



# OCP NEWS

Newsletter for the Board for Occupational Therapy, Medical Orthotics and Prosthetics and Arts Therapy



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# CHAIRPERSON'S MESSAGE



The year has passed, and we are now in the first quarter of the new financial year. Practitioners may need to reflect on the year's achievements and challenges. After two years of COVID-19 restricted practice, practitioners continued to deliver healthcare services in a post COVID-19 environment. During the challenging period of COVID-19 pandemic, there were many innovations and advances in healthcare and education of healthcare practitioners, which included telehealth and finding low-cost innovative means to provide healthcare services to clients.

From the Professional Board for Occupational Therapy, Medical Orthotics and Prosthetics and Arts Therapy (OCP Board) perspective, we have embraced digital technology as we managed to host a virtual roadshow in March 2023 and we are conducting meetings via digital platforms, which allows the Board to reach a more significant number of practitioners and save costs.

The new technology and methods to deliver services have resulted in the OCP Board having to consider and reconceptualise ethical practice and service delivery in this digital era.

Practitioners have worked in highly stressful conditions in the previous years, with several practitioners being redeployed to other departments or having to complete tasks that were not their usual roles. Additionally, in

the last two years, practitioners have experienced the loss of their family members and friends as well as their clients and focused predominantly on work due to the restrictions of movement, and/or they did not want to risk exposing the public to potential infection. These considerations may have resulted in restrictions in performing activities that bring meaning to the need for practitioners to now focus on maintaining mental health and their work-life balance to prevent exacerbation of existing mental health conditions or developing burn-out or other mental health conditions that practitioners are more likely to acquire due to their experiences over the last two and half years.

Articles carried in this issue includes that of committees that serve under the OCP Board as well as support divisions such as registrations and information on the highlights of our first Annual Roadshow that was held virtually in March.

***Chairperson of the Professional Board for Occupational Therapy, Orthotics and Prosthetics and Arts Therapy***

**Deshini Naidoo**

# OCP BOARD'S REPORT ON TERTIARY INSTITUTION TRAINING PROGRAMMES EVALUATIONS OF 2022

Tammy Gordon Roberts

One of the core functions of the OCP Board is the evaluation of tertiary degree programmes, which falls within its auspices. These evaluations are a mechanism to support the programmes as well as to ensure that these programmes meet the minimum standards of training, which is stipulated in the Minimum Standards of Training documents for the different professions under the OCP Board.

The sequence of the process is to first complete a visit to the institution one year post the initial evaluation of a training programme and a follow up visit every five years to monitor compliance. An evaluation panel is appointed and ratified by the Board on the identification of an institution due to be evaluated. It is the evaluating panels responsibility and mandate to submit a thorough evaluation report to the OCP Board two weeks post the evaluation. This report is served at the official Board meeting for ratification and sent to the institution by the Board's Secretariat, once confirmation of payment of the evaluation fee is received.

The following evaluations have been completed for all three professions registered under the OCP Board for 2022:

## OCCUPATIONAL THERAPY:

- University of Cape Town: 24 - 28 October 2022
- University of Free State: 07 -11 November 2022
- University of KwaZulu-Natal: 23 - 28 Nov 2022
- University of Pretoria: 7 - 11 Nov 2022

## MEDICAL ORTHOTICS AND PROSTHETICS:

- Tshwane University of Technology: 21 - 25 November 2022
- Durban University of Technology: 9 - 11 November 2022
- Arts Therapy University of Johannesburg (Arts Therapy): November 2022

A huge thank you to all institutions/university staff for their hard work in remaining compliant in their programmes, ensuring consistent quality of training and success in their evaluations.

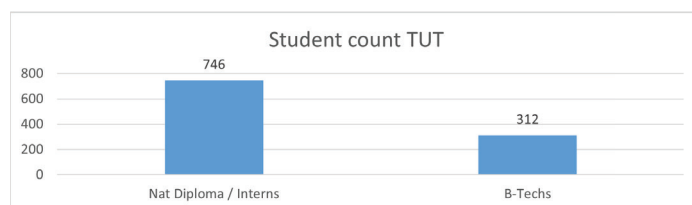
## MEDICAL ORTHOTICS AND PROSTHETICS INTERNSHIP

Mariette Deist: MOP

With the introduction of the Bachelor of Health Science (BHSc) in Medical Orthotics and Prosthetics (MOP), 2023 will be the final year for internship in South Africa for this profession. Historically, internship was an additional year that the qualified had to complete to practise as an independent practitioner within the MOP profession.

