.

iii. Registration fee: **R465.00** plus pro rata annual fee.

iv. Registered in the category: **Supervised Practice**

*REFER TO THE BOARD MANAGER (OCCUPATIONAL THERAPY) IN ORDER TO APPLY FOR REGISTRATION IN THE FOLLOWING PROFESSIONS:*

1. ARTS THERAPISTS (SINGLE MEDIUM THERAPIST);
2. ART THERAPY STUDENT (AT-S);
3. ARTS THERAPIST (AT).
8 MEDICAL ORTHOTICS / PROSTHETICS

8.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS STUDENT MEDICAL ORTHOTICS / PROSTHETICS (OS-S)

i. Form 53 duly completed

ii. A copy of ID document.

iii. Registration fee: **R156.00**

8.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS MEDICAL ORTHOTIST / PROSTHETIST (OS)

i. Form 23 or 24 and original National Diploma or a copy thereof certified by a Notary Public.

ii. A copy of ID document.

iii. Form 27 –OS.

iv. Registration fee: **R465.00** plus pro rata annual fee.

v. A copy of your registration certificate with the Health Professions Council of South Africa.

vi. Registered in the category: **Independent Practice**.

8.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF ORTHOPAEDIC FOOTWEAR TECHNICIANS (OB)

No student registration required.

i. Form 24 duly completed.

ii. A copy of ID document.

iii. Letter from the Head of approved unit, stipulating that he / she had completed a minimum of three years practical training.

iv. Registration fee: **R465.00** plus pro rata annual fee.

v. Registered in the category: **Supervised Practice**

8.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF ORTHOPAEDIC TECHNICAL ASSISTANT (OSA)

i. Form 24.
ii. Form 27 OS (training institution to be confirmed with Board Manager) or a letter issued by the Head of approved unit, stipulating that he/she had completed a minimum of two year's practical training.

iii. Copy of ID document.

iv. Registration fee: **R465.00** plus pro rata annual fee.

v. Registered in the category: **Supervised Practice**

### 8.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF FOREIGN QUALIFICATIONS

i. All foreign qualified professionals are required to sit for an examination.

ii. Refer to Board Manager.
9 OPTICAL DISPENSERS

9.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT OPTICAL DISPENSER (OD S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: **R156.00**

9.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF OPTICAL DISPENSER (OD)

i. Form 23.

ii. Copy of ID document.

iii. Registration fee: **R465.00** plus pro rata annual fee.

iv. Registration in the category: **Independent Practice**.

**NOTE:**

Optical Dispensers who wish to register as Optometrists, have the following options, namely:

i) Join an optometry programme with any of the Universities; or

ii) Sit for a Board examination to confirm his/her competency

Thereafter application can be submitted on Form 23 and following the registration requirements as per paragraph 10.2 below.
10 OPTOMETRISTS

10.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT OPTOMETRIST

a) FIRST REGISTRATION AS STUDENT OPTOMETRIST (OP-S)
   i. Form 53
   ii. Copy of ID document.
   iii. Registration fee: R156.00

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE
   i. Original certificate of registration as student.
   ii. Certificate of resumption of study issued by University.
   iii. Registration fee: R156.00

c) FOREIGN QUALIFICATIONS

   Form 176 (refer to Board Manager for submission of the application to the Professional Board).

10.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF OPTOMETRISTS (OP)

SA QUALIFICATION

   i. Form 23 or 24 and original Degree Certificate or a copy certified by a Notary Public attorney.
   ii. Copy of ID document.
   iii. Registration fee: R465.00 plus pro rata annual fee.
   iv. Register in the category: Independent Practice.

10.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF ORTHOPTISTS (OR)

No training in SA, therefore no student training. All applicants who qualified abroad have to follow normal route of applying to the Board, writing PBODO examinations and if successful, may be registered in Independent Practice.
11 PSYCHOLOGIST

11.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT PSYCHOLOGIST (PS S)

i. Form 53 PSS duly completed

ii. Copy of ID document.

iii. Proof of registration from University as M1 student indicating category of registration and date of enrollment.

iv. Notarized copy of Honours Degree or Form 23 duly completed by University.

v. Academic record for Honours (only if Psychology is not stated as field of study on Honours Degree or Form 23)

vi. Registration fee: R156.00

11.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN PSYCHOLOGIST

i. Form 26 duly completed.

ii. Copy of ID document.

iii. Academic record for Honours (only if Psychology is not stated as field of study on Honours Degree or form 23).

iv. Notarized copy of Honours Degree or form 23 duly completed by University.

v. Official letter from University, confirming that applicant has successfully passed the first year of Masters.

vi. Letter from the Supervising Senior Psychologist registered in the same category, confirming that he/she is willing to act as a Supervisor for the internship duration.

vii. Letter from the training institution consenting to accommodate the candidate for the duration of the internship.

viii. Letter from the Supervising Department of Psychology, agreeing to act as such for the duration of the internship.

ix. A detailed internship programme, if candidate is not doing an internship at an accredited institution.

x. Rules for intern are listed in Form 160.

xi. Registration fee: R170.00 plus pro rata annual fee.
11.3 DOCUMENTATION REQUIRED FOR REGISTRATION AS PSYCHOLOGIST

i. Form 24 PS and Form 27 duly completed.

ii. Copy of ID document

iii. Academic record of Masters (if Psychology is not stated as field of study on original Masters Degree or Form 23)

iv. Notarized copy of Masters Degree or Form 23 duly completed by University.

v. Registration fee: R930.00 plus pro rata annual fee.

vi. Form 27 should be checked on Form 77 for approved internship programme.

