



Board Nominations.

Step by Step Guide:



health
Department of
Health
FREE STATE PROVINCE

Step 1: If you are a nominator, click the “Nominator” button highlighted with a red box in the figure below.

INVITATION TO NOMINATE MEMBERS TO SERVE ON THE FREE STATE HOSPITAL BOARDS

Member of the Executive Council (MEC) for Health in the Free State Province, invites nominations of suitable candidates to be considered for appointment to the Free State Hospital Boards, in terms of Chapter 6, section 41, subsection (6-9) of the National Health Act, 2003 (Act No. 61 of 2003).

The Hospital Board is established in terms of the National Health Act, 2003 (Act No. 61 of 2003) to advise the Member of the Executive Council (MEC) responsible for Health, Head of Department and the Chief Executive Officer (CEO) of the provincial hospital with regard to the control and management of such hospital and to represent community needs and priorities in the hospital. (Detailed functions of the Hospital Board are set out in section 12 of the Free State Hospitals Act, 1996 (Act No. 13 of 1996).

Step 2: After clicking the nominator button, you will be redirected to the Nomination form, fill in every field and make sure you don't miss anything.

NOMINATION FORM

Nominator Details

Surname	Full Names	Contact No:	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Select Location"/>

Step 3: This is the continuation of the Nomination form, the (Nominee details), fill in **everything**. After you fill in everything, click the “Declaration” check box highlighted in green, then click the “Nominate” button highlighted in red.

Nominee Details

Surname	Full Names	ID No:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	Contact No:	Facility
<input type="text"/>	<input type="text"/>	Select Facility

Requirements

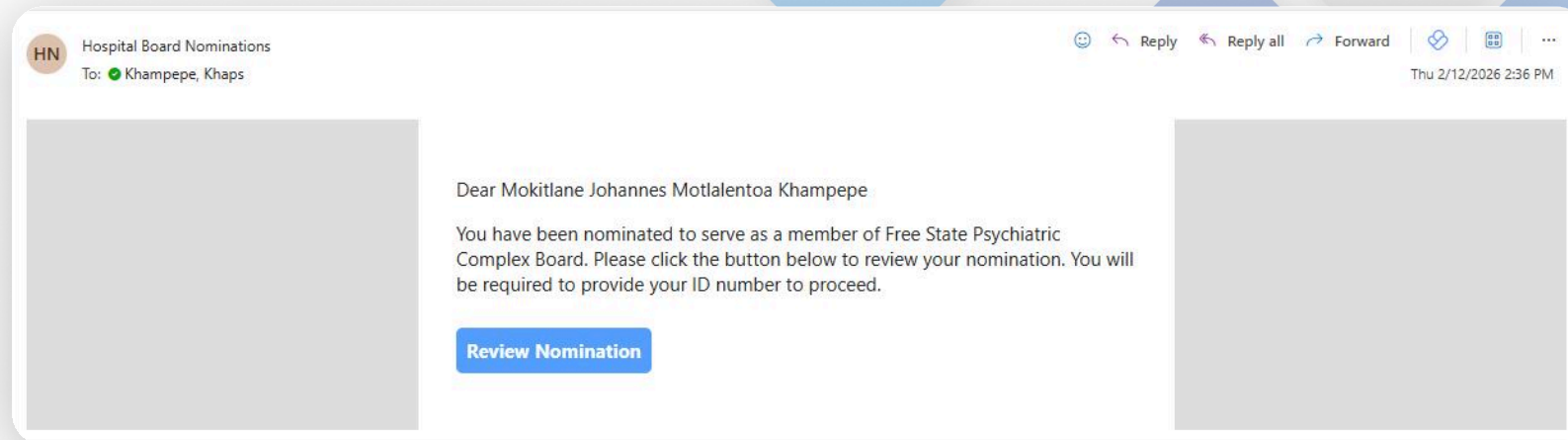
- Financial Management or Accounting
- Information Management
- Professional Nurse
- Governance
- Legal Matters
- Community member / Religious matters

