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DIE PROVINSIE MPUMALANGA

**Provincial Gazette Extraordinary
Buitengewone Provinsiale Koerant**

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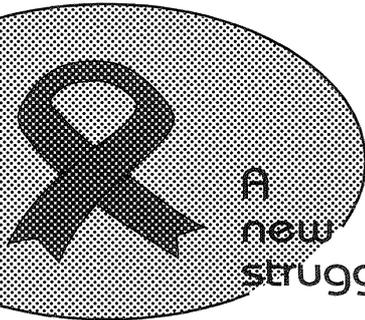
Vol. 22

NELSPRUIT, 1 JUNE
JUNIE 2015

No. 2473

We all have the power to prevent AIDS

AIDS
affects
us all



A
new
struggle

Prevention is the cure

**AIDS
HELPLINE**

0800 012 322

DEPARTMENT OF HEALTH

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IMPORTANT

Information

from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.



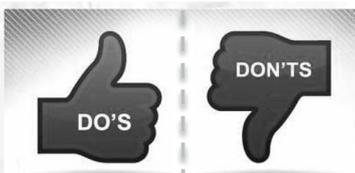
GPW Business Rules

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
2. Notices can only be submitted in Adobe electronic form format to the email submission address submit.egazette@gpw.gov.za. This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines – www.gpwnonline.co.za)
7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za)
8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address submit.egazette@gpw.gov.za.





DO use the new Adobe Forms for your notice request. These new forms can be found on our website: www.gpwonline.co.za under the Gazette Services page.

DO attach documents separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment)

DO specify your requested publication date.

DO send us the electronic Adobe form. (There is no need to print and scan it).

DON'T submit request as a single PDF containing all other documents, i.e. form, proof of payment & notice content, it will be **FAILED** by our new system.

DON'T print and scan the electronic Adobe form.

DON'T send queries or RFQ's to the submit.egazette mailbox.

DON'T send bad quality documents to GPW. (Check that documents are clear and can be read)



Form Completion Rules

No.	Rule Description	Explanation/example
1.	All forms must be completed in the chosen language.	GPW does not take responsibility for translation of notice content.
2.	All forms must be completed in sentence case, i.e. No fields should be completed in all uppercase.	e.g. "The company is called XYZ Production Works"
3.	No single line text fields should end with any punctuation, unless the last word is an abbreviation.	e.g. "Pty Ltd.", e.g. Do not end an address field, company name, etc. with a period (.) comma (,) etc.
4.	Multi line fields should not have additional hard returns at the end of lines or the field itself.	This causes unwanted line breaks in the final output, e.g. <ul style="list-style-type: none"> Do not type as: 43 Bloubokrand Street Putsonderwater 1923 Text should be entered as: 43 Bloubokrand Street, Putsonderwater, 1923
5.	Grid fields (Used for dates, ID Numbers, Telephone No., etc.)	<ul style="list-style-type: none"> Date fields are verified against format CCYY-MM-DD Time fields are verified against format HH:MM Telephone/Fax Numbers are not verified and allow for any of the following formats limited to 13 characters: including brackets, hyphens, and spaces <ul style="list-style-type: none"> o 0123679089 o (012) 3679089 o (012)367-9089
6.	Copy/Paste from other documents/text editors into the text blocks on forms.	<ul style="list-style-type: none"> Avoid using this option as it carries the original formatting, i.e. font type, size, line spacing, etc. Do not include company letterheads, logos, headers, footers, etc. in text block fields.



No.	Rule Description	Explanation/example
7.	Rich text fields (fields that allow for text formatting)	<ul style="list-style-type: none"> • Font type should remain as Arial • Font size should remain unchanged at 9pt • Line spacing should remain at the default of 1.0 • The following formatting is allowed: <ul style="list-style-type: none"> ○ Bold ○ Italic ○ Underline ○ Superscript ○ Subscript • Do not use tabs and bullets, or repeated spaces in lieu of tabs and indents • Text justification is allowed: <ul style="list-style-type: none"> ○ Left ○ Right ○ Center ○ Full • Do not use additional hard or soft returns at the end of line/paragraphs. The paragraph breaks are automatically applied by the output software <ul style="list-style-type: none"> ○ Allow the text to wrap automatically to the next line only use single hard return to indicate the next paragraph ○ Numbered lists are allowed, but no special formatting is applied. It maintains the standard paragraph styling of the gazette, i.e. first line is indented.
	e.g. 1. The quick brown fox jumps over the lazy river. The quick brown fox jumps over the lazy river. The quick brown fox jumps over the lazy river. 2. The quick brown fox jumps over the lazy river. The quick brown fox jumps over the lazy river. The quick brown fox jumps over the lazy river.	



You can find the **new electronic Adobe Forms** on the website www.gpwonline.co.za under the Gazette Services page.

For any **queries or quotations**, please contact the **eGazette Contact Centre** on 012-748 6200 or email info.egazette@gpw.gov.za

Disclaimer

Government Printing Works does not accept responsibility for notice requests submitted through the discontinued channels as well as for the quality and accuracy of information, or incorrectly captured information and will not amend information supplied.

GPW will not be held responsible for notices not published due to non-compliance and/or late submission.



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National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email info.egazette@gpw.gov.za

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GENERAL NOTICE

NOTICE 206 OF 2015

NOTICE IN TERMS OF SECTION 41 (1) (C) OF THE NATIONAL HEALTH ACT, 2003 (ACT 61 OF 2003)

THE MPUMALANGA PROVINCE'S AMENDED HOSPITAL FEES MANUAL IN SCHEDULE HERETO, IS PUBLISHED FOR GENERAL INFORMATION IN RESPECT OF PUBLIC HEALTH FACILITIES IN THE PROVINCE.

THE AMENDMENT IS IN RESPECT OF THE HOSPITAL FEES MANUAL PUBLISHED IN PROVINCIAL GAZETTE EXTRAORDINARY NO. 2298 DATED 19 MAY 2014.



**Department of Health
Mpumalanga Provincial Government**

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3459

Litiko Letemphilo

Umnyango WezaMaphilo

Departement van Gesondheid

HOSPITAL FEES MANUAL

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CHAPTER ONE

Preamble:

The Uniform Patient Fee Schedule is covering all patients attending provincial health establishments. Fees for subsidized (hospital) patients are to be expressed in terms of the percentages of the UPFS.

PRINCIPLES

PRINCIPLE ONE:

Emergency medical treatment shall be afforded at any time to any patient, at any health facility, including a clinic, community health centre, or hospital.

PRINCIPLE TWO:

Every patient has the right to choose by whom s/he wishes to be treated, PROVIDED s/he is prepared to pay the tariffs applicable to full-paying patients and subject to the availability of appropriate staff and facilities. Should someone wish to be treated as a **subsidized or self funded** hospital patient, then s/he would not have a choice of medical practitioner.

The choice of facility shall be in line with prescribed service delivery guidelines as determined by the Health Authority and from time to time (e.g. Patient's Rights Charter, levels of service, PHC principles).