11.4 FOREIGN QUALIFICATIONS

i. Refer applicant to the Manager of the Professional Board for Psychology for submission of the application to the Board

11.5 REQUIREMENTS BEFORE REGISTRATION AS A PSYCHOMETRIST

- Applicant must complete an internship which depends on whether a 200 hours practical was included in the Honours Degree; if not, applicant has to do a 6 months internship, which has to be approved by the Psychometrics Committee.

- Declaration form that has to be completed by applicant after having completed the 6 months internship (practical training).

They must sit for an exam annually (first Wednesday of February, June and October of each year). The closing date for the February exam is 31 December, 30 April for the June examination and for the October exam is 31 August annually (no late entries will be accepted).

- Applicant must pass the Board exam (70%) to register as Psychometrist.

11.6 DOCUMENTATION REQUIRED FOR REGISTRATION AS A PSYCHOMETRIST (PMT)

i. Form 24 PMT duly completed

ii. Copy of ID document.

iii. Academic record of Honours Degree.

iv. A copy of Honours Degree certified by a Notary Public.

v. Registration fee: R620.00 plus pro rata annual fee.
vi. Letter confirming that the candidate has passed the Board exam.

11.7 DOCUMENTATION REQUIRED FOR REGISTRATION AS REGISTERED COUNCILORS (PRC)

i. Form 24 RC duly completed;

ii. Copy of the 4 year bachelor degree in Psychology certified by a Notary Public attorney, bearing the official stamp;

OR

iii. Form 23, duly completed (only if degree has not been conferred)

iv. Original academic record (a copy will only be accepted if certified by a Notary Public attorney, bearing the official stamp);

v. Registration fee of R620.00 plus the pro rata annual fee;

vi. A copy of the marriage certificate (married woman only)

vii. A letter confirming passing of the National Examination of the Board.

11.8 FOREIGN QUALIFICATION

Refer applicant to the Manager of the Professional Board for Psychometry for submission of the application to the Board.
12 PHYSIOTHERAPY

PROFESSIONS WITHIN THE BOARD.

➢ Physiotherapy
➢ Podiatry.
➢ Biokinetics.

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<td>Podiatry</td>
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<td>Biokineticists</td>
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<td>SPT</td>
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<td>Assistant Physiotherapists</td>
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<td>MA</td>
<td>Masseurs</td>
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<tr>
<td>RM</td>
<td>Remedial Gymnasts</td>
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</table>

12.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – PHYSIOTHERAPISTS (PT-S)

a) FIRST REGISTRATION AS A STUDENT

i. Form 53 duly completed.

ii. Copy of ID document.

iii. Registration fee: R156.00

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE

i. Original certificate of registration as student.

ii. Certificate of resumption of study issued by University.

iii. Registration fee: R85.00

c) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR LESS THAN ONE YEAR

i. Form 41.

ii. Certificate of resumption of study issued by University.
12.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF PHYSIOTHERAPISTS (PT)

a) SA QUALIFICATIONS (COMMUNITY SERVICE)
   i. Form 23 (Community Service).
   ii. Copy of ID document.
   iii. Registration fee: **R465.00** plus pro rata annual fee.
   iv. A copy of registration certificate with the Health Professions Council of South Africa.
   v. Register in the category: **Public Service: Community Service**.

b) INDEPENDENT PRACTICE
   i. Form 23 independent practice.
   ii. Copy of letter from institution confirming completion of 12 months Community Service.

c) FOREIGN QUALIFICATIONS
   i. All foreign qualified Physiotherapists are required to sit for an examination concluded by the Board, twice per year.
   ii. Form 49.
   iii. Form 146.
   iv. Certificate of Status, issued by foreign registration authority.
   v. Original certificate of Qualifications or copy thereof certified by Notary Public Attorney.
   vi. Copy of passport (or ID document where applicable).

12.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF PHYSIOTHERAPY – ASSISTANTS (PTA)
   i. Form 24/23.
   ii. Certificate from educational institution (approved by Board Manager)
   iii. Copy of ID document.
   iv. Registration fee: **R465.00** plus pro rata annual fee.
   v. Register in the category: **Supervised Practice**
12.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF PHYSIOTHERAPY ASSISTANT STUDENTS (PTA-S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: R156.00
13.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – PODIATRISTS (CH-S)

a) FIRST REGISTRATION AS STUDENT
   i. Form 53 duly completed
   ii. Copy of ID document.
   iii. Registration fee: R156.00

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE
   i. Original certificate of registration as student.
   ii. Certificate issued by University indicating date of enrolment and year of study.
   iii. Registration fee: R85.00

c) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR LESS THAN ONE YEAR
   Certificate issued by University indicating date of enrolment and year of study.

13.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF PODIATRIST (CH)

a) SA QUALIFICATION
   i. Form 23 or 24 and original National Diploma or a copy certified by a Notary Public Attorney.
   ii. Copy of ID document.
   iii. Registration fee: R465.00 plus pro rata annual fee.
   iv. A copy of registration certificate with the Health Professions Council of South Africa.
   v. Register in the category: Independent Practice

b) FOREIGN QUALIFICATIONS
   i. Form 176 (refer to Board Manager for submission of the application to the Professional Board)
ii. Original qualification or a copy certified by a Notary Public Attorney.

iii. Detailed information on the nature and content of the education and training, issued by the institution.

iv. Certificate of Good Status issued by foreign registration authority.

