



Dispensing for Healthcare Professionals 2025

INTRODUCTION

This course is based on the recommended standard for the dispensing course for prescribers in terms of Act 101 of 1965 as amended, which was developed by the South African Pharmacy Council, in consultation with the other statutory health councils. Licensing with the relevant authority as a dispensing healthcare professional can only take place once the certificate is awarded.

WHO SHOULD ENROLL?

This course is targeted at healthcare professionals, who are recognised as authorised prescribers and who are required to be licensed to dispense medicines in terms of regulation 18 of Act 101 of 1965 as amended.

COURSE DESIGN

The Dispensing Course leads to a certificate at NQF level 6. To obtain the certificate a minimum of 30 credits must be obtained. Each credit represents about 10 notional learning hours.

Study units		Total credits
Study unit 1	Professional, ethical and legislative principles of dispensing	5
Study unit 2	Basic pharmaceutical principles	4
Study unit 3	Basic pharmacological principles	4
Study unit 4	Good dispensing practice	7
Study unit 5	Patient counselling	3
Study unit 6	Medicine supply management	7
Total credits		30

Contact sessions: The course consists of four days of lectures and a dispensing practical workshop on the fifth day.

Distance course: The Resource Guide as well as the online summative assessment and requirements for the portfolio of evidence will be available online. Once completed, HSA will schedule the practical exam.

Fees for the course include one assessment to be completed within six months from the date of registration. A resubmission fee will be applicable to all assessments where the learner has been found Not Yet Competent (NYC). After six months the learner will have to pay a re-registration fee to be able to continue with the course.

COURSE CONTENT

This Dispensing Course is designed to enable healthcare professionals to dispense and to ensure the quality use of medicines prescribed to the patient to improve their health status.

At the end of the course the participants will be able to:

- Identify and apply ethical, legal and therapeutic considerations in all facets of dispensing
- evaluate prescriptions and assess the patient profile
- dispense a prescription
- manage the procurement and storage of medicines
- advise patients to ensure quality use of medicines and improve health status.

STUDY MATERIAL

Participants will receive a comprehensive resource guide covering all the study units and supplementary annexures containing additional information which may be required. Learners will also receive an assessment documentation guide, consisting of learning activities, multiple choice and short questions that needs to be completed.

ASSESSMENT

The assessment consists of three parts:

- Compilation of a portfolio of evidence
- Multiple choice and short questions
- Dispensing practical exam

COURSE DATES

Gauteng

27 - 31 Jan

17 - 21 Feb

10 - 14 Mar

7 - 11 Apr

7 - 11 July

4 - 8 August

8 - 12 September

6 - 10 October

5 - 9 May

2 - 6 June

3 - 7 November

1 - 5 December

Cape Town

24 - 28 March

28 Jul - 01 Aug

17 - 21 Nov

Port Elizabeth

24 - 28 Feb

15 - 19 Sept

KwaZulu-Natal

07 - 11 Apr

27 - 31 Oct

East London

24 - 28 March

25 - 29 August

CERTIFICATION

Participants will receive a certificate should they successfully complete the assessment process. This certificate must then be submitted in terms of regulation 18 of Act 101 of 1965, as amended. The course is accredited through SAMA for 30 CPD points.

COST

Workshop based course: R 7 800.00

Distance course: R 4 850.00

The course fee includes all study material, assessments and certification. Study material will be provided as soon as full payment has been received.

REGISTRATION

Please send completed application forms to:

Health Science Academy

Knowledge Park,
173 Mary Street

The Willows,
Lynnwood Ridge
Pretoria, 0040

PO Box 75324,
Lynnwood Ridge, 0040

Tel: 087 821 1109

Fax: 086 502 5191

E-mail: hsaenquiries@healthscience.co.za



Application Form for Healthcare Professional Dispensing Course

Application Form for Healthcare Professional Dispensing Course														
Title														
Surname														
First name/s														
Race			African			White			Indian			Coloured		
Gender			Male				Female							
Identity number														
			Work:						Home:					
Address for correspondence														
Contact numbers			Home:						Cell:					
			Work:						Fax:					
E-mail address														
HP/SANC/MP number														
Date of course (<i>mark one</i>)			Gauteng 27 - 31 Jan 2025 17 – 21 Feb 2025 10 – 14 Mar 2025 7 – 11 Apr 2025 5 – 9 May 2025 2 – 6 June 2025 7 – 11 July 2025 4 – 8 August 2025 8 – 12 September 2025 6 – 10 October 2025 3 – 7 November 2025 1 – 5 December 2025						Cape Town 24 – 28 March 2025 28 Jul – 01 Aug 2025 17 – 21 Nov 2025 East London 24 – 28 March 2025 25 – 29 August 2025 Port Elizabeth 24 – 28 Feb 2025 15 – 19 Sept 2025 KwaZulu-Natal 07 – 11 Apr 2025 27 – 31 Oct 2025					
			How did you hear about Health Science Academy?											
Word of mouth			Advertisement			Internet			Former student			Other (please specify)		
Documents to be attached										<i>HSA official</i>				
Copy of identity document														
Copy of current SANC/HPCSA license to practice														

Course fees and payment details															
Course fees for 2025											R 7 800.00 (Contact)				
Send invoice to <i>(mark one)</i>											R 4 750.00 (Distance)				
Learner				Company											
Name and surname				Name											
Tel				Tel											
Fax				Fax											
E-mail address				E-mail address											
				VAT number if applicable											
Learners are responsible for the full course fee before the start thereof															
Payment method <i>(mark one)</i>															
Bank deposit															
<i>Attach a copy of the deposit slip; use your full name, ID number or HSA number as the payment reference</i>															
Health Science Academy bank details:															
Bank		First National Bank													
Branch code		252045 (Lynnwood)													
Account name		Health Science Academy													
Account number		50631131815													
Credit card															
<i>A credit card payment can only be made when the owner of the card is present in person</i>															
Credit card number															
				Master Card				Visa				Diners Club		Amex	
Credit card budget account <i>(mark applicable)</i>															
6 months								12 months						18 months	
Expiry date								CVV number							
								Last 3 digits on back of card							
Card holder surname and initials						Card holder's signature									
Documents to be attached											<i>HSA official</i>				
Proof of payment															
Signed agreement															
<ul style="list-style-type: none"> • Please complete the application form and sign the agreement below. • Submit the application by fax or email with the application fee of R500.00 (included in the course fee, but not refundable in case of cancellation) • HSA will notify you if your application was successful. • Once the application is approved, the full course fee is immediately payable to HSA. • If not attached to this application, please send a copy of the proof of payment with your name and contact details to Health Science Academy, marked for the attention of 'Dispensing course payment'. • All personal information will only be used for internal or legal purposes. 															
PLEASE NOTE THAT NO APPLICATION FORM WILL BE PROCESSED WITHOUT THESE DOCUMENTS OR WITH INCOMPLETE INFORMATION															
Health Science Academy reserves the right to make changes to courses without prior notification.															

Health Science Academy is a South African Pharmacy Council accredited training provider
 Knowledge Park, 173 Mary Road, The Willows, Pretoria, 0184

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 Tel: 087 821 1109 | Fax: 086 502 5191

hsaenquiries@healthscience.co.za | www.hsa.co.za



I, the undersigned _____ declare that this application constitutes a binding agreement upon the terms set out herein between myself and Health Science Academy.

I understand that it is my responsibility to notify Health Science Academy within 30 days if there have been any changes in my personal information.

I agree to the above terms and conditions, including payments due, that govern my application and I agree to be bound by them.

In the case of being assessed Not Yet Competent, I understand that I will need to be re-assessed until I am deemed competent. Re-assessment fees will be payable at the current Health Science Academy rate. Re-registration fees are applicable after 10 months.

The fees are not refundable. If I do not attempt the assessment for any reason within the allotted time period other than illness (supported by a doctor's certificate), a re-registration fee will be applicable.

HSA undertakes to collect and process your personal information in accordance with the requirements of the Protection of Personal Information Act, 4 of 2013.

Signature of applicant

Date

Witness

Witness