

 <p>Form 18 B MT</p>	<p>HEALTH PROFESSIONS OF SOUTH AFRICA PROFESSIONAL BOARD FOR MEDICAL TECHNOLOGY GUIDELINES RELATING TO SUPERVISED PRACTICE</p>
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These guidelines are for practitioners who were erased from the registers for 2 years or more and have practised their profession as well as for practitioners who were erased from the registers for 2 years or more and have not practised their profession.

A practitioner whose name has been erased from the register and **had been practising** for a period of more than two years will be required to:

1. Duly completed application for restoration form (Form 18) and applicable Restoration Fees
2. Proof of practising their profession – CV or letter from the previous employer confirming employment with dates specified.
3. COS (Recent certificate of good status from the country where he/she has practised) not older than 3 months.
4. Proof of CPD attended to during preceding 24 months.

A practitioner whose name has been erased from the register and **had not been practising** for a period of more than two years will be required to work under supervision in an HPCSA accredited laboratory for a period equivalent to **six months** (1000 hours).

1. Complete Restoration Form 18.
2. Payment of restoration fees and any other fees outstanding.
3. The applicant be restored in terms of supervised practice immediately on submission of the application form (Form 18,18A,18C, 18 D) and payment of penalty fees;
4. They have to work under supervision of a registered Medical Technologist at an accredited laboratory, for a period of at least six (6) months;
5. The supervisor should on completion of the period of 6 months, submit a progress report with a recommendation as to the lifting of restrictions or a further period of supervised practice; and
6. The progress report will be considered by the Professional Board or Education Committee

During the period of supervised practice the applicant will not be allowed to be self-employed or practising in his or her own private practice.

SUMMARY OF PROCESS

The supervisee will be required to identify and request a suitable supervisor to oversee him or her during the period of supervised practice. For this purpose, a signed undertaking would have to be obtained from the supervisor agreeing to undertake the supervision. On completion of six months' supervised practice, the supervisor will be required to complete and submit the Supervisor Evaluation Report. The findings presented in this report will be reviewed by the Education Committee. If the Committee is satisfied by the recommendation of the supervisor, the practitioner will be registered in the category in which the applicant was previously registered.

In cases where the Education committee remains unconvinced that the practitioner is ready for independent practice, the supervisor will be expected to extend the period for a further six months stating reasons.

APPOINTING OF SUPERVISOR

The supervisee identifies a supervisor in an HPCSA accredited laboratory and provides these guidelines to him or her with a view to obtain a written undertaking relating to the period of supervision.

The process is as follows:

- Undertaking by Supervisor Regarding Supervision (Form 18C MT undertaking by supervisor regarding supervision) submitted to the Board Administration.
- Period of supervision commences once the Board Administration had confirmed that the supervisor had been approved by the Committee
- Supervised practice is completed for a period of 6 months (or equivalent of 1000 hours).
- Supervisor Evaluation Report (Form 18 D MT Report by supervisor) is completed by the supervisor and submitted to the Board Administration on completion of supervised practice

SELECTION OF SUPERVISOR

The supervisor should be appointed in consultation with other role players at the practice or institution with due cognizance of the work load and responsibilities of the supervisor.

The supervisor should be registered with the HPCSA in the same profession and category or discipline (where applicable) as the supervisee.

The supervisor should further have been registered for a period of more than three years and have appropriate and relevant experience as a supervisor.

NATURE OF SUPERVISION

The supervisor should be readily available to allow for regular interaction with the candidate and face-to-face contact at least once every week (every month in the case of exceptional circumstances).

As part of the monthly contact between supervisor and supervisee, the supervisor should at least monitor and evaluate progress using signed training and competency records.

CONTACT DETAILS / ENQUIRIES

Duly compiled undertakings may be sent or delivered to:

The Registrar
HPCSA
P O Box 205
PRETORIA
SOUTH AFRICA

OR 553 Vermeulen Street
Arcadia
PRETORIA

NOTE: This form should be read in conjunction with Form 18 C MT and Form 18D MT
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