NOTE:
No registration or other fee is payable with the initial application. Once the applicant had successfully completed the examination or met the requirements determined by the Professional Board, the Board will issue a letter to the applicant with an indication of the registration fee, pro rata annual fee and other requirements to be met in order to obtain registration in public service, community service or relevant registration category.
14.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS STUDENT–BIOKINETICIST (BK-S)

i. Form 87.

ii. Copy of ID document.

iii. Registration fee: R156.00

14.2 DOCUMENTATION REQUIRED FOR REGISTRATION AS AN INTERN BIOKINETICIST

i. Form 26 BK.

ii. Copy of ID document.

iii. Letter from the training institution (Biokinetic Practice) confirming training of a minimum period of one year.

iv. Registration fee: R170.00

Form 160 BK Guidelines for Internships in Biokinetics should be provided to Interns.

(a) FOREIGN REGISTRATION

i. All foreign qualified Biokineticists are required to sit an entry examination presented by the SA Association for Biokineticists.

ii. Refer to Board Manager for submission of the application to the Professional Board.

14.3 DOCUMENTATION REQUIRED FOR REGISTRATION AS BIOKINETICIST (BK)

i. Form 23 or 24BK and original Honors Degree certificate or a copy certified by a Notary Public Attorney.

ii. Recommendation of Internship completed by SA Association for Biokinetics.

iii. Copy of ID document.

iv. Register in the category: Independent Practice

v. Registration fee of R465.00 plus pro rata annual fee.
15 RADIOGRAPHERS

15.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT RADIOGRAPHERS (DR-S)

i. Form 53 duly completed

ii. Copy of ID document.

iii. Registration fee: R156.00

15.2 RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR ONE YEAR OR MORE

i. Certificate issued by University confirming resumption of study.

ii. Registration fee: R85.00

15.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF RADIOGRAPHERS (DR)

a) SA QUALIFICATION

i. Form 23

ii. Copy of ID document.

iii. Registration fee: R465.00 plus pro rata annual fee.

iv. Upon completion of the educational and training requirements, practitioners are registered in the category: Public Service: Community Service-Diagnosis, Therapy etc.

v. In order to enter into Private Practice, practitioners apply per Form 165 directly to Board Manager after two years of practice.

vi. A copy of registration certificate with the Health Professions Council of South Africa.

b) FOREIGN QUALIFICATION

i. Form 177.

ii. Refer applicant to Board Manager for submission of the application to the Professional Board.
c) ADDITIONAL QUALIFICATIONS / CATEGORIES

- Radiographers normally qualify in the category “diagnosis”.

- If another qualification (e.g.) BTech or Honors Degree in “diagnosis” is obtained in addition to the initial qualification in “diagnosis”, the BTech or Honors Degree or other qualification is registered as an additional qualification (form 19) or Notarised copy of degree.

- The same rule would apply for any other discipline, category or field namely that the qualification is registered as an additional qualification, if the initial Degree or Diploma was obtained in that discipline (Form 19).

- If another qualification (e.g.) BTech or Honors Degree in another field, discipline or category “nuclear medicine, therapy or ultrasound” is obtained in addition to the initial basic qualification in “Diagnosis” this qualification is reflected as an additional category only.

- If a further qualification in another discipline is obtained in addition to the initial basic qualification as well as a registered additional qualification as outlined above, such qualification is registered as an additional qualification.

15.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT–SUPPLEMENTARY DIAGNOSTIC RADIOGRAPHERS (SDR-S)

i. Form 53 duly completed

ii. Copy of ID document.

iii. Registration fee: R156.00

15.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF SUPPLEMENTARY DIAGNOSTIC RADIOGRAPHERS (SDR)

i. Form 24

ii. Certified copy of letter issued by the Society of Radiographers of SA confirming that student had successfully completed the examination for SDR’s.

iii. Copy of ID document.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. Category of registration: Supervised Practice.
15.6 DOCUMENTATION REQUIRED FOR REGISTRATION OF SUPPLEMENTARY DIAGNOSTIC RADIOGRAPHERS UPGRADING TO RADIOGRAPHERS (DR)

Practitioners have to register with University to obtain either a National Diploma or Degree in Radiography. Then after completion of the qualification they have to submit the following for registration as radiographer:

(ii) Form 23

(iii) Copy of Id document

(iv) Applicable annual fee

The practitioner may then be registered in the category Independent Practice as they do not have to do Community Service seeing that they worked under supervised practice before upgrading to Radiographers.
16.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – CLINICAL TECHNOLOGISTS (KT-S)

i. Form 53 duly completed

ii. Copy of ID document.

iii. Registration fee: R156.00

16.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF ASSISTANT CLINICAL TECHNOLOGISTS (KT-A)

i. Form 23 or 24 KT and original National Diploma in Clinical Technology issued by University.

ii. Copy of ID document.

iii. National Higher Certificate in Clinical Technology issued by University.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. Category of registration: Supervised Practice: Critical Care, Pulmonology etc.

16.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF CLINICAL TECHNOLOGISTS (KT)

i. Form 23 or 24 and original National Diploma in Clinical Technology or a copy thereof certified by a Notary Public Attorney.

ii. Copy of ID document.

iii. Registration fee: R465.00 plus pro rata annual fee.

iv. Category of registration: Independent Practice: Critical Care, Pulmonology etc.

v. A copy of registration certificate with the Health Professions Council of South Africa.

vi. A Clinical Technologist can only be registered in private practice after obtaining a B-Tech degree and registering it against his/her name as an additional qualification.
16.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF GRADUATE CLINICAL TECHNOLOGISTS (KT-G)

i. Form 23 or 24

ii. Original BTech Degree in Clinical Technology or a copy thereof certified by a Notary Public Attorney.

iii. Copy of ID document.

iv. A request for the voluntary erasure of their name from the Clinical Technologist register.

v. Registration fee: **R465.00** plus pro rata annual fee.

vi. Category of registration: **Private Practice: Critical Care, Pulmonology** etc.

