Dear Pharmacist Intern  

PHARMACISTS COMMUNITY SERVICE: 2014  

Please note that this letter contains relevant information to assist in submitting your application form. You are therefore requested to read through it carefully before completing the application form and also to keep it in a safe place for future reference.  

INTRODUCTION  
The main objective of Community Service is to ensure improved provision of health services especially to the rural and underserved areas of our country. In the process this also provides our young professionals with an opportunity to further develop their skills, acquire knowledge, behaviour patterns and critical thinking that will help them in their professional development and future careers.  

During your practice, quarterly reports will be submitted by your supervisor and signed by both of you. A final report will be submitted to the South African Pharmacy Council(SAPC), once you have completed your community service satisfactorily as required by the Pharmacy Act, 1974(Act 53 of 1974). You will then be able to register in the category Independent Practice if you comply with all the other statutory requirements.
You may have to rotate within the health facility complex of your allocation which may include Regional, and / or District hospital, Community Health Centre(s), clinic(s), Emergency services, Prison Pharmacy, Military Sickbays and other health service points depending on the service needs. Please note that clinics and community health centers may not have been indicated on the list of approved health facilities but they are part of the complexes in which community service doctors will be placed. It is recommended that you should obtain a valid driver’s license.

THE APPLICATION FORM

Find attached an application form (original and printed in colour), together with a list of the health facilities (complexes) gazetted for Community Service as well as relevant information regarding the health facilities. Once you have completed the application form you should hand it to your clinical manager or the designated official without delay together with two copies of your ID document (and other support documents, e.g. marriage certificate, where applicable). Please note that you are not allowed to fax or post your application form but courier it to the National Office. The Department will not accept responsibility for application forms that are lost in the process of faxing or posting. Also ensure the application form is an original one (printed in colour). All forms must be submitted to the National Office by 15 JULY 2013.

Courier to:

The National Department of Health
The Director-General: Health
Sub-Directorate: Statutory Service Placements.
Attention: Mrs WD Matlhahlane(Tel:012 395 9061)
Room 1132 Civitas Bld
South Tower
Corner Thabo Sehume & Struben str
PRETORIA
0001
ATT:Mrs WD Matlhahlane.
CHOICES OF HEALTH FACILITIES
You should indicate five preferences for placement in the space provided on the application form. Please note that your five choices are of equal priority and you should expect to be placed at any one of the five facilities as indicated. You are therefore advised to carefully consider your five preferences for placement.

PERMANENT AND CURRENT ADDRESSES
In this space (Current Address) you are requested to specify your residential and postal address(es) as well as the telephone numbers at the hospital / anywhere you are presently practicing as an Intern. Please note that this will be used in order to contact you regarding your future placement. For the ‘Permanent Address’ column, you are requested to indicate (in the same manner as for ‘Current’) your home / residential and postal address(es) with your home telephone number. Indicate the correct dialling code where applicable. If you are unable to provide either one of the two telephone numbers, please provide the telephone number of a relative or friend who is in regular contact with you. Any change of address and/or telephone number after you have submitted your application form must be reported to the department.

INFORMATION BROCHURE (LIST OF APPROVED HEALTH FACILITIES)
This brochure contains the relevant information about each of the approved health facilities listed in the Government Gazette, including number of beds, medical officer posts, level of service, nearest referral centre, recreational facilities, schools, accommodation, medical manager and telephone number. Please note that where state accommodation is provided, community service doctors will pay the minimum monthly accommodation costs required at the health facility concerned. The amounts payable are prescribed and are subject to change.

SPECIAL CIRCUMSTANCES THAT THE DEPARTMENT HAS TO CONSIDER REGARDING YOUR PLACEMENT (IF ANY).
Supporting documentation must be attached. Note that any information in this regard will
be verified and if found to be untrue, your placement may be altered and that the matter be reported to South African Pharmacy Council for possible disciplinary steps. As mentioned at the bottom of the application form, if the space provided for your motivation for special circumstances is not sufficient, kindly use a neat separate sheet to do so. Also ensure that the separate sheet has your particulars on it so that it is not lost or misplaced in the process of document recording.