PRINCIPLE THREE:

All health services rendered by the state except primary health care facilities are chargeable. However, no emergency service may be refused if a patient cannot pay for it and no patient, including an externally funded patient, will be required to meet all costs of essential medical services should such costs place an excessive financial burden on her/him.

PRINCIPLE FOUR:

Some illnesses (Chapter 3, paragraphs 3(d), 3 (p)) which may affect the community as a whole if they are not contained or controlled are automatically treated free of charge.

PRINCIPLE FIVE:

Fees levied for private patients will be in terms of the Uniform Patients Fees Schedule (UPFS) approved by NDOH. The private fee tariffs are determined by the UPFS and subsidized fees are expressed as a percentage of the UPFS.

PRINCIPLE SIX:

Externally funded patients will pay the full rate prescribed by the UPFS. In cases where services are rendered by a private health care practitioner, the patient or her/his funder will be liable for the facility fee component of the UPFS tariff to the public health facility concerned. It is the responsibility of the private practitioner to render an account to the patient or his/her funder for any professional fee to the private practitioner. In case the private practitioner did not turned up, the patient must be reclassified as a hospital patient and be billed accordingly.

PRINCIPLE SEVEN:

Patients who are not externally funded are eligible to pay reduced fees for services received. The onus rests on the patient to prove her/his eligibility to be categorized as a subsidized patient. If a patient refuses to do this, then s/he must be classified as a H3 but in a case where the patient is a first visit and did not bring along the proof he/she must be classified as a H1.

PRINCIPLE EIGHT:

The eligibility of a patient to pay reduced fees will be based on a standard means test or the membership of the patient to certain groups exempted from paying for public health services. The means test and exempted groups are described in Chapters 2.

PRINCIPLE NINE:

Patients paying reduced fees will be encouraged to pay cash. In such cases a payment receipt with an invoice will be produced. In cases where the reduced fee cannot be paid in full and the patient is not re-classified into a group exempted from payment a credit agreement must be entered into with the patient or his/her guardian.

PRINCIPLE TEN:

Patients funded by a medical scheme registered in terms of the Medical Schemes Act, 1998 (Act No 131 of 1998 as amended) are governed by the provisions of that Act with regards to the minimum benefits for which the funder is liable. For the purposes of charging services not covered by the funder, the patient will be liable for the payment of the outstanding balance.

PRINCIPLE ELEVEN:

Fees will be reviewed on an annual basis when necessary.

PRINCIPLE TWELVE

All citizens of South Africa must produce their South African Identification Documents for every visit to a health facility. Non-citizens must produce their passports or any other valid documents.

CHAPTER TWO

DEFINITIONS

The following definitions apply only in the determination of the fees structure and for the calculation and levying of fees.

ALLIED HEALTH PROFESSIONAL

is an allied health service professional who provides services to patients. This category includes, but is not necessarily limited to, clinical psychologists, social workers, physiotherapists, orthotics prosthetics, radiographer, occupational therapists, speech and hearing therapists, dietitians, paramedics and chiropractors.

AMBULANCE

means a vehicle especially equipped for the purpose of providing emergency medical care for a patient during the period of transportation.

AMBULANCE STANDBY SERVICE

means a service where a request has been made for an ambulance and crew to be made available / to be present during any event at a specific place.

BASIC ORAL HEALTH CARE SERVICES

at clinic level consist of primary prevention oral health services (oral health education, tooth-brushing programmes, and fluoride mouth rinsing programmes, fissure sealant applications) and basic treatment services (examination, emergency extractions, relief of pain and infection control, atraumatic restorative treatment (ART)).

BOARDER

is a person whose presence, in the opinion of the responsible doctor, is essential to the patient's recovery and who receives board and lodging from the hospital.

BOARDER BABY

means a new-born infant of a mother who is still a patient in hospital.

CASUALTY PATIENT

means a patient treated as an emergency case, usually at a Casualty unit of a Department hospital.

CONSULTATION VISIT

is an occasion where the healthcare professional personally takes down a patient's clinical history, performs an appropriate clinical examination and, if indicated, prescribes or administers treatment or assists the patient with advice.

DAY PATIENT

means a patient admitted and discharged on the same calendar date in a day ward.

DAY WARD

is a ward into which patients are admitted and discharged on the same calendar date.

H1 AND H2

The medication fee is included in the consultation outpatient visit fee.

MEDICAL REPORTS

the completion of a report for legal, insurance or any other purpose.

EXTERNALLY FUNDED PATIENT

a patient whose health services are funded or partly funded in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993), by the Road Accident Fund created in terms of the Road Accident Fund Act, 1996 (Act No 56 of 1996), or by a medical scheme registered in terms of the Medical Schemes Act, 1998 (Act No. 131 of 1998 as amended), or who is treated on the account of another state department, local authority, foreign government or any other employer.

FACILITY FEE

is the component of many tariffs applied in the UPFS to reflect the overhead costs of providing the environment in which healthcare services are delivered to patients.

FOREIGN PATIENT

See under Non South African Citizen

FULL PAYING PATIENT

This category of patients includes but is not limited to externally funded patients, patients being treated by their practitioner and certain categories of non-South African citizens. They are liable for the full UPFS fee.

Any patient belonging to one of the following groups: -

Group	Description
Externally funded patients	<p>1. Patients whose services are funded or partly funded in terms of:</p> <p>(a) The Compensation for Occupational Injuries and Diseases Act, 1993 (Act No 130 of 1993)</p> <p>(b) The Road Accident Fund created in terms of the Road Accident Fund Act, 1996 (Act No 56 of 1996)</p> <p>(c) A medical scheme registered in terms of the Medical Schemes Act, 1998 (Act No 131 of 1998)</p> <p>2. Patients treated on account of:</p> <p>(a) Another state department</p> <p>(b) Local authority</p> <p>(c) Foreign government</p> <p>(d) Any other employer</p>
Patients treated by a private practitioner	Any patient treated by his or her own private practitioner in a public health care facility will be liable to pay the full facility fee component for services rendered by the private practitioner at the facility and the full UPFS fee for any other service received by the patient.
Non South African citizens	<p>Non South African citizens excluding the following:</p> <p>(a) Immigrants permanently resident in the RSA but who have not attained citizenship;</p> <p>(b) Non South African citizens with temporary residence or work permits;</p> <p>(c) Persons from SADEC states (e.g. Mozambique, Zambia, etc.) who enter the RSA illegally.</p>

HIGH CARE UNIT

is a specially-equipped unit which is set up for the care of patients who need close observation but at a lower level than the intensive care unit and where medical and nursing staff are available on less than a full 24-hour basis.

PATIENTS QUALIFYING FOR FULL SUBSIDIZATION : H0

Patients in this group receive all services free of charge. Patients must provide proof in terms of the conditions set out in the table below in order to be classified in this group. . The default classification for a person without income is therefore H1.