16.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT – ELECTRO-ENCEPHALOGRAPHIC TECHNICIANS (EE-S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: **R156.00**

16.6 DOCUMENTATION REQUIRED FOR REGISTRATION OF ELECTRO-ENCEPHALOGRAPHIC TECHNICIANS (EE)

i. Form 24.

ii. Copy of ID document.

iii. Documentary evidence issued by the Board Manager, that the applicant was successful in the examination.

iv. Registration fee: **R465.00** plus pro rata annual fee.

v. Category of registration: **Supervised Practice: Critical Care Pulmonology** etc.

16.7 DOCUMENTATION REQUIRED FOR FOREIGN QUALIFICATIONS

i. Form 176.

ii. Refer to Board Manager for submission of the application to the Professional Board.
17 SPEECH, LANGUAGE AND HEARING PROFESSIONS

- Speech Therapy
- Audiology
- Hearing Aid Acoustics
- Audiometricians

DIFFERENT REGISTERS

<table>
<thead>
<tr>
<th>STA</th>
<th>Speech Therapists &amp; Audiologists</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSTA</td>
<td>Supplementary Speech Therapists &amp; Audiologists</td>
</tr>
<tr>
<td>ST</td>
<td>Speech Therapists</td>
</tr>
<tr>
<td>AU</td>
<td>Audiologists</td>
</tr>
</tbody>
</table>

- The Professional Board for Speech Therapy and Audiology resolved in 2005 that professionals who are already registered as a Speech Therapist and Audiologist may apply to be registered as either a Speech Therapist OR Audiologist. The applicant has to complete an application form, pay the applicable registration fee and submit a request to be voluntary erased as Speech Therapist and Audiologist (STA).

- The application will then be referred to Registrations to be captured. The annual fee payment of the applicant must be in order as a Speech Therapist and Audiologist before he/she can be registered in the new register (ST or AU).

17.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENT- SPEECH THERAPISTS AND AUDIOLOGISTS

a) FIRST REGISTRATION AS STUDENT

i. Form 53 duly completed

ii. Copy of ID document.

iii. Registration fee: R156.00

b) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR YEAR OR MORE

i. Original certificate of registration as student.

ii. Certificate of resumption of study issued by University

iii. Registration fee: R85.00

c) RE-REGISTRATION AFTER INTERRUPTION OF STUDIES FOR LESS THAN ONE YEAR

Certificate of resumption of studies issued by the University.
17.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF SPEECH THERAPISTS AND AUDIOLOGIST

a) SA QUALIFICATIONS
   i. Form 23 Community Service.
   ii. Copy of ID document or passport.
   iii. Registration fee: R\textbf{465.00} plus pro rata annual fee.
   iv. A copy of registration certificate with the Health Professions Council of South Africa.

b) FOREIGN QUALIFICATIONS
   i. All foreign qualified Speech Therapist are required to sit for an entry examination in order to determine their registrability.
   ii. Refer to Board Manager of the Professional Board.
   iii. Original qualification or a copy certified by a Notary Public Attorney.
   iv. Copy of ID document or passport with a clear photograph.
   v. HSRC evaluation.
   vi. Registration fee: R\textbf{465.00} plus pro rata annual fee.
   vii. Recent original Certificate of Good Status issued by regulatory authority.

17.3 DOCUMENTATION REQUIRED FOR REGISTRATION OF SPEECH AND HEARING COMMUNITY WORKERS

i. Form 24/23

ii. Original Diploma in Speech and Hearing Therapy (Community work), University of the Witwatersrand or a copy certified by a Notary Public Attorney.

iii. Copy of ID document.

iv. Registration fee: R\textbf{465.00} plus pro rata annual fee.

v. A copy of registration certificate with the Health Professions Council of South Africa.
17.4 DOCUMENTATION REQUIRED FOR REGISTRATION OF AUDIOMETRITIAN (AU)

i. Form 24/23.

ii. Original qualification or a copy thereof certified by a Notary Public Attorney.

iii. Copy of ID document.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. A copy of your registration certificate with the Health Professions Council of South Africa.

17.5 DOCUMENTATION REQUIRED FOR REGISTRATION OF SPEECH AND HEARING CORRECTIONISTS

i. Form 23/24.

ii. Original Diploma in Remedial Education (Speech and Hearing impaired), University of Cape Town or a copy certified by a Notary Public Attorney.

iii. Copy of ID document.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. A copy of your registration certificate with the Health Professions Council of South Africa.

17.6 DOCUMENTATION REQUIRED FOR REGISTRATION OF HEARING AID ACOUSTICIANS (GAK).

i. Letter confirming that applicant passed the Board exam.

ii. Form 24/23

iii. Original Diploma in Hearing Aid Acousticians – University of Johannesburg or a copy certified by a Notary public.

iv. Copy of ID document.

v. Registration fee: R465.00 plus pro rata annual fee.
18.1 DOCUMENTATION REQUIRED FOR REGISTRATION AS STUDENT IN DIETETICS (DT S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: R156.00

18.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF DIETETICS (DT)

(a) SA QUALIFICATIONS (COMMUNITY SERVICES).

i. Form 23 DT Com Service.

ii. Copy of ID document.

iii. Original or certified letter of employment from the Department of Health for Com Service.

iv. Registration fee: R465.00 plus pro rata annual fee.

v. Category of registration: Public Service (Community Service).

vi. A copy of your registration certificate with the Health Professions Council of South Africa.

