



CHAIRPERSON'S NOTE



*Roshini Bridgemohan
Chairperson*

A word of welcome to the third newsletter of the Professional Board of Medical Technology. It gives me great pleasure to report and highlight the progress and successes of this Board during the year under review.

The Board continues to deliver on the mandates as set by the strategic goals and objectives for the term. To this end the committee members have worked hard in ensuring achievement of strategic objectives of the Board.

Committee of Preliminary Inquiry

The Committee of Preliminary was authorised within the current policy parameters as determined by the Board, to deal with all matters relating to preliminary inquiries

regarding complaints in terms of Section 41(2), determination of accounts in terms of Section 53 and fines in terms of Section 42 (8) of the Health Professions Act of 1974. This Committee convened a meeting and considered nine matters of which one of these cases was referred for a Professional Conduct Hearing.

Educational Committee matters

In terms of section 16 of the Health Professions Act, 1974 the Board has a mandate to regulate the education and training of practitioners. Such regulation of education and training is achieved through determination of standards of education and training and developing and maintaining a professional practice framework appropriate for the South African context and benchmarking these against best practices.

A career ladder was developed from the Laboratory Assistant qualification to the Bachelor of Health Science, Medical Laboratory Science. The first group of students who have enrolled for this new BHS in Medical Laboratory Science qualification implemented at Cape Peninsula University of Technology are in their final year of study.

There will be two new registers for BHS Medical Laboratory Science. The first is the Intern Register and the other is the new BHS register for the registration of all successful practitioners of this new qualification. The Board is in the final stage of

completion for both these registers.

The different options/cases for the articulation process from the National Diploma to BHS Medical Laboratory Science qualification have been communicated to all practitioners via numerous platforms e.g. congresses; newsletters etc.

Continuing Professional Development

There have been in excess of 200 practitioners who have not responded to the call for compliance to CPD requirements and have been suspended. The General Manager of CPD, Registrations and Records advised that these practitioners were already afforded a period of six months to comply with the requirements but have failed to comply.

Practitioners who have been suspended have been informed in writing about their suspension. The Board of Healthcare Funders have been provided with a list of the suspended practitioners.

The Board is seriously concerned with the large number of professionals being non-compliant to the CPD requirements.

The Board appeals to all practitioners to contribute to CPD Compliance and manage their non-compliance.

Annual Fees

A total of 150 practitioners have been

HIGHLIGHTS IN THIS ISSUE:

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● Policy on re-entry in to the profession

● Process of registration of BSc graduates as medical technologists

● Rules of conduct

● Reminder: the use of automated instruments

● Accreditation of training facilities

suspended for the non-payment of annual fees. Practitioners are urged to ensure their annual fees are paid before 1 April 2014.

Evaluation of Training Laboratories

The Board has commenced with the roll out of the evaluation of training laboratories who have applied to the Board for accreditation for training status.

A schedule for this rollout for all the regions has been completed and the laboratories will be accordingly informed. These evaluations will be conducted within this and next financial year.

As mentioned previously a certificate of compliance, reflecting training status and designated category/ies will be awarded to those laboratories who have met the requirements for accreditation. An accreditation certificate issued to a laboratory will be a requirement when the Intern Medical Technologist, Student Medical Technician and Student Lab Assistant applies to write the Board Examination.

Evaluation of the Universities of Technology

A five year plan/roster for the evaluation of Universities of Technology institutions was established and in the process of being rolled out. The Board has largely been focusing on the evaluation of the Universities of Technology. To date the evaluation of the following Universities of Technology have been completed:

- Cape Peninsula University of Technology
- Vaal University of Technology
- Nelson Mandela University of Technology
- Central University of Technology
- Durban University of Technology

The evaluations for the remaining three Universities of Technology (UoTs') have been scheduled in this financial year.

Other matters:

The Board is effectively playing its monitoring and regulatory role by ensuring and proactively guiding the professions and regulating the conduct of registered practitioners.

