



Reference: 2020 – COVID Financial Reporting
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Circular 54 of 2020: COVID Financial Reporting

The Council for Medical Schemes (CMS) communicated a concession for all medical schemes to apply for exemption to provide financial relief to members and employer groups to counter the economic impact of the COVID-19 pandemic. One of the requirements of such exemption was that medical schemes must report to the CMS the financial impact of the various methods of relief granted in their management accounts, on a monthly basis.

The CMS has noted that not all schemes have adhered to this requirement, and the reporting of the financial impact across schemes is not consistent and thus difficult to aggregate and quantify.

In addition to the CMS, the National Department of Health (NDoH) is interested in the financial impact of COVID-19 in the medical schemes industry, and the results of any relief granted during this time. As such, it has become necessary to introduce a standardised reporting template for ALL schemes to report on.

The excel template is available on this link: [COVID Financial Reporting Template](#)

Medical schemes must complete the template on a monthly basis, and submit each month's template to the following email address: covidreports@medicalschemes.com

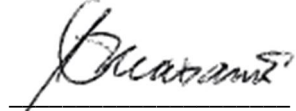
Timelines and submission details:

1. Schemes are required to complete months March to July 2020 by 31 August 2020. The template must be named according to scheme name and month e.g. ABC Medical Scheme_July 2020.xlsx
2. Thereafter schemes must submit the applicable month at the end of the subsequent month e.g. August 2020 results are due by 30 September 2020.

3. Each month's data is captured as "year to date". The template includes validation messages as an initial error checking guide.

Your cooperation will be highly appreciated.

Yours sincerely,



Dr Siphon Kabane
Chief Executive and Registrar
Council for Medical Schemes