Patients qualifying for full subsidization: H0

Group	Description
Social pensioners	Proven recipients of the following types of pensions / grants are classified as social pensioners: Old age pension Child support grant Veteran's pension Care dependency grant Pension for the blind Family allowance Maintenance grant Disability grant Single-care grant – persons with mental disorders in need of care discharged from hospitals from the mentally ill but has not been decertified. Should the social pensioners also belong to a medical scheme, they will be regarded as full paying patients.
Formally unemployed	Persons supported by the Unemployment Insurance Fund (UIF). Proof of unemployment must be produced. (Contributors Record (Card (UF74))).
Persons re-classified as H0	If a patient cannot afford the fees due on the basis of his or her original classification then the patient may be re-classified as H0 by the person in charge of the health care facility or the PAAB Super User (Proof must be kept in the patient file).
People with disabilities.	People with temporary or permanent disabilities who have been classified by a therapist and can produce a card.

NB Unemployed patients - Must produce a proof of unemployment or will be classified as H1 and pay according to the level of the hospital.

H1, H2 and H3 PATIENTS

This is a default group for subsidized patients and the level of subsidization depends on the assessment of income (frequently called the means test)

Patients qualifying for PARTIAL subsidization: H1, H2 and H3 (self funded)

Category	Means Test	Subsidization (pay as % of UPFS tariffs)
H0	As categorized on page 7	Exempted from paying all fees
H1	Individual: Income equal or less than R36 000 per annum Household: Income equal or less than R50 000 per annum.	Consultations: 20% (with no differentiation for emergency consultation). Inpatients: 1% (see notes below) Patient and Emergency Transport: 5% Assistive devices: 25% All other services: Free Calculated amounts should be rounded to the nearest R5 to facilitate cash accounting.
H2	Individual: Income between R36 001 and R72 000 per annum Household: Income between R50 001 and R100 000 per annum	Consultations: 70% (with differentiation for emergency consultations) Inpatients: 7% per day with differentiation on the basis of the bed types Patient and Emergency Transport: 15% Procedures, imaging and oral health: 50% Assistive devices: 75% All other services: Free Calculated amounts should be rounded to the nearest R5 to facilitate cash accounting.

H3 (Self funded)	Individual: Income between R72 001 and above per annum Household: Income between R100 001 and above.	All services listed in the UPFS for 2008 at full price
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Notes:

The H1 inpatient is expressed as a percentage of 7 days of the UPFS General Ward in patient fee to approximate the average length of stay of in-patient in this category. Although the fee calculation is based on 7 days for H1 patients this fee will be applicable for each 30 days of inpatient stay or part thereof. No differentiation is made on the basis of the bed type.

CHAPTER THREE

FREE SERVICES

1. "Free patient" means a hospital patient who proves s/he receives a social grant, unemployed or any patient classified as H0.
2. Free examination, and free medical, hospital and related treatment (including transport related to the treatment) may be given to a person as defined in par. 1 above.
3. Free medical examination, free treatment and free services may only be given to:-
(NB: See definitions section)
 - (a) Any H0 boarder, (H1,H2 and H3 will pay according to the UPFS);
 - (b) Any boarder baby, excluding a boarder baby of a private patient;
 - (c) A relative, as per definition for diagnostic purposes;
 - (d) Any person suffering from a suspected or confirmed communicable, formidable or notifiable disease as follows:-
 - (i) venereal diseases (excluding complications) only on an outpatient basis and including: syphilis, gonorrhoea, chancroid, LGV (lymphogranuloma venereum), non-specific urethritis, venereal warts, granuloma inguinale, ulcus molle and herpes genitalis;
 - (ii) pulmonary tuberculosis;
 - (iii) leprosy;
 - (iv) cholera;
 - (v) diphtheria;
 - (vi) plague;
 - (vii) typhoid and paratyphoid;
 - (viii) haemorrhagic fevers;
 - (ix) meningococcal meningitis;
 - (x) AIDS – Treatment as well as the initial diagnostic procedures and attendant laboratory services specifically for HIV test are free.
 - (xi) malaria;
 - (xii) Note: When the patient is admitted to hospital for any other reason/illness and it is established that he/she also suffers from any of the above-mentioned illnesses, the patient is assessed according to the prescribed tariffs.
 - (e) A person to whom services are rendered in terms of the Criminal Procedures Amendment Act 42 of 2003 as well as the following services at the request of the responsible authority
 - (i) **assault:** SAPS 308 and J88 well completed must be submitted in case of examination of the alleged victim, the taking of specimens and the completion of the necessary documentation;
 - (ii) **rape:** the examination of the alleged victim, the taking of specimens and the completion of the necessary documentation, including prophylactic

- treatment for sexually transmitted infection and prevention of pregnancy, according to the recommended national guidelines;
- (iii) **persons with mental disorders:** the examination of prisoners and detainees for medico-legal purposes with a view to their committal for observation in terms of the Mental Health Act, Act 17 of 2002;
 - (iv) **post-mortem examinations:** the carrying out of autopsies and attendance at exhumations.
- (f) Any officer of the Department who, in the performance of her/his official duties, handles or comes into contact with any drug, poison, gas, radio-active substances, radio-therapeutic or diagnostic equipment or other electronic equipment and is for this reason required to undergo medical examination and treatment;
- (g) The following persons who are treated for family planning purposes:-
- (i) an outpatient treated at a family planning clinic;
 - (ii) an inpatient in a family programme for the purpose of a sterilisation operation;
 - (iii) a male or female patient after a failed family planning programme sterilisation procedure in a state hospital;
 - (iv) a patient who visits a clinic or hospital on recommendation of family planning staff, including free transport to such clinic or hospital, for the specific purpose of being sterilised, notwithstanding the fact that such procedure is performed by a private doctor, however excluding sterilisation for clinical reasons; and
 - (v) post vasectomy persons for scheduled sperm counts.
- (h) Personnel in the employ of the Department who are injured on duty, and for whom the Department accepts liability;
- (i) Persons to whom general health advisory services (including oral health and visits to ante-natal clinics) are provided;
- (j) Persons who present themselves for immunizations and other measures to combat notifiable infectious diseases;
- (k) School children, excluding those children whose medical and/or dental health care might be covered by a medical aid or insurance, who are referred with a letter of authority from the school nursing services for basic primary oral health care services, for all treatment arising from such letter of authority;
- (l) Committed children, who in terms of the Child Care Amendment Act of 1996 are committed to the care of a children's home or foster parents;
- (m) Any person suffering from any of the following diseases:
- (i) kwashiorkor;
 - (ii) pellagra;
- (n) Mentally disturbed patients admitted to psychiatric hospitals in terms of the Mental Health Act 17 of 2002.
- (o) Services in respect of termination of pregnancy to be rendered free of charge and if complications have developed as a result of the termination, until the patient has been cured or the conditions as a result of the complication have stabilized, under the following conditions:

- (1) Upon request of a woman during the first 12 weeks of pregnancy;
 - (2) From the 13th to the 20th week of pregnancy if a medical practitioner, after consultation with the woman, is of the opinion that:-
 - (a) continued pregnancy poses a risk to the woman's physical or mental health
 - (b) a substantial risk exists that the foetus will suffer from a severe physical or mental abnormality
 - (c) the pregnancy resulted from rape or incest
 - (d) the continued pregnancy will significantly affect the social or economic circumstances of the woman
 - (3) After the 20th week of pregnancy if a medical practitioner, after consultation with another medical practitioner or midwife, is of the opinion that continued pregnancy would
 - (a) endanger the woman's life
 - (b) result in severe malformation of the foetus
 - (c) would pose risk of injury to the foetus.
- (p) Pregnant women and children under the age of 6 years. Notice 657 of 1994, dated 1 July 1994. As from 1 June 1994, free health services must be provided to:
- (i) Pregnant women for the period commencing from the time the pregnancy is diagnosed to forty-two (42) days after the pregnancy has terminated, or if a complication has developed as a result of the pregnancy, until the patient has been cured or the conditions as a result of the complication have stabilized;
 - (ii) Children under the age of 6 years;
 - (iii) Non-citizens of South Africa who are in groups mentioned in par (i) and (ii), and who incidentally develop a health problem whilst in South Africa.
- Free health services include the rendering of all available health services to the persons mentioned above, including the rendering of free health services to pregnant women for conditions not related to the pregnancy as well as people with disability.
- (q) The following persons are excluded from the free health services:
- (i) Persons and their dependents who are members of a medical scheme (if a benefit fund or sick fund does not cover a free service, eg. Pregnancy- then such service must be rendered free of charge to hospital patients – written proof thereof must be provided). If however the afore-mentioned persons and their dependants request a termination of pregnancy, such service must be rendered free of charge.
 - (ii) Non-citizens of South Africa who visit South Africa specifically for the purpose of obtaining health care.
 - (iii) Children under the age of six years and pregnant women, if the aforementioned children/women have been treated in provincial hospitals and institutions by their private doctors.

- (iv) Ambulance services, and patient transport services { excluding transport between hospitals for hospital patients, as well as the transport of patients who request a termination of a pregnancy or visit a hospital/clinic on the recommendation of family planning staff/district surgeons for the specific purpose of being sterilized}.
- (v) Treatment of conditions that are not specifically related to the pregnancy or to the termination of a pregnancy.
- (vi) Prosthesis and other artificial aids (e.g. wheelchairs); - excluding children under the age of six as well as patients classified as H0
- (vii) Optometric aids (supply of spectacles); - excluding children the age of 6 years as well as patients classified as H0
- (viii) Persons injured on duty and who must receive medical treatment in terms of the provisions as set out in the Compensation for Occupational Injuries and Disease Act.
- (ix) Persons injured in motor vehicle accidents and who must receive medical treatment in terms of the provisions as set out in the Road Accident Fund
- (x) A patient referred from a day hospital, community health care center or clinic to a hospital, for admission as an out / in-patient, is personally liable for the account raised except for the patient classified as H0.
- (xi) Persons who make use of the services of medical practitioners of their choice instead of those made available by the Health Care Facility.

CHAPTER FOUR

CATEGORIES OF HOSPITAL PATIENTS

NON-PRIVATE

1. Hospital patients are assessed according to individual or family income (*means test*), and placed into four distinct groups based on proven income. Annexure A (Income declaration form) should be completed in this regard on the **first visit of every patient**, and reviewed **annually**.
2. Dependents are not to be taken into account for establishing the groupings and persons are only to be grouped in terms of family units. Family units include a married couple, single parent or a single person with a dependent as defined in the Income Tax Act.
3. Social pensioners, other than those who may be defined as externally funded, who furnish proof that they receive social pensions/allowances are automatically classified as H0 patients.
4. Social pensioners include recipients of an old age pension, a war veteran's pension, pension for the blind, disability grant, maintenance allowance, child support grant, or a family allowance are also free.

CATEGORIES OF HOSPITAL PATIENTS

EXTERNALLY FUNDED

These are:-

- (a) Persons/patients whose health services are funded or partly funded by in terms of the Compensation for Occupational Injuries and Diseases Act (COIDA), 1993 (Act No 130 of 1993);
- (b) Persons/patients whose health services are funded or partly funded by the Road Accident Fund in terms of the Road Accident Act (RAF) 1996, (Act No 56 of 1996);
- (c) Persons/patients who belong to a medical aid scheme in terms of the Medical Schemes Act, 1998 (Act No 131 of 1998);
- (d) Persons/patients who are treated on the account of another department, local authority, foreign government or any other employer.
- (e) Persons, regardless of income, who are treated by their own doctor at or in a Departmental hospital. In case the Private Practitioner does not turn up, the patient must be reclassified according to the means test and pay as a self funded patient (H3).

CHAPTER FIVE

APPROVED UPFS 2015 FEE SCHEDULE FOR EXTERNALLY FUNDED PATIENTS

EFFECTIVE 01ST APRIL 2015

CODE	DESCRIPTION	BASIS	Profession al Fee R	FACILITY FEE		
				LEVEL 1	LEVEL 2	LEVEL 3
				R	R	R
				C	C	C
01	Anaesthetics					
0111	Anaesthetics Cat A – General medical practitioner	Procedure	189.00			
0112	Anaesthetics Cat A – Specialist medical practitioner	Procedure	284.00			
0121	Anaesthetics Cat B – General medical practitioner	Procedure	322.00			
0122	Anaesthetics Cat B – Specialist medical practitioner	Procedure	485.00			
0131	Anaesthetics Cat C – General medical practitioner	Procedure	1 133.00			
0132	Anaesthetics Cat C – Specialist medical practitioner	Procedure	1 700.00			
02	Confinement					
0210	Natural Birth – Facility Fee	Incident		3496.00	3496.00	4070.00
0211	Natural Birth – General medical practitioner	Incident	1 896.00			
0212	Natural Birth – Specialist medical practitioner	Incident	2 448.00			
0213	Natural Birth – Nursing practitioner	Incident	2 294.00			
0220	Caesarean Section – Facility Fee	Incident		5 504.00	5 504.00	6 406.00
0221	Caesarean Section – General medical practitioner	Incident	1 896.00			
0222	Caesarean Section – Specialist medical practitioner	Incident	2 448.00			
03	Dialysis					
0310	Haemo – Facility Fee	Day		1 254.00	1 254.00	1 436.00
0311	Haemo-dialysis – General medical practitioner	Day	238.00			
0312	Haemo-dialysis – Specialist medical practitioner	Day	299.00			
0313	Haemo-dialysis- Nursing Practitioner	Day	192.00			
0320	Peritoneal Dialysis – Facility Fee	Session		193.00	193.00	220.00
0321	Peritoneal Dialysis – General medical practitioner	Session	39.00			
0322	Peritoneal Dialysis – Specialist medical practitioner	Session	46.00			
0323	Peritoneal Dialysis – Nursing practitioner	Session	25.00			
0330	Plasmapheresis - Facility Fee	Session		1 254.00	1 254.00	1 436.00
0331	Plasmapheresis - General medical practitioner	Session	238.00			
0332	Plasmapheresis - Specialist medical practitioner	Session	299.00			
04	Medical Reports					
0410	Medical Report – Facility Fee	Report		121.00	121.00	147.00

