



**MHR**  
MEDICAL HUMAN  
RESOURCES

# NEWS

DECEMBER 2007

**Our contact telephone numbers**  
Cape Town 021 943 6200  
Pretoria/Gauteng  
012 440 1004/5/6/8 or  
440 7688  
Limpopo 015 290 3865  
Bloemfontein  
051 448 2641/5  
Lowveld 013 741 4440  
Pietermaritzburg  
033 845 3949  
George 044 873 6200

MEET THE MEDICAL  
HUMAN RESOURCES  
PAY OFFICE

## GENERAL NEWS

### Senior payroll clerks



Ronellé Steenekamp



Cynthia Bailey

### Payroll clerks



Chantal Fleming



Linda Laubscher



Roxanne Duimpies

Chantal Skippers



We would like to thank all MHR employees for their continued support, hard work and dedication. Please ensure that you familiarise yourself with the important points highlighted and call your local office for assistance.

### Career opportunities

For career opportunities – in nursing and administration – visit our website at [www.mhr.co.za](http://www.mhr.co.za) or contact your local office for assistance.

### In-service training

We wish to thank each of you that participated in our in-service training programme during the year. It is evident that you are committed to rendering quality care.

### Open days

Thank you for your continued support during our open days. At the same time we would like to welcome all our new members.

### Personal details

Should you have a change of address/qualifications etc, please inform us timeously, so that the necessary adjustments can be made.

### Time and attendance register

Please complete the time and attendance registers as accurately as possible. Print your information in the register. Failure to do so would lead to unnecessary delays re payments.

### SANC/HPCSA Licence

SANC/HPCSA licences and indemnity have to be renewed. Please forward a copy to your local office with your personnel number written on the faxed copy. Without your licence/indemnity we cannot provide placements for you.

### Availability

Would you please be so kind as to contact our offices regarding your availability. This helps to ensure successful placements.

### Data capturers

Charlene Botha

Malita Fabrik

Alana Lawrence

Carmen October



### MHR Survey

We would like to thank our panel members who participated in the MHR Survey. Your input and comments are important to us.

### December payment

Due to the public holiday on Sunday, 16 December, Monday becomes an ad hoc public holiday, and the public holiday tariff will be applicable for Sunday night and Monday daytime. Remember, if there is a public holiday during a week, payday is on the following Saturday. Please familiarise yourself with the following pay dates: 22 December, 29 December and 5 January.

### Contact with MHR

Please make yourself available or cancel placements with us and not with the client. SMS notifications are not allowed. Remember, not arriving on duty is a disciplinary offence.

### Clients

Remember, the client may sometimes move panel members between departments to cover the needs of their patients. Please adhere to the request of the client.

### Uniforms

A business decision was made to change the MN uniform from a white tunic top to a navy tunic top with our logo. The new tunic top will be implemented from April 2008. Navy scrubs for our personnel working in critical care units and emergency centres will be available from April 2008. A white tunic top with our Medi-Staff logo will also be available from April 2008 for all our care workers. MHR will subsidise all of the above uniforms with R40. For more information regarding the above please contact your local MHR office.

*We would like to take this opportunity to  
wish you and your family  
a happy festive season.  
Enjoy the Holidays and Travel safely*

*Caring is our business*