

# OTASA

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# ANNUAL

# REPORT

## 2021 - 2022

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[www.otasa.org.za](http://www.otasa.org.za)



Occupational Therapy Association of South Africa

## About OTASA

The Occupational Therapy Association of South Africa (OTASA) is a non-profit professional association representing the interests of Occupational Therapists, Occupational Therapy Technicians/Assistants and Occupational Therapy students across South Africa. OTASA supports, promotes and represents the profession of Occupational Therapy (OT) as a key element of health service provision in South Africa and positions itself as an integral, evidence-based and relevant force meeting society's health and occupational needs in partnership with key stakeholders and the public. For more information about Occupational Therapy, visit [www.otasa.org.za](http://www.otasa.org.za)

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## VISION

By 2022, we envisage occupational therapy as an integral, evidence-informed and relevant force meeting society's occupational needs in partnership with key stakeholders and the public.

## MISSION

The Occupational Therapy Association of South Africa (OTASA) is the professional association that advances the dynamic growth of quality occupational therapy with a focus on occupation and a distinct South African identity.

## OTASA VALUES

### DOING IT

	<b>WE:</b>
<b>Diversity</b>	are connected in diversity
<b>Occupation-based</b>	rooted in occupation
<b>Inclusive</b>	stand together
<b>Networking</b>	network to recognize where change is needed
<b>Grounded</b>	are grounded in South African identity
<b>Innovative</b>	find new solutions
<b>Transformative</b>	are proactively moving with the times

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## **1. PRESIDENT REPORT**

This report focusses on the conclusion of the strategic plan 2018 – 2022. In reviewing this strategy and its outcomes, it is good to note that OTASA has achieved most of its goals, set for the past five years. For the last year in review, core focus has been on corporate governance and advocacy. This annual report reviews the key measures for the OTASA Strategic Plan 2018 – 2022 to give a credible account on how well the strategic objectives were achieved.

### **GOAL 1: Grow membership**

The OTASA Financial Officer set up a system to successfully follow-up on 547 unpaid members. OTASA has 244 new members with 144 cancelled memberships and a final membership count of 2 804. Work is ongoing to separate the membership database and financial system from each other. Eventually, the database will need to be updated and synchronised with financial data for accurate membership statistics.

### **Key measure 1- 5 Membership profile**

OTASA as a member-based association did not successfully tap into the general Occupational Therapy market. The 2 804 membership number (excluding students) represents 35% of the overall HPCSA registered practitioners in South Africa.

### **Membership satisfaction**

The targeted membership satisfaction percentage was 75% and overall satisfaction reached in the reporting period was 73%. In particular, cost of membership, receiving value and efficiency regarding members related queries were concerns raised. Despite this feedback, 86% of members reported that they wish to remain with OTASA. A new Complaints email was created for expedition of matters, brought to the attention of the President and COO. OTASA Exco is also looking into varied payment methods, discounts and clearer benefits of membership to the association.

### **Social media presence**

The OTASA virtual platform allowed an effective opportunity for member and non-member participation. OTASA webinars also attracted health professionals from other professions allowing for the brand image and awareness of OTASA. Of note, was the 10.2% increase in followers on Facebook and a 6% increase in followers on Instagram. As OTASA Branch

activities did not reflect on the OTASA social media platform, this remains as opportunities in the future.

## **GOAL 2: Advocacy and Representation**

### **Key measure 1: Position Papers**

Position papers were either in review or completed as indicated in the feedback on Council Directives. In the past year there was a request for a position paper on long COVID-19. The progress is noted below.

**Table 1: Progress on Position Papers**

Occupational Therapy in Neonates	SAJOT publication
Occupational Therapy in Child and Adolescent Mental Health	For 2 <sup>nd</sup> review
Gender based violence	For 1 <sup>st</sup> review
Substance Abuse	For 1 <sup>st</sup> review
OT wellness	For 1 <sup>st</sup> review
Decolonisation	For 1 <sup>st</sup> review
Long COVID	To action

### **Key measure 2: Policy Documents**

OTASA participated in the review of key policies on standards of service, the OHSC District and Hospital draft tools, Training Manual: Disability Management for Social Assistance Purposes, Basic Education Laws – Amendment Bill and other health and disability related matters.

### **Key measure 3: Packages of Care**

Standards of Occupational Therapy Service have been developed and will be aligned to the HPCSA standards of practice.

### **Key measure 4: OTT Task Team**

OTASA met with OTT representatives across the various provinces and created a national working group. This, unfortunately has not translated into association membership.

### **Key measure 5: Scope of Practice**

OTASA submitted inputs to the scope of practice through the public consultation process. This has been signed by the Minister and gazetted for public comment. We are waiting for the document to be promulgated and published in its final form in the gazette.

**Key measure 6: Advocacy strategy**

Whilst OTASA participated in various advocacy platforms, it does not yet have in place an Advocacy Strategy.

**GOAL 3: Enhance Communications and Public Relations****Key measure 1: Communication and Public Relations Strategy**

OTASA had consultations with communication and public relations practitioners. The Vice President for Marketing has implemented the suggested strategy with noted success. OTASA also participated in the Interprofessional Indaba meetings, enhancing advocacy efforts for rehabilitation with other professional associations/societies on a number of platforms.

**Key measure 2: Mentoring Program**

OTASA held a number of webinars and engagements with novice OTs. Currently EXCO is exploring a mentorship strategy, following international engagements with other OT Associations, that may be suitable for the diverse needs of our practitioners.