0411	Medical Report – General medical practitioner	Report	227.00			
0412	Medical Report – Specialist medical practitioner	Report	348.00			
0420	Copies of Medical Report – Facility Fee	Copy		121.00	121.00	147.00
0421	Copies of Medical Report, records, X-Rays, completion of certificates / Forms - General medical practitioner	Copy	113.00			
0422	Copies of Medical Report, records, X-Rays, completion of certificates / Forms - Specialist medical practitioner	Copy	175.00			
0425	Copies of X-rays films, ultrasounds etc.	Copy	113.00			
05	<i>Imaging</i>					
0510	Radiology, Cat A – Facility Fee	Procedure		64.00	64.00	71.00
0511	Radiology, Cat A – General medical practitioner	Procedure	62.00			
0512	Radiology, Cat A – Specialist medical practitioner	Procedure	116.00			
0514	Radiology, Cat A – Allied health practitioner	Procedure	61.00			
0520	Radiology, Cat B – Facility Fee	Procedure		175.00	175.00	200.00
0521	Radiology, Cat B – General medical practitioner	Procedure	168.00			
0522	Radiology, Cat B – Specialist medical practitioner	Procedure	327.00			
0524	Radiology, Cat B – Allied health practitioner	Procedure	163.00			
0530	Radiology, Cat C – Facility Fee	Procedure		406.00	406.00	463.00
0531	Radiology, Cat C – General medical practitioner	Procedure	261.00			
0532	Radiology, Cat C – Specialist medical practitioner	Procedure	800.00			
0540	Radiology, Cat D – Facility Fee	Procedure		811.00	811.00	925.00
0541	Radiology, Cat D – General medical practitioner	Procedure	520.00			
0542	Radiology, Cat D – Specialist medical practitioner	Procedure	1599.00			
0550	Radiology, Cat E – Facility Fee	Procedure		2066.00	2066.00	2362.00
0551	Radiology, Cat E – General medical practitioner	Procedure	1913.00			
0552	Radiology, Cat E – Specialist medical practitioner	Procedure	3991.00			
06	<i>Inpatients</i>					
0610	Inpatient General ward – Facility Fee	Day		642.00	819.00	1548.00
0611	Inpatient General Ward – General medical practitioner	Day	133.00			
0612	Inpatient General Ward – Specialist medical practitioner	Day	233.00			
0620	Inpatient High care – Facility Fee	12 hours		997.00	1245.00	1785.00
0621	Inpatient High Care – General medical practitioner	12 hours	69.00			
0622	Inpatient High Care – Specialist medical practitioner	12 hours	132.00			
0630	Inpatient Intensive care – Facility Fee	12 hours		3274.00	3274.00	3913.00
0631	Inpatient Intensive Care – General medical practitioner	12 hours	77.00			
0632	Inpatient Intensive Care – Specialist medical practitioner	12 hours	147.00			
0640	Inpatient Chronic care – Facility Fee	Day		377.00	377.00	377.00
0641	Inpatient Chronic care – General medical practitioner	Day	43.00			

0642	Inpatient Chronic care – Specialist medical practitioner	Day	102.00			
0643	Inpatient Chronic care – Nursing practitioner	Day	25.00			
0650	Day patient – Facility Fee	Day		535.00	675.00	989.00
0651	Day patient – General medical practitioner	Day	133.00			
0652	Day patient – Specialist medical practitioner	Day	233.00			
0653	Day patient – Nursing practitioner	Day	77.00			
0660	Inpatient Boarder/Patient companion – Facility Fee	Day		307.00	307.00	307.00
0663	Inpatient Boarder/Patient Companion – Nursing practitioner	Day	25.00			
0670	Inpatient General ward – Facility Fee	12 hours		322.00	411.00	774.00
0671	Inpatient General Ward – General medical practitioner	12 hours	67.00			
0672	Inpatient General Ward – Specialist medical practitioner	12 hours	115.00			
0673	Inpatient General Ward – Nursing practitioner (MOU)	12 hours	43.00			
0680	Inpatient Chronic care – Facility Fee	12 hours		189.00	189.00	189.00
0681	Inpatient Chronic care – General medical practitioner	12 hours	21.00			
0682	Inpatient Chronic care – Specialist medical practitioner	12 hours	48.00			
0683	Inpatient Chronic care – Nursing practitioner	12 hours	16.00			
07	Mortuary					
0710	Mortuary – Facility Fee	Day		163.00	163.00	186.00
0720	Cremation Certificate – Facility Fee	Certificate		163.00	163.00	186.00
08	Pharmaceutical					
0810	Medication Fee – Facility Fee	Prescription		28.00	28.00	36.00
0815	Item Fee	Item	Varies			
0816	Pharmaceutical –TTO	Item	Varies			
0817	Pharmaceutical - Chronic	Item	Varies			
0818	Pharmaceutical - Oncology	Item	Varies			
0819	Pharmaceutical – Immune Suppressant Drugs	Item	Varies			
0820	Pharmaceutical Flat Fee – OPD	Item	Varies			
0825	Pharmaceutical Flat Fee – IP	Item	Varies			
09	Oral Health					
0910	Oral Care Cat A – Facility Fee	Procedure		24.00	24.00	26.00
0911	Oral Care Cat A – General medical practitioner	Procedure	36.00			
0912	Oral Care Cat A – Specialist medical practitioner	Procedure	42.00			
0914	Oral Care Cat A – Allied health practitioner	Procedure	31.00			
0920	Oral Care Cat B – Facility Fee	Procedure		73.00	73.00	86.00
0921	Oral Care Cat B – General medical practitioner	Procedure	83.00			
0922	Oral Health Cat B – Specialist medical practitioner	Procedure	131.00			
0924	Oral Care Cat B – Allied health practitioner	Procedure	67.00			
0930	Oral Care Cat C – Facility Fee	Procedure		453.00	453.00	519.00
0931	Oral Care Cat C – General medical practitioner	Procedure	501.00			

