

PROFESSIONAL BOARD FOR PHYSIOTHERAPY, PODIATRY AND BIKINETICS

EXAMINATION GUIDELINES FOR THE GRANDFATHER PROGRAMME OF PHYSIOTHERAPY ASSISTANTS (PTA)'s TO BE UPGRADED TO PHYSIOTHERAPY TECHNICIANS (PTT)'s.

Dear registered Physiotherapy Assistant

As you may be aware there have been steps taken by the Board to allow to 'upgrade' the nature of your registration with the Health Professions Council of South Africa (HPCSA) from Physiotherapy Assistant (PTA) to that of Physiotherapy Technician (PTT). This upgrade is done through a "grandfather" clause. The procedure to follow to upgrade your professional registration is explained in this document. Please read this letter carefully as everything you need to know will be outlined, as explained during the workshop as well. You are urged to discuss this matter with your supervising therapist should anything be unclear, who will in turn contact the Board for further clarification.

1. BACKGROUND/INTRODUCTION

- 1.1 The current PTA register was closed around 2008. This means that no one was able and will be able to register as an PTA after 2008.
- 1.2 Individuals currently on this register (PTA) will be given the choice and opportunity, during a limited period (January 2020 – June 2020) to upgrade their current registration to that of PTT, by means of a conversion examination that will take place under the auspices of the Professional Board for Physiotherapy, Podiatry and Biokinetics.
- 1.3 Individuals not currently on the register but have been trained and are currently practicing as physiotherapy assistants, may upon obtaining permission from the board, make use of this opportunity to sit for the board exams to upgrade. Should they be successful, they will be on PTT register. If unsuccessful, they then shall not continue to practice without being duly registered.
- 1.4 This current grandfather opportunity will not provide candidates with an educational qualification, but with registration to a different category when successful after taking the board examinations.
- 1.5 Individuals currently on this register who elect NOT to make use of this opportunity, stay on this register - and their registration remains as PTA until they stop working/retire/move into another career path.

- 1.6 All future training will provide candidates with an educational qualification and they will be registrable as PTT's. This means that in future, individuals trained on any new courses will register as PTT's. In future also, all training courses will run over two years.
- 1.7 This opportunity does not affect individuals currently registered as PTT's. Their registration stays as is. This means that if you are currently registered as an PTT this offer does NOT affect you.
- 1.8 The grandfathering opportunity to upgrade PTA to PTT is an initiative of Professional Board for Physiotherapy, Podiatry and Biokinetics, and the Professional Board does not have any power/right to influence/affect job descriptions, conditions of employment which essentially are employer/employee issues. This means that while you might become registered as an PTT your job description could stay the same, and you could earn the same amount of money. These employer / employee issues only change if and when your employer changes them.

These guidelines are for those applicants who are registered as Physiotherapy Assistant (PTA)'s and wish to register with the Health Professions Council of South Africa (HPCSA) as Physiotherapy Technician (PTT)'s after completion of a grandfather upgrade opportunity to write board exams (with no formal qualification).

How long is this opportunity?

This grandfather opportunity has been set in place for the period of the current board, whose term expires in June 2020.

2. Professional Training

- 2.1 An applicant must hold a qualification as a PTA and be registered with the HPCSA.
- 2.2 Applicants who are not currently registered with the HPCSA, must have been trained as physiotherapy assistants and have a special permission from the board.
- 2.3 The upgrade training shall comprise of the completion of the workbook under the guidance of a qualified physiotherapist and needs to comply with the regulations/guidelines as stipulated by the HPCSA Board for Physiotherapy, Podiatry and Biokinetics.

The workbook will be used by the clinical supervisors to serve as evidence of training and that relevant competencies and skills were either experienced or taught in preparation for the board examination.

- 2.4 Proof of professional experience in the form of a workbook, must be evident as guided by the HPCSA Board for Physiotherapy, Podiatry and Biokinetics as explained during the workshops conducted by the board.

3. Applications

The following documents must be submitted to the Professional Board:

- 3.1 The attached examination application form (Annexure 1) (duly completed).
- 3.2 Certified copies of all professional education certificates.
- 3.3 A certified copy of current registration with the HPCSA as a PTA.
- 3.4 A certified copy of a valid Identity Document as proof of current citizenship.
- 3.5 A certified copy of the completed workbook as provided by the HPCSA Physiotherapy, Podiatry and Biokinetics (PPB) Board to the educational institution.
- 3.6. Attestation by the Clinical facility (Annexure 3).

