

This guideline has been developed in compliance with the following documents:

- *Health Professions Act 56 of 1974.*
- *Regulations relating to the registration of persons who hold qualifications not prescribed for registration – Government Notice R101 published in the Government Gazette No. 31859 of 6 February 2009.*
- *Regulations relating to the registration of Interns in Medical Science - Government Notice No. R.578 in Government Gazette No. 32244 of 22 May 2009.*
- *Regulations relating to the qualifications for registration of Medical Scientists - Government Notice No. R.581 in Government Gazette No. 32244 of 22 May 2009.*

1. PERMEABLE

Health Professions Act 56 of 1974:

25. Registration of persons who hold qualifications not prescribed for registration

(1) The Minister may, after consultation with the council by regulation provide that any person who holds a qualification which the council may accept by virtue of the fact that such qualification, in the opinion of the council, indicates a satisfactory standard of professional education and training, may be registered in terms of this section in the applicable prescribed registration category, and thereupon the relevant professional board may in its discretion, but subject to any regulations and national health policy and international protocols which the Minister may make or be subject to, register such person.

(2) A professional board may require a person who holds a qualification referred to in subsection (1) and who applies for registration in terms of this section, to pass to the satisfaction of the professional board, on a date and at a place determined by the professional board, an evaluation contemplated in subsection (3) before persons appointed by the professional board, for the purpose of determining whether such person possesses adequate professional knowledge, skill and competence and whether he or she is proficient in any of the official languages of the Republic.

(3) The council may from time to time determine-

(a) the nature of the evaluation which shall be conducted the purpose of subsection (2), the requirements for admission and any other matter relating to such evaluation, including the number of attempts; and

(b) the fees which shall be paid by persons who present themselves for such evaluation by persons who present themselves for such evaluation.

(3A)

(a) Despite section 24A, no person with a foreign qualification may be registered in the category independent practice unless he or she is a South African citizen or has attained permanent residence status in terms of the Immigration Act 2002, (Act No. 13 of 2002).

(b) The Council may exempt any person who has applied for exemption and is in the Republic for a temporary and particular purpose.

(4) The Minister may, in consultation with the council and the relevant professional board, make regulations concerning the imposition of restrictions on any person registered in terms of subsection (1), subject to which he or she shall be entitled to practice the profession in question, and the lifting of such restrictions.

[S. 25 substituted by s. 23 of Act 89 of 1997 and s. 26 of Act 29/2007]

2. BACKGROUND

Foreign qualified Medical Scientists, with evidence of equivalent internship training and registration with a foreign regulatory body, can apply for registration in the appropriate discipline and / or professional category with the Health Professions Council of South Africa.

Applicants should submit the requisite information, meet the minimum requirements for registration as prescribed by the Board and if required, successfully complete the Board evaluation for foreign qualified Medical Scientists before registration.

Verification of credentials forms part of the predetermined requirements for registration. The Medical and Dental Professions Board recognises a verification report issued by South African Qualifications Authority (SAQA) or any other verification process approved by the board.

Foreign qualified Medical Scientists should first apply with SAQA to have their credentials verified. These services are to be retained by the applicant at their own cost. Should a qualification not be in English, a sworn translation thereof would be required.

SAQA details:

Physical address:

SAQA House
1067 Arcadia Street, Hatfield
Pretoria
Tel: +27 12 431-5070
www.saqa.org.za

Applicants who are not South African citizens or permanent residents are required to firstly, obtain a letter from the Foreign Work Force directorate of the National Department of Health in Pretoria, permitting the application to be considered for registration with the HPCSA.

Please note that this is permission only to enable the candidate to apply for registration with the HPCSA and does not guarantee the applicant or entitle them to a position within the public health sector.

If the applicant is successfully registered with the HPCSA, further endorsements may be required for employment. The National Department of Health does not encourage the recruitment of foreign health professionals who are citizens of developing countries.

3. REGISTRATION IN THE CATEGORY PUBLIC SERVICE

Applicants with foreign qualifications have to request assessment of equivalence of their qualifications and experience by the Committee for Medical Science. If additional training is required, applicants may be required to perform internship training or supervised practice before they will be allowed to register in public service.

