



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

PHARMACEUTICAL SERVICES

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PHARMACIST INTERNSHIP 2022: GUIDELINES FOR APPLICANTS

MINIMUM REQUIREMENTS

Bachelor of Pharmacy Degree

Registration with the South African Pharmacy Council as a Pharmacist Intern prior to commencement.

APPLICATIONS

1. All applicants must apply using the online application portal with the link below. This will ensure easy traceability of application submission and confirmations to the applicants.
2. The candidates will have 14 days to submit applications, from (start date) to (end date) – day and night. You are advised to be patient and spread the system load over 2 weeks instead of overloading the system in one or few days. All applications will be treated in the same manner and equally regardless of when they were submitted. The portal will be deactivated after the closing date.
3. No physical applications will be accepted at Department of Health offices or institutions.
4. Physical documents will be submitted to the respective institutions after accepting the post offer.
5. Supporting documents for uploading should be a **single PDF file** or **compressed zipped folder** with the **file size not exceeding 2MB**.
6. The applicant's choice of institutions (a maximum of 5) must be given with the application. However there is no guarantee that this choice will be acceded to and an alternate institution may be offered to the applicant depending on the availability.
7. The accreditation for training status of an institution may change between now and January 2022; thus the successful applicants will be diverted to other institutions if the institution of offer loses accreditation.
8. Only applicants seeking a **full 12 months of internship** at an Institutional Public Sector Pharmacy should apply. No applications seeking 400 hours of internship to supplement an Academic or Industrial Internship will be considered.

9. Where the applicant has a **bursary** from the KwaZulu-Natal Department of Health (KZN DOH) or organization with an Agreement with the KZN DOH, this must be clearly stated in the application. The District that provided the bursary must be stated. All bursary holders will be verified.
10. All KZN DOH Bursary Holders must apply to be offered a Pharmacist Intern post.
11. Applications must be submitted via the **online applications portal on or before the closing date**. The online applications portal will be deactivated after the closing date.
12. Where outstanding documents need to be submitted after the closing date you will need to clearly communicate this via email to Pharmacy.HO@kznhealth.gov.za with a subject **2022 Pharmacist Internship Application – “Your Names & Surname”**.

PLACEMENTS

13. Because of the large number of applications for internships, and the fact that these are positions for a fixed period of training and not permanent employment, applicants will not be interviewed. Placement will be based on what posts are available at the time, the needs of the hospitals and Department and the availability of tutors. The following may also be taken into account:
 - 13.1. Nationality - preference will be given to South African Citizens or those with Permanent Residence status, and to persons resident in the Province of KwaZulu-Natal. Foreign students will be placed if sufficient places are available. These persons will, however, have to produce written permission from the Foreign Workforce Management Programme (FWMP) of the National Department of Health in Pretoria to apply for an Internship. Any subsequent job offer will have to be endorsed by the FWMP before the intern can be appointed. A valid study/work permit from Foreign Affairs will also be required. We plead that candidates be honest and give true information. Falsifying information is **fraud**; thus if caught there will be severe penalty including submission of a complaint to SAPC.
 - 13.2. Academic Interns' applications will not be considered.
 - 13.3. Bursary Holders – although the internship year is not taken as a bursary payback year, KZN DOH bursary holders are required to apply and undertake internship at the facility of the Department. Bursaries were provided based on service needs. Therefore all KZN DOH and Umthombo Bursary Holders must apply for internship posts.
 - 13.4. Willingness to work in presently under-serviced areas.
 - 13.5. Requirements of the Employment Equity.
 - 13.6. Academic record – candidate must meet the requirements for registering as a Pharmacist Intern with the SAPC. A copy of the academic record must be submitted with the application.
14. Further study during 2022 will not be taken into account when making placements. Registration for postgraduate studies will not ensure placement in a pharmacy close to an Academic Institution.

INTERNSHIP

15. Pharmacy Internship is compulsory for those who have completed a Bachelor of Pharmacy (or equivalent) degree and who wish to register with the South African Pharmacy Council (SAPC) as a Pharmacist. Students / applicants should familiarise themselves with the requirements and obligations for internship.

