

# **SAOPA 2019 AGM**

## **DRAFT MINUTES**

**Venue:** Discovery Group, 1 Discovery Place, Sandhurst, Sandton, 2196

**Date:** Friday, 13 September 2019

**Time:** 15:30 – 17:30

### **1. Welcome**

The Chairperson welcomed all the members present to the 2019 Annual General Meeting.

The Chairperson asked members to indicate by show of hands whether they agreed that the meeting should be a closed meeting and that only paid up SAOPA members were to attend the AGM. Members were in all in agreement.

It was confirmed by head count that there was a quorum present for the meeting.

### **2. Apologies**

Francois Ras

### **3. Joys and Sorrows**

A moment of silence was observed in remembrance of colleagues who passed on.

### **4. Declaration of Interest**

Mike Barkley	Director of Prosthetic Solutions
Carla Potgieter	Member of Orthopaedic Suppliers
Jayson Chin	Director Ergonomics Direct
Silas Gidza	Interest in Sanbonani
Craig Lishman	Interest in Orthopaedic Suppliers
Francois Swanepoel	Ossur
Jeanika Wiid	Ossur
Ettiene Schutze	Ossur
Riaan Knight	Master Care
Arno v/d Westhuizen	Orthopaedic Suppliers

**5. Attendance Register**

The attendance register was signed by all attendees.

**6. Finalisation of agenda**

No changes or additions were proposed.

**7. Minutes of previous meeting**

Minutes from the previous annual general meeting was proposed and accepted by Kirsten Gibson and seconded by Jayson Chin.

**8. Matters arising from previous minutes****8.1. Governance structures and COO appointment**

Matter to be discussed alongside motions at point 10.

**8.2. SAOPA website, membership system and communication**

The Chairperson briefly provided a background to the agenda point. It was noted that SAOPA was left with no alternative than to source alternative service providers to maintain and redevelop the SAOPA website and member portal. It was decided to move the service to Aptfin.

**8.3. CFP Brokers**

The executive office felt it was necessary to review the current offering to the SAOPA Members by CFP Brokers. This matter has not been concluded and updates will be communicated to members.

**8.4. Coding project**

Matter to be discussed on the second day of the conference during a dedicated session.

**9. Portfolio Reports****9.1. Chairperson**

The Chairperson provided feedback on the following matters:

## Coding

The work and stakeholder engagements that commenced in 2018, was continued in 2019.

During an industry meeting, it was decided to establish two working groups: one for Orthotic and Prosthetic Products, and one for Professional Services. The groups would be comprised of representatives from the various stakeholder groupings that could drive the process towards implementing an appropriate coding structure.

However, prior to these two working groups initiation engagements, there was a breakdown in confidence within the SAOPA executive committee about the process and hence it was postponed. Further engagements with the different funders was undertaken and ultimately a mutual realisation that a blanket approach is not possible was shared.

These events directly resulted in a need for modification of the mandates given by membership. A special general meeting was arranged and took place at the Birchwood conference centre on the 19<sup>th</sup> of April 2019. A presentation followed by a lively interactive discussion ended in both resolutions being adopted unanimously, meaning that the SAOPA Exco was mandated unequivocally to proceed with the processes of engagement, setting of milestones and finalisation of a coding structure for professional services provided by Orthotists and Prosthetists.

It is an ongoing, dynamic process whereby the different facets of each process are approached with the assistance and guidance of experts in collaboration with each of the stakeholders. Although extensive efforts and contributions are still to be made, the following can be noted:

- A date where the funding industry will only accept NAPPI codes for claims of devices/components/items has yet to be set/agreed upon
- 0201 usage for processing of Orthotic and Prosthetic claims is not automatically subjected to the rules currently applied or associated with it. These are still to be concluded with the individual funders and administrators
- Practitioners are encouraged to make use of NAPPI codes where available in conjunction with the relevant appropriate professional and procedure codes as per the guide on the membership website

The categorising and scheduling of devices are based on the *Interbor* system and will reflect as such in the billing guidelines and rules. The NAPPI advisory board is yet to announce the

protocols to be adopted for the listing of raw materials and individual serviceable components. Negotiations are continuing.

Round table discussions with members has been launched to give practitioners an opportunity to discuss coding issues and challenges in smaller groups. It has proved to be rather valuable and will continue a regular basis.

### **Funder engagements**

The bulk of the past year's engagements with funders and administrators evolved around the challenges of the coding review and the understanding of each's unique needs with relation to amongst others, system requirements, impact on benefit design and overall challenges and changes in claims handling.

An increase in peer review requests and guidance in general for Orthotic and Prosthetic service provision has been received. A strategy of a suggested approach has been drafted in conjunction with our legal consultants and presented to the funders. Details will be discussed in the upcoming funder engagements. The document is available on the membership system.

PMB's remains high on the agenda and we have advised and assisted several members in this regard. General claims submission rejections from membership is currently handled on a case by case basis. Formulation of billing guidelines and rules from these examples has been valuable. Members are encouraged to inform the SAOPA office of rejections by funders and administrators most notably those relating to professional and procedure codes.

The integration of PMB treatment protocols and guidelines is a parallel process and runs alongside the review and restructuring of the coding process.

Engagements with the Compensation Commissioner is scheduled for the week after die AGM whereby the concerns regarding medical tariffs and proposals for the COIDA medical tariffs for 2019-2020 will be discussed. The first phase of their technical migration of the resuscitated ROE system is set to take effect in September.

