



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

PHARMACEUTICAL SERVICES

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27 October 2023

RE: 2024 PHARMACIST INTERNSHIP PROGRAMME: GUIDELINES FOR APPLICANTS

MINIMUM REQUIREMENTS

A Bachelor of Pharmacy degree

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

APPLICATIONS

1. All applicants must apply using the online application portal. 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). You are advised to be patient and spread the system load over 2 weeks instead of overloading the system in one or a few days. First-in application does not imply you will be successful in obtaining a pharmacist internship position.
3. No physical applications will be accepted.
4. Uploading of supporting documents should be compressed pdf files with the file size not exceeding 2MB.
5. The applicant's choice of hospitals (a maximum of 5) must be given with the application. There is no guarantee that this choice will be acceded to, and an alternate appointment may be offered to the applicant.
6. Only applicants seeking a full 12 months of internship should apply. No applications seeking only 400 hours of internship i.e., to supplement an Academic or Industrial internship will be considered.
7. Where the applicant has a bursary from the KZN Department of Health, this must be clearly stated in the application. The District that provided the bursary must be stated. All bursary holders will be verified.
8. Applications must be submitted via the online portal by **08 November 2023**. The online portal will be dysfunctional after the closing date.
9. Following completion of the Z83 form, you are required to print the form and sign the application prior to uploading.
10. Where outstanding documents need to be submitted after the closing date you will need to

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clearly communicate this via email address Pharmacy.Admin@kznhealth.gov.za

APPOINTMENTS

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. Appointments 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 considered:

1. Nationality - preference will be given to South African Citizens or those with Permanent Residents 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, must 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.
2. Academic Interns' applications will not be considered.
3. Bursary Holders – while the internship year is not taken as a bursary payback year, KZN DOH bursary holders will be given preference when appointments are undertaken.
4. A willingness to work in presently under-served areas.
5. Requirements of the Employment Equity Plan.
6. Academic record – copies of each year's results must be submitted with applications.

NOTE: Further study during 2024 will not be considered when making appointments. Registration for postgraduate studies will not ensure appointment in a pharmacy close to an Academic Institution.

INTERNSHIP

A 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. Pharmacy Internship can be completed in any of the following pharmacy sectors: community pharmacy, manufacturing pharmacy, institutional pharmacy (private and public sector). Students/applicants should familiarize themselves with the requirements and obligations for internship. The SAPC requires Internship to cover a full 12 months. Vacation leave (22 days) and sick leave is included in this period. Any additional time away from work e.g., unauthorised absence from work, unpaid leave (i.e., approved leave more than 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 appointment 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 (including weekends and public holidays).

CONDITIONS

- a) Registration with the South African Pharmacy Council as a Pharmacist Intern – The prospective Intern will be responsible for registering with the SAPC, including the payment of the relevant fees. It would be in the interests of the intern to confirm with the SAPC before

- assuming duty that they have been successfully registered.
- b) Successful Pharmacist Interns are normally offered as a fixed contract for the period 1 January to 31 December of each year.
 - c) Successful applicants must be available to begin the internship on the first working day of January 2024. Those who must write a supplementary examination or for other reasons cannot start their internship at the beginning of January will be deemed not to have accepted any offer of an internship made by the Department and the post will be re-allocated. No late start may be negotiated between the applicant and the Tutor /Pharmacy Manager.
 - d) The period of the fixed contract for internship is 12 months – there will be no extension of Pharmacist Internship contract beyond 12 months.

TRAINING INSTITUTIONS

The lists at the end of this document are given as a guide to where internships may be offered. These lists will change from time to time, dependent on availability of posts and tutors, etc.

ACCOMMODATION AND TRANSPORT

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

IMPORTANT NOTES

1. All students are aware that they need to do an internship after completing the academic section of the pharmacy course. 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 hospital and what services are offered at hospitals.
2. 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.
3. **Offers** are made by the Provincial Head Office, in consultation with training facilities.
4. **Appointments** are done locally by each facility.
5. **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. **There will not be cross-transfers to other provinces.**

6. If there is any fraudulent information is detected in your application, you will be disqualified, and the matter will be reported to SAPS (South African Police Services and SAPC (South African Pharmacy Council)).
7. Ensure that the provided contact details (email address & cell number) are captured correctly, and you will have access to them between now and 31 December 2023.

TIME FRAMES:

Closing date for applications:	08 November 2023
Appointments finalised by:	29 November 2023
Confirmation of acceptance by:	within 3 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>

KZN DEPARTMENT OF HEALTH INSTITUTIONS

The attached list in the appendix is given only as a guide to those applying to undertake a pharmacist internship with the KZN Department of Health. There is no guarantee that that your application will be successful.

Please click on this link <https://pharmacyportal.kznhealth.gov.za/internship> to proceed with your Online Application.

Yours sincerely

MR VC DLAMINI
SENIOR MANAGER: PHARMACEUTICAL SERVICES
CLINICAL SUPPORT SERVICES