- 15.1. The SAPC requires internship to cover a full 12 months / 365 days. Vacation leave (22 days) and sick leave (12 days) is included in this period.
- 15.2. Any additional time away from work e.g. unauthorized absence from work, unpaid leave (i.e. approved leave in excess of the allowed 22 days' vacation leave) will result in the period of internship being not completed within the one-year contract period. In that case you will have to find an alternative placement for completion of your internship as the posts are for new applicants each year. Abuse of sick leave will be viewed in a serious light. Interns are required to work a 40-hour week (minimum).
- 15.3. Please note that although maternity leave (4 calendar months) will be granted if applied for; that period will not count for meeting the statutory requirements of internship. Again, you will have to find an alternative placement for completion of your internship.
- 15.4. No leave must be taken in the last month of internship period.

CONDITIONS

16. Registration with the South African Pharmacy Council as a Pharmacist Intern – The prospective Pharmacist Intern will be responsible for registering with the SAPC, including the payment of the relevant fees. It would be in the interests of the Pharmacist Intern to confirm with the SAPC before assuming duty that they have been successfully registered.
17. Successful Pharmacist Interns are normally offered as a fixed contract for the period 1 January to 31 December of each year.
18. Successful applicants must be available to begin the internship on the first working day of January 2022. Those who have to write a supplementary examination or for other reasons cannot start their internship at the beginning of January will have to disclose to the Department (Pharmaceutical Services) who reserves the right to withdraw the offer. No late start may be negotiated between the applicant and the tutor /pharmacy manager.
19. The period of the fixed contract for internship is 12 months (365 days) – there will be no extension of Pharmacist Internship contract period beyond 12 months (365 days).

TRAINING INSTITUTIONS

20. The list at the end of this document is given as a guide to where internships may be offered. These institutions will change from time to time, dependent on training accreditation status of the respective pharmacies and availability of posts and/or tutors.

ACCOMMODATION AND TRANSPORT

21. Accommodation and transport to and from work during the internship are the responsibility of the Pharmacist Intern. Some institutions may have accommodation at the institution, but this cannot be guaranteed. The prospective Pharmacist Intern should contact the institution directly to ascertain if accommodation will be available and the costs involved. Any arrangement in this regard is between the Pharmacist Intern and institutional management; not Head Office.

IMPORTANT NOTES

22. All students are aware that they need to do an internship after completing the academic section of the pharmacy degree. It is therefore in their own interests to investigate various opportunities for internships. They are welcome to make themselves known to the Pharmacy Managers at KZN DOH Health facilities. This will enable the student to obtain some indication at an early stage

whether he or she would like an internship at a provincial institution and what services are offered at particular institutions.

23. It is vital to note that the number of applications received will, in all probability, exceed the number of posts available in the KZN Department of Health. Applicants are thus warned not to presume that a post will be available for them. They are encouraged to make enquiries in other sectors of pharmacy as well.
24. Placements are made by the Provincial Head Office, in consultation with training facilities.
25. Appointments are done locally by each facility.
26. Transfers are negotiated between facilities. Head Office will not find places for those who wish to move after the initial appointment. Fees payable to the SAPC to cede an internship to another tutor will be payable by the Intern.
27. These are training posts and all students are given an equitable opportunity to complete their training; thus a cum laude pass does not give a candidate an advantage over other students.
28. Pharmacist Internship is not like Pharmaceutical Community Service. Candidates are free to apply at all sectors of pharmacy – both public and private sector. Government has no obligation to offer you a Pharmacist Intern post.

BEFORE SUBMITTING YOUR ONLINE APPLICATION PLEASE KINDLY READ INSTRUCTIONS BELOW:

29. Ensure that all your supporting documents have been scanned and are ready for uploading.
30. The document or zipped folder must be 2MB or less.
31. The file formats that will upload include **pdf** and **zip** only.
32. Please ensure that the documents are scanned into **a single PDF document** or **compressed into a zip folder /file**.
33. Rename document to match your first name, surname and ID number e.g. ***John_Doe_990125098234081***.
34. Scanned documents must include certified copies of
 - 34.1. Proof of residence (if utility bill is submitted & is in your parents name please include SAPS affidavit).
 - 34.2. Proof of bursary
 - 34.3. Academic Record
 - 34.4. Identity Document / Passport and
 - 34.5. Work permit
35. Please download and read the 2022 Guidelines for Pharmacist Internship Applicants.

