CIRCULAR
FOR RELEASE ON
2014/08/13

Reference	:	Quarterly Returns for 2014
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Date	:	2014/08/13

CIRCULAR 36 OF 2014: QUARTERLY STATUTORY RETURNS FOR THE PERIOD ENDING 30 JUNE 2014

The Office of the Registrar would like to inform all Principal Officers and statutory return users of the 2014 quarterly statutory return that the online program will be available on our website from 13 August 2014 for submission of Quarter 2 of 2014 (www.medicalschemes.com).

The following signed documentation must be physically submitted to the Office by no later than 12 September 2014 to ensure a complete submission:

- Two (2) quarterly return documents – indicating "Final DD/MM/YYYY";
- Two (2) sets of monthly management accounts; and
- Detailed investment schedules, including a breakdown of all the underlying assets per institution. Please also refer to Circular 7 of 2005 in this regard.

Circular 27 of 2014 refers -Schemes should notify the Office of any changes in Part 1 when they take place.

Scheme will be given 3 weeks from date of going live in which to verify/request changes to Part 1. The deadline for Part 1 changes for the second quarter of 2014 is 03 September 2014.

The Principal Officer, Chairperson, and one other trustee signatory in terms of section 39 of the Medical Schemes Act 131 of 1998 (Act) must sign these documents. The investment schedules should be signed off by the Principal Officer. Please note that the Office will regard the submission of the 2014 quarterly statutory return documentation as incomplete if any of the documents are not signed as required.

Your attention is drawn to the provisions of Section 66(3) of the Act in terms of which any medical scheme which fails to furnish the Registrar of Medical Schemes with the prescribed documentation shall be liable to a penalty of R1 000.00 (one thousand Rand) for every day on which the failure to comply continues.

Your cooperation will be highly appreciated.

Tebogo Maziya
Head: Financial Supervision Unit
Council for Medical Schemes