Internship formed part of the National Diploma from 1990 when student, Mr PS Goldberg started the first internship under the supervision of Mr Johan Burger, a qualified MOP. To date, 746 interns have entered the system, with the highest number of 57 interns accepted in 2020, due to B-Tech that was being phased out. A total of 312 National Diploma graduates completed their B-Tech qualification out of the 746 registered candidates.

With the newly implemented BHSc structure, the clinical part of the profession is included in the revised curriculum, which will be offered at universities in future.



Over the past 10 years, approximately 301 interns registered with the HPCSA, which was taken over by the OCP Board in 2012. From 2008, the process for internship covered a variety of assistive devices

by interns with performance competency of interns signed off by supervisors. An Internship Committee was established in 2016 within the OCP Board structure, with a mandate of ensuring that all interns complete the stipulated requirements to be registered as independent practitioners.

Over the years the OCP Board has approved numerous centres as internship sites with 32 approved sites from both public and private sectors with excellent supervisory structures in place. In return supervisors would receive eight CPD points for each intern with a

maximum of 16 points per year in taking on this added responsibility within their institutions.

The OCP Board hereby wishes to humbly thank the MOP industry for the continuous effort and support in assisting the OCP Internship Committee making this programme a success.

We are looking forward to the newly revised qualification and the value it will add to the MOP profession.

## CONTINUOUS PERSONAL DEVELOPMENT NON-COMPLIANCE

Luphiwo Mduzana

Continuous Personal development (CPD) is a universal activity that cuts across all the professions. The main aim of CPD for healthcare professionals is to ensure provision of best care to patients, and that healthcare professionals are committed to lifelong learning. Adefuye et al (2020) highlights that participating in CPD activities has been endorsed as a means for maintaining and updating professional competence. Over the years the Professional Occupational Therapy, Medical Orthotics, Prosthetics and Arts Therapy (OCP) has seen a decline in CPD compliance. All the practitioners registered under the OCP Board understand the importance of CPD compliance however because of various reasons CPD compliance has declined.

Health Professions Council of South Africa (HPCSA) has over the years improved several components of CPD programme in order to improve efficiencies, example is the changes implemented from early 2022, wherein the HPCSA amended the process, largely relating to the submission of evidence of CPD compliance and related activities. Notable changes relate to –

- Discontinuation of the sampling of healthcare practitioners from the HPCSA's database to verify compliance as that was only covering up to 10% of registered practitioners instead of monitoring compliance for all healthcare practitioners on an ongoing basis.
- The introduction of online self-service platform for all registered healthcare practitioners to submit enquiries and/or upload the required evidence of CPD compliance (especially exceptional evidence not approved by local CPD providers, for example, when submitting certificate from international

conference).

- The approval of authorised facilitators and providers of CPD programmes to submit the attendance registers directly to the HPCSA, or any evidence on behalf of the healthcare practitioners, in order to update the practitioner's CPD profile.
- The above has been effectively made a reality, that HPCSA can monitor compliance as part of regular discussions for all healthcare practitioners.
- Discontinuation of issuance of Continuous Education Unit (CEUs) certificates as a mandatory requirement because the information is provided directly through the approved facilitators and providers of the CPD activities.

The OCP Board currently seats on just above 20% of CPD compliance, thus more than 80% are not compliant. The Professional Practice Committee of the OCP Board working with the HPCSA Professional Practice Division has agreed on encouraging OCP registered professionals to undertake CPD activities to improve the compliance rate. The two structures further agreed that actions will be taken to non-compliant OCP registered professionals from the 01 October 2023.

### NON-COMPLIANCE

According to HPCSA's CPD guidelines for registered practitioners (2017:15), registered practitioners are expected to meet minimum CPD requirements on an ongoing basis, the relevant Professional Board, at any time, may take action against all non-complying practitioners, such as: -

- Changing the category of registration to supervised practice; until proof of compliance with the CPD requirements are submitted;

- Successfully passing a Board Examination;
- Suspension from the register until submission of proof of compliance with the CPD requirements is submitted; or
- Any other resolution by the relevant Professional Board.

Continuous Professional Development is about more than just doing what is required – it is doing what is required and doing it to the best of one's ability. It is about keeping skills fresh and on the cutting edge (Van Zyl, 2012).

