



## CIRCULAR

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Reference : Standard Guidelines  
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### **CIRCULAR 40 OF 2013: STANDARD GUIDELINES ON FORMAT OF BUSINESS PLANS FOR REGISTRATION OF A NEW MEDICAL SCHEME, NEW/ RESTRUCTURED BENEFIT OPTIONS, REGULATION 29, AMALGAMATIONS, REINSURANCE AND STANDARD MANAGEMENT ACCOUNTS**

The Council for Medical Schemes (CMS) would like to express its appreciation to the industry for making use of the following standard guidelines when preparing submissions to the CMS:

- Guideline for the preparation of a business plan pursuant to an application for the registration of a new medical scheme;
- Guideline for the preparation of a business plan pursuant to an application for a new/ restructured benefit option;
- Guideline for the preparation of a business plan where a medical scheme is not meeting the statutory solvency requirements in terms of Regulation 29;
- Guideline for the preparation of a business plan pursuant to an application for the amalgamation of schemes;
- Guideline for the preparation of a business plan pursuant to an application for reinsurance in terms of Section 20 of the Medical Schemes Act 131 of 1998 (Act); and
- Guideline on Standard Management Accounts.

The CMS is in the process of reviewing these guidelines, which are currently published on our website [www.medicalschemes.com](http://www.medicalschemes.com) under:

- [Standard Guideline for the preparation of a business plan pursuant to an application for a new medical scheme;](#)
- [Standard Guideline for the preparation of a business plan pursuant to an application for a new/ restructured benefit option;](#)
- [Standard Guidelines for the preparation of a business plan where a medical scheme is not meeting the statutory solvency requirements as per Regulation 29;](#)
- [Standard Guidelines for the preparation of a business plan pursuant to an application for an amalgamation of schemes;](#)
- [Guideline to trustees for submission of reinsurance contracts;](#)
- [Standard Management Accounts.](#)

All medical schemes and other interested parties are kindly requested to provide the CMS with comments and suggestions in respect of these guidelines on or before 31 October 2013 to [k.mahobye@medicalschemes.com](mailto:k.mahobye@medicalschemes.com) or alternatively send a fax to (012) 431 0665.

Your input will be highly appreciated.



Kind Regards

**TEBOGO MAZIYA**  
**HEAD: FINANCIAL SUPERVISION UNIT**  
**COUNCIL FOR MEDICAL SCHEMES**