



COUNCIL FOR MEDICAL SCHEMES

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TO ALL PRINCIPAL OFFICERS, BOARDS OF TRUSTEES OF ALL MEDICAL SCHEMES AND STAKEHOLDERS

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Reference: REF Shadow returns

Date: 22 June 2005

Circular No 24 of 2005

FINAL REF RETURN PLAN FOR 2005

1. Circular no 11 of 2005, available at www.medicalschemes.com, has reference.
2. The submission dates for REF Grid counts and REF grid prevalences for the first quarter returns (January, February, and March 2005) have been postponed to Friday 8 July 2005.
3. The Council IT infrastructure has been upgraded to deal with the additional workload. REF submissions must be completed on the Council website from 4 to 8 July 2005.
 - a. Schemes / administrators must use their existing logon credentials authorised for the completion of the statutory returns.
 - b. After logging on, select the "REF return" and the REF period tick box and click on "OK."
 - c. Select the "Ref Return" tab.
 - d. The return webpage consist of the following parts:
 - Part 1: Gives details of medical scheme and provides for the certification of the return
 - Part 2: Provides a copy of the REF contribution table
 - Part 3.1: Provides a grid to be completed with the *male* count per benefit option
 - Part 3.2: Provides a grid to be completed with the *female* count per benefit option
 - Part 3.3: Is a *calculated* consolidated male and female count per benefit option – schemes must use this to validate the entries in parts 3.1 and 3.2.
 - Part 4.1: Provides a grid to be completed with the *male* prevalence per benefit option

Chairperson: Prof. Nicky Padayachee Vice-Chairperson: Ms Gando Matyumza Chief Executive & Registrar: Patrick Masobe

- Part 4.2: Provides a grid to be completed with the *female* prevalence per benefit option
- Part 4.3: Is a *calculated* consolidated male and female prevalence per benefit option – schemes must use this to validate the entries in parts 3.1 and 3.2.
- Part 5.1: Is a *calculated* consolidated male and female count – schemes must use this to validate the entries in part 3.
- Part 5.2: Is a *calculated* consolidated male and female count – schemes must use this to validate the entries in part 4.

4. The submission dates for the remaining quarters for 2005 are unchanged.

Yours sincerely

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A handwritten signature in black ink, appearing to read 'Patrick Masobe', with a long horizontal flourish extending to the right.

Patrick Masobe
Registrar of Medical Schemes