## REFERENCES

Roberre van Zyl. Monitoring CPD Compliance. CPD Coordinator, SAIPA. 2012

Antonio Oladele Adefuye; Chantel Van Wyk; Bradley Paul Sookram. 2020. Non-compliance with continuing professional development requirements: Perspectives of emergency medical care practitioners in a resource-poor setting. *Australasian Journal of Paramedicine*: 2020;17

Health Professions Council of South Africa. 2017. Continuing Professional Development: Guidelines for Registered Health Practitioners.

Available at: <https://www.hpcs.co.za/?contentId=0&menuSubId=5&actionName=Core%20Operations>. (accessed on: 14 April 2023).

# OBTAINING INFORMED CONSENT

Carmenita Dampies

National Health Act No. 61 of 2003 defines “informed consent” as a consent for the provision of a specified health service given by a person with legal capacity to do so and who has been informed. “Legal capacity” is the capacity to have rights and duties, a capacity held by all human beings.

Although all legal subjects have legal capacity, their legal capacity does not necessarily extend equally far. The reason is merely that there is a difference between the capacity to have rights and duties, and the rights and duties that a person has at a specific time.

A healthcare practitioner providing treatment or undertaking an investigation has the responsibility to discuss it with the patient and obtain informed consent, as the practitioner will have a comprehensive understanding of the procedure or treatment, how it is to be carried out, and the risks attached to it. Where this is not practicable, healthcare practitioner may delegate these tasks provided he/she ensure that the person to whom he/she delegate is suitably educated, trained and qualified, and has sufficient knowledge of the proposed investigation or treatment and understands the risks involved.

A healthcare practitioner will remain responsible for ensuring that before he or she starts any treatment, the patient has been given sufficient time and information to make an informed decision and has given consent to the investigation or procedure.

Subject to user's participation, a health service may not be provided to a user without the user's informed consent. Unless the user is unable to give informed consent and such consent is given by a person mandated by the user in writing to grant consent on his or her behalf or authorised to give such consent in terms of any law or court order; the user is unable to give informed consent and no person is mandated or authorised to give such consent, and the consent is given by the spouse or partner of the user or, in the absence of such spouse or partner, a parent, grandparent, an adult child or a brother or a sister of the user, in the specific order as listed.

The provision of a health service without informed consent is authorised in terms any of any law or a court order. Failure to treat the user, or group of people which includes the user, will result in a serious risk to public health; or any delay in the provision of the health service to the user might result in his or her death or irreversible damage to his or her health and the user has not expressly impliedly or by conduct refused that health service. A healthcare provider must take all reasonable steps to obtain the user's informed consent.

A user has the right to participate in any decision affecting his or her personal health and treatment. If the informed consent required by section 7 is given by a person other than the user, such person must, if possible, consult the user before



giving the required consent. A user who is capable of understanding must be informed as contemplated in section 6 even if he or she lacks the legal capacity to give the informed consent required by section 7. If a user is unable to participate in a decision affecting his or her personal health and treatment, he or she must be informed as contemplated in section 6 after the provision of the health service in question unless the disclosure of such information would be contrary to the user's best interest.

Subject to any applicable law, where a user is admitted to a health establishment without his or her consent, the health establishment must notify the head of the provincial department in the province

in which that health establishment is situated within 48 hours after the user was admitted of the user's admission and must submit such other information as may be prescribed.

All information concerning a user, including information relating to his or her , subject to section 15 (Access to health records), no person may disclose any information contemplated in health status, treatment or stay in a health establishment, is confidential. Unless the user consents to that disclosure in writing; a court order or any law requires that disclosure; or non-disclosure of the information represents a serious threat to public health.



# GUIDE FOR PRACTITIONERS TO ACCESS THE PORTAL AND REQUEST FOR RESTORATION

Carmenita Dampies

1. Go to the HPCSA website [www.hpcsa.co.za](http://www.hpcsa.co.za) or click on the link <https://hpcsaonline.custhelp.com/>
2. Scroll down and click on online services and the below page will be displayed. Click on Online services
3. Please note all registered practitioners have been assigned accounts please do not create a new account. If practitioner is registered with the HPCSA and has not logged in on this system before they need to click on the forgot username or password link
4. If a practitioner is not yet registered with the HPCSA and has not accessed the portal before he\ she needs to click on the login or sign-up button.
5. If a practitioner has logged in before he\she must capture the username and password. The username is the ID or passport number.
6. Please note the username is the practitioner's ID or passport number.
7. Type the practitioner's ID or passport number below username and click on the button Reset My password. An email will be sent to the registered email address and an SMS will be sent to the registered cell number.
8. If you do not receive any communication on the cell number or email that might mean HPCSA does not have your updated details, then you would need to click on the Recover Account button.
9. The email or SMS will be having a link to reset your password and you will have to type the password and verify it. An example of a strong password that can be used is @Password1. The password must have one special character, a capital letter, number, and normal alphabets.
10. After successful login, the below page will be displayed. Check if details are correct and click save changes. You will need to scroll down to save.
11. Also ensure that the display name at the bottom has your name and surname.





