

No. R. 390

15 May 2015

VETERINARY AND PARA-VETERINARY PROFESSIONS ACT, 1982**(ACT NO 19 OF 1982)****REGULATIONS RELATING TO CONTINUED PROFESSIONAL DEVELOPMENT OF
PARA-VETERINARY PROFESSIONS**

The Minister of Agriculture, Forestry & Fisheries, has after consideration and approval of a relevant recommendation by the South African Veterinary Council, made the following regulations under Section 43 of the Veterinary and Para-Veterinary Professions Act, 1982 (Act No 19 of 1982) set out in the Schedule:

SCHEDULE**Table of contents****1. Definitions**

Unless the context otherwise indicates, words and phrases in these regulations, shall have the meaning assigned thereto in the Act, and

"Act" means the Veterinary and Para-Veterinary Professions Act, 1982 (Act No. 19 of 1982);

"service provider" means an organisation, company or individual that has obtained accreditation from Council for a course to be presented for continuing professional development purposes;

"assessment" means the formal evaluation and monitoring of a continued professional development activity by Council to ensure that the activities were completed and were of an acceptable standard;

"continued professional development (CPD)" means the continuing education and training of a para-veterinary professional prescribed in terms of these regulations;

"CPD cycle" means a three year period commencing on 1 April 2015 or a three year period commencing from 1 April of the year following the date of registration with Council, if registered after 1 April 2015;

"para-veterinary professional" means a person practising a para-veterinary profession as a para-veterinarian registered in terms of the Act;

"practise" means the rendering of para-veterinary services, para-veterinary related regulatory and compliance functions, teaching, extension, primary animal health care and welfare management; and

"professional para-veterinary services" means performing a para-veterinary service as per the rules related to the specific para-veterinary profession derived from the knowledge, skills, resources, attitudes and competence attained from the completion of a para-veterinary qualification accepted by Council for registration and the practise of a para-veterinary profession.

2. Requirements

- 2(1) All para-veterinary professionals registered with Council on 1 April 2015 who practise or render para-veterinary services are required to comply with the system of CPD as a prerequisite to retain registration in terms of the Act.
- 2(2) Para-veterinary professionals who register after 1 April 2015 will enter the system of CPD on 1 April following the date of registration with Council.
- 2(3) Para-veterinary professionals who are not rendering para-veterinary services and who do not practise are exempt from CPD requirements, provided that on commencement of practice or the rendering of para-veterinary services such para-veterinary professionals must ensure that their CPD points are current and compliant with these regulations.
- 2(4) Para-veterinary professionals who are enrolled for formal educational programmes at tertiary institutions registered with the Council for Higher Education leading to a level 5 or higher qualification registered on the National Qualifications Framework in a chosen field of para-veterinary work are not be required to accumulate any CPD points while enrolled and active in such a programme and will enter the system of CPD on 1 April following the date of completion of or deregistration from the said educational programme. Provided that proof of enrolment is submitted to Council together with the annual summary referred to in regulation 8(2).

3. Quantity of CPD

A para-veterinary professional who enter the CPD system must achieve fifteen (15) structured and thirty five (35) unstructured CPD points for every consecutive three year CPD cycle.

4. Accreditation and monitoring of CPD activities

- 4(1) The following structured CPD activities are to be accredited by Council: -
 - (a) CPD courses and congresses presented by universities, veterinary and/or para-veterinary professional associations, regulatory bodies, accredited service

providers and veterinary and/or para-veterinary professionals, which will augment the chosen field of veterinary or para-veterinary work; and

(b) Written assessment tests on veterinary or para-veterinary literature.

4.(2) All CPD activities are subject to monitoring by Council.

5. System of point allocation: Structured activities

5(1) One (1) point is allocated for each hour of formal lectures and/or practical demonstrations for the following structured activities:

(a) CPD courses and congresses presented by universities, veterinary or para-veterinary professional associations, regulatory bodies and accredited service providers and veterinary and/or para-veterinary professionals, which will augment the chosen field of veterinary or para-veterinary work; and

(b) CPD courses and congresses including scientific lectures, seminars or educational programs presented in foreign countries or by other professional groups in South Africa which are not mainstream veterinary or para-veterinary CPD activities and include medical, dental, public health and regulatory activities, as well as practice management and wellness of para-veterinary professionals. Provided that the activity augments the chosen field of veterinary or para-veterinary work and the programme and attendance certificate is submitted to Council together with the annual summary referred to in regulation 8(2).

5(2) One (1) point is allocated for each questionnaire passed of a written assessment test on veterinary or para-veterinary literature.

5(3) One (1) point is allocated for the first hour of lectures and/or practicals presented for each course in any veterinary or para-veterinary field and/or closely related disciplines for undergraduates and two points allocated for the first hour of postgraduate lectures.

5(4) Two (2) points are allocated per day or part thereof for preparing, conducting and or monitoring examinations of tertiary institutions or recognised providers in para-veterinary and/or closely related disciplines with a maximum of ten (10) points to be accumulated in any three year cycle.

5(5) Two (2) points are allocated for the review of scientific articles or books of a veterinary or para-veterinary nature and/or of direct importance to para-veterinary science.