4. Submission of application and relevant documentation

In order to avoid delays in the processing of your application **all the documents, correctly certified** as per the requirements of the Board, should be submitted preferably **in one batch, at least by the 10th of March**. Applications submitted by **facsimile (fax)** will not be entertained. All documentation required by the Board should be submitted in English.

Duly compiled applications may be sent or delivered to:

The Registrar	OR
HPCSA	
P O Box 205	553 Vermeulen Street
PRETORIA	Arcadia
SOUTH AFRICA	PRETORIA

5. Examination

5.1 Upon receipt of the:

- examination application form (Annexure 1), duly completed;
- certified copies of all relevant documents (see 2 above);
- proof of payment of the examination fee of R 2 900.00.

Banking details:

Name of account holder: HPCSA

Bank: ABSA

Branch: Arcadia - Branch Code: 334945

Account Number: 610 0 00 169

Reference number: Your current registration number

Note: The examination fee is payable before the theory examination date.

5.2 The **theoretical examination will be conducted on the 31st March 2020**

The theoretical examinations shall be written at each province on the same day.

There shall be invigilators from the board to oversee the theory paper.

5.3 The **Clinical examinations shall be conducted during May 2020** as follows:

5.3.1 Gauteng Province: 4th & 5th May 2020

5.3.2 Eastern Cape Province: 7th & 8th May 2020

5.3.3 Limpopo: 14th & 15th May 2020

5.3.4 North West: 19th & 20th May 2020

The clinical facilities where the examination shall be held, will be communicated by the clinicians.

Guidelines regarding the examination are contained in Annexure 4.

5. Application for registration (after completion of the examination)

Applications for registration are submitted to the Education Committee of the Professional Board for consideration at pre-scheduled meetings. A response on the outcome of an application can only be given after an Education Committee meeting has been held.

HEALTH PROFESSIONS COUNCIL OF SOUTH AFRICA

PROFESSIONAL BOARD FOR PHYSIOTHERAPY, PODIATRY AND BIKINETICS

APPLICATION FOR REGISTRATION AS A PHYSIOTHERAPY TECHNICIAN

TO BE COMPLETED BY APPLICANT

Title (Mr/Mrs/Miss):	
Surname:	
Maiden Name:	
First Names:	
Postal Address:	
Work Address:	
Tel (Work):	Tel (Home):
Cell phone:	E-Mail:
Date of Birth:	Birth Place:

Nationality:							
Present employer:							
Position / Appointment held:							
*Marital Status:	Single	Married	Divorced	Widowed	*Gender:	Male	Female
*Race:	African	Asian	Coloured	White			
* - For statistical purposes only – Information required by the National Department of Health							
Basic Professional Education							
Please give the full name and address of the institution where you received your basic education and training. (PTA training)							

Professional Experience (In chronological order)

Name of institution	Nature of appointment held	Full-time/ part-time	From	To	Total period in months	Enclosed documentary evidence marked A, B, etc

Proof of Proficiency in English Required (Tick)

	Good	Average	Poor
Speak			
Write			
Read			

Any other relevant information that the applicant wishes to bring to the attention of the Professional Board:

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I accept that my application could be delayed should I fail to provide the relevant payment, information or documentation. (Refer to paragraph 2 of the guidelines for documentation to be attached to this application.)

Name of applicant:	
Signature:	
Date:	

ANNEXURE 2

FOR OFFICIAL USE ONLY

Documents received	Yes	No
Application form (Annexure 1) (duly completed)		
Certified copies of all professional education certificates		
A certified copy of current registration with the HPCSA as a PTA		
A certified copy of a valid Identity Document as proof of current citizenship		
A certified copy of the completed workbook as provided by the HPCSA PPB Board to the educational institution		
Attestation by the Clinical Facility (Annexure 3)		

COMMENTS:

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**ATTESTATION BY CLINICAL INSTITUTION REGARDING
QUALIFICATION OBTAINED BY PHYSIOTHERAPY ASSISTANT**

(Please print or type)

INSTRUCTIONS

1. This section to be submitted directly to the educational institution for completion.
2. Once completed this form must be returned by the educational institution directly to: The Registrar, Professional Board for Physiotherapy, Podiatry and Biokinetics, HPCSA, P O Box 205, Pretoria, 0001, Republic of South Africa.
3. If the educational institution should have any reservations about the applicant's professional competence, professional conduct or moral character, please explain in a letter addressed to the Registrar at the same address.

NAME OF CLINICAL FACILITY OR HOSPITAL:			
TRAINING UNDERWENT BY APPLICANT			
ENTRY REQUIREMENTS			
What are the pre-entry requirements for the Board examinations? (Please answer under the following headings)			
DURATION OF TRAINING			
	Day	Month	Year
Commencement of workbook by the applicant			
Completion of workbook by the applicant			

THEORETICAL AND CLINICAL TRAINING

Please include a certified copy of the workbook and any other additional documentation/proof of theoretical, practical and clinical training completed.