(b) INDEPENDENT PRACTICE.

i. Form 23 Independent Practice.

ii. Original letter or a certified copy of completion of community service, indicating the exact dates.

iii. Applicable annual fee


(c) FOREIGN QUALIFICATIONS

All foreign qualified Dietetics are required to sit for an entry examination in order to determine their registration (refer to Board Manager).
19 NUTRITIONISTS (NT)

19.1 DOCUMENTATION REQUIRED FOR REGISTRATION OF STUDENTS IN NUTRITION (NT S)

i. Form 53.

ii. Copy of ID document.

iii. Registration fee: R156.00

19.2 DOCUMENTATION REQUIRED FOR REGISTRATION OF NUTRITIONISTS (NT)

Applicants qualifying from one of the following institutions may apply for registration as Nutritionist:

<table>
<thead>
<tr>
<th>University of KwaZulu-Natal</th>
<th>BSc (Human Nutrition) plus Dipl (Community Nutrition) KwaZulu-Natal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science in Human Nutrition plus one year diploma in community Nutrition</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>University of Venda</th>
<th>BSc (Nutrition) Venda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science in Nutrition</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>North West University</th>
<th>BSc (Nutrition) North West</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science Nutrition Will be offered as from 2009</td>
<td></td>
</tr>
</tbody>
</table>

Applicants from the above institutions have to submit the following for registration as Nutritionists:

i. Form 23;

ii. A copy of the ID document;

iii. Proof of payment of the registration fee of R465.00 plus pro rata annual fee;

iv. Proof of registration as student (where applicable);

v. Qualification certificates certified by a Notary Public Attorney once received.

Registration in terms of the Grandfather Clause

Individuals who have worked as a Nutritionist for a minimum period of five (5) years prior to the date of the promulgation of the regulations for the registration of Nutritionists dated 4 July 2008 as per Government Notice No. R726, may apply to the Board for registration as a Nutritionist in terms of Section 33 of the Health Professions Act.

All applications for registration in terms of the Grandfather clause will be considered on an ad hoc basis on submission of the following:
vi. an application form (refer to application form for foreign qualified practitioners);

vii. A detailed Curriculum Vitae;

viii. Qualification certificates or documentary evidence of training certified by a Notary Public attorney;

ix. An original referral letter from the employer, substantiating that the person was earning his/her livelihood as a Nutritionist for the past five (5) years (prior to 4 July 2008).

x. A copy of the ID document of the applicant;

xi. Registration fee: R465.00 plus pro rata annual fee;

xii. A portfolio of evidence or a letter from the employer or supervisor certifying the competence of the applicant in the field of nutrition.

All applications will be considered individually and the following may be possible resolutions:

iv. The applicant may register directly as a Nutritionist if all competencies are fulfilled;

v. The Committee may recommend registration under the supplementary register if competency requirements are not met by at least 50%.

vi. The Committee may recommend that the application is subjected to assessment by examinations to acquire full registration; and

vii. The Committee may recommend that the applicant gain additional training in relevant areas before assessment by examinations to acquire full registration status.

Qualifications obtained from foreign countries will be considered on an ad hoc basis in terms of a similar process for dietitians. Form 176 will be applicable in this regard and applications will be prepared by the Committee Coordinator for consideration by the Education Committee.

Should they recommend that a candidate be subjected to an examination as a requirement for registration, the following examination options may be recommended:

**Route 1:**

The Education Committee approaches one of the institutions with a pre-approved programme to have the candidate sit their final examinations. The candidate will pay the applicable fees to the HPCSA.
Route 2:

The Board, through the Education Committee, is responsible for setting and administering the examinations and appoints examiners, at least 3, who prepare the examination papers and/or oral/practical examination guides. Two papers are recommended, one written and one oral. A 50% pass should be obtained in both. The examinations can be done three times, in February, June and September of each year.

Route 3:

The Education Committee may request the candidate to submit a portfolio of evidence covering all required competency areas in question. The Committee will then assess the portfolio of evidence to make a determination.

General

Nutritionists and Supplementary Nutritionists will be registered in the category: Independent practice, however they will not be permitted to conduct a therapeutic (clinical nutrition) private practice.

The category Public Service will only become applicable once Community Service has been introduced.

A window period until 31 December 2009 was provided for the registration of Nutritionists in terms of the Grandfather clause of Section 33 of the Act.

Dietitians erased from the register and who wished to come back to the register of Nutritionist would be required to do the Board examination in Public Nutrition as a prerequisite for registration.
A health professional may be exempted from payment of the annual fee if he / she turns **71 before 31 March** of the year. If he / she only turns **71 on 1 April or thereafter**, he / she will be exempted from paying the annual fee from the **following financial** year. If no ID number or copy of the ID document is on file, the health professional has to submit a copy thereof with the request to be exempted.

**THE FOLLOWING REGISTERS ARE EXCEPTIONS AND MAY APPLY FOR EXEMPTION IF THEY TURN 66 BEFORE 1 APRIL ACCORDING TO THE SAME PRINCIPLE AS ABOVE:**

- Environmental Health Practitioners
- Medical Technologists,
- Medical Technicians,
- Radiographers,
- Supplementary Diagnostic Radiographers
- Dietitians,
- Nutritionists.

**21 VOLUNTARY ERASURE FROM THE REGISTER**

- Any health professional may apply for voluntary erasure from the register. The application should be in writing and it should reach Council **before 31 March** of the year that he / she wishes to be voluntarily erased. If application is made after **1 April** of that year the annual fee for that year must first be paid and then voluntary erasure be requested with effect from the following year. Should the professional in future request restoration of his / her name to the register proof of CPD may be required but would not be a prerequisite for restoration.