The Board is currently in discussions with the Committee for Medical Science regarding the overlap of the Scope of the Medical Technology and Medical Science Professions.

The Board was involved in meetings with the Department of Health, Pathology Task team in the formulation of principles for the management of pathology practices. The Board furthermore provided input towards the development of National Policy on Mid-level Healthcare workers.

Finally I would like to thank all Board Members for their commitment, hard work and support during the last year as well as thanks to the Board Manager and the Coordinator for their accurate account of our meetings and valued input. A word of thanks to the Legal Team for their guidance.

*Roshini Bridgemohan
Chairperson*



POLICY ON RE-ENTRY INTO THE PROFESSION

A practitioner can be suspended from the Register for various reasons such as failure to pay Annual Fees timeously or volunteer erasure. To re-enter the profession a practitioner need to be restored first.

The following policy was approved by the Board for the restoration of practitioners after erasure for a certain period of time:

Medical Technologists

- The applications for restoration should be dealt with administratively in order to avoid delay in restoring practitioners to the Register.
- The following procedure would be followed with applications for restoration, following a period of erasure of more than two years;
- The applicant is restored in terms of supervised practice immediately on submission of the

application Form 18 and payment of penalty fees.

- The professional should work under supervision of a registered Medical Technologist at an accredited laboratory, for a period of at least 12 months.
- 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;
- The progress report will be considered by the Chairperson of the Professional Board or Education Committee administratively.

Medical Technicians and Laboratory – Assistants:

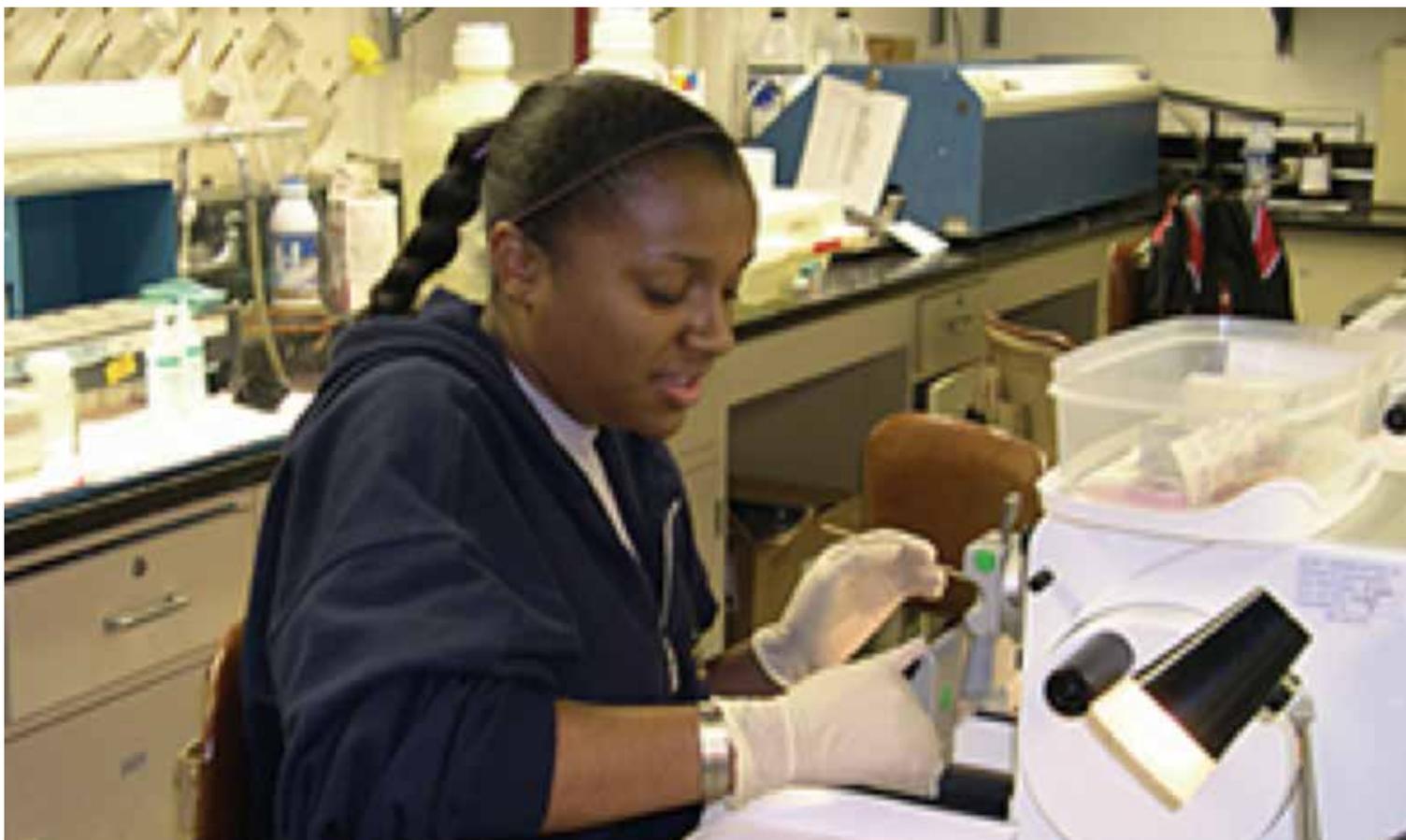
The following procedure is followed with the restoration of Medical Technicians and Laboratory Assistants, following a period of