**Key measure 3: Website**

The OTASA website was re-created and launched in December 2021 and currently takes into account the advice from public relations experts.

**Key measure 4: Marketing Plan**

OTASA has an established marketing plan with an internal funding system through adverts and webinars.

**Key measure 5: Member satisfaction survey**

This is concluded annually and for the reporting period, a key issue was the responsiveness of the OTASA Office, on member related matters. This is being addressed with the streamlining of processes, following the hiring of more office staff.

**GOAL 4: Sound Corporate and Operational Governance****Key measure 1: Annual Qualified Audits**

Processes in line with guidance from risk and accounting specialists have been considered. Of note, movement of assets, asset registers, procurement and gifts, internal financial control and alignment of organogram to human resources reporting and accountability lines have been reviewed in line with inter alia, the needs of the Department of Social Development and King IV provisions. A clean audit outcome has been reported a clean

audit. However, EXCO has proposed a more detailed, process driven audit to enable all areas of authentic compliance. OTASA does not have formalized Delegations of Authority to support its constitutional mandate to its different Office Bearers i.e., EXCO, Council and Employees. Initial legal consultation on this matter has been concluded and once Council has commented on the circulated financial delegation of authority, this document will become available.

**Key measure 2: Appointment of a Chief Operations Officer**

Anisha Ramlaul was appointed in June 2021 and has assisted EXCO develop an organizational structure to streamline decision making and operational efficiency based on feedback from membership and internal systems. Of note, the OT-Admin system is not entirely fit for purpose and information is not readily available for operational and strategic decision making. The OTASA office work remains labour intensive.

**Key measure 3 and 4: Mentorship and leadership strategy Succession planning**

At the 51<sup>st</sup> Council Meeting, there were no candidates for the vacancies of OTASA President and OTASA Treasurer. Council therefore proposed that EXCO should consider a candidate from within its rank. The President and Treasurer were subsequently appointed. The Eastern Cape and Western Cape Branches have not elected an Exco Committee and all Branches who held AGMs were not quorate. There is currently no clear succession planning and leadership development in OTASA. EXCO met OTASA Standing Committees and Branch Chairpersons to facilitate the future planning and mentorship programme at branch operational levels. OTASA will need to develop a sound leadership and mentorship strategy.

OTASA EXCO members are noted in Table 2 below:-

**Table 2: OTASA EXCO**

President Emeritus	Professor Pat de Witt
President	Ms. Aluwani Manenzhe
Treasurer	Ms. Hanske Flieringa
Vice President Marketing, PR and Advocacy	Mrs. Lesego Tau
Vice President Private Practice Portfolio	Mrs. Jaclyn Craig
Vice President Public Sector Portfolio	Mrs. Millicent Boaduo
Vice President Leadership and Workforce Development Portfolio	Prof. Thuli Mthembu
Vice President: Strategic Development and Policy Portfolio	Vacant
Vice President : Practice Development Portfolio	Vacant



### **Key measure 5: Emerging leadership**

Leadership development for students and community service therapists commenced. OTASA S members are being absorbed into OTASA functional structures. The leadership and mentorship strategy will assist in providing the structure to develop a new generation of OT leaders. Due to the pandemic, OTASA S was unable to convene its annual leadership camp during 2020 and 2021. Funds have been raised for the 2022 OTASA S leadership camp which will now be hosted over three days from 30<sup>th</sup> Sept to 2<sup>nd</sup> Oct 2022 and aims to empower participants with leadership competencies and generate a national OTASA S plan.

### **Key measure 6: Strategic review**

The systematic strategic review and consultative process was implemented over the past months with OTASA Branches, Standing Committees and Council and paves the way for Strategic Plan 2023 – 2027.

### **Key measure 7: Grant funding mechanism**

OTASA has met with potential funders for e.g., the Department of Trade and Industry to establish the financial resources that can be applied for. Smaller scale funding applications take place and are being explored through the COO's Office. Occupational Therapy does not have a Standard Industrial Code (SIC) and standard occupation code (SOC) which continues to limit wider opportunities. The World Federation of Occupational Therapy is addressing this matter with the International Labour Organization (ILO). OTASA also needs to address this matter nationally through ISCO – this needs the collection of data and research evidence to support our classification nationally.

## **GOAL 5: Strengthen contextually relevant occupation based practice**

### **Key measure 1: Guidelines**

Through the WHO-ICF initiative, OTASA co-opted the physiotherapy and speech therapy and audiology associations/societies to participate in guideline development training based on training using the international classification of function (ICF). A Standard Operating Procedures task team has been created to work on a national practice guideline with our partners to advocate for occupational therapy services for inclusion and costing on different levels of service delivery within the principles of universal health care within the NHI. A concerted effort has been made for this to include all sectors of OT practice.

### **Key measure 2: CPD activities**

CPD activities and the CPD accreditation process continues to provide a significant income stream. The Professional Body for Management and Leadership has completed its key

eleven taxonomies with the assistance of active OT volunteers in readiness for the next stage of development.

### **GOAL 6: Establish a priority, contextually based research agenda**

#### **Key measure 1: Research capacity**

It was a noted concern that most of the research done does not translate into clinical guidelines or procedures that can be utilized in a clinical or advocacy setting. The OTASA Research Committee though has provided an extensive research agenda.