**BURSARY HOLDERS**

Provincial Bursary Holders must do their community service in the province/department that granted the bursary. If for any reason it is impossible for you to do your community service in that province/department, you must take the matter up with the province/department concerned and ask them to inform the Department of Health in Pretoria, IN WRITING, if they are prepared to release you from your bursary obligation. No applications from bursary holders who choose health facilities outside the bursary-granting province/department will be accepted without the relevant province’s/department’s consent. **Please note that it is your responsibility to contact the province/department in this regard, before submitting your application form and make sure you still keep to the due date.**

**SAMHS AND DCS BURSARY HOLDERS**

If you are on the establishment of the Department of Defence, South African Military Health Services (SAMHS), Department of Correctional Services and a SAMHS/DCS bursary holder you will be allocated to a military facility or a correctional services facility respectively and you should apply accordingly.

**ALLOCATIONS**

The Department of Health will sort the application forms as per first choices and send them to the provinces for final selection and allocation. All efforts will be made to accommodate you at anyone of your first five choices of health facilities. Interns, who could not be offered a post at one of their first five choices, will be requested to apply for the second round from 2 SEPTEMBER 2013 on an appropriate application form that will
be provided to them. Allocation will be ratified and finalized during a ratification meeting between Provinces, SAMHS, DCS and the National Department of Health on the 24 OCTOBER 2013. Please note that this date is subject to change.

You will receive a letter of employment from the relevant province/facility which you are allocated to. All prospective community service doctors should have received their letters of appointment and thus know of their final placement for community service in 2014 by (latest) end of NOVEMBER 2013. If for any reason you have not received your appointment letter by this date, you are kindly requested to contact the province to which you have been allocated (and not the National Office) as soon as possible.

**SWOPPING OF POSTS**

Please note that no swops and transfers will be allowed. You are therefore requested to do your best to make your choice of facility in a manner that will not warrant either a transfer or a swop after being allocated. Most Provinces/Departments issue a letter of employment (pro forma) to the prospective community service officer as allocated as well as a return letter for you to either decline or accept the post. This letter should be returned to the Province/Department or Institution offering you the post within 30 days of receipt. Failing to do so will result in delay in your appointment. Declining the post does not give you an automatic release from the post.

THE ALLOCATING PROVINCE NEEDS TO GIVE YOU A RELEASE LETTER BEFORE YOU MAY BE CONSIDERED FOR ALTERNATIVE PLACEMENT.

**Locum/Private work**

According to the South African Pharmacy Council, no locums or any form of remunerated work will be allowed during the performance of community service, as this would be contravening the conditions attached to your registration. You are in your own interest advised to avoid possible disciplinary measures in this regard.
FOREIGN APPLICANTS

Foreign Nationals are not expected to do community service unless if they have permanent residence or refugee status, but their employment will be limited to Public Service until they obtain citizenship or permanent residence. Information on the FWM policy and the application form can be obtained from:www.doh.gov.za/docs/misc/fwmp-f.html. Any enquiries with regards to the placement of Non South African citizens can be directed to Ms P Zulu, telephone no: 012 395 8680.

GENERAL

Should anything in this process be unclear to you, please feel free to contact any of the Coordinators as outlined on the attached list of contact persons. **Interns are requested not to call the National Office unnecessarily without having first contacted, any of the provincial coordinators.** Please find attached (apart from the application form and the detailed information on the approved health facilities), a list of all coordinators with their contact numbers.

May I request your full cooperation in this regard in order to ensure that the process of allocation is as seamless as possible.

Wishing you the best in your career.