Motivation

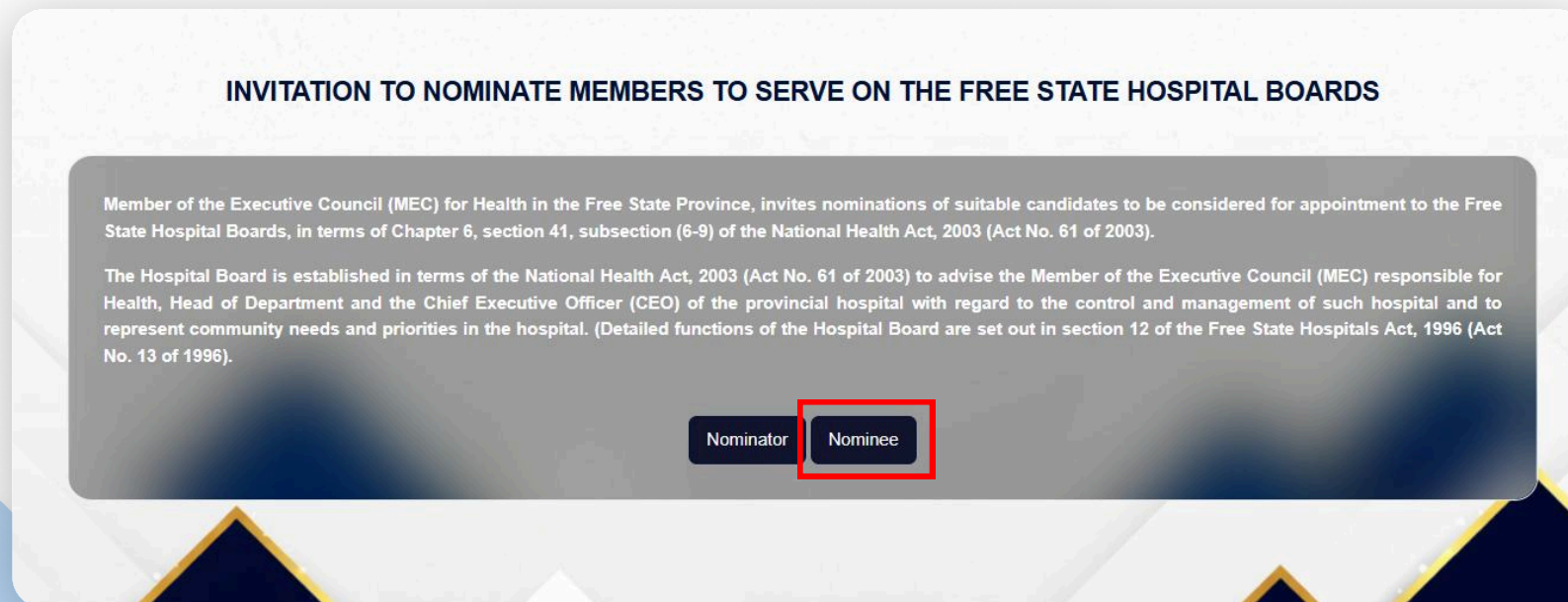
Rich text editor toolbar: Bold (B), Underline (U), Text color (A), Background color, Font family (sans-serif), Font size, Bulleted list, Numbered list, Indent, Table, Link, Image, Video, Unlink, Source code, Help.

Declaration

A nominee will receive an email to tell them that they have been nominated.



Step 4: If you are a nominee, click the “Nominee” button highlighted with a red box in the figure below.



Step 5: Enter ID Number and click “Search” button, highlighted in yellow.

Identity Number

Please enter your ID No

Search Cancel

Step 6: If you are in the system, a success message will pop up. Click the “OK” button.

Success!

The Nominee exist

OK

Step 7: As a Nominee, you will then be redirected to the nomination list. You will only see your nominations. On the far right of the table, click the “Review” button highlighted in orange.

