CIRCULAR

Reference:	2016 Administrator Workshop
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Circular 18 of 2016: Administrator Workshop on annual returns

The Council for Medical Schemes (CMS) will be conducting a workshop to parties affected by changes made to our online statutory tools during March 2016. This workshop will inter alia, introduce the proposed auditor accreditation standards and revised approval process, cover the changes to the annual return, financial statements, discuss problem areas identified during the previous annual and quarterly return analysis processes, and address concerns raised by the users of these returns.

The workshop will be held at the CMS offices in Centurion on 18 March 2016 from 09h30 – 12h00.

Attendance is free of charge.

The workshop will be particularly beneficial to those responsible for preparing, completing and submitting returns. All schemes/administrator users are encouraged to attend.

Please confirm your attendance by completing the online registration form before Friday, 11 March 2016.

Kind regards

Tebogo Maziya
General Manager: Financial Supervision Unit
Council for Medical Schemes

AGENDA

ADMINISTRATOR WORKSHOP

18 MARCH 2016

Duration	Topic
09h30 – 10h00	**Tea / registration**
10h00 – 10h05	Workshop objectives
10h05 – 11h00	Proposed auditor accreditation standards and approval
11h00 – 11h15	Annual returns - financial sections
11h15 – 11h30	Quarterly returns - financial sections
11h30 – 12h00	Real time monitoring system
12h00	**Lunch**