Kind regards

DIRECTOR: WORKFORCE MANAGEMENT

DATE:
# CONTACT DETAILS: COORDINATORS

<table>
<thead>
<tr>
<th>PROVINCE</th>
<th>COORDINATORS</th>
<th>POSTAL ADDRESS</th>
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</table>
| EC       | Mr Davids Mlamli  
Tel: (040) 608 0846  
Fax: (040) 635 1244  
Cell: 083 378 1580  
mlamli.davids@impilo.ecprov.gov.za  
xolile.macanda@impilo.ecprov.gov.za | 6089 Dukumbana Building  
Independence Avenue  
BISHO  
5605 |
| FS       | Ms H.M. Marais  
Tel: (051) 408 1291  
Fax: (051) 408 1957  
Cell: 082 832 6616  
maraish@fshealth.gov.za | 3rd Floor East Wing  
between Block A & B  
Bophelo House  
Cnr Harvey and Maitland Streets  
BLOEMFONTEIN  
9300 |
| GP       | Mr DIKGANG  
Tel: (011) 298 2438  
011 933 9327  
Fax: 011 298 2459  
Cell: 084 679 0000  
079 886 2605  
Saul.dikgang@gauteng.gov.za | 77 Fox Street  
The Old Standard Bank Towers  
10th Floor  
JOHANNESBURG  
2000 |
| KZN      | Mr VC Dlamini  
Head: Pharmaceutical Services  
033 846 7267  
Cell: 079 525 2770/2780 | KZN Dept of Health  
Office 1005, 10th Floor  
Capital Towers Bld,  
121 Nkosi Albert Luthuli Drive  
PIETERMARITZBURG  
3201 |
| MP       | Ms T.Zondo  
Tel: (013) 766 3316  
Cell: 082 666 0438  
Thembe@kaz@social.mpu.gov.za  
Ms M Selokela  
Tel: 013 766 3763 | Dept Of Health  
7 Government Boulevard,  
Riverside Complex X2,  
NELSPRUIT, 1200 |
<table>
<thead>
<tr>
<th>Province</th>
<th>Name</th>
<th>Contact Information</th>
<th>Address</th>
<th>Notes</th>
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<tbody>
<tr>
<td>NC</td>
<td>Mr. Farouk Shaikhnag</td>
<td>Tel: (053) 802 2253, Fax: (053) 831 8311, Cell: 082 824 3592, <a href="mailto:fshaikhnag@ncpg.gov.za">fshaikhnag@ncpg.gov.za</a></td>
<td>Room A 413 Administration Building, 4th Floor, Kimberley Hospital, Du Toit Span &amp; Lyndhurst, KIMBERLY 8301</td>
<td></td>
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<tr>
<td>LIMPOPO</td>
<td>Ms. H. Mohale</td>
<td>Tel: (015) 223 0276, Fax: (086) 613 1722, Cell: 082 977 6945/082 040 2577, <a href="mailto:Happy.Mohale@dhsd.limpopo.gov.za">Happy.Mohale@dhsd.limpopo.gov.za</a></td>
<td>Jan Moolman Building, 34 Hans van Rensburg Street, POLOKWANE 0700</td>
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<tr>
<td>NW</td>
<td>Mrs. S. Rathagane</td>
<td>Tel: (018) 384 4973Ext.119, Fax: 086 579 9450, 086 624 0341(Lydia), 082 784 9774/083 643 5127, <a href="mailto:strathagane@nwpg.gov.za">strathagane@nwpg.gov.za</a></td>
<td>Room 2006, Tirelo Building, Dr Albert Luthuli Road, MMABATHO 2735</td>
<td></td>
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<tr>
<td>WC</td>
<td>Ms. Denise Frieslaar</td>
<td>Tel: (021) 483 6197, Fax: (021) 918 1600, <a href="mailto:Denise.Frieslaar@pgwc.gov.za">Denise.Frieslaar@pgwc.gov.za</a></td>
<td>4 Dorp Street Room T1808, Cape Town 8001</td>
<td></td>
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<tr>
<td>SAMHS</td>
<td>Colonel BAM Hadebe</td>
<td>Tel: (012) 671 5007, 072 381 2942, Fax: (012) 671 5014, Dorothy van Dyk, 012 671 5002, 083 947 6454, <a href="mailto:Dorothy62@live.co.za">Dorothy62@live.co.za</a></td>
<td>SAMHS, LIW Building, G5 Selbourne Street, LITTELTON 0517</td>
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| **DCS** | Ms N. Prinsloo  
Tel: (012) 307 2639  
Fax: (012) 323 9729  
Fax to e-mail: 086 534 3767  
Hester.Willems@dc.gov.za | **DCS, Poytons Building.**  
Cnr Schubart & Church  
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| **NATIONAL** | Mrs WD Matlahlane  
Tel: (012) 395 9061  
Fax: 086 632 1840  
matlha@health.gov.za | **Private Bag X 828**  
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