# HOW TO ACCESS ONLINE COPY OF AN HPCSA CERTIFICATE:

Carmenita Dampies

1. Open the HPCSA website [www.hpcsa.co.za](http://www.hpcsa.co.za)
2. Click on Online Renewals
3. Click on Log in or sign-up button.
4. Please do not create an account as the system has already created accounts for existing (HPCSA registered) practitioners. If for some reason the system can't recognise your ID, please Click on Account Recovery to be assisted
5. For Username - Type your ID or passport number then click on the forgot password button
6. Type your ID or Passport number then click on the reset my Password button. After that an email or SMS for password reset will be sent to your registered email address cell phone number with a link. Please click on the link and the below screen will be displayed which will enable you to change the password. The email subject name will be Support Account Password Assistance. Please check your emails and SMSs
7. Click on the link and reset my password for
8. Create your password and type it again to verify password then click submit button.
9. After successful login the below page will be displayed. Check if details are correct and click save changes. Ensure that the practitioner's name is displayed on Display name
10. Click on Account Overview. Click On the Download Certificate button Below the My Registrations section.
11. Tick on the download tick box and click the next button
12. Click on the Registration Certificate link
13. A PDF certificate will be downloaded when clicked



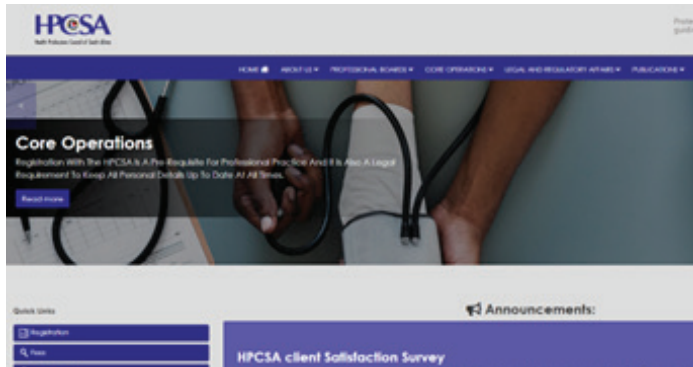
# STEP BY STEP GUIDE ON SUBMITTING CPD POINTS ONLINE

Practitioners who are not familiar with the online CPD submission system can follow this useful guide.

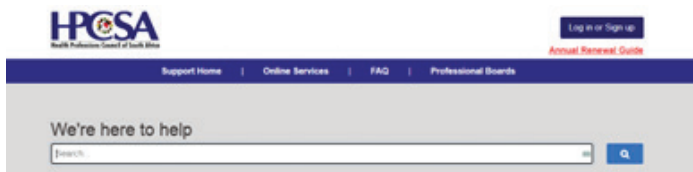
Go to this page

<https://www.hpcsa.co.za/?contentId=462&actionName=Home#>

It looks like this:

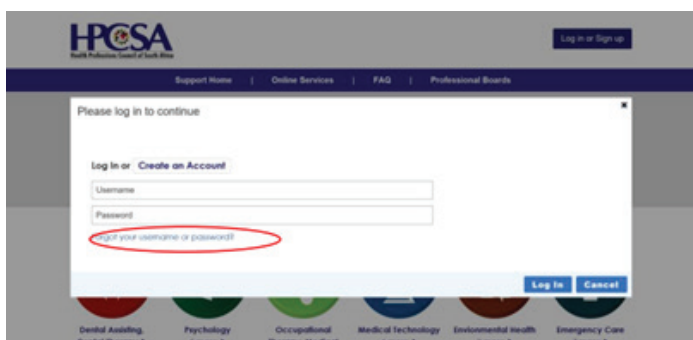


Now click on 'Online Services'

