



Reference: Quarterly Returns for 2015  
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## **CIRCULAR 64 OF 2015: QUARTERLY STATUTORY RETURNS FOR THE PERIOD ENDING 30 SEPTEMBER 2015**

The Council for Medical Schemes (CMS) would like to inform all Principal Officers and users of the 2015 quarterly statutory return that the online program will be available on our website from 15 October 2015 for the submission of Quarter 3 of 2015 ([www.medicalschemes.com](http://www.medicalschemes.com)).

The following signed documentation must be physically submitted to the CMS by no later than 13 November 2015 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. The detailed investment schedules must reconcile back to the third party investment statements; copies of which must also be included in the submission. Please also refer to Circular 7 of 2005 in this regard.

Circular 27 of 2014 refers - Schemes should notify the CMS of any changes in Part 1 when they take place. Schemes 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 third quarter of 2015 is 6 November 2015.

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 CMS will regard the submission of the 2015 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.



**Julindi Scheepers**  
**Acting General Manager: Financial Supervision Unit**  
**Council for Medical Schemes**