0932	Oral Care Cat C – Specialist medical practitioner	Procedure	860.00			
0940	Oral Care Cat D – Facility Fee	Procedure		1781.00	1781.00	2039.00
0941	Oral Care Cat D – General medical practitioner	Procedure	1538.00			
0942	Oral Care Cat D – Specialist medical practitioner	Procedure	3155.00			
0950	Oral Care Cat E – Facility Fee	Procedure		6000.00	6000.00	6857.00
0951	Oral Care Cat E – General medical practitioner	Procedure	5171.00			
0952	Oral Care Cat E – Specialist medical practitioner	Procedure	10610.00			
10	<i>Consultations</i>					
1010	Outpatient Consultation – Facility Fee	Visit		79.00	79.00	95.00
1011	Outpatient Consultation – General medical practitioner	Visit	88.00			
1012	Outpatient Consultation – Specialist medical practitioner	Visit	204.00			
1013	Outpatient Consultation – Nursing practitioner	Visit	51.00			
1014	Outpatient Consultation – Allied health practitioner	Visit	53.00			
1020	Emergency Consultation – Facility Fee	Visit		160.00	160.00	192.00
1021	Emergency Consultation – General medical practitioner	Visit	133.00			
1022	Emergency Consultation – Specialist medical practitioner	Visit	305.00			
1023	Emergency Consultation – Nursing practitioner	Visit	77.00			
1024	Emergency Consultation – Allied health practitioner	Visit	79.00			
1030	Follow-Up Outpatient Consultation – Facility Fee	Visit		79.00	79.00	95.00
1031	Follow-Up Outpatient Consultation – General medical practitioner	Visit	88.00			
1032	Follow-Up Outpatient Consultation – Specialist medical practitioner	Visit	204.00			
1033	Follow-Up Outpatient Consultation – Nursing practitioner	Visit	51.00			
1034	Follow-Up Outpatient Consultation – Allied health practitioner	Visit	53.00			
11	<i>Minor Theatre Procedures</i>					
1110	Minor Procedure Cat A – Facility Fee	Procedure		377.00	377.00	452.00
1111	Minor Procedure Cat A – General medical practitioner	Procedure	131.00			
1112	Minor Procedure Cat A – Specialist medical practitioner	Procedure	251.00			
1120	Minor Procedure Cat B – Facility Fee	Procedure		377.00	377.00	452.00
1121	Minor Procedure Cat B – General medical practitioner	Procedure	193.00			
1122	Minor Procedure Cat B – Specialist medical practitioner	Procedure	437.00			
1130	Minor Procedure Cat C – Facility Fee	Procedure		377.00	377.00	452.00
1131	Minor Procedure Cat C – General medical practitioner	Procedure	304.00			
1132	Minor Procedure Cat C – Specialist medical practitioner	Procedure	683.00			

1140	Minor Procedure Cat D – Facility Fee	Procedure		377.00	377.00	452.00
1141	Minor Procedure Cat D – General medical practitioner	Procedure	803.00			
1142	Minor Procedure Cat D – Specialist medical practitioner	Procedure	1810.00			
12	<i>Major Theatre Procedures</i>					
1210	Theatre Procedure Cat A – Facility Fee	Procedure		1219.00	1785.00	2059.00
1211	Theatre Procedure Cat A – General medical practitioner	Procedure	131.00			
1212	Theatre Procedure Cat A – Specialist medical practitioner	Procedure	251.00			
1220	Theatre Procedure Cat B – Facility Fee	Procedure		1844.00	2707.00	3116.00
1221	Theatre Procedure Cat B – General medical practitioner	Procedure	193.00			
1222	Theatre Procedure Cat B – Specialist medical practitioner	Procedure	437.00			
1230	Theatre Procedure Cat C – Facility Fee	Procedure		3169.00	4649.00	5365.00
1231	Theatre Procedure Cat C – General medical practitioner	Procedure	304.00			
1232	Theatre Procedure Cat C – Specialist medical practitioner	Procedure	683.00			
1240	Theatre Procedure Cat D – Facility Fee	Procedure		8125.00	11917.00	13733.00
1241	Theatre Procedure Cat D – General medical practitioner	Procedure	803.00			
1242	Theatre Procedure Cat D – Specialist medical practitioner	Procedure	1810.00			
13	<i>Treatments</i>					
1310	Supplementary Health Treatment – Facility Fee	Contact		51.00	51.00	61.00
1313	Supplementary Health Treatment- Nurse practitioner	Contact	44.00			
1314	Supplementary Health Treatment – Allied health practitioner	Contact	44.00			
1320	Supplementary Health Group Treatment – Facility Fee	Contact		40.00	40.00	43.00
1324	Supplementary Health Group Treatment – Allied health practitioner	Contact	31.00			
14	<i>Emergency Medical Services</i>					
1410	Patient transport service – Facility Fee	100km		338.00	338.00	338.00
1420	Basic life support – Facility Fee	50km		922.00	922.00	922.00
1430	Intermediate life support – Facility Fee	50km		1246.00	1246.00	1246.00
1440	Advanced life support– Facility Fee	50km		2074.00	2074.00	2074.00
1450	Emergency service standby – Facility Fee	Once-Off		447.00	447.00	447.00
1451	Emergency service standby – General medical practitioner	Hour	600.00			
1452	Emergency service standby – Specialist medical practitioner	Hour	808.00			
1453	Emergency service standby – Nursing practitioner	Hour	341.00			

1454	Emergency service standby – Emergency care practitioner	Hour	N/A			
1455	Emergency service standby – Basic life support practitioner	Hour	141.00			
1456	Emergency service standby – Intermediate life support practitioner	Hour	215.00			
1457	Emergency service standby – Advanced life support practitioner	Hour	377.00			
1460	Rescue – Facility Fee	Once-Off		987.00	987.00	987.00
1461	Rescue – General medical practitioner	Incident	1480.00			
1462	Rescue – Specialist medical practitioner	Incident	2219.00			
1463	Rescue – Nursing practitioner	Incident	987.00			
1464	Rescue – Basic life support practitioner	Incident	N/A			
1465	Rescue – Basic life support practitioner	Incident	151.00			
1466	Rescue - Intermediate life support practitioner	Incident	180.00			
1467	Rescue – Advanced life support practitioner	Incident	411.00			
1470	Emergency transport air services fixed wing	Flying Hour		9086.00	9086.00	9086.00
1480	Emergency transport air services helicopter (Single Engine)	Flying Hour		9978.00	9978.00	9978.00
1490	Emergency service standby – Facility Fee	Additional 50km		207.00	207.00	207.00
15	<i>Assistive Devices & Prosthesis</i>					
1510	Assistive Devices & Prosthesis - Item Fee	Item	Varies			
1520	Prosthetic Devices- Item Fee	Item	Varies			
1530	Dental Items – Item Fee	Item	Varies			
1540	Assistive Devices & Prosthesis - Item Repairs Fee	Item	Varies			
16	<i>Cosmetic Surgery</i>					
1610	Cosmetic Surgery Cat A – Facility Fee	Procedure		2564.00	2564.00	2929.00
1611	Cosmetic Surgery Cat A – General medical practitioner	Procedure	1478.00			
1612	Cosmetic Surgery Cat A – Specialist medical practitioner	Procedure	2214.00			
1620	Cosmetic Surgery Cat B – Facility Fee	Procedure		5765.00	5765.00	6590.00
1621	Cosmetic Surgery Cat B – General medical practitioner	Procedure	1752.00			
1622	Cosmetic Surgery Cat B – Specialist medical practitioner	Procedure	2627.00			
1630	Cosmetic Surgery – Cat C – Facility Fee	Procedure		9311.00	9311.00	10643.00
1631	Cosmetic Surgery Cat C – General medical practitioner	Procedure	2961.00			
1632	Cosmetic Surgery Cat C – Specialist medical practitioner	Procedure	4441.00			
1640	Cosmetic Surgery Cat D – Facility Fee	Procedure		15729.00	15729.00	17975.00
1641	Cosmetic Surgery Cat D – General medical practitioner	Procedure	3322.00			