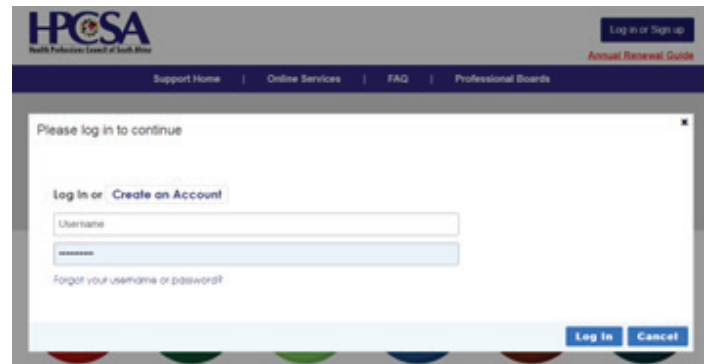


Practitioners should log in or sign up if they're using this for the first time, using their email addresses that are registered with the council, and note that their ID numbers will be their user names. Practitioners may request a new password to be emailed to them should they have forgotten theirs.

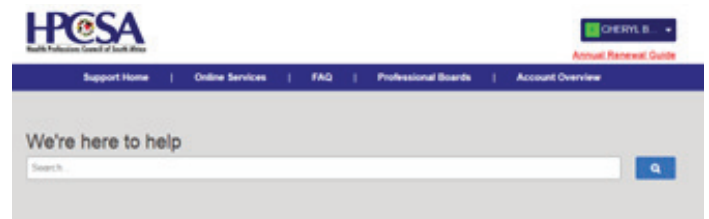
There will be a screen like this to register/request user names and passwords



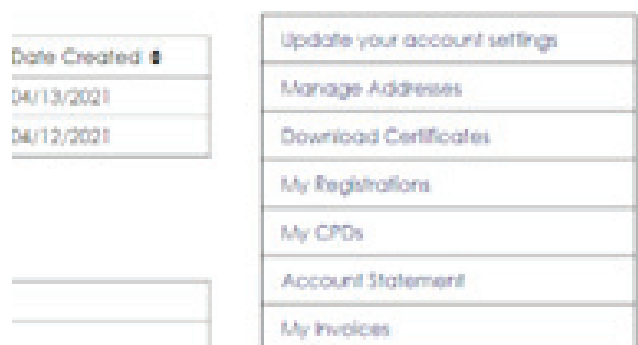
Follow these steps and continue to log in



The next screen will look like this



Click on the drop-down arrow next to practitioner name and select account overview, this screen will appear



Select My CPD and enter CPD activities from outside platforms and activities, following the steps in the programme.

Registered health practitioners will receive a notification of any CPD profile updates done. Please contact the HPCSA if CPD status is not updated according to activities attended/logged onto the system.

Online providers should be linked to the HPCSA and CPD details are updated as they are submitted.

# EASILY ACCESSIBLE AND AFFORDABLE CPD ACTIVITIES

# LEVEL



**ONCE OFF ACTIVITIES**  
**ONE CEU PER HOUR TO A MAXIMUM OF EIGHT CEUS PER DAY. PRESENTERS CAN BE ALLOCATED DOUBLE CEU'S**

## BREAKFAST MEETINGS



**ARRANGED -  
HOSPITAL/ INTER-  
DEPARTMENTAL  
MEETINGS OR  
UPDATES**

**MEETING  
TIME**

**FORMALLY  
ORGANISED  
SPECIAL PURPOSE  
LECTURES THAT  
ARE NOT PART OF A  
BUSINESS MEETING**



**FORMALLY  
ORGANISED SPECIAL  
PURPOSE TEACHING/  
LEARNING WARD  
ROUNDS (NOT  
INCLUDING ROUTINE  
SERVICE WARD  
ROUNDS)**

## CASE STUDY DISCUSSIONS

**MENTORING /  
SUPERVISION/  
PEER  
SUPERVISION**



**CONFERENCES, SYMPOSIA, REFRESHER  
COURSES, SHORT COURSES WITHOUT A  
MEASURABLE OUTCOME, INTERNATIONAL  
CONFERENCES:**