- When application for restoration is submitted on Form 18, proof of payment of **ONLY** the applicable annual fee has to be submitted. If practitioner was practicing his / her profession outside SA, a detailed CV indicating that the profession was practiced, a certificate issued by the regulatory authority where the applicant had been working as well as copies of any CPD attended to during the preceding 24 months should be submitted to be restored.

- If a person requested voluntary erasure and applies for restoration within the same financial year he / she has to pay the full annual fee for that year

- The Professional Boards resolved that practitioners who had been off the register for a period exceeding two years, and who had **not** been practicing their profession should meet certain requirements as specified by the Boards. Please see the attached table for more specific detail in this regard.
22 RESTORATION OF THE NAME OF A PROFESSIONAL TO THE REGISTER

If the name of a person was erased from the register an application for restoration form (Form 18) must be duly completed and returned together with any requirement from the Professional Board and the restoration fee to Council which is as follows:

The restoration fee payable is calculated in terms of the regulations promulgated in the Government Gazette Notice No. R1560 of 31 October 2003 thereby amended on 11 November 2005 Notice No. R1089:

The restoration fee payable by a practitioner if he / she applies for the restoration of his her name to the register from which it was removed under section 19 (1) (d) of the Act-

a. within a period of six months after the erasure / suspension date, shall be equivalent to twice the applicable annual fee for the current year, plus all outstanding fees, if any;

b. after a period of six months, but within 12 months of the date of erasure / suspension, shall be equivalent to four times the applicable annual fee for the current year, plus all outstanding fees, if any ;

c. after a period of more than 12 months of the erasure / suspension date, shall be equivalent to five times the applicable annual fee for the current year, plus all the outstanding fees if any.

PLEASE NOTE: Applications for restorations received from practitioners who have been erased from the register for a period exceeding two years and who were not practicing their profession in another country, has to comply with the special restoration guidelines as approved by the relevant Professional Board. A table with the resolutions of each of the professional boards in this regard is below.
ANNEXURE B: RESTORATION OF HEALTH PROFESSIONALS WHO WERE OFF THE REGISTER FOR 2 YEARS AND WHO HAVE NOT PRACTISED THEIR PROFESSION

<table>
<thead>
<tr>
<th>Professional Board</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dental Therapy and Oral Hygiene</strong></td>
<td>• Restoration Form (Form 18)</td>
</tr>
<tr>
<td>DA Dental Assistant</td>
<td>• Restoration Fees and any other fees outstanding</td>
</tr>
<tr>
<td>OH Oral Hygienist</td>
<td>• Work under supervision for at least six months under a senior health professional who is registered in the same category (a senior health professional is a health professional who has been registered with the board and practised for at least 3 years and the registration must be active)</td>
</tr>
<tr>
<td>SDA Dental Assistant (Supplementary Register)</td>
<td>• A letter confirming successful completion of the supervised period of 6 months must be submitted to the Council by the supervisor</td>
</tr>
<tr>
<td>TT Dental Therapist</td>
<td><strong>Dietetics</strong></td>
</tr>
<tr>
<td>DT Dietician</td>
<td>Health professionals who have been erased for more than 2 yrs up to 4 yrs may be restored under the following conditions:</td>
</tr>
<tr>
<td>SDT Supplementary Dietician</td>
<td>• Submission of proof of payment of the restoration fees and the duly completed application form, Form 18;</td>
</tr>
<tr>
<td></td>
<td>• Health professionals have to obtain the necessary 30 CEU’s within 12 months of restoration;</td>
</tr>
<tr>
<td></td>
<td>• Health professionals will then be audited after 12 months to ensure that they have accrued the CEUs;</td>
</tr>
</tbody>
</table>

Health professionals who have been erased for more than 4 years may be restored after successful passing of the Board examination.