In conclusion, the withdrawal of SAISI from the discussion of a Memorandum of Understanding was noted. While there was an indication for recognition as an affiliate or special interest group, no formal letter was tabled. Furthermore, OTASA is not ready for 4<sup>th</sup> industrial revolution: the Information management system in OTASA is not conducive for growth in a high tech environment. There is need to reconsider the OTASA Financing Strategy in light of appointing OT experts to develop guidelines, protocols and information brochures. Lastly, coordinating a national research project to support clinical practice remains vital to authentic evidence based practices.

As I conclude the first year of my Presidency, I would like to thank the members of the EXCO and Office staff for their expertise, friendship and support. To all Members of the Council, thank you for your service to OTASA.

Kind regards,

**Aluwani Manenzhe**  
**President: OTASA**

## 2. TREASURER REPORT

### AUDITOR – FOURIE AND BOTHA

The Independent Auditor’s Report is attached as an addendum to this Annual Report. In summary, Fourie & Botha confirmed their Audit of the Occupational Therapy Association of South Africa as follows:

*“In our opinion, the financial statements present fairly, in all material respects, the financial position of the Occupational Therapy Association of South Africa as at 31 December 2021, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standard for Small and Medium-sized Entities.”*

This is the final reporting year for Fourie and Botha who served as OTASA Auditors since the year 2006. In 2022 and 2023, the financial year audits will be conducted by newly appointed Auditors, Middel and Partners who hold B-BBEE level 2.

### INCOME REPORT

	Note	2021 R	2020 R
<b>INCOME</b>	1.2	<b>3 280 170</b>	<b>2 745 395</b>
National membership and registration fees		2 260 082	2 351 919
Branch, Standing committee and Collaborations CPD Activities		88 748	16 409
Marketing and product sales income		84 135	352
OTARG income		4 160	1 120
Webinars		195 902	78 000
CPD income		269 569	186 783
SAJOT publication sales		24 900	0
Congress income		352 674	110 813
<b>PLUS: OTHER INCOME</b>		<b>582 674</b>	<b>161 189</b>
Interest income		132 658	156 363
Donations received		0	4 348
Insurance premiums recovered from Office (SAISI, Instopp)		7 872	0
Webinar hosting		0	478
MPS - Administration fee		442 143	0
<b>GROSS INCOME</b>		<b>3 862 844</b>	<b>2 906 584</b>
<b>LESS: TOTAL EXPENSES (From page 5)</b>		<b>3 106 746</b>	<b>2 405 394</b>
<b>Net surplus / (deficit) for the year</b>		<b>756 098</b>	<b>501 190</b>
Accumulated funds at the beginning of the year		2 909 374	2 408 184
Accumulated funds at the end of the year		3 665 472	2 909 374

## EXPENSES REPORT

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 DECEMBER 2021			
	2021	2020	
	R	R	
<b>EXPENSES</b>	<b>3 106 743</b>	<b>2 404 537</b>	
Audit and accounting fees	41 614	39 033	
Bank charges	26 336	12 646	
Branch expenses and transfers	209 658	137 803	
Coding committee	10 485	10 742	
Computer and software expenses	76 887	0	
Computer database updates, maintenance	144 208	10 790	
Council expenses	51 329	43 367	
CPD expenses	49 966	40 472	
Depreciation	86 061	78 018	
Education committee	0	800	
Ethics committee and workshop expenses	0	800	
Executive committee	147 858	226 641	
Focus	38 495	10 783	
Insurance	46 311	47 632	
Interest paid	6 040	17 748	
Legal fees	206 081	73 965	
Marketing committee	80 547	73 965	
Marketing and advertising	50 584	27 157	
Occupational sciences committee	2 475	0	
OTASA Projects (SAQA, NHI)	337 499	126 800	
OTASA congress expenses	360 737	64 790	
Office expenses and contribution (OTASA, SAISI, Instopp)	26 299	251 964	
Prizes, awards and grants	30 246	19 000	
Penalties and interest	402	2 592	
Publications committee	0	1 450	
SAJOT	110 031	179 120	
Staff expenses	1 215 967	594 671	
Student committee	776	24 118	
Survey and research committee	500	1 600	
Webinar cost	53 585	21 308	
WFOT expenses	(304 233)	338 727	
Loss on asset disposal	3	857	
	<b>3 106 746</b>	<b>2 405 394</b>	

## BRANCHES REPORT

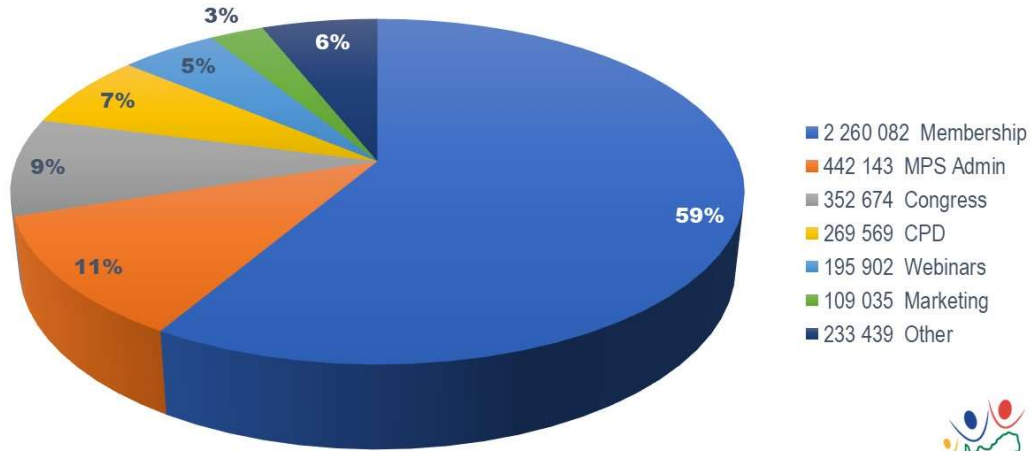
### OCCUPATIONAL THERAPY ASSOCIATION OF SOUTH AFRICA

