



PCINS

PRACTICE CODE NUMBERING SYSTEM

A Division of the Board of Healthcare Funders

Guidelines



2.0

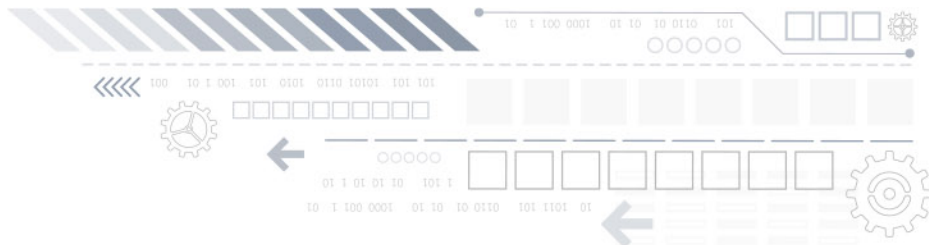


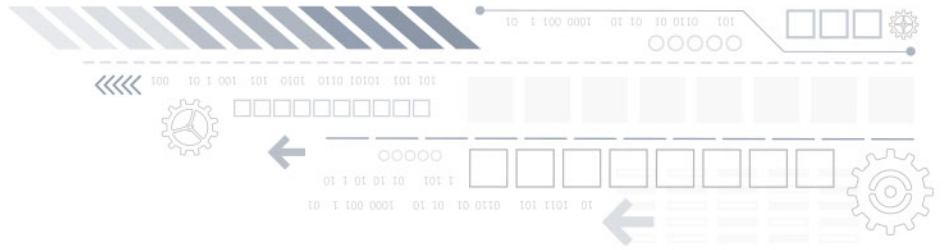
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DID YOU KNOW?

A practice code number or PCN Is required by providers of healthcare services in South Africa, Namibia and Lesotho to:

- Identify the type of healthcare service being rendered
- Ensure that the supplier of service has the required valid accreditation from the relevant authorities as assurance of legitimacy of claims submitted against the PCN
- Promote a uniform, national and accredited health service provider identifier for billing purposes
- Ensure the utilisation of and access to practice code numbers are transparent, fair and equitable



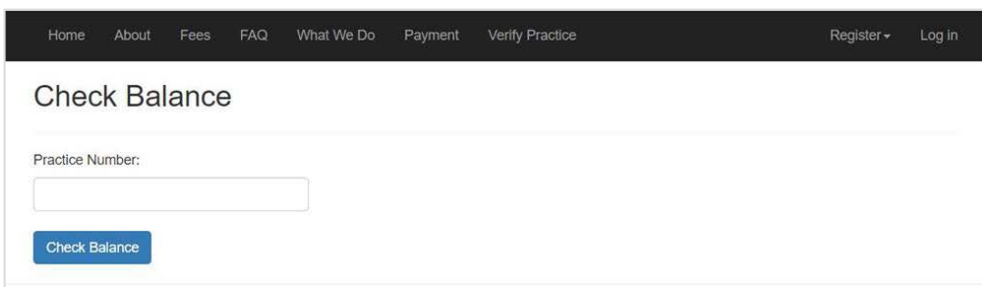
HEALTHCARE SERVICES PROVIDERS

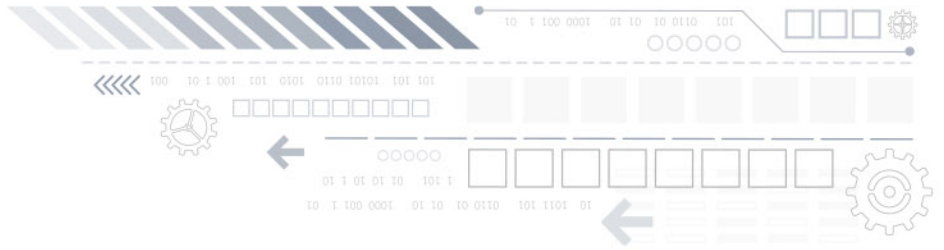
How to Renew Practice Number & Pay Annual Fee

URL: <https://www.pcns.co.za>



Click on Menu Item - **Payment**
Type in **Practice Number** – Click **Check Balance**



