



# ZAMBIA COLLEGE OF MEDICINE & SURGERY

*Advancing Specialist Care & Professional Growth*

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C/o Levy Mwanawasa Medical University, Great East Road Campus, Box 33991, Lusaka

(Registered Society)

## INTERNAL MEMORANDUM

To: Trainees

From: Registrar

Date: 6<sup>th</sup> July, 2024

Subject: **TRAINEES' HPCZ INDEXING DEADLINE FRIDAY 12<sup>th</sup> JULY, 2024**

Be informed that you are **ALL** required to apply for indexing with the Health Professions Council of Zambia (HPCZ) by **Friday, 12<sup>th</sup> July 2024**; failure to which, you will be deregistered.

The requirements for indexing are as follows:

1. Completed application form
2. Certified Professional Qualification(s)
3. Proof of payment of indexing fee K250.00 (two hundred and fifty kwacha only)
4. Proof of a valid Certificate of Good Standing/ Certificate of Status and/or Practicing Certificate
5. Certified photocopy of the National Registration ID/ valid immigration and passport documents for non-Zambians
6. One passport size photograph with white background (Observe formal dress code strictly no veil)
7. Proof of registration from Country of origin or Country the practitioner last practiced

Please find attached an application form that you must fill in, affix your passport photo in the correct place, scan and send with copies of all required documents to [amwamba@hpcz.org.zm](mailto:amwamba@hpcz.org.zm) copy [secretariat@zacoms.com](mailto:secretariat@zacoms.com)

HPCZ bank accounts for deposit of the indexing fee:

**Stanbic Bank**

Arcades Branch  
account number 9130002152316  
Sort code 040010

**ABSA Bank**

Mutaba Branch  
account number 16-6883911  
Sort code 020016  
Swift code BARCMLX

Note that online transfers can be made to either of these accounts. If that is done, kindly obtain a pdf proof of payment receipt and send it together with your application form.

Once your HPCZ index number is obtained, kindly notify us via email to [secretariat@zacoms.com](mailto:secretariat@zacoms.com) so that we can update your records accordingly.

Dr. Jonathan Sitali FZCMS, FCS, MMed, PGDLM, MPH  
**REGISTRAR**  
**ZAMBIA COLLEGE OF MEDICINE AND SURGERY**