#### ADDITIONAL INFORMATION TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

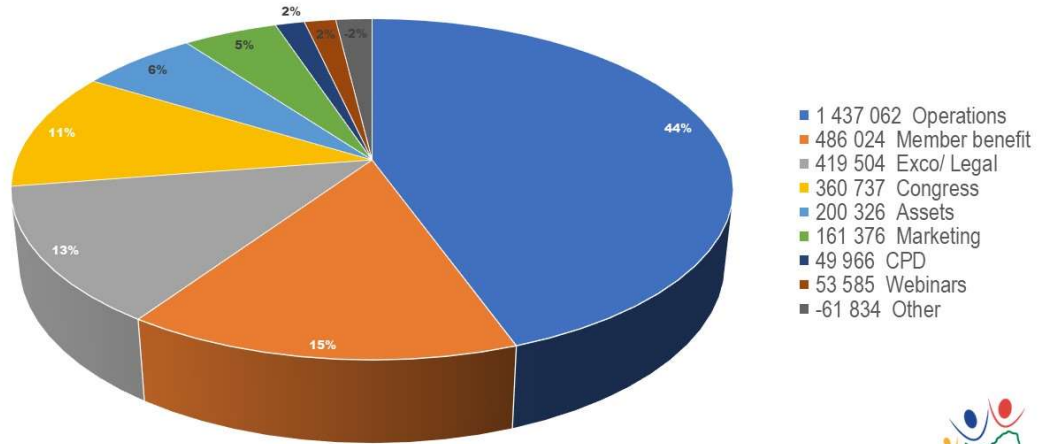
2021	Opening balance	Fee income	Workshop income	Branch expenses	Workshop expenses	Closing balance
Eastern Cape	6,533	5,098	11,324	0	(5,987)	16,968
KwaZulu Natal	167,511	13,922	0	(608)	0	180,825
Limpopo	4,275	2,148	2,749	(391)	(2,761)	6,019
Mpumalanga	57,112	3,845	6,376	(1,058)	(2,297)	63,978
Northern Cape/Free State	7,717	10,311	0	(1,841)	0	16,187
Northern Gauteng	168,671	22,594	0	(999)	0	190,266
North West	20,763	2,719	0	(359)	0	23,123
Southern Cape	(9,435)	985	10,517	0	(1,333)	734
Southern Gauteng	323,452	31,233	57,196	(9,441)	(37,258)	365,182
Western Cape	67,202	25,706	587	(3,303)	(310)	89,883
Other Branches	50,734	2,349	0	0	0	53,083
	<b>864,536</b>	<b>120,910</b>	<b>88,748</b>	<b>(17,999)</b>	<b>(49,946)</b>	<b>1,006,249</b>

2020	Opening balance	Fee income	Workshop income	Branch expenses	Workshop expenses	Closing balance
Eastern Cape	2,359	4,905	70	(800)	0	6,533
KwaZulu Natal	155,125	13,186	0	(800)	0	167,511
Limpopo	5,884	1,501	0	(2,810)	(300)	4,275
Mpumalanga	52,297	3,511	2,104	(800)	0	57,112
Northern Cape/Free State	(1,797)	10,314	0	(800)	0	7,717
Northern Gauteng	148,762	21,129	0	(1,220)	0	168,671
North West	19,378	2,185	0	(800)	0	20,763
Southern Cape	(8,228)	1,390	0	(2,596)	0	(9,435)
Southern Gauteng	285,813	29,961	14,235	(6,557)	0	323,452
Western Cape	62,673	23,656	0	(11,905)	(7,221)	67,202
Other Branches	47,313	3,421	0	0	0	50,734
	<b>769,578</b>	<b>115,160</b>	<b>16,409</b>	<b>(29,089)</b>	<b>(7,521)</b>	<b>864,536</b>