erasure for more than two years:

- The applicant is restored in terms of supervised practice immediately on submission of the application form and payment of fees;
- The supervising Medical Technologist/Supervisor should on completion of a period of 12 months, submit a progress report on the competence of the professional;
- The progress report will be considered by the Chairperson of the Professional Board or Education Committee administratively.

Remember Form 18 needs to be completed and all the restoration and other fees paid before a practitioner can be restored.

*Roshini Bridgemohan
Chairperson*



PROCESS FOR REGISTRATION OF SOUTH AFRICAN BSc GRADUATES AS MEDICAL TECHNOLOGISTS

The Board receives applications from BSc graduates for registration as Medical Technologists on a regular basis. The Board has approved the following process for BSc graduate applications:

- BSc graduates could apply for registration as Medical Technologists as per Form 176 MT;
- All applications would be considered on an ad-hoc basis

by the Education Committee/ Executive Board or the Board of Medical Technology;

- If approved, BSc graduates would be required to register for a two-year internship at an approved training laboratory and sit for the Board examination after 18 months of internship. However, registration as a Medical Technologist could only be effected after completion of a

period of two years of internship.

Applicants are urged to ensure that they submit all required documentation for their applications to be compliant, including a UOT qualification evaluation report and SA Qualifications Authority evaluation report.

Roshini Bridgemohan
Chairperson



RULES OF CONDUCT PERTAINING SPECIFICALLY TO THE PROFESSION OF MEDICAL TECHNOLOGY

A Medical Technologist, Medical Technician, an Intern Medical technologist and a student in biomedical technology shall adhere to the following rules of conduct in addition to the rules of conduct referred to in Rules 2 to 27. Failure by such Medical Technologist, Medical Technician, Intern Medical Technologist and student in biomedical technology to comply with the rules of conduct listed herein shall constitute an act or omission in respect of which the Board may take disciplinary steps in terms of Chapter IV of the Act.

1. Performance of professional acts by medical technologists

A Medical Technologist -

- Shall confine himself or herself to practising in the specific discipline of medical technology in which he or she was educated, trained and registered;
- Shall not conduct a private practice without obtaining –
- Postgraduate experience of at least two years and
- Prior written approval from the Board; and
- Shall, if he or she does not comply with the provisions of the regulations, perform professional Acts only under the direction of a medical practitioner or a medical technologist who complies with the provisions of the regulations and is registered in the relevant discipline, provided that this prohibition shall apply only to the acts excluded by the board.