Documents required for assessment of equivalence of training (as per Regulation 101) are as follows:

- a. Certified copy of identity document or passport;
- b. A detailed *curriculum vitae*;
- c. Proof of the applicant holding an appropriate qualification (minimum of a BSc Hons degree or equivalent) in the country of origin (attach a copy of degree certificate certified by a Notary Public and (if applicable) a sworn translation thereof in English);
- d. A certified copy of the official and detailed curriculum of the applicant's course of study, the specific courses, the content of education (theory) and training (practical/clinical), and the duration and mode of examination/evaluation;
- e. Verification of credentials by the SAQA (to be obtained by the applicant at own cost);
- f. A recent original Certificate of Status (Certificate of Good Standing or equivalent), not older than 6 months, issued by the foreign Regulatory Authority or an equivalent body;
- g. Full details and documentary evidence to be provided with regards to equivalent internship training (e.g. Intern duty certificate or equivalent);

- h. Proof of registration as a Medical Scientist by the regulatory body in the country of origin
- i. In the case of a foreign national, a letter of endorsement issued by the national Department of Health for a registration in terms of regulation 2(1), (2), (3) or (4), confirming the employability or placement of the applicant, or a letter of endorsement issued by the prospective employer for a registration in terms of regulation 2(5), (7) or (8), or confirmation of enrolment for postgraduate studies issued by the educational institution concerned for registration in terms of regulation 2(6); and
- j. The application form for registration, duly completed;
- k. The prescribed registration fee and *pro rata* annual fee as advised on the HPCSA website.

3.1 GUIDELINES FOR BOARD EVALUATION FOR MEDICAL SCIENTISTS IN THE CATEGORY PUBLIC SERVICE

- a. Board evaluation requires the submission of a portfolio of evidence demonstrating acquired skills and knowledge in various areas as required by the national curriculum for the various disciplines of registration (i.e. medical biological scientist, genetic counsellor, or medical physics).
- b. The candidate needs to demonstrate adequate skills obtained, in a diagnostic/clinical/therapeutic setting, as per the national curricula for their particular category of registration.
- c. Under certain circumstances, candidates may be exempted from a part or parts of the portfolio of evidence depending on documentary proof provided.
- d. The portfolio of evidence will be independently assessed by two assessors and a moderator who will provide feedback on whether the necessary skills have been demonstrated.
- e. Portfolio of evidence shall be classified as being;
 - i. Equivalent/satisfactory; after which an individual will be required to work under supervised practice for a period of six (6) months in order to become familiar with the clinical profile of patients in South Africa and thereafter work independently in the public service OR
 - ii. Unsatisfactory; which will require individuals to perform internship.

3.2 AFTER HAVING SERVED SIX MONTHS IN THE CATEGORY OF SUPERVISED PRACTICE

Applicants must provide the following documentation to the appropriate committee of the Board:

- a. A portfolio displaying the comprehensive management of a broad spectrum of patients, signed by his/her supervisor.
- b. A quarterly performance report signed by the supervisor and head of the facility.
- c. Conformance to the CPD Requirements of the HPCSA

The appropriate committee of the Board may then request further information and / or may require further supervised practice for six (6) months. Should the applicant be still