**INCOME PER CATEGORY - 2021 FY - R3 862 844**

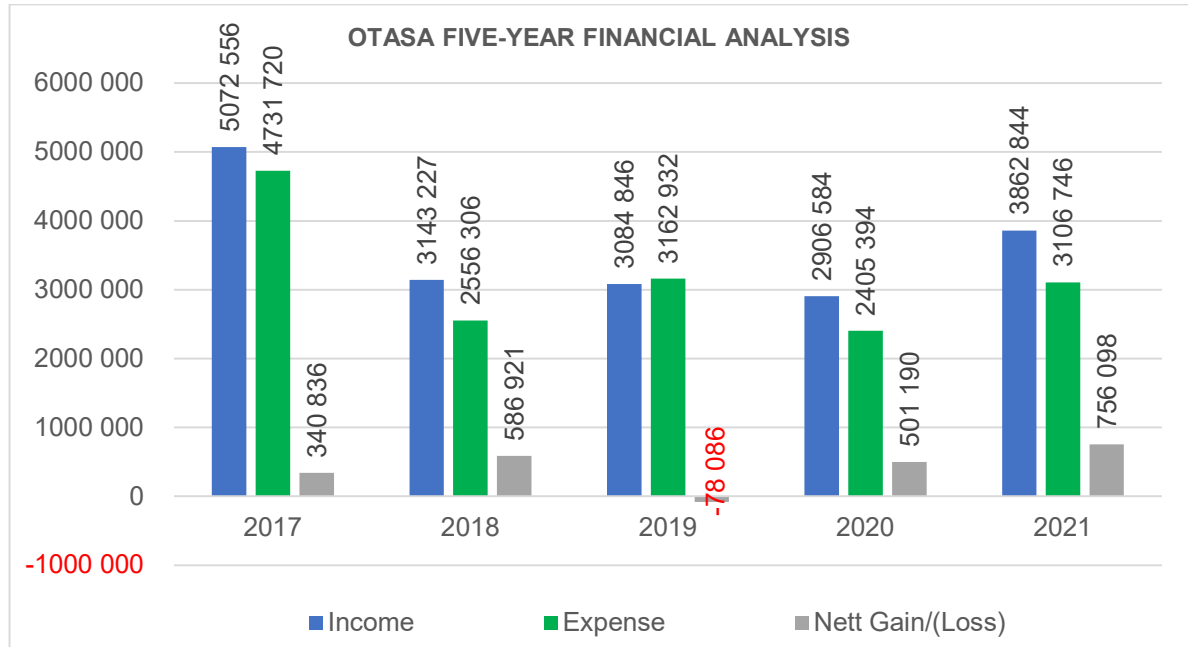


**EXPENSE PER CATEGORY - 2021 FY - R3 106 746**



## FINANCIAL OVERVIEW

The Occupational Therapy Association of South Africa's **five-year financial analysis** shows the highest net gain of R756 098 in 2021.



Budget for year 2023 projects a R500 432 loss for the Association, with the actual forecast loss for year 2022 year being -R166 816.

## NEW FINANCIAL MATTERS

- The OTASA Council's 52<sup>nd</sup> meeting approved a 5.5 % **membership fee** increase – noting the new categories:
  - 50% OTASA (Sliding scale - if you receive an annual income of R247 280)
  - Re-instatement fee (when members with outstanding fees need to re-join)
  - MPS - Non-member admin fee
  - 6 % discount for OTASA members who has MPS membership


### 3. MARKETING, PUBLIC RELATIONS AND ADVOCACY PORTFOLIO

The Marketing, PR and Advocacy focus for the period 2021-2022 has been to enhance member experience and benefits. At its first executive committee meeting in February 2022, EXCO formalised the official OTASA corporate identity, ensuring a consistent brand image. A new OTASA website had been developed and launched. The financial impact of the Covid-19 pandemic on individual practitioners, made marketing income generating opportunities difficult.

In keeping with marketing and brand consultations, a relationship was formed with the Health Professions Council of South Africa (HPCSA), through the assistance of Mr. Tsatsawane, Head of Stakeholder engagement at the HPCSA. A formal marketing presentation was held with EXCO, with a specific focus around brand awareness and positioning. Strategic partnerships were maintained with key stakeholders and government and Social Media marketing continues to build the OTASA brand and create awareness for the work done by OTASA for Occupational Therapy in South Africa.

The Association reported a number growth on its Facebook and Instagram platforms. See table 1 below:

**Table 1: Number growth on Facebook and Instagram**

CHANNEL	June 2020	Sept 2020	Dec 2020	Mar 2021	July 2021	June 2022	Growth
	5567	5970	6224	6457	6724	7297	573▲
	1306	1534	1614	1661	1781	2030	249▲

#### REPORT ON PROJECTS/INITIATIVES THAT WERE PLANNED FOR 2021/2022

World OT Day 2021 was celebrated through a community outreach program in Winterveldt. The Success Centre of Hope hosted OTASA, and gave the organisation an opportunity to make an impact on the elderly and youth in the community of Winterveldt.



OTASA was of the view that environmental, societal, attitudinal, and contextual barriers in the communities coupled with the state of disaster during the KZN floods significantly disadvantaged people with disabilities from accessing assistance. OTASA, represented by a team of OT's and OTT's, led by the President, Aluwani Manenzhe responded to the KZN Floods devastation. The province had survived five waves of COVID-19, the July 2021 riots and the April 2022 floods. Site visits were conducted and study materials, toys and clothing were delivered to those affected at Bright Future Special School.





Mentor sessions were held with Occupational Therapy students from the University of KwaZulu Natal.



Team from Grey's Hospital attended the WFOT course on the role of Occupational Therapy in Disaster Management. The Occupational Therapy Department of the University of KwaZulu Natal facilitated the course for a number of facilities around KwaZulu Natal

#### **PLANS/PROJECTS FOR 2021/2022**

- Enhance member benefits.
- Complete the internal and external communications policy document.
- Begin with operational plans and marketing of the next OTASA Congress to be held in 2024.

## **4. PUBLIC SECTOR PORTFOLIO**

The Public Sector portfolio is managed and developed by Millicent Boaduo.