**Membership**

Membership numbers remained constant in comparison with last year. As at 12 September 2019, of the 238 applicants (compared to 232 previous year) that accepted the terms and conditions, 210 are paid-up. The membership system and its associated functions has proved its value by amongst others, the benefits offered to members in the different categories empowering and enriching their independent practice management systems. The executive committee is constantly investigating opportunities to enhance membership benefits and grow membership and will continue to do so. It has recognised the need to supplement membership income by deriving additional funds from service offerings to industry at large.

**Constitution**

Our initial engagements with Jenny Philips to assist and review the constitution with the necessary amendments has unfortunately not yielded the desired outcome. Consequently, the review process necessitated a decision by the executive committee to start the process from scratch. Esmé Prins from Healthcare Navigator has been identified to assist with the process. A preliminary engagement has taken place to identify the way forward in concluding this fundamental issue. It has been suggested that as the process unfolds and the information becomes available it would be circulated to membership via electronic means for review, comment and finally adoption at a suitable forum.

**Financials**

Refer to the treasurer report done by Rupert Nagel

**Administration and consultants**

On the back of an executive committee workshop held in the last quarter of 2018 and to align with good governance, a decision was taken to frequently assess the value proposition offered by service providers and consultants. Collaborative discussions followed and options were considered. A separation of the secretariat and administration functions from the membership system maintenance and associated functions were to be made. Essentially, ProfNet Medical remained responsible for the membership system and the integrated bookkeeping function, whilst the general and clinical administration requirements were to be maintained by Clinical Governance Services. The review, restructuring and implementation of the coding remained a separate process, independent of these functions.

Whilst the changes took effect on the 1<sup>st</sup> of February 2019 continued interaction and engagements as required operationally

Consulting and guidance by, amongst others, Healthcare Navigator and Elsabé Klink & Associates were contracted for services that required specialist input. Although not exhaustive, it included drafting of submissions, consultations, and facilitation of workshops.

### **General**

The Department of Health has published its revised National Health Insurance Bill on the 8<sup>th</sup> of August 2019. It is open for public comment until mi

The Occupational Therapy, Medical Orthotics and Prosthetics and Arts Therapy board at the HPCSA has volunteered to participate in the MoL (Maintenance of Licensure) pilot project. It states the purpose of this project to address and enhance the existing CPD requirements. A presentation made to the SAOPA executive about the matter has left many more questions than answers. A feedback submission was provided to the HPCSA and we are awaiting a response. The submission document is available on the Membership System.

In the absence of a South African coding standards authority, The Private Health Information Standards Committee (PHISC) embarked on a process to develop new standards and guidelines and, where necessary, to review and update existing ICD-10 standards and guidelines. During this process, the need for development of coding standards and guidelines for rehabilitation and outpatients were identified. SAOPA has been participating in this project since July.

### **9.2. Treasurer**

Financial Report feedback was given by Rupert Nagel on 1 March – 31 December 2018 financials, the Bloemfontein Congress was well attended and yielded a profit for the association.

As per the treasurer report expenditure incurred this year mainly consisted of the fixed costs related to monthly retainers and SLA's.

The SAOPA office is in die process of reviewing the MPI benefits and the value proposition offered to members. A revised budget with suggested membership fees will be made available to membership before the end of October 2019 once the proposals has been received and reviewed.

### **9.3. Congress feedback**

Congress feedback was given by Adrian Singh, Adrian Singh was one of the individuals who formed a part of the organising committee who organized the SAOPA AGM & CPD Event in 2019.

### **9.4. CPD**

CPD Report feedback was given by Marius Moolman, SAOPA reviewed and approved 12 applications for the year of 2019. It was made clear by the HPCSA that no CPD points may be allocated when attending an AGM.

## **10. Motions Received**

### **10.1. SAOPA Executive Office**

To establish a SAOPA Executive office that will employ a registered MOP on a part-time basis. Currently SAOPA is dependent upon the willingness of and the commitment by elected members of the Executive Committee to perform various functions. This is not feasible, given that: Industry developments require a significant time commitment to attend meetings and respond to documents, All Executive Committee members are in full-time private practice that require their attention; and It is not possible for Executive Committee members to stay abreast of all industry developments and represent the MOP profession fully.

**Proposed – Marius Moolman and Adrian Singh**

**Seconded – All in motion**

### **10.2. Non-Executive Board**

To establish a SAOPA non-Executive Board to replace the current Executive Committee. The non-Executive Board will be structured as follows; Five MOP's in full-time private practice, One public sector representative, One non-practicing representative, One academic representative, One ISPO representative. All Board members must be duly registered as MOP's with the HPCSA and fully paid-up SAOPA members.

**Proposed – Marius Moolman and Adrian Singh**

**Seconded – All in motion**

## **11. Election of Office Bearers**

Nominees for re-election/election:

- Adrian Singh
- Allan Oates
- Bradley Beckerleg
- Carla Potgieter
- Darryl Grobbelaar
- Grant Monaghan
- Jayson Chin
- Marissa Nel
- Marius Moolman\*
- Mike Barkley
- Polycapus Madihlaba
- Rowan Berkowitz

Elected Board Members:

- Adrian Singh
- Allan Oates
- Bradley Beckerleg
- Carla Potgieter
- Darryl Grobbelaar
- Grant Monaghan
- Jayson Chin
- Mike Barkley
- Rowan Berkowitz

## **12. General business**

### **12.1. 2020 Conference**

Conference to be held in Cape Town on the 12 – 14<sup>th</sup> of September 2020

## **13. Closure**

The AGM Meeting closed at 17:30