



HEALTH PROFESSIONS COUNCIL OF SOUTH AFRICA

PROFESSIONAL BOARD FOR EMERGENCY CARE

REVISED RESTORATION AND LATE REGISTRATION GUIDELINES – FORM 341

BACKGROUND

In line with section 17 of the Act the Health Professions Act (HPA) no 56 of 1974, practitioners wishing to practice a healthcare profession that falls within the ambit of the Health Professions Council of South Africa (HPCSA) are required to register with Council before practicing their profession. Section 19 of the HPA provides for erasure/removal from the register of practitioners for a variety of reasons as stated therein. Erased/Removed practitioners are not allowed to practice their profession until they are restored. Restoration, again, will be in line with the provisions of Section 19 of the HPA.

Not engaging in clinical practice for a certain time, may result in decline in clinical skill and professional performance.^{1,2,3} If the individual is allowed to once again register and practice without refreshment, remediation and subsequent competency assessment, this may create a patient safety issue and possible healthcare provider litigation situation. In 2014, the General Medical Council (GMC) in the United Kingdom (UK) commissioned a study to determine the rate at which this decline occurs as well as suggestions to remediate skill decline before allowing healthcare providers to reengage in clinical practice. The study found that, depending on the nature of the skill, skill decline can occur between three and 18 months from the time of clinical practice.

Several remediation and assessment techniques are suggested.² Aside from skill refresher training and assessment, supervised clinical practice and peer review, the HPCSA Professional Board for Optometry and Dispensing Opticians reported findings from a multidisciplinary workshop investigating the role of a National Board Examination for practitioners who have been deregistered previously. The report suggested that this examination is common practice amongst various professional boards.⁴

1. Donovan JJ, Radosevich DJ. A meta-analytic review of the distribution of practice effect: now you see it, now you don't. *Journal of Applied Psychology*. 1999;84(5):795-805.
2. General Medical Council. Skills Fade: A Review of the evidence that clinical and professional skills fade during time out of practice, and of how skills fade may be measured or remediated. 2014; http://www.gmc-uk.org/Skills_fade_literature_review_final_Report.pdf_60956354.pdf
3. Grace ES, Korinek EJ, Weitzel LB, Wentz DK. Physicians re-entering clinical practice: characteristics and clinical abilities. *Journal of Continuing Education in the Health Professions*. 2011;31(1):49-55.
4. Health Professions Council of South Africa: Professional Board for Optometry and Dispensing Opticians. Report of the Workshop on a National Board Examination: Professional Board for Optometry and Dispensing Opticians. June 2015. Health Professions of Council of South Africa.

APPLICATION PROCESS FOR RESTORATION

Steps

1. Applicant completes and submits HPCSA Form 18 to the HPCSA accompanied by the portfolio of evidence
2. The Education and Training Division verifies the completeness and accuracy of the information provided in Form 18 and submit the application pack to the Education Committee of the Board.
3. The restoration application gets reviewed by the Education Committee that will determine the restoration category of the applicant:
 - a. Refresher course with summative assessment
 - b. Board examination
 - c. Board examination and clinical practice
4. The Finance Division invoices the applicant on prescribed fees to be paid.

Application of the guidelines to specific registration categories

Basic Ambulance Assistant (BAA), Ambulance Emergency Assistant (AEA) and Operational Emergency Care Orderly (OECO)

Zero to two years since removal from relevant register – CPD compliance (in relation to the professional registration category [total number of CPD points required over a two-year period divided by two]). Obtaining the remainder of the CPD points will be mandatory in the first year of restoration.

Two years and more since removal from relevant register – The applicant will be required to undertake and pass a Board examination at an examination centre (Public or Private University/Higher Education Institutions/Provincial College) before restoration. The examination centres and examination dates will be published annually on the HPCSA website. Once the applicant has paid the prescribed fee the candidate will be allocated to the examination centre by the Education Committee. The course outline and outcomes will be published on HPCSA website. Before the examination the applicant can elect to do a refresher course with any training provider of their choice or choose to self-study the outcomes in preparation of the examination. The examination may include a set of Objective Structured Clinical Examinations (OSCEs), a written theoretical examination as well as a paediatric and adult patient simulation and will be moderated by a PBEC-appointed moderator. Examinations may be attempted twice. Additional attempts will not be permissible.

Emergency Care Assistants (ECA), Paramedics (ANT), Emergency Care Technicians (ECT) and Emergency Care Practitioners (ECP)

Zero to two years since removal from relevant register –

CPD compliance (in relation to the professional registration category [total number of CPD points required over a two-year period divided by two]). Obtaining the remainder of the CPD points will be mandatory in the first year of restoration.

Two years and more since removal relevant register – The applicant will be required to undertake and pass a Board examination at an examination centre (Public or Private University/Higher Education Institutions/Provincial College) before restoration to the relevant register. The examination centres and examination dates will be published annually on the HPCSA website. Once the applicant has paid the prescribed fee the candidate will be allocated to the examination centre by the Education Committee. The course outline and outcomes will be published on HPCSA website. The applicant can elect to do a refresher course at any training provider of their choice or choose to self-study the outcomes prior to the examination.

The examinations may include a theoretical assessment, a viva voce assessment, a set of OSCEs and an adult and paediatric simulation assessment. This examination will be moderated by a PBEC appointed moderator. All assessments must be passed in one examination sitting. If unsuccessful, one entire additional assessment opportunity may be granted.

The applicant must also submit three critical case reflections whilst conducting supervised clinical practice. These will be assessed by a Board examiner. [*This process would require temporary registration as a student with the HPCSA*].

General

1. The examination will be conducted twice a year.
2. The applicant will be assigned to the nearest examination centre to their place of residence. Once assigned, the examination date, time and venue cannot be changed. Examination candidates who arrive late or who are absent from any part of the examination will forfeit the examination attempt.
3. The course outline and outcomes published on the HPCSA website are generic, based on the most recent guidelines, and intended only to guide the candidate and not intended as study notes.
4. The applicant must attain 50% or more in each component of the examination to pass. Failure in any one component will result in an overall fail result.
5. The candidate who fails on the first attempt will be given one opportunity to rewrite at the next examination date. If the candidate fails the examination a second time, they must reapply and pay the prescribed fee.
6. Appeals of examination results may be submitted to the Board for further consideration.
7. Successful candidates' names will be restored to the register after they have passed and paid all the administrative registration fee.
8. The Board will determine the examination centres, appoint examiners and moderators at the first Education Committee meeting every year. The examination dates and exam centres are subject to change during the year. These changes will be posted on the HPCSA website.
9. The minimum requirements for an examiner or moderator would be an ALS Paramedic/ECT or CCA or ECP qualification if ALS examination, with 2 years academic experience (Reference Form 169A).
10. The examiners once appointed, will set the Board examination based on the course outcomes.
11. The examination will be moderated by the moderator appointed by Board who will submit a pre-moderation report to the Education Committee for approval prior to the examination.
12. The examiner examines the candidate and the clinical portfolio and will submit the results to the moderator within 2 weeks of the examination. The moderator will submit the results and the final moderation report within 2 weeks to the Board.
13. The final examination results will be submitted to the Chair of the Board and Chair of Education Committee for approval to release the results. If satisfied the results will be released to the candidates. The results will also be submitted to the Committee and Board for noting.
14. The examination centre, examiner and moderator will submit claims to the Board at the end of the examination process.