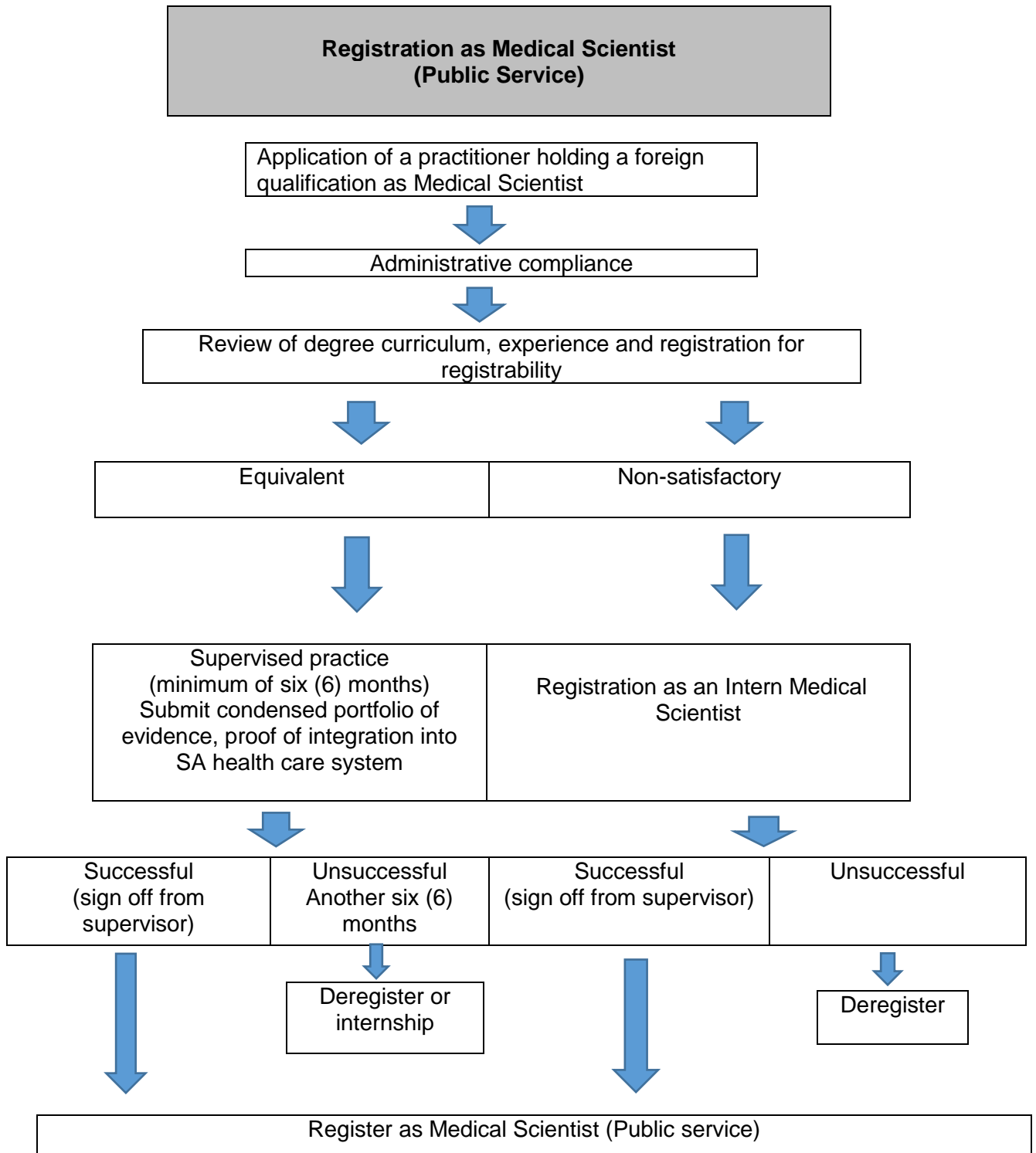
considered not to have reached the required level of competence, their name will be removed from the Register and they will be advised to enrol for an internship.

3.3 GUIDELINES FOR INTERNSHIP TRAINING/SUPERVISED PRACTICE FOR REGISTRATION IN THE CATEGORY (PUBLIC SERVICE)

All Medical Scientists in all categories are required to perform internship training in a diagnostic and/or clinical environment in order to be able to register with the HPCSA.

- a. South African citizens with foreign qualifications who do not provide satisfactory proof of internship and/or are not registered as medical scientists outside South Africa shall be required to perform internship.
- b. Permanent residents, asylum seekers, refugees and those covered by government-to-government agreements, who do not provide satisfactory proof of internship and/or are not registered as medical scientists outside South Africa shall be required to perform internship.
- c. Foreign graduates (South African citizens or Foreign Nationals) who have proof of sufficient intern training and who have been working in a diagnostic/clinical environment and registered with an approved foreign authoritative body will need to complete a minimum of six (6) months of supervised practice, as decided by the board. Please note that foreign applicants will need to practice in public service until they obtain South African residency/citizenship.
- d. Facilities for such training
 - I. Internship training shall be performed in South Africa in accredited internship training facilities as set out in the internship training guidelines. A portfolio of evidence will need to be completed by practitioners and signed off by the supervisors.
 - II. Supervised training shall be performed in health facilities in South Africa that can provide the supervision as set out in the supervised practice guidelines. A portfolio of evidence will need to be completed by practitioners and signed off by the supervisors.
 - III. It is the practitioner's responsibility to arrange training through an accredited facility and the HPCSA does not place individuals in a training facility.
- e. Extension of Internship training/Supervised Practice
 - I. Refer to internship guidelines for those who perform internship.
 - II. For practitioners in supervised practice, the supervising facility can, if necessary extend the period of supervised practice to a maximum of twelve (12) months to achieve the required competencies. If the practitioner fails to achieve the required competencies after this time, the practitioner will be directed to apply for an internship program to acquire the necessary skills or they can volunteer to de-register.
- f. If the practitioner wishes to be exempt from performing supervised practice, he/she should produce the following documents:
 - I. Proof of qualification/experience acquired outside South Africa as a medical scientist /equivalent in a specific discipline
 - II. Letter from the potential employer indicating that the practitioner shall be employed only in the specific discipline where the practitioner has acquired such qualification/experience.