#### **PURPOSE OF THE PORTFOLIO**

The portfolio acknowledges the advocacy needs, challenges in collaboration and service delivery and professional development requirements of occupational therapists working in a range of public sector departments in different settings and contexts. The development of this portfolio is to also examine how market changes and developments in one area influence work in other areas and how Occupational therapists in the public sector can contribute greatly to improve service delivery in all settings. A couple of focus areas of this portfolio is to facilitate inter-sectorial collaboration between various departments, in order to address training needs of therapists in the public sector, share information, ensure access to information and to merge the gap between the private and public sector in order to enhance quality service delivery.

## **AIM OF THE PORTFOLIO**

The Public sector aims to:

- explore the needs of public sector therapists,
- encourage membership,
- encourage and narrow the gap between the private and public sector
- encourage active participation and engagement in OTASA activities,
- contribute towards the developments of policies, strategies and guidelines,
- enhance relevant evidence informed occupation-based practice,
- enable the provision of accessible CPD activities and the dissemination of profession specific information for occupational therapy and
- improve the participation in research to support quality, cost effective practice

## **PROGRESS FOR PERIOD 2021 - 2022**

The period in review, the public sector looked into establishing the following;

- Collaboration with the various stakeholders, after a high level meeting. Various Public sector personnel met and explored how best to engage and have therapists contribute to the organisation. Furthermore, how OTASA can become more relevant in addressing needs and challenges the public sector is faced with.
- The engagement with various therapists in the different settings also allowed OTASA to truly get a sense of the 'perception' of the organisation, that was seen as more for private therapists than for all occupational therapists. This allowed for the effective planning, where CPD training could be tailor-made to address specific challenges faced by one in their context.
- The perceived gap between the private and public sector, was always a concern for the organisation and the members. To this end the organisation planned activities, webinars and meeting where both portfolios (i.e., public and private) engaged together and collaborated to share information.
- The establishment of a network of OTTs/OTAs allowed the organisation to hear their professional their needs. A survey was developed to truly understand what the OTTs/OTAs needed, what they could share with others and how the organisation could ensure that these professionals were tailored for. Consistent communication with the OTTs/OTAs indicated that many of them were willing to become members of OTASA but OTASA needed to consider or amend their fees because of the difficult economic challenges most were faced with.

## **EFFECTS OF THE EXTENDED COVID 19 PANDEMIC**

- Most public sector therapists struggled to pay for their membership fees.
- For those who wished to join, many were uncertain on the benefits from OTASA for public sector therapists.
- Many expressed difficulty in paying for CPD.
- Those therapists completing community service reported not acquiring sufficient experience in 2020 and 2021. Furthermore, vacancies were limited.
- On the positive side, the pandemic allowed for many webinars to take place and this also allowed many therapists to participate in these webinars, share information on guidelines, restrictions, HPCSA news etc.

## **REPORT ON PROJECTS/INITIATIVES THAT WERE PLANNED FOR 2021- 2022:**

- Assisted therapists in sharing and providing information on the various developed guidelines within basic education mostly.
- Collaborated with the private sector to develop screening guidelines for schools.
- Presented at webinars to provide information to school based therapist on returning back to work (school) or the education sector after the lockdown restrictions.

## **Issues of strategic importance to the public sector portfolio**

- Advocate for the association to speak to the needs of all therapists especially in the public sector.
- Structure membership fees for qualified occupational therapists who no longer serve in a clinical space but are more in a managerial/administrative position.
- Improve the national status of the association to ensure that it functions as a national body for all occupational therapists.

## **5.PRACTICE DEVELOPMENT PORTFOLIO**

Following on the 51<sup>st</sup> Council Directive, the OTASA private practice standing committee was reviewed. The coding and procedural standing committee was reformed after Haley Norval resigned in 2021.

## **PROGRESS ON PROJECTS/INITIATIVES FOR 2021-2022:**

Numerous webinars were organised and very well attended. The webinars also included school-based topics for occupational therapists in private practice based at schools. A private practice management series of webinars took place over a few evenings and included: financial management, performance management, human resources and marketing of practices. A coding webinar was also held with a follow up Q and A coding webinar. The pre-vocational and vocational skills webinar took place on the 21<sup>st</sup> July 2022. Inputs were provided to GEMS for product development for its benefit guidelines for year 2023. Both operational and strategic meetings were held. The working relationship between OTASA and GEMS is improving and the correct contact persons and escalation process has been discussed and communicated. Various claims that were rejected were also sent to GEMS for further investigation. Various engagements took place with Discovery Health which culminated in a Discovery Health training on the ICD 10 for occupational therapists. Some practice claims that were rejected were sent to Discovery Health for assistance.

A plan is to complete a proposal for HPU Medscheme to indicate the recommended number of occupational therapy sessions for various conditions in-and-out patient is on the go. The coding and billing guidelines have been looked at and inconsistencies and areas that are needing more clarity have been identified. Furthermore, various ethical concerns have been dealt with and discussed with the ethics committee. Various guidelines have been sent to private practitioners to assist them in various areas.

The Private Healthcare Information Standards Committee (PHISC) meetings have been more regularly attended. In 2021, we decided that we will attend all the different subcommittee meetings to ensure that OTASA could provide input where necessary and where appropriate. These subcommittees are: electronic health records; message standards; clinical coding and healthcare information governance. OTASA gave input on occupational Therapy codes as well as modifiers. The needs of occupational therapists with regards to employment contracts, locums and independent contractors were determined in preparation for ethics webinar on 7<sup>th</sup> September 2022. Various experts in certain areas of practice have been asked to be part of the planning for the Standard Operating Procedures/Process conference to be held at the end of September 2022. These standard operating procedures and care plans will assist in preparation for NHI as well as in preparation for costing of services and the engagement with the Council of Medical Schemes.