TIME FRAMES

Closing date for applications:	26 October 2021
Placements finalised:	1 December 2021
Confirmation of acceptance:	within 7 days of receipt of offer

CONTACT DETAILS

Pharmaceutical Services

Tel: 033 940 2465

Email: pharmacy.ho@kznhealth.gov.za

Internet: <http://www.kznhealth.gov.za>

Applications Portal: <https://2022pharmacyinternshipapplication.kznhealth.gov.za/internship/index.php>

Use **Google Chrome** as the web browser for optimal functionality.

KZN DEPARTMENT OF HEALTH INSTITUTIONS

The attached list in the appendix is given only as a guide to those applying to undertake pharmacist internship with the KZN Department of Health. There is no guarantee that the training accreditation will be available by January 2022.

Thank you.

Signed copy on file

MR VC DLAMINI
SENIOR MANAGER: PHARMACEUTICAL SERVICES
CLINICAL SUPPORT SERVICES

APPENDIX: List of Training Institutions

This list of Pharmacist Internship institutions is given as a guide to where internships may be offered. These institutions will change from time to time, dependent on training accreditation status of the respective pharmacies and availability of posts and/or tutors.

District	Institution
Amajuba DM	Dannhauser CHC
Amajuba DM	Madadeni Hospital
eThekweni MM	Addington Hospital
eThekweni MM	Cato Manor CHC
eThekweni MM	Clairwood Hospital
eThekweni MM	Hlengisizwe CHC
eThekweni MM	Inanda C CHC
eThekweni MM	Inkosi Albert Luthuli Central Hospital
eThekweni MM	King Dinuzulu Hospital
eThekweni MM	King Edward VIII Hospital
eThekweni MM	KwaDabeka CHC
eThekweni MM	KwaMashu CHC
eThekweni MM	Mahatma Gandhi Memorial Hospital
eThekweni MM	Osindisweni Hospital
eThekweni MM	Phoenix CHC
eThekweni MM	Prince Mshiyeni Memorial Hospital
eThekweni MM	R K Khan Hospital
eThekweni MM	St Mary's Hospital Marianhill
eThekweni MM	Tongaat CHC
eThekweni MM	Wentworth Hospital
Harry Gwala DM	Christ The King Hospital
Harry Gwala DM	East Griqualand & Usher Memorial Hospital
Harry Gwala DM	Pholela CHC
Harry Gwala DM	Rietvlei Hospital
Harry Gwala DM	St. Apollinaris Hospital
ILembe DM	General Justice Gizenga Mpanza Regional Hospital
ILembe DM	Ndwedwe CHC
ILembe DM	Sundumbili CHC
ILembe DM	Umphumulo Hospital
King Cetshwayo DM	Catherine Booth Hospital
King Cetshwayo DM	Ekombe Hospital
King Cetshwayo DM	Eshowe Hospital
King Cetshwayo DM	Mbongolwane Hospital
King Cetshwayo DM	Ngwelezana Hospital
King Cetshwayo DM	Queen Nandi Regional Hospital
Ugu DM	Gamalakhe CHC
Ugu DM	GJ Crookes Hospital
Ugu DM	Mfundo Arnold Lushaba CHC (formerly Turton CHC)
Ugu DM	Murchison Hospital
Ugu DM	Port Shepstone Hospital
Ugu DM	St Andrews Hospital

District	Institution
uMgungundlovu DM	Appelsbosch Hospital
uMgungundlovu DM	East/Boom CHC
uMgungundlovu DM	Edendale Hospital
uMgungundlovu DM	Grey's Hospital
uMgungundlovu DM	Imbalenhle CHC
uMgungundlovu DM	Northdale Hospital
Umkhanyakude DM	Bethesda Hospital
Umkhanyakude DM	Hlabisa Hospital
Umkhanyakude DM	Manguzi Hospital
Umkhanyakude DM	Mosvold Hospital
Umkhanyakude DM	Mseleni Hospital
Umkhanyakude DM	Othobothini CHC (formerly Jozini CHC)
Umzinyathi DM	Charles Johnson Memorial Hospital
Umzinyathi DM	Church of Scotland Hospital
Umzinyathi DM	Dundee Hospital
Umzinyathi DM	Greytown Hospital
Umzinyathi DM	Pomeroy CHC
uThukela DM	Emmaus Hospital
uThukela DM	Estcourt Hospital
uThukela DM	Ladysmith Regional Hospital
Zululand DM	Benedictine Hospital
Zululand DM	eDumbe CHC
Zululand DM	Nkonjeni Hospital
Zululand DM	Itshelejuba Hospital
Zululand DM	Vryheid Hospital