2. Performance of professional acts by medical technician

A Medical Technician-

- Shall confine himself or herself to practising in the specific discipline of medical technology in which he or she was educated,

trained and registered

- Shall perform professional acts only under the supervision of a medical practitioner or Medical Technologist who is registered in the relevant discipline; and
- Shall not conduct a private practice

3. Performance of professional acts by intern medical technologists

An Intern Medical Technologist -

- Shall perform professional acts only under the supervision of a practitioner who is registered in the relevant discipline;
- Shall limit the acts referred to in above paragraph to acts directly related to his or her education and training as part of the formal internship in his or her discipline of study;
- Shall not conduct a private practice; and
- If he or she has completed his or her internship, shall not perform any professional acts until he or she has satisfied all the academic

requirements for registration as a Medical Technologist and has been registered as such.

4. Performance of acts by students in medical technology

A student in medical technology -

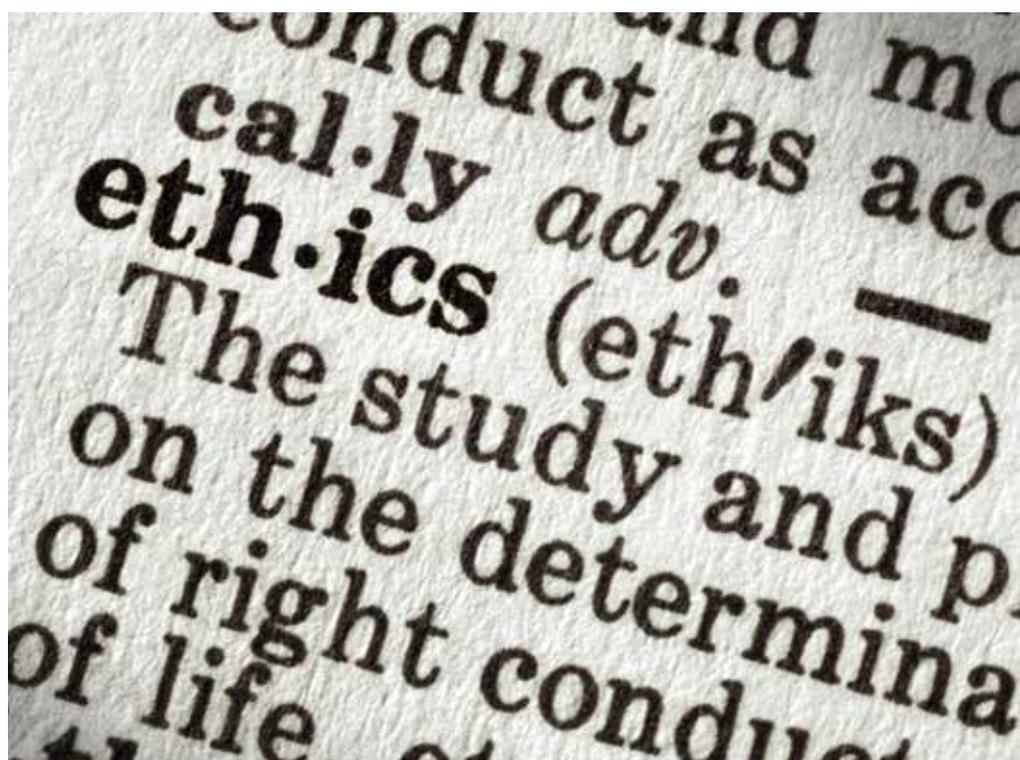
- Shall perform professional acts only under the supervision of a practitioner who is registered in the relevant discipline; and
- Shall limit the acts referred to in the above paragraph to acts directly related to his or her education and training in his or her discipline of study.