## **EFFECTS OF THE EXTENDED COVID 19 PANDEMIC**

The COVID 19 pandemic had a large impact on private practitioners. Many private practitioners needed to use telehealth for treatment sessions. COVID 19 protocols needed to be implemented in all practice types. All face to face workshops moved to webinar formats. Financially many private practitioners struggled, as did school based occupational therapists, who were not allowed to practice at their schools as learners were not allowed to enter the practices at schools. Emotionally and socially, private practitioners were impacted. Furthermore, private practitioners at hospitals needed to perform other roles and assist during the extended COVID 19 period - this was challenging.

## **PLANS/PROJECTS FOR 2022/2023:**

- An engagement with the Council for Medical Schemes.
- To include more face-to-face workshops and include the school based occupational therapy group in preparation and planning of these workshops.
- To improve and expand on definitions and explanations in the coding and billing guidelines. To consider all time-based codes and ensure that the wording is consistent throughout the coding and billing guidelines. The Coding and Procedural standing committee is working on this aspect.
- A private practice management series
- Ethics related to inclusive education must be included ethics presentations
- To investigate free legal advice as one of the benefit packages of OTASA membership
- Outreach projects
- An engagement with an Actuary to discuss costing of OT services.
- Contractual obligations: what should be included in an employment contract for the employer and what employees need to look out for when signing a contract to be included in the ethics webinar on 7<sup>th</sup> September 2022.
- A fun networking opportunity and activities day for all OT's
- Continue to provide private practitioners with advice and information
- To complete the guidelines for all school-based OT's
- To continue to support the COVID task team
- To continue to attend all PHISC meetings and provide input where necessary.
- To complete the Standard operating procedures and care plans for the various conditions.

## ISSUES OF STRATEGIC IMPORTANCE TO THE PROFESSION

- An engagement with the Council of Medical Schemes to discuss conditions that are not PMB's and to emphasise the role of OT in these conditions
- To highlight ICF and occupational performance and the role that OT plays
- To look at costing for occupational therapy services.

## 6. LEADERSHIP AND WORKFORCE DEVELOPMENT PORTFOLIO

The following were actions under consideration for this Portfolio.

**Action 1:** To finalise the nomination for OTASA-S EXCO, as other members resigned due to commitment to community service

**Action 2:** Leadership Camp for OTASA-S and Induction training for the committee, September – October 2022

**Action 3:** Organise a Mental Health Day Webinar in June 2022.

**Action 4:** To revive the mentoring programme

<i><b>SPECIFIC ACTIVITIES</b></i>	<i><b>PROGRESS 2021-2022</b></i>
<p><b>Education Standing Committee</b></p> <p>Informal engagements with the Heads of Department from the eight institutions offering occupational therapy training.</p> <ul style="list-style-type: none"> <li>• Planning for education day</li> <li>• Concerns about Mental Health of students, community service occupational therapists</li> <li>• OTASA visits to institutions</li> </ul>	<ul style="list-style-type: none"> <li>• A webinar for Mental Health was attended by occupational therapists and Allied Managers In June 2022.</li> <li>• Education Day has been postponed until further notice due to tight schedules at the institutions of higher education.</li> </ul>
<p>To resurrect the list of mentors and check availability</p>	<ul style="list-style-type: none"> <li>• In hand</li> </ul>

<b>OTASA-S</b> Nominations	<ul style="list-style-type: none"> <li>Consulted the executive about the process to be followed for nominations.</li> </ul>
<b>Complete OTASA S launches</b>	Awaiting the Wits University launch of OTASA-S
<b>OTASA- S Leadership Camp</b>	Plan for leadership camp for OTASA-S leadership induction in Sept 2022 as this was not possible in both the 2020 and 2021 years
<b>Mental Health</b>	Mental Health of Occupational Therapy Professionals organized for the 5 July 2022. Three speakers were organised: Department of Health, SASOP and MPS.
<b>OTASA-S AGM</b>	AGM occurred on the 25 May 2022 and all the ex-official and current members participated in the AGM. All members presented their portfolio's report and provide possible actions for OTASA-S.

## **7. OCCUPATIONAL THERAPY ASSOCIATION OF SOUTH AFRICA AWARDS**

### **26<sup>th</sup> VONA DU TOIT MEMORIAL LECTURE 2021/2022**

This is the most prestigious of OTASA awards. This memorial lecture is awarded to an OTASA member who has made an outstanding and lasting contribution to the profession through: excellence in clinical practice, education and/or research; innovative leadership, mentorship and role modelling, advocacy for the profession and disabled people and demonstrates continued dedication and commitment to the profession and its values.

Lana van Niekerk was awarded the Vona du Toit Memorial Lecture and concluded her presentation titled, Resilience Contextualised: Occupational Implications on 15<sup>th</sup> June 2021. Tania Rauch van der Merwe has been awarded the Vona du Toit Memorial Lecture for 2024.

### **2021/2022 OT WEEK PRIZES**

The winners of the following prizes will be posted on the OTASA website.

- **Edward Leruli Award for Advocacy**

Edward Leruli was a prominent advocate for occupational therapy. He was a provincial leader in Limpopo Province and was an active member of the Occupational therapy professional board and National Forum before his untimely death in 2016. The purpose of this award is to recognise Mr. Leruli and the contribution he made and in so doing promote and recognise advocacy excellence in the OTASA membership.