## SPECIAL INTEREST GROUPS

meeting more than 6 times per year



**MORBIDITY AND MORTALITY  
MEETINGS (ONE CEU PER HOUR  
FOR BOTH PRESENTER AND  
ATTENDEE):**



**WORKSHOPS, LECTURES,  
SEMINARS ON ETHICS (ONE CEU  
PER HOUR)**



# CONTACT DETAILS FOR THE RELEVANT SECTIONS ARE REFLECTED BELOW:

NATURE OF QUERY	CONTACT
<b>HPCSA Call Centre</b>	<b>Tel:</b> (+27) 12 338 9300
All registration related matters  Annual fee payments, Practising Cards, Restorations to the register	<b>Email:</b> kgomotsom@hpcsa.co.za and NeilF@hpcsa.co.za
Certified Extracts from the register. Certificates of Status, Verification of Licensure	<b>Email:</b> lebogangm@hpcsa.co.za
Applications for Registration (Foreign Qualified)	<b>Ms Matshidiso Mogole</b> <b>Email:</b> matshidisomo@hpcsa.co.za
Higher Educational Institutions (HEI) Evaluations, approval of programmes and other programme related issues Board Examinations	<b>HOD:</b> Education and Training - <b>Ms O Mabotja</b>  <b>Manager:</b> Education and Training - <b>Ramasela Ndlala</b> RamaselaN@hpcsa.co.za  <b>Ms Matshidiso Mogole</b> Education and Training Co-ordinator <b>Email:</b> matshidisomo@hpcsa.co.za
Internship Training and education related matters (Medial Orthotics and Prosthetics and Arts Therapy)	<b>HOD:</b> Education and Training - <b>Ms O Mabotja</b>  <b>Manager:</b> Education and Training - <b>Ramasela Ndlala</b> RamaselaN@hpcsa.co.za  <b>Ms Matshidiso Mogole</b> Education and Training Co-ordinator <b>Email:</b> matshidisomo@hpcsa.co.za
Scope, ethical, professional practice related and CPD queries	<b>HOD:</b> Professional Practice - <b>Mr M Mbodi</b> <b>Email:</b> Professionalpractice@hpcsa.co.za
Lodging of complaints against registered practitioners	<b>Email:</b> Legalmed@hpcsa.co.za
HPCSA Ombudsman Office	<b>Email:</b> Ombudsman@hpcsa.co.za
Inspectorate Office - Dealing with non - registered persons	<b>Email:</b> Inspectorate@hpcsa.co.za

Statistical Information and data bases	<b>Email:</b> Yvetted@hpcsas.co.za
Executive Company Secretariat	Board and Committee Secretariat, arrangements and facilitation of Board, Committee and Task Team meetings. Policy Development, review and update of policies and guidelines, report writing. Board Newsletter and stakeholder engagement and advocacy.
	Operationalisation and implementation of Board 5- year strategy, development and maintaining of Board Annual Performance Plan (APP), Risk Register and maintaining of risk treatment actions plans.
	<b>Mrs Nurse Mabena:</b> Secretary <b>Email:</b> nursem@hpcsas.co.za
	Administrator- Vacant
	<b>Mrs Seetha Reddy</b> Committee Coordinator <b>Email:</b> seethar@hpcsas.co.za
	<b>Ms Portia Khati</b> Deputy Company Secretary <b>Email:</b> portiak@hpcsas.co.za



# GENERAL INFORMATION

## **For any information or assistance from the Council direct your enquiries to the Call Centre**

Tel: 012 338 9300/01

Fax: 012 328 5120

Email: [info@hpcsa.co.za](mailto:info@hpcsa.co.za)

## **Where to find us:**

553 Madiba Street

Corner Hamilton and Madiba Streets

Arcadia, Pretoria

P.O Box 205

Pretoria 0001

## **Working Hours :**

Monday – Friday : 08:00 – 16:30

Weekends and public holidays – Closed

Certified Extracts from the register. Certificates of Status, Verification of Licensure

Email: [lebogangm@hpcsa.co.za](mailto:lebogangm@hpcsa.co.za)

## **Change of contact details**

Email: [records@hpcsa.co.za](mailto:records@hpcsa.co.za)

Scope, ethical, practice related and CPD queries

Email: [Professionalpractice@hpcsa.co.za](mailto:Professionalpractice@hpcsa.co.za)

Service Delivery

Email: [servicedelivery@hpcsa.co.za](mailto:servicedelivery@hpcsa.co.za)

Tel: 012 3389301

## **Lodging of complaints against registered practitioners**

Email: [legalmed@hpcsa.co.za](mailto:legalmed@hpcsa.co.za)

Statistical Information and data bases

Email: [yvetted@hpcsa.co.za](mailto:yvetted@hpcsa.co.za)

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