- III. All the necessary documents in keeping with Regulations relating to the registration of persons who hold qualifications not prescribed for registration R101.
- IV. If the board is satisfied after receiving the above that the practitioner is qualified to practice the profession as a medical scientist in the specified discipline, then the said practitioner may be exempted from supervised practice and be registered in the category public service.



4. REGISTRATION IN THE CATEGORY POSTGRADUATE STUDIES

Applications for such registration should be recommended by the Dean of the Faculty of Health Sciences or the School of Medicine of a South African University. Such application should further be supported by the Foreign Workforce Management Programme of the National Department of Health.

Applications must be accompanied by:

- i. proof of the applicant holding a basic qualification in medical science in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof in English);
- ii. a letter submitted by the Dean of the School of Medicine or Health Sciences of a South African University confirming that the applicant would be appointed in a self - funded post as well as a recommendation for registration in the said category, specifying –
 - a. the nature of the proposed study;
 - b. the level of such study;
 - c. the expected duration of the proposed study;
- iii. a letter issued by the Department of Health confirming that all requirements and contractual arrangements have been complied with, to permit the applicant to undergo the proposed postgraduate studies in South Africa and that **the applicant agreed in writing that he or she would, on completion of his or her education and training, return to their country of origin.**
- iv. a recent original Certificate of Status (Certificate of Good Standing), not older than six (6) months, issued by the foreign Regulatory Authority;
- v. verification of credentials by SAQA with the following being verified, at applicant's own cost:
 - a. academic qualification
 - b. academic transcript
 - c. registration with regulatory authority applicant is registered with;
 - d. post graduate training certificates if applicable
- vi. the attached application form for registration, duly completed;
- vii. the prescribed registration fee and *pro rata* annual fee – rates applicable at time of registration are obtainable on the HPCSA website.

5. REGISTRATION AS A MEDICAL SCIENTIST IN THE CATEGORY MILITARY SERVICE

Registration restricted to the specific purpose of registration and is time limited and confined to military healthcare services. The application should be supported by the Foreign Workforce Management Programme of the National Department of Health.

The application must be accompanied by:

- i. proof of the relevant practitioner holding an appropriate qualification in medical science in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof in English);

- ii. a recent original Certificate of Status (Certificate of Good Standing), which is not older than six (6) months, issued by foreign Regulatory Authority;
- iii. a recommendation for registration issued by the Surgeon-General based on –
 - a. the Surgeon-General’s assessment of the practitioner’s *curriculum vitae*;
 - b. an assessment of the practitioner’s abilities to practice successfully in South Africa;
 - c. the period for which the practitioner will require such registration;
- iv. the attached application for registration, duly completed;
- v. the prescribed registration fee as advised on the HPCSA website.

6. REGISTRATION AS A MEDICAL SCIENTIST IN THE CATEGORY VOLUNTEER SERVICES

Registration in this category allows applicant to “participate in a healthcare relief or assistance programme of a temporary nature at the recommendation and under the supervision of a South African healthcare provider agency or any organization recognized by the professional board concerned.”