- **OTASA Student Award for Excellence in Advocacy**

This award is to promote advocacy within the student membership of OTASA S

#### **Awarded annually in relation to OT week:-**

- Certificate of Excellence in Innovative practice
- Certificate of Excellence in Inter-Professional Collaboration
- Certificate of Excellence in Social Media Presence

### **2021/2022 MARIE DU TOIT RESEARCH PRIZE**

The Marié du Toit Award for the best undergraduate research project in occupational therapy. Winners are encouraged to present their research at the OTASA Congress in 2024. The winners and topic of this Research Prize will also be published on the OTASA website and was unavailable at time of this report.



### **RUTH WATSON RESEARCH GRANT**

This research grant is to honour the exceptional contribution to practice and research within the occupational therapy profession by Prof Ruth Watson. This was awarded to Reyna Makhan.

### **ALBIE SACHS AWARD**

The Albie Sachs award is a prestigious award for an Occupational Therapist/Occupational Therapy Technician/Assistant who has distinguished themselves through professional excellence and dedication on serving people with disabilities. This was awarded to Judy Cawood.

### **OTASA STUDENT RESEARCH PRIZES**

OTASA provides funds for the top research project at each university. Student research prize winners for each university not noted in this reported will be posted on the OTASA website.

The winning group at the University of the Free State were: Hele' de Jager, Ans-Cile' du Plessis, Chan-Mari Els, Iselle van der Heever and Nienke van der Merwe. They were supervised by Anthea Jansen. The research title was: the resilience of adolescent siblings of individuals diagnosed with Autism Spectrum disorder (ASD).

## 8. OTASA OFFICE BEARERS AND STAFF

<b>EXCO</b>	
Emeritus	Pat de Witt
President	Aluwani Manenzhe
Treasurer	Hanske Flieringa
Vice President: Marketing, PR and Advocacy Portfolio	Lesego Tau
Vice President: Leadership and Workforce Development Portfolio	Thuli Mthembu
Vice President: Public Sector Portfolio	Millicent Boaduo
Vice President: Practice Development Portfolio	Jaclyn Craig
Vice President: Practice development	Vacant
Vice President: Strategic development & policy	Vacant
COO	Anisha Ramlaul
<b>STUDENT REPRESENTATIVE</b>	<u>Luve Masoka</u>
<b>STANDING COMMITTEES</b>	
Coding & Procedures Standing Committee chairperson	Sheldene Reynolds
CPD Standing Committee chairperson	Dorothy Russell
Education Standing Committee chairperson	Azette Swanepoel
Ethical Standing Committee chairperson	Jo-Celene de Jong
Marketing Standing Committee chairperson	Khanya Frans
Occupational Science Standing Committee chairperson	Lizahn Cloete
Private Practitioners chairperson	Tasneem Abrahams
Publications chairperson	Helen Buchanan
Publications: Focus Editor	Sylvia Birkhead
Publications: SAJOT Editor	Blanche Pretorius
Research Standing Committee chairperson	Shaheed Soeker
Historian	Vacant
<b>BRANCHES</b>	
Free State / Northern Cape chairperson	Celiané van der Westhuizen
KwaZulu-Natal chairperson	Nonjabulo Ndaba
Limpopo chairperson	Jean Trusler
Mpumalanga chairperson	Renske Botha
North West chairperson	Anneri Myburgh
Northern Gauteng chairperson	Ina Grobler
Southern Cape chairperson	Elmarie du Toit
Southern Gauteng chairperson	Bhavna Bahgoo & Raeesa Essop
Western Cape chairperson	Vacant
Eastern Cape chairperson	Vacant
<b>WFOT / HPCSA / OTARG</b>	
WFOT Delegate	Aluwani Manenzhe
WFOT Alternate Delegate	Pat de Witt
HPCSA	Deshini Naidoo
OTARG President	Matumo Ramafikeng

<b>SPECIAL INTEREST GROUPS</b>	
Medico-Legal	Zethu Nkosi
SASHT	Elani Muller
POTS	Rulaine Smith
SBOT	Jaclyn Craig
RuReSA	Maryke Bezuidenhout/ Stephanie Homer
The Vona & Marié du Toit Foundation	Daleen Casteleijn
OT Pain Management	Helen Roome
Driver Fitness Coalition	Lizette Swanepoel
OT in Occupational Health	Christina Collett
SAISI	Marie Greyling

## **9. ACKNOWLEDGEMENTS**

OTASA would like to acknowledge all our volunteer OTs who played pivotal roles on taxonomy developments for the OTASA Professional Body for Management and Leadership. We also acknowledge all who have contributed either directly or indirectly to the development of OTASA during the period 2021-2022.

We sincerely thank:

- Outgoing auditors Fourie and Botha for a constructive 15 year relationship with OTASA
- Outgoing Accountant Mr Hugo Rood in assisting the Association during financially challenging times.
- The outgoing President and Treasurer, Prof Pat de Witt and Riette Smit for their sterling contributions to OTASA in their official period.
- Mr. Edward Balushi and Dr. Muthuhadini Madzivhandila for their role governance and oversight training in OTASA
- All Branch and Standing Committees, members and executives for their invaluable contribution during 2021 - 2022

We welcome:

- Aluwani Manenhze, President of OTASA
- Hanske Flieringa, Treasurer of OTASA
- All new Office Bearers
- All new OTASA staff