



Principal Officers
Board of Trustees
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Ref: REF Submission dates 2010
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Date: 17 May 2010

CIRCULAR NO 19 OF 2010

REF SUBMISSION DATES FOR 2010

Period	Period Ended	Date the grids will be sent out	Deadline for REF Submissions*
Quarter 1 of 2010	31 Mar 10	16 Jul 10	23 Jul 10
Quarter 2 of 2010	30 Jun 10	17 Sep 10	27 Sep 10
Quarter 3 of 2010	30 Sep 10	12 Nov 10	26 Nov 10
Quarter 4 of 2010	31 Dec 10	18 Feb 11	04 Mar 11

* (The due date is for the electronic submission of returns on the website, only one signed hard copy must be submitted to the office within one week)

Please note that the grids must be completed in accordance with **Version 5** of the guidelines for the identification of beneficiaries with REF risk factors, available on our website (www.medicalschemes.com).

Special care must be exercised to precisely follow the instructions relating to the electronic submissions in the e-mails that accompany the REF grid templates that are sent out by the CMS. In particular, the templates sent to schemes must not be modified in any manner; the layout must not be changes.

Kind regards,

Boshoff Steenekamp
REF Project Specialist
Council for Medical Schemes