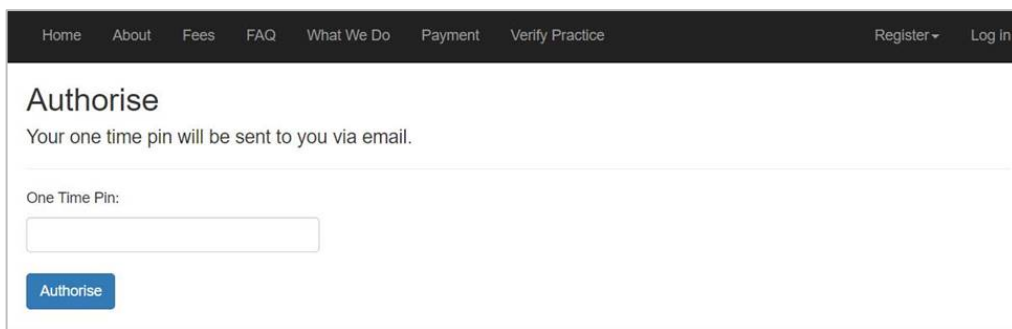


How to Renew Practice Number & Pay Annual Fee [continued]

Open E-mail or SMS

– One Time Pin will be sent to preferred method of communication

Enter your One Time Pin (**OTP**)



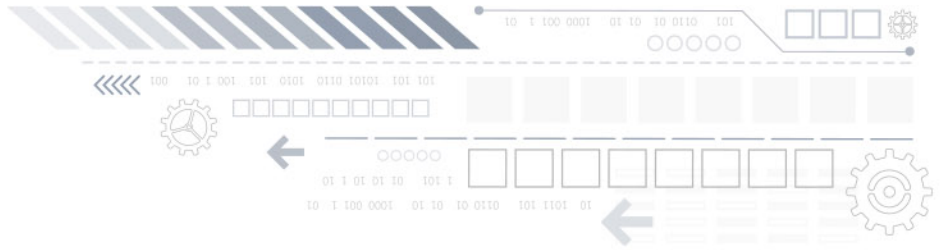
The screenshot shows a web browser window with a dark navigation bar at the top containing links: Home, About, Fees, FAQ, What We Do, Payment, Verify Practice, Register, and Log In. The main content area is titled "Authorise" and contains the text "Your one time pin will be sent to you via email." Below this is a label "One Time Pin:" followed by a text input field. At the bottom of the form is a blue button labeled "Authorise".

Click **Authorise**

Balance will show on Screen

Continue to Payment





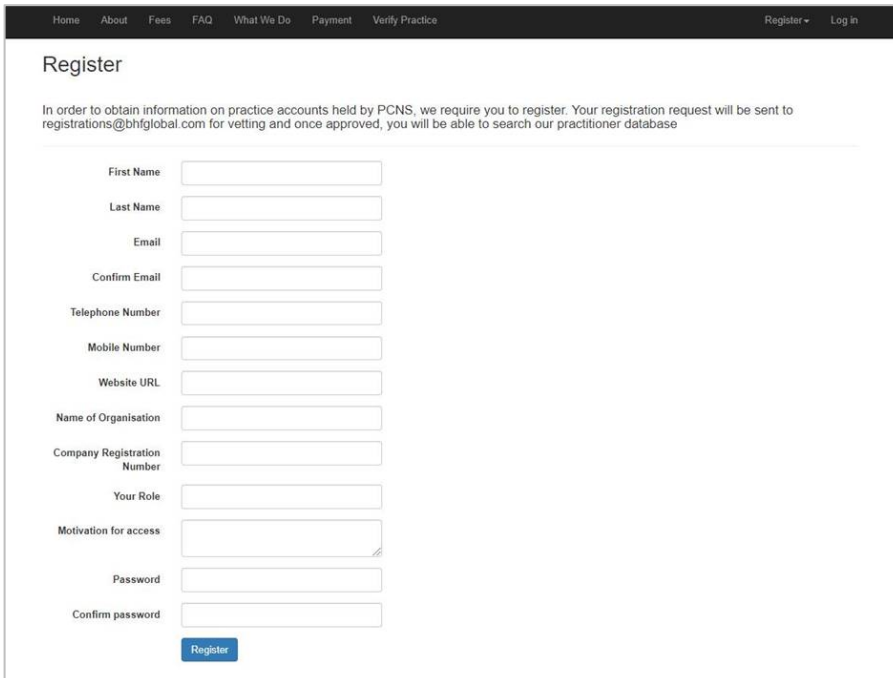
HEALTHCARE FUNDING ORGANISATIONS

How to Register a PCNS User & Gain Access to Real-time Data

Click on Menu Item - **Register** – this is for Funding Organisations



Complete all required Field on Page that Open



Home About Fees FAQ What We Do Payment Verify Practice Register Log in

Register

In order to obtain information on practice accounts held by PCNS, we require you to register. Your registration request will be sent to registrations@bhfglobal.com for vetting and once approved, you will be able to search our practitioner database