DECLARATION BY HEAD OF CLINICAL FACILITY

I hereby certify that the information provided in this Annexure is correct.

Name (please print):

Signature:

Date:

**Official Date Stamp of
Clinical Facility**

HEALTH PROFESSIONS COUNCIL OF SOUTH AFRICA

PROFESSIONAL BOARD FOR PHYSIOTHERAPY, PODIATRY AND BIODIAGNOSTICS

GUIDELINES: EXAMINATION FOR REGISTRATION AS A PHYSIOTHERAPY TECHNICIAN

Applicants are required to successfully complete the examination in order to register with the HPCSA as a physiotherapy technician (PTT).

1. The purpose of the examination is to:

- Test the candidate's knowledge of the laws, ethical rules and regulations related to ethics, professional conduct and health management in South Africa.
- Evaluate the candidate's knowledge and competence in the skills of a physiotherapy technician. The standard expected is measured against the minimum standards expected of practitioners qualified in South Africa.

The examination is composed of two parts – a theoretical and a clinical examination.

2. Registration in terms of public service

After having passed the examination, candidates can apply for registration as a physiotherapy technician.

3. Examination

- Only one examination will be conducted by the HPCSA/ PPB for the duration of the grandfather opportunity.
- A candidate shall have a once off opportunity to rewrite a supplementary theory examination and do a once off clinical examination.
- **It is not permissible to enter the examination more than twice.**

3.1 Theory Examination (3 hours)

This paper is composed of two sections.

The first section relates to the gazetted rules and regulations related to ethics and professional conduct in South Africa. All information in this regard is available on the HPCSA website.

The second section examines the practice of the profession. Background knowledge of pathology, anatomy, physiology and medicine as well as the practice of the profession and application of physiotherapy technician techniques and modalities will be tested in this section. All aspects of practice may be tested in this section.

N.B. The written examination must be passed (pass mark 50%) before the candidate will be allowed to enter the clinical and practical examination.

SUPPLEMENTARY EXAMINATIONS SHALL TAKE PLACE BEFORE THE CLINICAL EXAMINATIONS. ONLY CANDIDATES THAT HAVE PASSED THEIR SUPPLEMENTARY EXAMINATIONS SHALL BE ALLOWED TO DO CLINICAL EXAMINATIONS.

3.2 Clinical Examination

- This examination will be arranged at a centre according to the numbers and geographic distribution of candidates. The Professional Board in consultation with the clinical facilities in each province, will determine which hospital shall host the clinical examinations.
- The examination shall be conducted by the Board during May 2020.
- One examiner and a moderator shall examine the candidates.
- Candidates are responsible for payment of their own travelling fees and accommodation costs should this be necessary.

3.2.1 Format

The clinical examination will comprise of:

- a) Prepared/seen patient treatment.

Candidates are required to:

- treat a patient for the examiner(s) within the clinical examination, based on findings from an initial assessment and at least one follow-up treatment done by the candidate him/herself before the clinical examination.

Patients may be either sub-acute, chronic or at a rehabilitation stage of treatment. Any condition, as stipulated in the scope of profession of PTT's could be included. The candidates will be allocated to a specific clinical area in which they should perform their clinical examination, three days prior to the commencement of the clinical examination.

3.2.2 Time Allowed

For the treatment of a patient a maximum of 45 minutes is allowed. The 45 minutes of treatment time will include a maximum of 15 minutes on the presentation of the patient (i.e. findings from the initial assessment and follow-up treatment(s) conducted by the candidate him/herself).

Discussion time of 15 minutes will be included after the clinical treatment for discussion/questions with the examiners. **The pass mark is 50%.**

3.3 Practical Examination

This examination will be arranged at the same centre in which the clinical examination is conducted. The examination shall be held during May 2020, the day after completion of the clinical examination (see 3.2 above).

One examiner and a moderator examine candidates.

3.3.1 Format

The practical examination will comprise of **four stations (OSPE's)** for the examination of practical assessment and/or treatment techniques.

This will include:

- Two stations on rehabilitation assessment, e.g. crutch walking,
- One station on electrotherapy and
- One station on Massage

3.2.2 Time Allowed

Five minutes will be allocated for the completion of each of the four stations (OSPE's), with one minute change-over time between stations.

Each station will consist of 20 marks to add to a total mark of 80 for the practical examination. **The pass mark is 50%.**