



CIRCULAR

FOR RELEASE ON
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Reference : Notification by schemes of dates for the holding of medical scheme meetings and elections

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CIRCULAR 7 OF 2012: SCHEMES NOTIFICATION OF DATES FOR THE HOLDING OF SCHEME MEETINGS AND ELECTIONS.

BACKGROUND

One of the functions of the Council for Medical Schemes (CMS) is to protect the interests of the beneficiaries at all times. To this end CMS is enjoined to monitor whether or not medical schemes comply with their rules and/ or the provisions of the Medical Schemes Act, 131 of 1998 (MSA) and/ or other legislation relating to medical schemes.

PURPOSE OF THE CIRCULAR

This circular serves to remind schemes of the provisions of Circular 18 of 2011 issued on the 24 May 2011 and which remains effective unless it is terminated by the CMS.

The Office of the Registrar would like to remind all Principal officers and BoT members to notify the CMS in writing (20 days before convening a meeting in terms of the rules) of a date and venue on which they intend to hold an Annual General Meeting or Special General Meeting.

The notification shall-

- a. state the date and venue on which the meeting is to be held;
- b. contain a framework, with a timeline illustrating adherence to the notice periods stipulated in rules of a medical scheme, that the medical scheme shall follow to convene and hold a meeting;
- c. state measures that a scheme intends to put in place to protect and secure the venue on the day of the meeting; and
- d. Contain a budget estimate that a medical scheme plans to expend in the holding of the meeting.

All medical schemes shall provide CMS with a copy of the notification as well as a meeting pack for such AGM or SGM that each medical scheme sends to its members. We encourage schemes to, where applicable rotate venues where they hold their AGM's or SGM's, to choose dates and times that will promote greater participation by members in scheme meetings.

In regard to medical schemes that have already held their meetings and or elections for 2012, or have commenced convening their AGMs or SGMs or calling for elections, this circular shall equally apply.



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