1642	Cosmetic Surgery Cat D – Specialist medical practitioner	Procedure	4888.00			
17	Laboratory Services					
1700	Drawing of Blood	Contact		31.00	31.00	31.00
1710	Laboratory Test	Varies				
18	Radiation Oncology (Refer to proposed list)					
1800	Radiation Oncology (NHRPL less VAT)	Item	Varies			
19	Nuclear Medicines					
1900	Itemisation of Isotopes	Item	Varies			
1910	Nuclear Medicine Cat A - Facility Fee	Procedure		576.00	576.00	576.00
1912	Nuclear Medicine Cat A: Specialist medical practitioner	Procedure	286.00			
1920	Nuclear Medicine Cat B- Facility Fee	Procedure		576.00	576.00	576.00
1922	Nuclear Medicine Cat-B Specialist medical practitioner	Procedure	861.00			
1930	Nuclear Medicine Cat C- Facility Fee	Procedure		576.00	576.00	576.00
1932	Nuclear Medicine Cat C - Specialist medical practitioner	Procedure	1722.00			
1940	Nuclear Medicine Cat D- Facility Fee	Procedure		576.00	576.00	576.00
1942	Nuclear Medicine Cat-D Specialist medical practitioner	Procedure	2583.00			
1950	Positron Emission Tomography (PET) Cat E – Facility Fee	Procedure		1118.00	1118.00	1118.00
1952	Positron Emission Tomography (PET) Cat E - Specialist medical practitioner	Procedure	3355.00			
20	Ambulatory Procedures					
2010	Ambulatory Procedure Cat A – Facility Fee	Procedure		121.00	121.00	147.00
2011	Ambulatory Procedure Cat A – General medical practitioner	Procedure	43.00			
2012	Ambulatory Procedure Cat A – Specialist medical practitioner	Procedure	87.00			
2013	Ambulatory Procedure Cat A – Nursing practitioner	Procedure	25.00			
2014	Ambulatory Procedure Cat A – Allied Health Worker	Procedure	25.00			
2020	Ambulatory Procedure Cat B – Facility Fee	Procedure		121.00	121.00	147.00
2021	Ambulatory Procedure Cat B – General medical practitioner	Procedure	62.00			
2022	Ambulatory Procedure Cat B – Specialist medical practitioner	Procedure	95.00			
2023	Ambulatory Procedure Cat B- Nursing Practitioner	Procedure	36.00			
2024	Ambulatory Procedure Cat B- Allied Health Worker	Procedure	36.00			
21	Blood and Blood Products					
2100	Blood and Blood Products	Varies				
22	Hyperbaric Oxygen Therapy					

2200	Hyperbaric Oxygen Therapy– Facility Fee (Flat Fee)	Session		<u>419.00</u>	<u>419.00</u>	<u>419.00</u>
2210	Hyperbaric Oxygen Therapy– Facility Fee	Session		<u>1264.00</u>	<u>1264.00</u>	<u>1264.00</u>
2211	Hyperbaric Oxygen therapy - General medical practitioner	Session	534.00			
2212	Hyperbaric Oxygen therapy – Specialist medical practitioner	Session	534.00			
2220	Emergency Hyperbaric Oxygen Therapy – Facility Fee	Session		<u>1274.00</u>	<u>1274.00</u>	<u>1274.00</u>
2221	Emergency Hyperbaric Oxygen Therapy – General medical practitioner	Session	778.00			
2222	Emergency Hyperbaric Oxygen Therapy – Specialist medical practitioner	Session	778.00			
23	<i>Consumables (Not included in Facility Fee) Buy-outs</i>					
2300	Consumables not included in the facility fee	Item	Varies			
24	<i>Autopsies</i>					
2410	<i>Autopsy– Facility Fee</i>	Per case		<u>79.00</u>	<u>79.00</u>	<u>95.00</u>
2411	Autopsy- General Practitioner	Per case	88.00			
2412	Autopsy- Specialist Practitioner	Per case	204.00			

CHAPTER SIX

FEES – OTHER

6.1 MORTUARY FEES

Persons who die in a departmental health facility, FREE for the first 48 hours, and thereafter charged according to the UPFS tariffs and level of the hospital. The storage of people that die outside the hospital is charged at the UPFS rate on a daily basis. This charged fee shall be liability to the next of kin or the funeral undertaker to remove the corpse at the hospital. H1 and H0 mortuaries are free of charge.

6.2 ARTIFICIAL AIDS, ASSISTIVE DEVICES, AND ORAL HEALTH PROSTHETICS

All assistive devices should be sold at a cost price taking into consideration the category of the patient.

6.3 COSMETIC SURGERY

A patient who presents at a departmental hospital for the purpose of undergoing **elective** cosmetic surgery must be billed at full UPFS tariffs, payment should be upfront in cash, prior to admission .

6.4 NOTES ON CHARGES FOR HOSPITAL PATIENTS (i.e. NON-PRIVATE)

(a) **OUTPATIENT VISIT:** When an outpatient is admitted as an inpatient during an outpatient visit, **the basic outpatient tariff falls away**. The conversion is done electronically through the PAAB system.

(b) **ALLIED HEALTH SERVICES:** A comprehensive package is applicable where:-

- (i) A SERIES of therapeutic or rehabilitation treatment regimes is given;
- (ii) TRAINING OR COUNSELLING is given to patients with impairments or disabilities in any way; and
- (iii) GROUP THERAPY (i.e. where one person trains/counsels/rehabilitates two or more individuals) is practiced preceding or following acute stage of individual treatment e.g. coronary thrombosis, diseases of lifestyle such as diabetes and hypertension, psychiatry and pre- and post-natal exercise sessions.

The fee for these comprehensive services is payable per contact, in cases of each private patient – **see the UPFS schedule**.

See the schedule of prosthetic devices.

Where crutches are supplied, they should be sold as per percentages of the cost price applicable to the classification of the patient. Refer to page .8 and 9.

6.5 PATIENT TRANSPORT AND AMBULANCE SERVICES FEE:

A patient making use of patient transport or ambulance services (EMS) should pay a tariff according to the patient classification. Patients to be charged are the one collected from home to the public or private hospital or from the scene of the accident to the public or private hospital. A patient transported from one public hospital to another is **free only to the H1, H2 and H3**.

- Where an ambulance is requested for deployment on a standby basis, a charge of **facility fee once off is levied plus the professional fee charged on an hourly rate**. The Head of Department or such other person duly authorized by her/him may authorize the conveyance by **air-ambulance** of a patient who requires emergency, casualty or inpatient treatment. A charge for such conveyance will be levied.
- The Head of the Department or such other person duly authorized by her/him may authorize the use of a **private ambulance service**, for a patient that requires emergency life saving transport where no departmental transport is available within a reasonable period. The normal departmental rate will be levied to the patient in such circumstances.