First Name

Last Name

Email

Confirm Email

Telephone Number

Mobile Number

Website URL

Name of Organisation

Company Registration Number

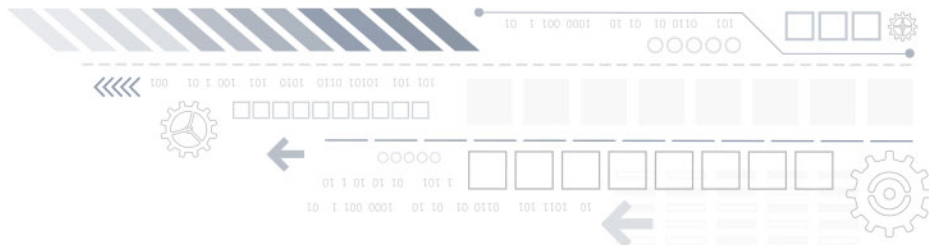
Your Role

Motivation for access

Password

Confirm password

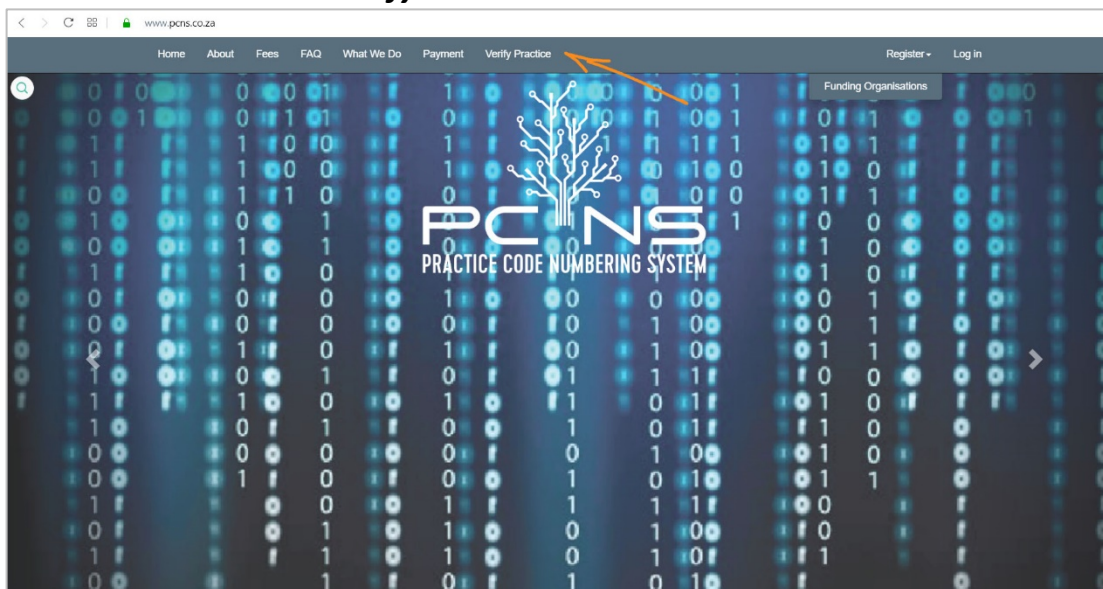
Click on **Register**



HEALTHCARE FUNDING ORGANISATIONS

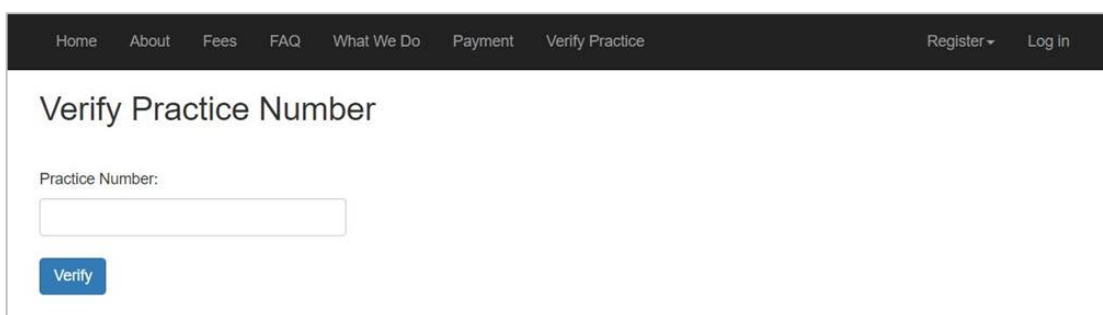
How to Verify a Practice

Click on Menu Item - **Verify Practice**



Type in **Practice number (7digits)**

Click **Verify**



Details will display on Screen