5. Performance of professional acts by Laboratory Assistants

A laboratory assistant -

- Shall confine himself or herself to performing acts in the specific discipline of Medical Technology in which he or she was educated, trained and registered;
- Shall perform professional acts only under the supervision of a Medical Practitioner or Medical Technologist who is registered in the relevant discipline; and
- Shall not conduct a private practice

Practitioners are urged to familiarise themselves with all the rules and regulations pertaining to their respective professions. These are available on the HPCSA website.



WORK INTEGRATED LEARNING (EXPERIENTIAL STUDENTS)

Medical Technology is designed to integrate theory and practice through the incorporation of Work-Integrated Learning (WIL) into the curriculum. Where the entire WIL component or any part of it takes the form of workplace-based learning, it is the responsibility of institutions that offer the programmes requiring credits for such learning



to place students into appropriate workplaces. Such workplace-based learning must be appropriately structured, properly supervised and contributes towards the assessment of the student.

During the last six months of the third year of their study, medical technology students are placed in appropriate clinical facilities by the Universities of Technology for their work place based learning. Each of these students is given a topic for Integrated Project Presentation as well as other portfolios to be completed during the six months in the Pathology Laboratory. The credits earned at the assessment of the workplace learning contribute to the marks for Laboratory Practice III.

It has been approved by the Professional Board of Medical Technology that these students must be placed at accredited training laboratories for their experiential training so that the following year they serve a year's internship in preparation for the Board examination.

Please note that Failure to place these experiential students at accredited training laboratories will result in these students serving 18 months internship in preparation for the Board examination.

*Roshini Bridgemohan
Chairperson*

MEDICAL TECHNOLOGISTS IN PRIVATE PRACTICE

The HPCSA recognised the right of Medical Technologists to enter into private practice in 1991 after many years of discussions and negotiations with the relevant parties. This was a major accomplishment to those involved with the profession of medical technology at that time. It included the Society of Medical Laboratory Technologist of South Africa (SMLTSA), The Professional Board of Medical Technology and many role players who were fighting for the right to practice at that time.

To this end certain guidelines had to be put into practice, with the most important being that application to the HPCSA must be made to apply for the right to private practice – this enables your legitimate registration in your chosen discipline to be verified.

The tariff rate of charging was also set down at that time as been set at 17% less than the pathology rate. (NPG)

Medical Technologists in private practice face many challenges on the laboratory as well as the administrative, billing and management front. Many practitioners battle with these challenges as experience may be present on the laboratory front but not on the others. To this end private practices should work together, share information and form a body which may address challenges facing their practices.

The SMLTSA has attempted to assist in this regard and has compiled the following guidelines. It shall not be a fixed document but shall be updated from time to time.

Maintain a framework for Ethical Conduct and Professional Practice

The practice shall at all times be governed by the Ethical and Professional Rules of the Health Professional Council of South Africa Government Gazette. R717/206 which is also available on the HPCSA website. Further amendments to the ethical rules were published as per Government Notice NoR 68 of 2 February, 2009. The current Ethical Rules are relevant. The framework for ethical conduct and professional conduct is further guided by the Policy guidelines and booklets developed by the Human Rights and Ethics Committee of Council as well as via the Committee on Undesirable Business Practice and Professional Practice.

To maintain the above, the SMLTSA under the guidance of the Medical Technology Board of the HPCSA may at any time visit such a Medical Technology Practice to ensure that the above guidelines are adhered to.

An evaluator selected by the SMLTSA shall assess the Practice to ensure that Good Laboratory Practice as well

as Ethical Conduct and Professional Conduct including correct Billing Practices are been practiced.