6.6 REPORTS AND CERTIFICATES:

6.6.1 FREE REPORTS AND CERTIFICATES

The following medical reports/certificates should be completed **FREE**:

(1) medico-legal services in respect of:-

- (i) assault
- (ii) rape
- (iii) driving a motor vehicle while under the influence of alcohol or drugs having a narcotic effect;
- (iv) mentally ill persons for the purposes of observation in terms of the Mental Health Act, 1973;
- (v) certification/confirmation of death;
- (vi) post mortem examinations;
- (vii) court cases

(2) Medical reports for private practitioners in respect of Compensation for Occupational Injuries and Diseases (COIDA) {formerly Workmen's' Compensation Act (WCA)} cases treated by medical personnel in the employ of the Department

(3) Medical reports for review of disability for social support grants.

6.6.2 OTHER REPORTS AND CERTIFICATES

All other reports and certificates may be completed and issued on request and only with the written permission of the patient to any authorized person. All patients must be charged at full UPFS tariffs. Tariff to be charged will include the **Facility fee as per the level of the hospital plus the professional fee**.

Copies of medical reports are also charged as per the UPFS tariffs refer to the revised approved UPFS schedule tariffs.

6.7 BOARDER CHARGES

An application for a boarder to be admitted must be written by the doctor who treated the patient and approved by the Superintendent.

- | | |
|-------------------------------------|---|
| (i) Boarders, boarder baby: PRIVATE | As per the UPFS tariffs.
+ plus nursing fee (if utilised) |
| (ii) Boarders: HOSPITAL PATIENTS | to pay the H1, H2 or H3
tariffs applicable to the patient. |

6.8 CREMATION CERTIFICATE

UPFS tariffs to be charged for the completion of a cremation certificate according to the level of the hospital.

CHAPTER SEVEN

PROCEDURES

7. FOREIGN PATIENTS

7.1 The following procedures and regulations concern the treatment of foreign patients:-

- (a) Private hospital tariffs should be charged in cases where emergency medical services are needed.
- (b) Visitors who visit the Republic exclusively for medical treatment, as well as tourists who require elective procedures should furnish a **cash full amount for the full cover** of the costs for health services at the full UPFS rates. This rule applies in cases where prior arrangements have been made for such a service and the patient's passport has been endorsed accordingly.
- (c) An immigrant who lives in the country permanently, but has not yet acquired South African citizenship, foreigners with temporary work permits, as well as persons from neighboring states (e.g. Mozambique, Zambia, etc.) who enter RSA legally, are treated as South African citizens in terms of the appropriate tariffs and procedures.
- (d) The existing agreements between the health authorities of South Africa and various other countries remain unchanged.

7.2 SCHOOL CHILDREN

7.2.1 School children who can be classified as **HO**, H1, H2, or H3 patients and who are referred with a letter of authority from the school nursing services or oral health services are treated **FREE** for all treatment arising from such letter of authority.

7.2.2 School children who are **private** patients may be treated at a Departmental hospital / dental clinic and pay the private patient tariff accordingly.

7.2.3 The school nurse or oral health services official should write a letter of referral to the parent(s) advising that the child needs treatment. On production of that letter at a Departmental hospital, the treatment of the **HO**, H1, H2 or H3 school-child-patient would be free.

7.3 PATIENTS WITH MENTAL DISORDERS

7.3.1 Patients with mental disorders who undergo a hysterectomy as a sterilization procedure, should be treated **FREE**.

7.4 ISSUING OF ACCOUNTS

7.4.1 Hospital **manager and/or management** has more powers in deciding whether or not an account should be set up, and must consider the following actions:-

- (a) Use of the delegation for free treatment or treatment at a reduced rate, where payments cannot be obtained on admission or attendance.
- (b) This delegation may only be exercised where insufficient information exists regarding the debtor details or where financial and family circumstances are

such that there is sufficient reason to believe that no payment will be received upon setting up an account.

7.4.2 Hospital Management should consider the following steps in the collection of revenue:-

- (a) Obtain cash payments as far as possible from patients.
- (b) Obtain deposits of at least the prescribed outpatients and one day's inpatient fees, from patients who cannot supply a satisfactory guarantee.
- (c) Place hospital patients on a lower group, on merit, where insufficient cash is on hand at admission.
- (d) Set up ordinary accounts for all patients who:-
 - (i) are on an acceptable medical aid scheme; or
 - (ii) have provided an acceptable guarantee for the payment of the account; or
 - (iii) are private patients; or
 - (iv) are hospital patients who did not pay cash and could not satisfy hospital **manager and/or** management that relief should be granted in terms of the recommended delegations.
- (e) Arrange a strategy for salary deductions, where possible.

7.5 TRANSFERS AND REFERRALS

7.5.1 The policy in regard to the charging of patients transferred between or referred to Departmental or state subsidized institutions are as follows:-

- (a) Charges must be raised at the prescribed rates, against all private patients transferred or referred, by BOTH the transferring and receiving hospitals, as applicable.
- (b) The appropriate charge must be raised by the receiving hospital against hospital patients from a clinic or an outpatient department admitted as an inpatient at the receiving hospital.
- (c) The appropriate charge must be raised by the receiving hospital/institution where the referral is for the specific purpose of obtaining orthopaedic appliances or artificial aids.
- (d) No further charges must be raised against a hospital patient at the receiving hospital, if the patient is an inpatient at the referring hospital and is admitted or treated as an outpatient at the referred hospital. A patient **discharged** at the referring hospital and at a later date admitted at the receiving hospital, is NOT on transfer and must be **charged** accordingly.
- (e) A patient returned to the referring hospital admitted as an inpatient will NOT be charged again. A patient **discharged** from the receiving hospital, which at a later date presents for admission should be charged for that (**new**) admission.
- (f) Charges must be raised at the receiving hospital for all subsequent outpatient visits prescribed by the receiving hospital.

- (g) Referring institutions must ensure that the **appropriate revenue documentation** accompanies the patient, especially where accounts have to be set up for a hospital patient, or where a treatment at a reduced rate has been allowed in terms of any approved department delegations in place.
- (h) An inpatient referral to a Regional Hospital will **NOT** create a new admission charge for that patient.
- (i) A patient, not previously admitted into another hospital, but referred to a Regional Hospital, even if then referred on to another hospital, will be charged for any admission to a Regional Hospital. This includes follow-up cases.
- (j) In case of the referred externally funded patients, a well completed Ambulance return form must be accompanied the patient in order to assist the receiving hospital to generate a quality claim the externally funders.

IMPORTANT Information from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.

GPW Business Rules

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
2. Notices can only be submitted in Adobe electronic form format to the email submission address submit.egazette@gpw.gov.za. This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines – www.gpwonline.co.za)
7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za)
8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address submit.egazette@gpw.gov.za.

