

BASIC GUIDELINES TO FACILITATE THE APPLICATION OF FOREIGN QUALIFIED HEALTH PROFESSIONALS TO SERVE IN THE SOUTH AFRICAN PUBLIC HEALTH SECTOR: OCTOBER 2005

ABBREVIATIONS

Health Professional Council of South Africa (HPCSA)

Foreign Workforce Management Programme (FWMP)

National Department of Health (NDOH) (the FWMP are part of the NDOH)

Educational Commission for Foreign Medical Graduates (ECFMG)

If you communicate directly with any of the above, it is recommended that all your communication be via Courier services or registered mail, in order to have record thereof.

Step 1: APPLICATION FOR EMPLOYMENT

DOCUMENT : Application for employment in the Public Health Sector: Form Z83

Step 2: SUITABILITY FOR EMPLOYMENT. It is advisable that you do not proceed further unless you receive a letter from the FWMP regarding your suitability for employment. You can fax the relevant documents to the FWMP

DOCUMENT : Application for endorsement by the Foreign Workforce Management Programme (FWMP) of the National Department of Health

NOTES: Letter of introduction (covering letter) should INCLUDE who you are, what area you are applying for i.e. where you want to work, some background on your employment history, experience, etc. Please indicate if your spouse is a S.A. citizen. If you have children joining you please include their birth certificates.

Step 3: Upon receiving an endorsement letter from the FWMP, you should proceed to apply to the ECFMG for verification of your credentials.

DOCUMENT : Application for verification of credentials: Educational Commission for Foreign Medical Graduates (ECFMG)

Step 4: Please complete the attached **HPCSA forms** for registration in the category Medical Practitioner: Public Service. The following must be completed:

Having qualified in certain identified countries, you may qualify for registration as a medical practitioner without having to sit for an exam, i.e. registration in

the 'non exam' route. The FWMP will advise each applicant on a case-by-case basis.

DOCUMENT : Application for registration with the Health Professions Council of SA: Form 12 (Form 12S in the case of specialists)

Step 5: Application for a work permit:

Once you have received YOUR HPCSA REGISTRATION AND a letter of allocation from the FWMP, i.e. a letter allocating you to a specific institution in a specific Province, you should proceed to apply to Home Affairs/S.A. Embassy in your country for **a work permit in terms of section 19 of the Immigration Act as amended with effect from 1 July 2005.** The Department of Health has a waiver on the Labour and Chartered Accountant requirements. The letter from the FWMP will serve to support your application, to be submitted at the SA Embassy in your home country. Attached to the letter will be a document named 'NDOH Certification'. This document will serve as the Health Department's full support and certification of employment.

DOCUMENT : please write to the S.A. embassy in your country for the work permit application form.