



REPUBLIC OF NAMIBIA

MINISTRY OF FINANCE

Tel 061 2092036

Private Bag 13295
WINDHOEK

24 November 2017

TO: ALL HEALTH CARE SERVICE PROVIDERS

SUBJECT: PSEMAS NEW CONTRACT

The Ministry of Finance has acknowledged that some Health Care Service Providers are struggling to obtain certain required documents and NAMAFA registration. Therefore, the Ministry would like to give the following directives:

1. Current PSEMAS Health Care Service Providers who wish to be contracted-in but did not manage to obtain the required documents or registered with NAMAFA before the deadline will still be able to continue providing services to PSEMAS members and dependents and their claims will be honored accordingly. Health Care Service Providers will then have until **31 March 2018** to complete the exercise, after which we expect that all new contracts will be in place.
2. The current contract will be extended till 31 March 2018 with all conditions remaining the same as for 2017/18 Financial Year. This is also applicable to Health Care Service Providers who wish to be contracted in with PSEMAS and have signed the new contract.
3. On the challenges raised with regard to the completing of Annexure A1 and A2 of the reviewed contract the directives are as follow:
 - 3.1 Healthcare Service Providers practicing individually, such as an anesthetist, must complete Annexure A1. Healthcare Service Providers practicing, for example in partnership, pharmacies and hospitals must complete Annexure A2.
 - 3.2 Healthcare Service Providers should disregard the required documentary proof under clause 8 of Annexure A2, item 4.6 in the table. It is a duplication of 4.12.
 - 3.3 Proof of contractual capacity is required for companies and trusts where the shareholders or trustees must give permission for the entity to be bound.
 - 3.4 Proof of registrations under section 22A of the Medicines and Related Substances Control Act, 1965 (Act no. 101 of 1965) must be submitted by dispensing doctors and nurses.
 - 3.5 The required documentary proof under clause 4.5 and 4.7 on Annexure A1 can be disregarded as an individual is unable to submit those documents.

4. For Health Care Service Providers who have difficulties in presenting the indemnity insurance at time of application, they should contact Ms Ailly Titus the Director Administration at 061 209 2036.
5. If there are any further impediments to completing the application form kindly invoke clause 10.4 of the PSEMAS Standard Terms and Conditions by submitting a written letter of explanation stating reasons for failure to comply with the terms and conditions to the Ministry with your application form and documentary proof.
6. Kindly submit your completed application form and documentary proof to the Ministry of Finance Fiscus building, Medical Aid Division, ground floor. Enquiries should be made to the following officials.

PETRINA UUSIKU 061 209 2532 Petrina.Uusiku@mof.gov.na MEDICAL ACT 10 OF 2004	ANNA NJAMBALI 061 209 2849 Anna.Njambali@mof.gov.na PHAMACEUTICAL ACT 9 OF 2004
RAYNETTE MARKUS 061 209 2629 Raynette.Markus@mof.gov.na ALLIED ACT 10 OF 2004	SHIRLEY GILLE 061 209 2329 Shirley.Gille@mof.gov.na DENTAL ACT 10 OF 2004
DAVID SIMSOM 061 209 2706 David.Simson@mof.gov.na SOCIAL WORK AND SOCIAL WELFARE PSYCHOLOGY ACT 6 OF 2004 NURSING ACT 8 OF 2004	ENGELA OXURUS 061 209 2558 Engela.Oxurus@mof.gov.na HOSPITALS ACT 06 OF 1994 AMBULANCE & EMERGENCY

Yours sincerely,




ERICA B SHAFUDAH
PERMANENT SECRETARY