If the Laboratory is found to be practicing outside the set standards, a notice period of three months shall be given for the discrepancies / malpractices to be put into place and the practice shall be re-assessed. If the Laboratory is still found to be non-conforming, the Laboratory Medical Technologist shall be referred to the HPCSA Committee on Undesirable Business Practice and a full inquiry shall be instituted under the governance of the HPCSA:

- An approved laboratory must be able to provide the apparatus and working environment considered necessary for good laboratory practice.
- An approved laboratory must have received a practice number from the Board of Healthcare Funders (BHF) and must have an applicable list of tariff codes for the tests which fall into the applicants Scope of Practice.
- In terms of Rule 4 of the Ethical Rules, a practitioner must confine himself/herself in the use of a practice name to his/her name or where practitioners practice in a partnership or as a juristic person, the names of such practitioners.
- Assessed laboratories must inform the SMLTSA in writing of any name changes or change of contact details or of any change within the said practice. These practices may then be re-evaluated.

Tariff Codes

National Tariff codes are currently under review by the Department of Health together with the Medical Schemes Association. A list of applicable codes is available from Discovery or Gems Medical Aid Scheme or from the SMLTSA office.

Referral Laboratories

As per the HPCSA Ethical Rules, laboratory reports should reflect that the test was performed at a referral laboratory and should be charged at the rate of the laboratory who received the sample.

Scope of Testing

The scope of testing is guided by the equipment and reagents which are available for the particular test requested. If equipment / reagents are not suitable, a referral laboratory should be utilised to render a reliable, accurate result.

Indemnity Cover

The HPCSA has resolved that all practitioners be advised that it was imperative for all practitioners to have indemnity cover. This HPCSA ruling shall be confirmed when an assessment is made of a private practice by either the HPCSA or the SMLTSA.

CPD

As per HPCSA registration criteria, all healthcare professionals are required to maintain the applicable CPD requirements as per their qualification and discipline.

To maintain the above, and to ensure the integrity of the medical technology profession, the SMLTSA under the guidance of the Medical Technology Board of the HPCSA may at any time visit such a Medical Technology Practice to ensure that the above guidelines are adhered to.

All Medical Technologists in private practice are urged to notify the HPCSA Professional Board of Medical

Technology of changes in contact details or whether they have since opened or closed a practice so that a current data base may be in use.

Guidelines for Application to enter into a medical technology private practice

1. The applicant needs to be qualified and registered by the Professional Board of Medical Technology of the HPCSA. An application may be made two years post registration of qualification.
2. Application is made to the Professional Board of Medical Technology, HPCSA by submitting a completed Form 133. This is assessed by the Board.
3. On gaining HPCSA approval, the applicant applies to the BHF for a practice number.
4. At this stage the HPCSA should notify the SMLTSA who on behalf of the HPCSA will contact the applicant and assess the proposed laboratory.
5. The practice shall at all times be governed by the HPCSA, Guidelines for Good Practice in the Healthcare Professions and all HPCSA Ethical Conduct Rules registered under the Health Professions Act 1974.

By Carol Massyn



ACCREDITATION OF TRAINING FACILITIES

The aim of the HPCSA is to protect the public of South Africa and to guide the Profession. We achieve our mandate by regulating the health professions in the Republic of South Africa in aspects pertaining to registration, education and training, professional conduct and ethical behavior, ensuring continuing professional development, and fostering compliance with healthcare standards. The accreditation process therefore guides and supports educational institutions to achieve quality education to the benefit of the public and the profession.

The programmes offered by the institutions are aligned with the policies of education (SAQA; NQF) in response to health needs and the broad expectations of quality professional developments in undergraduate and post graduate areas.

All existing programmes will be evaluated once every five years. Conveners of evaluation panels will be members of the Professional Board for Medical Technology. All

educational institutions will be given notice well in advance and presented with the guidelines for evaluation.

Prior to evaluation, the educational institution should provide the Board with forms or schedules which are used for evaluating students, staff members and course work. The accreditation visit should take place over two consecutive days.

A meeting with the Head of Department as well as feedback meeting with staff takes place at the end of the evaluation. The Head of Department is to arrange a meeting of the panel with the Dean and Head of School/Facility.

