

## Registration Requirements

### OCCUPATIONAL THERAPY

#### Registration as STUDENT

- a. First registration as a student
  - Form 53 duly completed by applicant and university.
  - Certified copy of ID document or passport with a clear photograph.
  - Registration fee as reflected in the form.
- b. Re-registration after interruption of studies for one year or more
  - Form 53 duly completed, with an indication that the applicant applies for re-registration.
  - Certificate of resumption of study issued by University.
  - Registration fee as reflected in the form.

#### Registration of Occupational Therapist (OT)

- a. SA Qualifications (Community Service) (South African citizens only)
  - Registration as a student with the HPCSA.
  - Form 23 Comm Service.
  - Certified copy of ID document or passport with a clear photograph.
  - Registration fee as indicated together with pro rata annual fee.
  - Applicants that are registered in the category: Public Service: Community Service.
- b. Independent Practice (South African citizens only)
  - Registration in the category: Public service: Community service.
  - Form 23.
  - Form 27 Comm SERV completed.
- c. Foreign Qualified Practitioners
  - Form 176 (documentation to be submitted including certificate of status clearly outlined).
  - Form 176 Application (Guidelines: DoH Foreign Workforce Management Programme)
- d. Independent Practice (Foreign qualified non-South African citizens)
  - Registration as an occupational therapist in public service as outlined above.
  - Submission of proof of permanent residence status or citizenship in South Africa issued in terms of the Immigration Act, 2002 (Act No.13 of 2002).
  - Letter of endorsement by the Foreign Workforce Management Programme of the National Department of Health pertaining to employment (as part of the updating of register of foreign citizens maintained by the Departments of Health and Home Affairs). iv. Completion of a recognised South African qualification by a foreign citizen does not entitle such person to register in independent practice. Such applicants are required to first apply as per the procedure outlined above for registration in public service.

#### Registration of Occupational Therapist-Assistant (OTB)

- Form 23, duly completed, together with a certificate reflecting full details regarding the education and training, issued and signed by the Head of the educational or training institution and his or her deputy, OR
- Form 24, duly completed, together with a certificate reflecting full details regarding the education and training, issued and signed by the Head of the educational or training institution and his or her deputy.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category Public Service: Supervised Practice.

### **Registration of Occupational Therapist Technician (OTT)**

- Form 23, duly completed, together with a certificate reflecting one-year practical experience and 50 hours training provided by training institution, issued and signed by the Head of the educational or training institution and his or her deputy; OR
- Form 24, duly completed, together with a certificate reflecting one-year practical experience and 50 hours training provided by training institution, issued and signed by the Head of the educational or training institution and his or her deputy.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category Public Service: Supervised Practice.

### **Arts Therapy**

#### **Registration for Arts Therapist**

##### **a. SA Qualification (South African citizens only)**

- Registration as a student with the HPCSA.
- Form 23, duly completed, OR
- Form 24, duly completed, together with a copy of the original Masters degree, certified by an attorney in his or her capacity as notary public and bearing the official stamp.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category: Independent Practice

##### **b. Foreign Qualified Practitioners**

- Form 176 (Documentation to be submitted including certificate of status outlined).
- Registration as an arts therapist in public service as outlined above.
- Submission of proof of permanent residence status or citizenship in South Africa issued in terms of the Immigration Act, 2002 (Act No.13 of 2002).
- Letter of endorsement by the Foreign Workforce Management Programme of the National Department of Health pertaining to employment (As part of updating of register of foreign citizens maintained by the Departments of Health and Home Affairs).
- Completion of a recognised South African qualification by a foreign citizen does not entitle such person to register in independent practice. Such applicants are required to first apply as per the procedure outlined above for registration in public service.

### **MEDICAL ORTHOTISTS AND PROSTHETICS**

#### **Registration of Student-Medical Orthotists and Prosthetists (OS-S)**

##### **a. First registration as a student**

- Form 53 duly completed by applicant and university.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee: as indicated in the form.

##### **b. Re-registration after interruption of studies for one year or more**

- Form 53 duly completed, with an indication that the applicant applies for re-registration.
- Certificate of resumption of study.

##### **c. Registration as an Intern Medical Orthotist and Prosthetist (with effect from 1 January 2010)**

- Registration as a student with the HPCSA.
- Form 26 OSIN, duly completed together with documentation as outlined.
- Form 26 A OS, duly completed.
- Certified copy of ID document or passport with a clear photograph.

- Registration fee as indicated.
- Applicants are registered in the category: Intern Medical Orthotist and Prosthetist.
- Form 160 OS – Guidelines for Internships in Medical Orthotics and Prosthetics issued by University.
- Registration fee as reflected in the form.
- List of accredited centres to train MOP.

### **Registration as Medical Orthotist/Prosthetist (OS)**

#### **a. SA Qualification (South African citizens only)**

- Registration as a student with the HPCSA.
- Form 23 duly completed; OR Form 24, duly completed, together with a copy of the Honours Degree certificate, certified by an attorney in his or her capacity as notary public and bearing the official stamp.
- Form 27 OS duly completed.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category: Independent Practice.

#### **b. Foreign Qualified Practitioner**

- Form 176 (Documentation to be submitted including certificate of status clearly outlined).

#### **c. Independent Practice (Foreign Qualified non-South African citizens)**

- Registration as a medical orthotist and prosthetist in public service as outlined above.
- Submission of proof of permanent residence status or citizenship in South Africa issued in terms of the Immigration Act, 2002 (Act No.13 of 2002).
- Letter of endorsement by the Foreign Workforce Management Programme of the National Department of Health pertaining to employment (As part of updating of register of foreign citizens maintained by the Departments of Health and Home Affairs).
- Completion of a recognised South African qualification by a foreign citizen does not entitle such person to register in independent practice. Such applicants are required to first apply as per the procedure outlined above for registration in public service.

### **Registration of Orthopaedic Footwear Technicians (OB)**

- No student registration required.
- Form 24 duly completed.
- Form 27 OB/OSA duly completed.
- A certificate confirming completion of three years' practical training, issued and signed by the Head of the educational or training institution and his or her deputy.
- Letter confirming that practitioner passed Board examination.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category Public Service: Supervised Practice

### **Registration of Orthopaedic Technician Assistant (OSA)**

- Form 24 duly completed.
- Form 27 OB/OSA, duly completed.
- A certificate confirming completion of two years' practical training, issued and signed by the Head of the educational or training institution and his or her deputy. The certificate should include a formal report highlighting the practical skills obtained.
- Certified copy of ID document or passport with a clear photograph.
- Registration fee as indicated together with pro rata annual fee.
- Applicants are registered in the category Public Service: Supervised Practice.

## REGISTRATION OF VISITING STUDENTS

- Foreign students wishing to complete requirements in South Africa such as education at local universities, training, or electives to qualify outside South Africa are in terms of Section 34 of the Health Professions Act, 1974, required to apply for registration to undertake such education, training or electives.
- Such persons are required to apply as per form 8A which should be supported by both the foreign university and the South African university department in South Africa where education and training in that discipline is offered.
- The university is required to support the application and provide for adequate supervision and indemnity insurance during the period of registration.
- The period of registration is determined based on the recommendations of the respective universities for a maximum period of one year per application. Extension of registration is an administrative process performed based on further recommendations by the respective universities.
- Registration as a visiting student in South Africa does not entitle such student to register without following the formal application procedure.