Nomination List

Excel

Search:

Name	Surname	Telephone	ID Number	Hospital	Status
John Kingsley	Wick	0946846789	9802311234567	Dihlabeng Hospital	Pending

Showing 1 to 1 of 1 entries

Previous 1 Next

Step 8: After clicking the “Review” button, you will be shown a Nomination Acceptance Form. It is up to you whether you **Accept** or **Decline**. If you accept, you will have to upload the relevant documents and click the “Accept” button highlighted in pink. If you decline, you have click the “Decline” button highlighted in red.

Attachments

To avoid any disqualification, please make sure you upload files if you have not done so.

CV

<input type="text"/>	Choose File	No file chosen
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Copy of Certified Qualifications

<input type="text"/>	Choose File	No file chosen
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Copy of Certified ID

<input type="text"/>	Choose File	No file chosen
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Proof of record of community development and involvement

<input type="text"/>	Choose File	No file chosen
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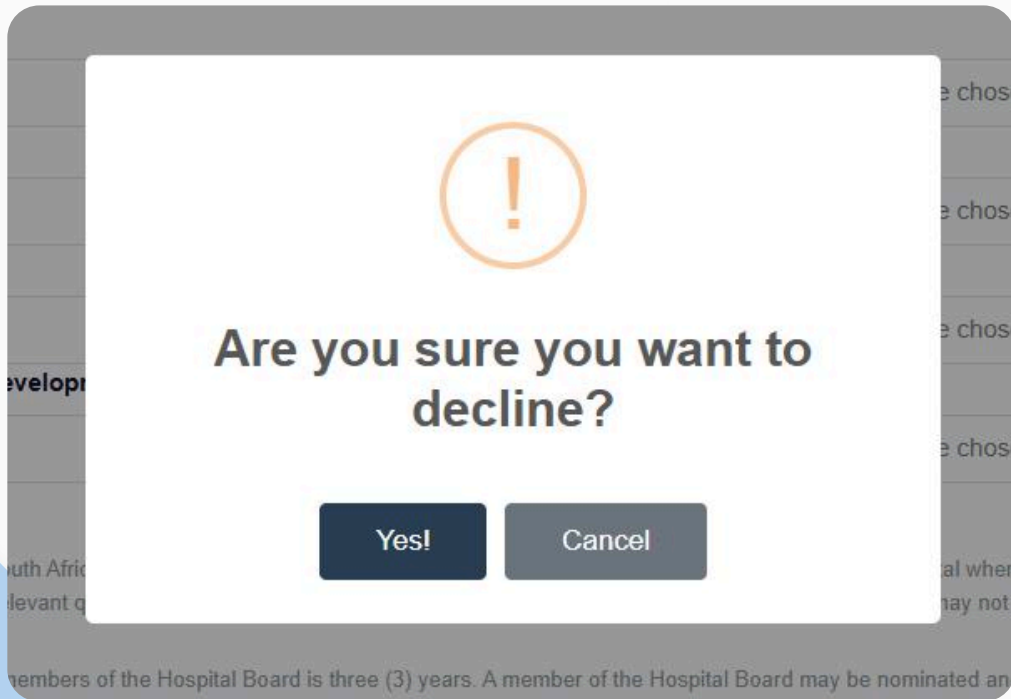
The nominated candidates should be a South African citizen aged 21 years or older, and a resident within the catchment area of the Hospital where the vacancies have arisen. Nominated persons should possess the relevant qualifications, skills and expertise in the category in which they are nominated. A person may not nominate him/herself.

TERM OF OFFICE: The term of office of members of the Hospital Board is three (3) years. A member of the Hospital Board may be nominated and appointed for another term of office. Meetings of the board take place at the hospital where the person is appointed.

REMUNERATION: Members of the Board will be remunerated in accordance to the rates determined by the MEC for Health. Members will not serve in full-time capacity. Persons in full-time employment of the State will not be remunerated for their services as members of a Hospital Board.

[Accept](#) [Decline](#)

Step 9: If you decline, you will be asked if you are sure. If so, click the “Yes” button. If not, click the “Cancel” button.



Step 10: If you accept, and you uploaded all the documents needed, congratulations, you are closer to being a Board Member.

