



Reference: Auditor approvals
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Circular 36 of 2018: Auditor approvals

The Council for Medical Schemes (CMS) would like to inform all medical schemes that applications for auditor approvals for the 2018 financial year are open on the CMS website (www.medicalschemes.com).

The names of all authorised auditors and IFRS advisors for the 2018 financial period will be published on the CMS website.

1. Confirmation of medical scheme users

1.1 Given the regular rotation of users in schemes, the CMS needs to ensure that users accessing the system are authorised to do so by the relevant schemes.

2. Username and passwords for scheme users

2.1 The statutory return users will not be required to register again on the online system, as the username and passwords used to access statutory return will allow users to access the authorisation portal as well.

2.2 All new scheme users should register on the Statutory Returns portal on the CMS website by making use of the registration function on the login screen. Usernames and passwords will be e-mailed to registered users after they have been approved by the scheme user administrator.

3. Submission requirements:

Please note that applications should be completed online, and all documents must be physically delivered to the CMS before the due date, in order to ensure a complete submission.

The following documents must be submitted:

- 3.1 Signed completed online application form;
- 3.2 Signed letter of acknowledgement of a nominated concurrent review partner where an auditor has been authorised with a condition to make use of an authorised concurrent review partner with medical scheme experience.
- 3.3 Where applicable, the required reports in terms of Section 36(5)(c); and
- 3.4 Annual General Meeting (AGM) minutes/an extract from the AGM minutes or Board of Trustees (BoT) resolution (in terms of the scheme rules).

The deadline for submission of applications is **31 August 2018**. Your attention is drawn to the provisions of Section 66(3) of the Medical Schemes Act, 131 of 1998 (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 400 (one thousand four hundred rands) calculated daily for as long as the scheme fails to comply.

Your cooperation will be highly appreciated.



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