A detailed report will be presented to the Education Committee of the Professional Board of Medical Technology within two months from the date of evaluation. The elements contributing to the successful training of students is evaluated against the aims and objectives and against the circumstances of the specific educational institution.

The competency profile/minimal standards of training as reflected in the SAQA outcomes based document serves as the minimum academic standard against which the programme is measured.

As a general rule the training institution would be required to have a minimal "satisfactory" rating for the Professional Board of Medical Technology to agree that the training of Medical Technologists be recognised for registration. Whatever the accomplishments/rating of the training institution, accreditors may still recommend substantial changes/improvements.

Institutions not meeting the minimum standard (in categories unsatisfactory and unacceptable) will have to re-apply for accreditation after one year at the cost of the institution. During this year they would have to follow an agreed rehabilitation programme prior to the application for re-accreditation.

The following UoTs have already been evaluated by members of the Professional Board of Medical Technology.

1. Nelson Mandela Metropolitan University (NMMU) - Port Elizabeth (evaluation completed April 2013)
2. Cape University of Technology (CPUT) - Cape Town (Evaluation Completed in 2011)
3. Vaal University of Technology (VUT)-Vanderbijlpark - Johannesburg (Evaluation Completed in November 2012)

The following UoTs will be evaluated in the next few months:

1. Central University of Technology (CUT) - Free State
2. University of Johannesburg (UJ) - Johannesburg
3. Tshwane University of Technology (TUT) - Pretoria
4. Durban University of Technology (DUT) - Durban
5. Mangosuthu University of Technology (MUT) - Umlazi, KZN

Roshini Bridgemohan
Chairperson



REMINDER THE USE OF AUTOMATED INSTRUMENTS

A reminder to all practitioners regarding the use of automated instruments.

Medical Technician (GT): sign off tests: The Professional Board in August 2005 resolved that the following rulings be adopted, namely that:

1. Medical Technicians could in exceptional cases sign-off abnormal results or reports

on a once off basis, in the field that they had been trained and registered, provided that the test results were verified by a qualified Medical Technologist or Pathologist, the following day, who would assume responsibility for the results;

2. A Medical Technologist or Medical Technician could only sign-off test results in his/her field of training and registration.



PROFESSIONAL ACTS BY LABORATORY ASSISTANTS

A Laboratory Assistant

- shall confine himself or herself to performing acts in the specific discipline of medical technology in which he or she is educated, trained and registered;
- shall perform professional acts only under the supervision of a Medical Practitioner or Medical

Technologist who is registered in the relevant discipline; and

- shall not conduct a private practice.

It has to be noted that a Laboratory Assistant performs solely pre-analytical tasks in a medical laboratory.

GUIDELINES FOR THE TRAINING AND SUPERVISION OF INTERN MEDICAL TECHNOLOGISTS

Minimum standards for education and training are determined by the Professional Board to ensure that the interest of the public are protected.

- The supervising Medical Technologist must be registered with the HPCSA for at least two years and have demonstrable competencies in the field;
- The prescribed ratio of interns to each supervising Medical Technologist as determined according the accreditation specifications may not be exceeded; where the ratio requirement cannot be adhered to, the Professional Board of Medical Technology must be approached for approval of such arrangements;
- A Medical Technologist supervising the internship of an Intern Medical Technologist not registered as such and not registered in the same category or not fulfilling his/her supervisory obligations will be liable for disciplinary action;
- A Medical Technician will not supervise/prepare an Intern Medical Technologist for the Board examination; and
- The internship setting must provide suitable and adequate exposure in the relevant category.

JOB SHADOWING FOR MEDICAL TECHNOLOGIST AND MEDICAL LABORATORY SCIENTIST APPLICANTS

In South Africa a successful matriculant is faced with a plethora of possible avenues in which to direct their studies. University directed studies involve a minimum of three to five years of intense study plus a large financial investment.