**Emergency Care Personnel**

<p>| ANA Ambulance Emergency Assistant  | Persons whose names have been off the register for 2 - 3 years have to successfully complete a refresher course at an accredited education and training provider; |
| ANT Paramedic                     | ii. BAAs, AEs, and Paramedics who completed the short course training and whose names have been off the relevant registers for 8 years and longer had to redo the full course at an accredited education and training provider; |
| BAA Basic Ambulance Assistant     | i. Persons who obtained the National Diploma, the B Tech degree and the Bachelor degree in Emergency Medical Care and are registered as Paramedics and Emergency Care Practitioners and whose names have been off the relevant registers for 8 years and longer have to undergo an examination/assessment, to be determined by the Board. |
| ECP Emergency Care Practitioner   | The emergency care providers referred to in i. to iii. above will also be required to accrue the necessary Continuing Education Units (CEU’s) according to the CPD guidelines and will be included in an audit within a year of restoration. |
| ECT Emergency Care Technicians    |                                                                             |
| ECA Emergency Care Assistants     |                                                                             |
| OECO Operational Emergency Care Orderly |                                                                             |</p>
<table>
<thead>
<tr>
<th>Environmental Health Practitioners</th>
<th>• All applications must be submitted to the Board Manager who will submit it to the Education Committee of the Board. The applications should include the proof of payment of the restoration fees and duly completed Form 18.</th>
</tr>
</thead>
<tbody>
<tr>
<td>FI      Food Inspector</td>
<td></td>
</tr>
<tr>
<td>HI      Environmental Health Officer</td>
<td></td>
</tr>
<tr>
<td>Medical and Dental Profession</td>
<td>In the event of practitioners’ names having been erased in terms of Section 19 of the Act (Act 56 of 1974) whilst the <strong>practitioner was actively practising his/her profession abroad</strong>: Such applications be dealt with administratively and restored to the register on receipt of penalties paid as well as a recent Certificate of Good Standing and proof of having worked as a medical or dental practitioner, medical scientist or clinical associate.</td>
</tr>
<tr>
<td>AN Anaesthetists’ Assistant</td>
<td>In the event of practitioners’ names having been erased in terms of Section 19 of the Act (Act 56 of 1974) for a <strong>period of more than two years and not practicing their profession</strong>: Such applications would be submitted to the Education and Registration Committee (of which five (5) members would constitute a decision), for consideration of the following conditions:</td>
</tr>
<tr>
<td>BE Biomedical Engineer</td>
<td>i. Completion of required restoration forms and payment of fees.</td>
</tr>
<tr>
<td>DP Dentist</td>
<td>ii. A detailed letter motivating the reasons for restoration.</td>
</tr>
<tr>
<td>GR Genetic Counsellor</td>
<td>iii. An updated curriculum vitae.</td>
</tr>
<tr>
<td>HA Health Assistant</td>
<td>iv. Documentary evidence of all related activities engaged in since the date of erasure.</td>
</tr>
<tr>
<td>KB Clinical Biochemist</td>
<td>v. Whether an assessment of competence was required and what such an assessment would entail.</td>
</tr>
<tr>
<td>MP Medical Practitioner</td>
<td>vi. A period of supervised practise to be decided upon.</td>
</tr>
<tr>
<td>MW Medical Biological Scientist</td>
<td>vii. Frequency of supervisory reports (quarterly/annually etc.)</td>
</tr>
<tr>
<td>PH Medical Physicist</td>
<td>viii. Compliance with Continued Professional Development.</td>
</tr>
<tr>
<td>SMW Supplementary Medical Scientist</td>
<td>ix. Practitioner’s name to be included in the CPD Audit after a period of one year after restoration of his/her name to the register.</td>
</tr>
<tr>
<td></td>
<td>x. Once all requirements have been met, the practitioner may apply to have his name restored to the register for independent practise.</td>
</tr>
<tr>
<td>Medical Technology</td>
<td>• Restoration Form (Form 18).</td>
</tr>
<tr>
<td>CT Cyto-Technician</td>
<td>• Restoration Fees and any other fees outstanding.</td>
</tr>
<tr>
<td>GT Medical Technician</td>
<td>• The applicant be restored in terms of supervised practice immediately on submission of the application form and payment of penalty fees;</td>
</tr>
<tr>
<td>MT Medical Technologist</td>
<td>• They have to work under supervision of a registered Medical Technologist at an accredited laboratory, for a period of at least twelve (12) months;</td>
</tr>
<tr>
<td>SGT Supplementary Medical Technician</td>
<td>• The supervisor should on completion of the period of 12 months, submit a progress report with a recommendation as to the lifting of restrictions or a further period of supervised practice; and</td>
</tr>
<tr>
<td></td>
<td>• The progress report will be considered by the Chairperson of the Professional Board or Education Committee.</td>
</tr>
</tbody>
</table>
### Occupational Therapy, Medical Orthotics and Prosthetics and Arts Therapy

<table>
<thead>
<tr>
<th>Code</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>AOS</td>
<td>Assistant Medical Orthotist and Leatherworker</td>
</tr>
<tr>
<td>AT</td>
<td>Arts Therapist</td>
</tr>
<tr>
<td>OB</td>
<td>Orthopaedic Footwear Technician</td>
</tr>
<tr>
<td>OS</td>
<td>Medical Orthotist and Prosthetist</td>
</tr>
<tr>
<td>OSA</td>
<td>Orthopaedic Technical Assistant</td>
</tr>
<tr>
<td>OT</td>
<td>Occupational Therapist</td>
</tr>
<tr>
<td>OTB</td>
<td>Occupational Therapy Assistant</td>
</tr>
<tr>
<td>OTE</td>
<td>Single Medium Therapist (Occupational Therapy)</td>
</tr>
<tr>
<td>OTT</td>
<td>Occupational Therapy Technician</td>
</tr>
<tr>
<td>SOS</td>
<td>Supplementary Medical Orthotist and Prosthetist</td>
</tr>
<tr>
<td>SOT</td>
<td>Supplementary Occupational Therapist</td>
</tr>
</tbody>
</table>

### Health professional’s name off the register for a maximum of 3 years
- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- Health professionals whose name were off the register for a **maximum of 3 years** be restored to the register without any further requirement

### Health professional’s name off the register for more than 3 years:

The Professional Board recently agreed to **remove the examination previously required as part of the restoration process**. (Danie e-mail 26/4/2012)

The Board therefore agreed that:–
- Applicants whose names had been erased from the register for a period of more than three years and had not practised their profession be required to work under supervision for a period of six months whereafter the supervising practitioner would be required to submit a report in order to be restored to the register in the category in which they were previously registered;
- Alternatively, if the report of the supervisor was not accepted, the applicant would be required to submit a portfolio in the format to be developed by the Task Team for this purpose;
- The procedure would replace the examination that previously applied. The policy previously adopted pertaining to completion of the examination, in such instances was, therefore, revoked.
- Health professional has to accrue necessary CEUs as per CPD Guidelines.
- Health professional should be included in CPD audit after supervision to ensure requirement is adhered to.

