

## REGULATIONS

### GNR.1129 of 25 November 2005: Regulations relating to continued professional development of veterinary professions, as amended by Government Gazette Notice R.811 on 12 October 2012

#### DEPARTMENT OF AGRICULTURE

The Minister of Agriculture, has after consideration and approval of a relevant recommendation by the South African Veterinary Council, made the following regulations under section 43 (g) of the Veterinary and Para-Veterinary Professions Act, 1982 (Act [No. 19 of 1982](#)) set out in the Schedule:

#### SCHEDULE

##### ARRANGEMENT OF REGULATIONS

- [1.](#) Definitions
- [2.](#) Requirements
- [3.](#) Quantity of CPD
- [4.](#) Accreditation and monitoring of CPD activities
- [5.](#) System of point allocation: Structured activities
- [6.](#) System of point allocation: Other activities
- [7.](#) Level of participation
- [8.](#) Recording of CPD
- [9.](#) Deferment of compliance
- [10.](#) Non-compliance

**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](#));

**“accredited service provider”** means an organisation, company or individual that has obtained approval from council for a course to be presented for continuing professional development purposes;

**“assessment”** means the formal evaluation of a continued professional development activity by the provider with feedback to the participant;

**“continued professional development (CPD)”** means the continuing education and training of a veterinary professional prescribed in terms of these regulations;

**“monitoring”** means the evaluation of continuing professional development activities, content and notes to ensure that the activities were completed and of an acceptable standard;

**“practise”** means the rendering of veterinary clinical services, veterinary related regulatory and compliance functions, teaching, consultancy, health and welfare management;

**“professional veterinary services”** means performing an examination or surgical or dental operation or procedure, ordering or performing tests or special investigations, diagnosing, administering or prescribing veterinary treatment or certifying the health status of an animal or group of animals and includes the giving of professional advice derived from the knowledge, skills, resources, attitudes and competence attained from the completion of a veterinary qualification accepted by council for registration and the practise of a veterinary profession; and

**“veterinary professional”** means a person practising a veterinary profession as a veterinarian or veterinary specialist registered in terms of the Act.

## **2. Requirements**

- 2.1 All veterinary professionals registered with council on 1 April 2006 who practise or render professional veterinary services are required to comply with the system of CPD as a prerequisite to retain registration in terms of the Act.
- 2.2 Veterinary professionals who register after 1 April 2006 will enter the system of CPD on 1 April following the date of registration with council.
- 2.3 Veterinary professionals who are not rendering veterinary professional services and who do not practise are exempt from CPD requirements, provided that on commencement of practice or the rendering of veterinary professional services such veterinary professionals must ensure that their CPD points are current and compliant with these regulations.
- 2.4 Veterinary professionals who are enrolled for formal educational programmes at tertiary institutions registered with the Council for Higher Education leading to a level 6 or higher qualification registered on the National Qualifications Framework in a chosen field of veterinary work shall 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 be submitted to council together with the annual summary referred to in [regulation 8.2](#).

**3. Quantity of CPD.**—All veterinary professionals who enter the CPD systems shall accumulate not less than sixty (60) points, of which twenty (20) points have to be structured activities, within every three-year cycle from commencement of the CPD system.

## **4. Accreditation and monitoring of CPD activities**

- 4.1 The following structured CPD activities are to be accredited by council:—
  - (a) CPD courses and conferences presented by universities, veterinary professional associations, regulatory bodies and accredited service providers, which will augment the chosen field of veterinary work; and
  - (b) Written assessment tests on 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 per hour or part thereof for the first two hours, thereafter additional points are allocated per completed hour of formal lectures and/or practical demonstrations for the following structured activities:
- (a) CPD courses and conferences presented by universities, veterinary professional associations, regulatory bodies and accredited service providers, which will augment the chosen field of veterinary work; and
  - (b) CPD courses and conferences including scientific lectures, seminars or educational programs presented in foreign countries or by other professional groups in South Africa which are not mainstream veterinary CPD activities and include medical, dental, public health and regulatory activities.
- Provided that the activity augments the chosen field of 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 literature.
- 5.3 One (1) point is allocated for the first hour of lectures and/or practicals presented for each course in veterinary, para-veterinary 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 veterinary, 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 nature and/or of direct importance to veterinary science.
- 5.6 Two (2) points are allocated per day or part thereof for the preparation and presentation/defence of 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 press and lectures for the general public on veterinary or closely related matters per topic.
- 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 a tribunal member on a council inquiry body or any other 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.
- 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.

- 5.11 Five (5) points are allocated for a promoter of a Masters degree on completion of a student's Masters dissertation.
- 5.12 Ten (10) points are allocated for a promoter of a PhD degree on completion of the student's PhD thesis.
- 5.13 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 6 or higher qualification registered on the National Qualifications Framework not related to veterinary work. Provided that proof of enrolment and further information as required be submitted to council together with the annual summary referred to in [regulation 8.2](#); and
  - (b) the 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.
- 5.14 Veterinarians 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 veterinary or para-veterinary 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 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 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 per hour or part thereof for the first two hours, thereafter additional points are allocated per completed hour of formal lectures and/or practical demonstrations of any non-veterinary course attended to improve personal and/or managerial skills that will assist in providing better service in the veterinarian's related field of work with a maximum of ten (10) 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](#).

**7. Level of participation.**—All veterinary professionals who practice shall participate in CPD activities commensurate with the requirements to at least maintain contemporary expertise in the relevant veterinary profession and speciality of registration.

**8. Recording of CPD**

- 8.1 All 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 A summary of all activities is to be submitted on an annual basis to the council on a form that is obtainable from the registrar for this purpose when payment of the annual maintenance fee is due.
- 8.3 All records required in terms of these regulations shall be retained for a period of five (5) years.
- 8.4 The form is the only data required of veterinary professionals. It should be duly completed so that it accurately reflects a veterinary professional's CPD activities for the three-year cycle just completed.
- 8.5 The form is the record that needs to be submitted should the veterinary professional be selected in the randomly selected audits.
- 8.6 An individual drawn in the audit may submit the data and copies of CPD certificates to the South African Veterinary Council by hand delivery, post, fax, and/or electronic mail.
- 8.7 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 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 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 veterinary professional deferment for period determined by council;
- (b) require the veterinary professional to follow a remedial programme of continued education and training as specified by the council;
- (c) require the veterinary professional to write an examination as determined by the council; or
- (d) remove the veterinary professional's name from the relevant register.