Registration is short-term in nature (one year or less) and does require an endorsement letter from the Foreign Workforce Management Programme of the National Department of Health

The application must be accompanied by:

- i. proof of the relevant practitioner holding an appropriate qualification in medical science in the country of origin (attach a copy of degree certificate certified by a Notary Public and a sworn translation thereof into English);
- ii. a recent original Certificate of Status (Certificate of Good Standing), not older than six (6) months, issued by foreign Registration Authority;
- iii. a recommendation for registration by the South African Health Care Provider Agency based on –
 - a. the Agency’s assessment of the practitioner’s *curriculum vitae*;
 - b. an assessment of the practitioner’s abilities to practice successfully in South Africa;
 - c. the period for which the practitioner will require such registration;
 - d. an undertaking by the South African Health Care Provider Agency to supervise the practitioner during the said period of registration;
- iv. an affidavit, issued by the South African Health Care Provider Agency confirming that the applicant would only be employed as a volunteer for the duration of such registration without being remunerated.
- v. the attached application form for registration in the Category Volunteer Services duly completed
- vi. the prescribed registration fee and *pro rata* annual fee as advised on the HPCSA website.
- vii. a notarized copy of passport.

Registration in the category Volunteer Services will be for an initial maximum period of one year only. Such registration could, however, be extended by the Board on a year-to-year basis. In case of registration for a period longer than six (6) months, the applicant must have their qualifications verified by SAQA. If extension of registration beyond six (6) months is contemplated, the practitioner should make the appropriate application for verification of credentials with SAQA, within the initial six (6) months.

7. REGISTRATION UNDER GOVERNMENT-TO-GOVERNMENT AGREEMENT

Registration in this category is provided for in terms of a government to government agreement between South Africa and the country from which applicant comes from. Registration is restricted to a period agreed upon by the two countries and such registration may further be restricted to an agreed upon field of practice.

Application is strictly per recommendation from the National Department of Health after the necessary professional competence evaluations are conducted, in general terms, in the applicant's country of origin.

The individual applicant is subjected to peer review by South African reviewers/counterparts, mainly to assess language competence. SAQA credential reports may not be necessary.

If the applicant subsequently wishes to stay in the country, he/she will have to comply with all the requirements for the registration discipline and professional category (if required) for which the applicant is applying.

8. REGISTRATION IN THE CATEGORY INDEPENDENT PRACTICE

In order to obtain registration in the category **INDEPENDENT PRACTICE**, persons registered in the Public Service category must have:

- a. Complied with the qualification requirements for registration referred to in regulation 2(2) of the Regulations relating to the registration of persons who hold qualifications not prescribed for registration;
- b. Complied with the requirements of section 25(3A) of the Act; which requires the applicant to be a South African citizen or has attained permanent residence status in terms of the immigration Act 2002 (Act no. 13 of 2002);
- c. Passed the applicable evaluation as determined by the board for registration in the category of independent practice; and
- d. Complied with such other requirements as may be determined by the professional board concerned for registration in the category of independent practice. These requirements include:
 - i. applicant must have completed the period of service specified in the Foreign Workforce Management Programme endorsement letter in public service in the category public service;
 - ii. If such a specification is not made the applicant must have served in public service in the registration category of public service for a minimum period of *5 years (60 months)*.
- e. Complied with CPD requirements.

9. OTHER REQUIREMENTS FOR REGISTRATION

- a. All the documents **correctly notarised/certified** as per the requirements of the Board should be submitted **in one batch**.
- b. Non-compliant applications will be rejected.
- c. Proficiency in English is mandatory. Candidates from English speaking countries and candidates with English as a first language qualification on secondary school level qualify in terms of this standard. Candidates who do not qualify are requested to obtain the graded academic competence in terms of the International English Language Test System (IELTS) and must achieve Level 7 in each of the modules (listening, academic reading, academic writing, speaking). An alternative would be the Occupational English Test (OET) at grade B. The candidate's academic written and verbal skills relating to academic language are also informally assessed during the Board's examination when applicable.
- a. All documentation required by the Board should be submitted in English. Only original translations of the required documents done by a sworn translator and duly sealed and notarised by an attorney in his/her capacity as a Notary Public will be accepted.
- b. In addition to such English translations, legible copies of the original documents, certified and duly sealed by a Notary Public should also be submitted.

HPCSA will not accept copies certified by a Commissioner of Oaths or Justice of the Peace in place of a Notarized Copy where such is specifically requested for, per application form or these guidelines.