In view of this, universities offering the course for Medical Technologists and Medical Laboratory Scientists are responsible, by resolution of the Professional Board for Medical Technologists of the Health Professions Council of South Africa, for ensuring that applicants avail themselves of a job shadowing opportunity at participating medical diagnostic laboratories. This exposes students to the 'real' diagnostic

laboratory world and removes any pre-conceived ideas given by popular television programmes.

The job shadowing programme involves a short orientation providing an overview of the profession, various disciplines, job opportunities, safety and the details of the academic course. Applicants are taken through the different disciplines at the laboratories either by training department staff or pre-organised designated persons in the discipline. The prospective students are permitted only to observe operations from specimen reception to result printing. Furthermore they have an opportunity to interact with laboratory staff and are welcome to

ask questions.

In order to gain as much benefit from this endeavor, universities should design student reactionaries and supervisor feedback forms to be completed following the job shadowing event. The forms should be returned to the participating university for analysis of what has proven to be invaluable information at one particular university. The programme is designed to allow laboratory staff to grade the participants with regard to punctuality, appearance, attitude, interest shown, relevance of their questions, ability to communicate and reaction to human samples.

Past Job shadowing participants have agreed that the experience was positive and informative allowing them to become aware of the responsibilities involved in the profession as well as possible long hours and shift work requirements. A reality check rather than 'media romance' was the result.

This has enabled an educated decision to be made by the applicants minimising a first year dropout rate and motivation for those who remained interested in the profession to proceed with their studies with a realistic focus.

It is imperative that all universities offering Medical Technology and Medical Laboratory Scientist courses embark on this requirement. It is one of the aspects of student selection investigated during a Professional Board university audit.

By Jennifer Hind



HAVE YOU PAID YOUR ANNUAL FEES FOR 2014?



Annual Fees for 2014/2015

MEDICAL TECHNOLOGY

MT	Medical Technologist	1052.00
SGT	Supplementary Medical Technician	738.00
GT	Medical Technician	462.00
SLA	Supplementary Laboratory Assistant	435.00
LA	Laboratory Assistant	435.00

Please note that we do not accept cash on our premises and retain receipts or evidence and submit with relevant documentation.

For your convenience, you have two easy options to choose for payment of annual fees:

1. Direct or Internet Banking.
2. Credit card – Please consult our website for more information and the Credit card authorisation form.
 - Please use your seven digit registration number and correct Register (e.g. DR 0000000) as the reference;
 - Please note that payments into the HPCSA account will take 2-3 working days to reflect, if done electronically and 24 working hours if done by direct transfer;
 - Please take note of the above, especially if you intend visiting our offices to register.

Debit orders stopped

The Council recently resolved that debit order payments will, with immediate effect not be accepted. Practitioners will have to make use of alternative payment methods such as direct or Internet banking, or credit card payments to pay fees.

The Finance Department of the HPCSA is urging practitioners to start making use of alternative methods of payment and to please cancel debit orders with their respective financial institutions as no debit order run will take place.

BANKING DETAILS FEES

Bank: ABSA

Branch: Arcadia

Branch Code: 33 49 45

Account number: 405 00 33 481 (Annual fees ONLY)

Include your HPCSA registration number as reference

KINDLY QUOTE YOUR HPCSA REGISTRATION NUMBER AS THE REFERENCE NUMBER TO ENSURE PAYMENT IS ALLOCATED TO YOUR NAME.

GENERAL INFORMATION

For any information or assistance from the Council, please direct your enquiries to the Call Centre:

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Fax: 012 328 5120

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Meditech News is a newsletter for practitioners registered with the Professional Board for Medical Technology.

It is produced by the Public Relations and Service Delivery department, HPCSA building, 2nd floor, 553 Madiba (Vermeulen) street, Arcadia, Pretoria.

Practitioners are encouraged to forward their contributions to Ludwe Matanzima at ludwem@hpcsacsa.co.za

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