



# SAPC e-Note

## SAPC e-Note: APPLICATION TO BE COVID 19 VACCINATION ROLLOUT SITE

Dear Pharmacy Professional/Stakeholder,

The National Department of Health (NDoH) plans to vaccinate 67-70% of the South African population against COVID-19 between February 2021 and March 2022. The vaccination is aimed at breaking the cycle of COVID-19 transmission and to achieve "herd immunity". The South African population will be vaccinated in three (3) phases. The phases are as follows:

- a) Phase 1 includes frontline health care workers (HCW), with a target of 1 250 000 people.
- b) Phase 2 includes the population above 40 years of age, starting with the population above 60 years of age. This will include essential workers and persons with co-morbidities.
- c) Phase 3 will involve other persons over 18 years, with a target population of 22 500 000.

At the end of Phase 3, more than 40 million citizens will have been immunised, which is equivalent to approximately 65-70% of the population.

### Council Initiatives

Council is participating in various initiatives of the NDoH COVID-19 vaccine rollout effort, chief among which is to ensure that as a profession we are ready to participate in the rollout programme. Council has embarked on the following measures to ensure the participation of pharmacies and pharmacists in the vaccine rollout:

- Imported/loaded all pharmacies registered in South Africa on the NDoH Master Facility List (MFL)
- Created of an online platform to lodge applications for Section 22(A)15 permits

### How to register to become a vaccination rollout site

- (a) All interested pharmacy owners or responsible pharmacists must log onto <https://mfl.csir.co.za/> to register as facility representatives on the MFL. When registering, please ensure that you use the official work e-mail address.
- (b) How to access MFL
  1. Go to your computer.
  2. Open a browser.
  3. Type in this link: <https://mfl.csir.co.za/>.
  4. On the page that appears, go to "Register User" area.
  5. Select the option "Facility Representative" from the dropdown list called "Select User Type".
  6. Click "Register User" button.
  7. A form will appear. Populate all the fields on the form.
  8. Make sure that the email address is CORRECT.
  9. Click submit.
  10. You will then receive an email to verify your email. This email will take a minute or two. Open the email and just click on the link in the email.
  11. After this, within 24 hours, you will get another email containing a temporary password.
  12. Go to the browser, type in this link: <https://mfl.csir.co.za/>.

13. Use your email address as username, and put in the temporary password that was emailed to you.
  14. Note the One Time Password (OTP) popup, this OTP will be sent to your email.
  15. Go to your email and copy the OTP and paste it in the popup. Be patient and wait for the OTP email. This OTP is only valid for one session. You will receive a new OTP every time that you log in.
- (c) Once you are registered as facility representative, log onto MFL and search for your pharmacy details using the pharmacy name and ensure the following are updated:
- Province, District & Sub-district
  - Facility Contact details (email address)
  - Select COVID 19 Vaccine site details (where applicable)
- (d) Once you have selected that you are interested as COVID19 vaccine site the SAPC will curate (review) the data and NDoH will approve your facility on the MFL.
- (e) A user manual is available as one of the features in the MFL application. If you are experiencing challenges, please send an email to [hissupport@health.gov.za](mailto:hissupport@health.gov.za). Please be patient as there will be several new users and this might cause a delay in the response.

#### **How to apply for a Section 22(A)15 site vaccination permit**

- (a) Pharmacies that are activated as a vaccine site on the MFL will receive a token via email to apply for a Section 22(A)15 permit.
- (b) The pharmacy owner or responsible pharmacist (where applicable) needs to complete the online application form on the SAPC website.
- (c) SAPC will make a recommendation to the Director General to issue a permit.
- (d) The Director General will issue the permit subject to the pharmacy complying with the requirements and based on the needs of the eligible population.
- (e) If approved, the permit will be emailed to the facility representative.
- (f) The outcome of the permit application process will be included in the semi-permanent data for the registered facility on the MFL.
- (g) The attached image describes the process to be followed when applying for registration of facility on MFL and activation for permit application and approval.

Members of the profession and public should ensure that the vaccination site is authentic and the permit issued should be displayed conspicuously in the facility to indicate the authenticity.

We thank all pharmacy professionals who continue to put their lives on the line in helping the human race in the fight against COVID-19.

Yours faithfully,

VM Tlala

**Registrar/CEO**

**Accessible quality pharmaceutical services for all**