

**HEALTH PROFESSIONS COUNCIL OF SA**

**PROFESSIONAL BOARD FOR OCCUPATIONAL THERAPY AND MEDICAL  
ORTHOTICS/PROSTHETICS**

**GUIDELINES FOR APPLICATIONS FOR RECOGNITION OF COURSES**

The document should cover the following topics:

1. Name of institution
2. Qualification title
3. Qualification type
4. Duration – (minimum 1 year)
5. Total credit value – (minimum 120 credits)
6. Entrance requirements
7. Flow diagram of modules/subjects as these are offered per level/year, to describe their sequence (course codes and course description to be used)
8. Syllabus
9. Fieldwork
  - \* Total number of hours
  - \* Describe structure for each year, hour allocation for each placement
  - \* Clearly indicate hours of fieldwork in each field of practice per year of study/should alternate placement method be used, please describe).
10. Examinations  
Examinations per level/year of study or per module

**CRITERIA THAT WILL BE USED TO JUDGE THE REGISTRABILITY OF THE  
QUALIFICATION**

- Peer reviewed and evidence based
- Formal accreditation process
- Qualification must be offered by an Accredited HEI
- Affiliated with the professional association that has national or equivalent standing, e.g. in the case of the South African Institute for Sensory Integration (SAISI), provided that the relevant institution has SAQA approval