#### Restoration of names of Assistants / Technicians:
- Restoration Form (Form 18)
- Restoration Fees and outstanding annual fees (if any)
- Restore without further requirements (supervised practice)

### Optometry and Optical Dispensing

<table>
<thead>
<tr>
<th>Code</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>OD</td>
<td>Dispensing Optician</td>
</tr>
<tr>
<td>OP</td>
<td>Optometrist</td>
</tr>
<tr>
<td>OR</td>
<td>Orthoptist</td>
</tr>
<tr>
<td>SOD</td>
<td>Supplementary Optical Dispenser</td>
</tr>
<tr>
<td>SOP</td>
<td>Supplementary Optometrist</td>
</tr>
</tbody>
</table>

### Health professional’s name off the register for a maximum of 3 years
- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- A health professional may be restored in the category Supervised Practice for a period of at least six months
- Submission of a report by the supervisor to the Chairperson of the Education Committee as to the competency of the health professional or whether a further period of supervised practice is recommended
- Upon submission of a successful report from the supervisor, the health professional may be restored to the category Independent Practice is he/she was registered in that category prior to the erasure
- Accrue the necessary CEUs as per the CPD Guidelines
- The health professional be included in a CPD Audit after the period of supervised practice to ensure that this requirement is adhered to

**Practitioners who were off the register and had been out of clinical work for longer than 5 years need to pass the Board exam before they may be restored to the register.**
<table>
<thead>
<tr>
<th>Physiotherapy, Podiatry and Biokinetics</th>
</tr>
</thead>
<tbody>
<tr>
<td>BK</td>
</tr>
<tr>
<td>OH</td>
</tr>
<tr>
<td>MA</td>
</tr>
<tr>
<td>PT</td>
</tr>
<tr>
<td>PTA</td>
</tr>
<tr>
<td>PTA-T</td>
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<tr>
<td>RM</td>
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<tr>
<td>SBK</td>
</tr>
<tr>
<td>SCH</td>
</tr>
<tr>
<td>SPT</td>
</tr>
</tbody>
</table>

- Restoration Form (Form 18).
- Restoration Fees and any other fees outstanding.
- Restored under supervision for a period of 6 months;
- Submission of report by supervisor regarding competency of health professional or whether a further period of supervision is needed;
  a. a registered practitioner in the relevant profession had to supervise him or her during this period and report to the Board regarding his or her competence upon completion of the period of supervised practice by submitting a portfolio in respect of his or her activities during the period of supervised practice. The report should include an indication whether a further period of supervision was required. In the case of a negative report the Executive Committee of the Board would deal with the matter;
  b. the supervisor had to be registered with the Council and practising in South Africa for a minimum period of at least two years. The applicant is not required to apply to the Board for approval of the supervisor.
- The portfolio to be submitted by the supervisor upon completion of supervised practice over a period of six months (Form 18 PPB Portfolio) should amongst others reflect the number and summary of cases and conditions to which they had been exposed, treatment modalities used as well as CPD activities performed during the period of supervised practice. (Please also see detailed Guidelines in this regard)
- Health professional should be included in CPD audit after supervision to ensure requirement is adhered to.

**Restoration of names of Assistants / Technicians:**

- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- Submit written request to sit for the Board exam.
- Restored upon successful completion of the Board Examination

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<tr>
<th>Psychology</th>
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<td>PM</td>
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- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- Submit written request to sit for the Board exam.
- Restored upon successful completion of the Board Examination

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<th>Radiography and Clinical Technology</th>
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<td>SDR</td>
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- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- Restored under supervision for a period of 6 months;
- Submission of report by supervisor regarding competency of health professional or whether a further period of supervision is needed;
- Upon submission of successful supervisory report, health professional may request to work independently again;
- Health professional has to accrue necessary CEUs as per CPD Guidelines; and
Speech, Language and Hearing Professions

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<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>AM</td>
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<tr>
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<td>Audiologist</td>
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<tr>
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<td>Hearing Aid Acoustician</td>
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<td>Supplementary Audiologist</td>
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<td>SGK</td>
<td>Speech and Hearing Correctionist</td>
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<td>SSTA</td>
<td>Supplementary Speech Therapist and Audiologist</td>
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<td>ST</td>
<td>Speech Therapist</td>
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<td>STA</td>
<td>Speech Therapist and Audiologist</td>
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<tr>
<td>STB</td>
<td>Speech Therapy Assistant</td>
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</tbody>
</table>

- Health professional should be included in CPD audit after supervision to ensure requirement is adhered to.

- Restoration Form (Form 18)
- Restoration Fees and any other fees outstanding
- A health professional may be restored in the category Supervised Practice for a period of at least six months
- Submission of a report by the supervisor to the Chairperson of the Education Committee as to the competency of the health professional or whether a further period of supervised practice is recommended
- Upon submission of a successful report from the supervisor, the health professional may be restored to the category Independent Practice if he/she was registered in that category prior to the erasure
- Accrue the necessary CEUs as per the CPD Guidelines
- The health professional be included in a CPD Audit after the period of supervised practice to ensure that this requirement is adhered to

Applicants, who had been off the register and had not been practicing their profession and had not been engaged in CPD for more than 5 years, have to pass the Board exam before they may be restored to the register.

PRACTITIONERS WHO WERE ERASED FROM THE REGISTERS FOR 2 YEARS OR MORE AND HAVE PRACTISED THEIR PROFESSION - RESTORE UPON RECEIPT OF THE FOLLOWING

- Duly completed application for restoration form (Form 18) and applicable Restoration Fees
- Proof of practising their profession – CV or letter from the previous employer confirming employment with dates specified. (The Professional Board for Occupational Therapy, Medical Orthotics and Prosthetics and Arts Therapy require both to be submitted.)
- COS (Recent certificate of good status issued by the Regulatory authority in the country where he/she had been practising) not older than 3 months.
- Proof of CPD attended to during preceding 24 months.