KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

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PHARMACEUTICAL SERVICES

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PHARMACIST INTERNSHIP 2023: 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 few days. First in applications 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 granted and an alternate facility may be offered to the applicant.
6. Only applicants seeking a full 12 months of internship should apply. Applications seeking only 400 hours of internship i.e., to supplement an Academic or Industrial internship will NOT 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 before (date). 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 clearly communicate this via email to 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 taken into account:

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 candidates who comply with all prescripts will be appointed 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.
2. Academic Interns' applications will not be considered.
3. Bursary Holders – while the internship year is not taken as a bursary payback year, KwaZulu-Natal Department of Health bursary holders are persuaded to apply.
4. A willingness to work in presently under-serviced areas.
5. Requirements of the Employment Equity Plan.
6. Academic record – copies of each year's results must be submitted with applications.

NOTE: Registration for postgraduate studies or any other formal studies is not permitted during internship period.

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 is can be completed in any of the following pharmacy sectors: community pharmacy ("retail'), manufacturing pharmacy ("industry'), institutional pharmacy (private and public sector pharmacies) and Academia ("university"). Candidates should familiarise 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 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 appointment for completion of your internship as the posts are for new applicants each year. Abuse of sick leave is not tolerated. Interns are required to work a 40-hour week (minimum).

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 2022. Successful applicants who have to write a supplementary examination or for other reasons cannot start their internship at the beginning of January must immediately advise the Department with supporting documents for consideration by the selection committee.
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. This list may change from time to time, dependent on accreditation of the pharmacy for training, approval of 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.

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. These are training posts for fixed term contracts.

3. **Selection** is undertaken by Head Office, in consultation with training facilities.

4. **Appointments** are done locally by each facility.

5. **Transfers** are negotiated between facilities with compelling motivation. Service delivery takes precedence in determining whether the transfer will be considered. Transfers are discouraged. Head Office will not find places for those who wish to move after appointment. Fees payable to the SAPC to cede an internship to another tutor will be payable by the Intern.

6. If any fraudulent information is detected in your application your application will be disqualified and the matter may be reported to South African Police Services (SAPS) and South African Pharmacy Council (SAPC).

TIME FRAMES:

Closing date for applications: **23 November 2022**

Successful applicants may be informed within two weeks of losing date. Ensure that the email that you provide will be accessible that that you monitor it (check spam emails too so that you do not miss our correspondence).

Confirmation of acceptance: **within 36 hours of receipt of offer**

Arrange with the Pharmacy Manager for signing of the **contract with the tutor** and submission of documents for institutional Human Resource Management consideration.

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 annexure is the list of training facilities and 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 all the facilities will be available for taking an intern in 2023.

APPLICATIONS PORTAL FOR PHARMACIST INTERN POSTS 2023

Please use the following link for submitting your application:

https://pharmacyportal.kznhealth.gov.za/internship/

Yours sincerely

MR VC DLAMINI 09/11/2023
SENIOR MANAGER: PHARMACEUTICAL SERVICES
CLINICAL SUPPORT SERVICES