5(6) Two (2) points are allocated per day or part thereof for the preparation and presentation/defence of para-veterinary related policy/curriculum documents with a maximum of ten (10) points to be accumulated in any three-year cycle.

5(7) Two (2) points are allocated for the first presentation or paper for the lay public and lectures for the general public on veterinary/ para-veterinary or closely related matters per topic. One (1) point for subsequent presentation of papers for lay public.

- 5(8) Two (2) points are allocated for every day or part thereof with a maximum of ten (10) points to be accumulated in any three year cycle for service as an inquiry body member on a Council inquiry body or any other veterinary or para-veterinary related investigative/ regulatory body or as an expert witness in any court case.
- 5(9) Three (3) points are allocated for the first preparation and presentation of a non-refereed one-hour lecture or a scientific paper per topic. Two (2) points for subsequent presentation of non-refereed papers or for the first presentation as a co-author. Subsequent presentations as a co author will earn one (1) point
- 5(10) Five (5) points are allocated to the first preparation and presentation of a refereed one-hour lecture or a scientific paper per topic. Three (3) points for subsequent presentation of refereed papers or for the first presentation as a co-author. Subsequent presentations as co-author will earn two (2) points.
- 5(11) Five (5) points are allocated for a higher education promoter on completion of a student's dissertation or thesis.
- 5(12) Council will determine the allocation of points for the following activities:
- (a) Formal educational programmes provided by tertiary institutions, registered with the Council for Higher Education leading to a level 5 or higher qualification registered on the National Qualifications Framework not related to veterinary or para-veterinary work. Provided that proof of enrolment and further information as required is submitted to Council together with the annual summary referred to in regulation 8(2); and
 - (b) Educational and learning programmes including any correspondence course, comprising of audio/video tapes, compact discs or web based packages accessed via printed or electronic format.
- 5(13) Para-veterinary professionals that attend an accredited course with the option of completing formal tests evaluating the progress of the attendee, could claim 1,5 times the accredited hours, provided tests were passed with a minimum of 60%.

6. System of point allocation: Other activities

- 6(1) One (1) point is allocated to both the instructor and trainee for each week of in-practice training and instruction with a maximum of twenty (20) points to be accumulated in any three-year cycle, provided that details of the in-practice training and instruction are recorded.
- 6(2) One (1) point is allocated for each day of supervision of an undergraduate para-veterinary professional student registered with Council, provided that details of supervision are recorded.
- 6(3) One (1) point is allocated for every two hours of documented discussion between registered para-veterinary professional colleagues, provided that an attendance register is retained of meetings.

- 6(4) One (1) point is allocated for every two hours of reading relevant literature with a maximum of fifteen (15) points to be accumulated in any three-year cycle, provided that the date, time spent and literature read is recorded.
- 6(5) One (1) point is allocated for every two hours of participation in any correspondence course, audio/video tape, compact disc or web based package accessed via printed or electronic medium with a maximum of fifteen (15) points to be accumulated in any three-year cycle, provided that full details are recorded.
- 6(6) One (1) point is allocated for each day or part of day of formal lectures and/or practical demonstrations of any non- veterinary or non- para-veterinary course attended to improve personal and/or managerial skills that will assist in providing better service in the para-veterinary professional's related field of work with a maximum of five (5) points to be accumulated in any three-year cycle, -provided that the programme is submitted to Council together with the annual summary referred to in regulation 8(2).
- 6(7) Two (2) points per day or portion of day for attending veterinary and / or para-veterinary related farmers days / information sessions or relevant activities with a maximum of ten (10) points to be accumulated in any three-year cycle.

7. Level of participation

All para-veterinary professionals who practice shall participate in CPD activities commensurate with the requirements to at least maintain contemporary expertise in the relevant para-veterinary profession.

8. Recording of CPD

- 8(1) All para-veterinary professionals participating in the CPD system shall retain documented proof of participation and progress of structured activities and a record including the nature, scope and duration of unstructured activities.
- 8(2) All records required in terms of these regulations shall be retained for a period of five (5) years.
- 8(3) The form should be duly completed so that it accurately reflects a para-veterinary professional's CPD activities for the three-year cycle just completed.
- 8(4) The form and any additional information that may be requested by Council are the records that need to be submitted should the para-veterinary professional be selected in the randomly selected audits.
- 8(5) An individual randomly selected for the audit may submit the data and copies of CPD certificates to Council by hand delivery, post, fax, and/or electronic mail.
- 8(6) Para-veterinary professionals who are non-compliant or who do not submit their CPD records will automatically be included in the next audit.

9. Deferment of compliance

Deferment of compliance with the requirements of continued professional development may only be granted to a para-veterinary professional by the Council on application and submission of adequate reasons for such request and subject to such requirements as the Council may determine.

10. Non-compliance

In the event of a para-veterinary professional not complying with the conditions specified in these regulations within the prescribed period of time, the Council may impose any one or more of the following conditions, namely-

- (a) grant the para-veterinary professional deferment for period determined by Council;
- (b) require the para-veterinary professional to follow a remedial programme of continued education and training as specified by the Council;
- (c) require the para-veterinary professional to write and pass an examination as determined by the Council; or
- (d) remove the para-veterinary professional's name from the relevant register.