

Circular 9/2024

**TO: NATIONAL DEPARTMENT OF HEALTH
PROVINCIAL DEPARTMENTS OF HEALTH
PRIVATE HEALTH PROVIDERS
NURSE PRACTITIONERS
ALL STAKEHOLDERS**

SUBJECT: PROCEDURE FOR PAYMENTS MADE BY INDIVIDUAL NURSE PRACTITIONERS

1. PURPOSE

1.1. The purpose of this communicate is to outline the process which should be followed when making payments to the South African Nursing Council.

2. BACKGROUND AND PROCEDURE

2.1 The South African Nursing Council uses its Reference Deposit Account for payment of Fees and Fines payable by its clients. The reference consists of two parts:

2.1.1 **Your SANC membership number (8 digits)** – which is used to identify the person who is making the payment.

2.1.2 **A payment type code (7 CAPITAL LETTERS – refer to 2.2. in this Circular)** written immediately after the SANC membership number – which is used to identify what is the payment for.

2.1.3 The example below is how a correct reference will thus look like when making annual fee payment to the SANC:

12345678ANLFEEES

In the above example, '12345678' is the SANC membership number and 'ANLFEEES' is the payment type code. **The reference is always 15 characters long.**

PLEASE NOTE: the above reference is only an example, and it must not be used for making any payment. Nurse Practitioners must use their own SANC reference number as the account number and use the appropriate payment type code.



Cecilia Makiwane Building,
602 Pretorius Street, Arcadia, Pretoria 0083
Private Bag X132, Pretoria 0001,
Republic of South Africa



Tel: 012 420 1000
Fax: 012 343 5400
SANC Fraud Hotline: 0800 20 12 16



website: www.sanc.co.za

2.1.4 The reference mentioned above should be quoted under beneficiary/recipient/target reference when making payment (**not under 'my reference'**).

2.2 Listed in the table below are all the payment type codes that are used by **INDIVIDUALS** when making payments to the South African Nursing Council:

Section of the Regulations	Payment Type Code	To be used for paying for:
7(1)(a)	ADGUILT	Admission of guilt fines
2(1)(c)	ANLFEEES	Annual Fees
2(1)(g)	APPFEEES	Application Fees (foreign applications)
2(1)(k)	CETSFEE	Certificate of Status Fee
2(1)(l)	DUPCFEE	Replacement Certificate Fee
2(1)(m)	EXAMFEE	Examination Fees (foreign application exams)
2(1)(n)	EXTRFEE	Extract Fees (extract from the register)
2(1)(q)	LATEFEE	Late Entry Fees (foreign exam applicants)
2(1)(s)	ADDQUAL	Registration Fees (additional qualifications)
2(1)(t)	ASSESSR	Registration Fees (assessors, moderators, verifiers)
2(1)(v)	REGFPRA	Registration Fees (practitioners)
2(1)(x)	REMAFEE	Remarking Fees (exams)
2(1)(y) 2(1)(z)	RESTFEE	Restoration Fees
2(1)(aa)	TRANFEE	Transcript of Training Fees
2(1)(b)	VERIFEE	Verification Fees
	SALEDDS	Purchasing of Distinguishing Devices
	PRINMAT	Purchasing of Printed Matter (Nursing Act, regulations, etc.)
	POSTAGE	Postage
	COURAPC	Courier Fee for delivery of Annual Practising Certificate
	OTHRFEE	Other fees or payments (not mentioned above)

3. SANC BANKING DETAILS

The SANC bank account has been masked in most major banks which means it is now listed as a public beneficiary when making an electronic funds transfer (EFT). The process is to-choose the South African Nursing Council under the public beneficiaries list.

COUNCIL BANK DETAILS

Bank Name: First National Bank
Branch Name: Corporate Core Banking – Pretoria
Branch Code: 253145
Account Name: SA Nursing Council No 2 Account
Account Number: 514 211 86 193

4. IMPLICATION

- 4.1 The contents of this communique should be brought to the attention of all Nurse Practitioners in all health establishments.
- 4.2 Nursing Education Institutions should refer to **Circular 15/2022** for their payment procedure.
- 4.3 For further information in respect of this communique, kindly contact Mr B Manganyi, Acting Manager: Revenue Collections and Sales at bmanganyi@sanc.co.za or Tel: 012 420 1081.



**PROF NG MTSHALI
REGISTRAR AND CEO
SOUTH AFRICAN NURSING COUNCIL**

DATE: 03 JULY 2024