



# **SOUTH AFRICAN COUNCIL FOR SOCIAL SERVICE PROFESSIONS**

## **GENERAL NOTICE 9 of 2025**

REF: 3/7/6/1/10

25 July 2025

### **NOTICE TO:**

1. All social workers, social auxiliary workers, student social workers, student social auxiliary workers, child and youth care workers, auxiliary child and youth care workers, student child and youth care workers and student auxiliary child and youth care workers
2. Training institutions providing qualifications in social work, social auxiliary work, child and youth care work and auxiliary child and youth care work
3. Employers of social service professionals

### **SWITCHING FROM GOOGLE FORM TO MICROSOFT FORM**

#### **NEW ONLINE REGISTRATION SYSTEM: UPDATE YOUR PARTICULARS KEPT IN TERMS OF SECTION 19(1) OF THE SOCIAL SERVICE PROFESSIONS ACT 110 OF 1978 FOR THE PURPOSE OF MIGRATING REGISTERED SOCIAL SERVICE PROFESSIONALS PROFILES TO THE NEW SYSTEM**

1. The SACSSP General Notice 8 of 2025 issued on 08 July 2025 are herewith withdrawn due the current challenges experienced by registrants to access the Google Form, and is herewith substituted by General Notice 9 of 2025.
2. This General Notice serves to notify social service professionals, training institutions and employers of social services professionals regarding the new method of enabling registrants to update their particulars similar as outlined in the General Notice 8 of 2025.
3. The SACSSP has switched to Microsoft Form with effect from Thursday, 24 July 2025. The decision for this switch was taken after discovering that the Google Form is no accessible anymore. It has been established that Google has restricted the Google Form, due to suspicions that the information requested by the SACSSP may be in violation of Google Drive's Terms of Service. The SACSSP wants to assure registrants and stakeholders that the information requested for the purpose of updating particulars is in line with section 19 of the Social Service Professions Act 110 of 1978 and the Regulations regarding the registration of social service professionals.
4. The SACSSP has filed a request with Google to review and reinstate the form, but it is not clear how long the review process will take. To avoid further delays and frustrations, the SACCP decided to put contingency measures in place and switch to an online Microsoft Form.
5. The SACSSP appreciates that as of 23 July 2025 a total of 8752 registrants had completed the Google Form. Registrants who have completed the online Google form need to note the following:
  - 5.1 If the online Google Form was completed, there is **no need to also complete** the new online Microsoft Form as the required information had already been captured.
  - 5.2 The information of registrants as provided on the online Google Form is secure and under control of the SACSSP under the provisions of section 19 of the Social Service Professions Act 110 of 1978 in terms of the Registered that needs to be kept by the SACSSP.

- 5.3 **Important:** A registrant who has completed the online Google Form will start to receive a unique online link via email to log into the new online system from mid-August 2025. Please use the link and follow the instructions to log onto our new system.
6. Registrants who have not complete the online form, are encourage to complete the online Microsoft Form to update their particulars as soon as possible by using the following link: <https://forms.office.com/r/gxzwVKt2wz>.
- 6.1 Please note that the link to the Microsoft Form is secure and the Form requires minimum information to enable the migration of a registrant's profile with the SACSSP onto the new system. It takes a minute to complete the form. Please be diligent when completing the Form to avoid errors and be mindful on how the first digit of the cellphone number should be captured (as indicated in the instructions).
- 6.2 Please only use the link indicated above.
7. The SACSSP decided to extend the date for the completion of the online Microsoft Form until **31<sup>st</sup> August 2025**. However, registrants are encouraged to complete and submit the form as soon as possible to enable the SACSSP to start with the migration of profiles in. Registrants who complete the online Microsoft Form from the date of this General Notice will receive a unique online link via email to log into the new online system from 01 September 2025.
8. **Employers and higher education and training institutions**
- 8.1 Employers of social service professionals are requested to:
- (a) take note of this *General Notice 9 of 2025* and to bring the content thereof to the attention of all social workers, social auxiliary workers, child and youth care workers and auxiliary child and youth care workers, and encourage them to complete the online Microsoft Form.
  - (b) to organise sessions and invite the SACSSP to do a presentation on the new online registration system.
- 8.2 *Training institutions* are requested to bring the content of *General Notice 9 of 2025* to the attention of all student social workers, student social auxiliary workers, student child and youth care workers and student auxiliary child and youth care workers, and encourage them to complete the online Microsoft Form.
9. Your cooperation in this regard is appreciated, as it will assist the SACSSP in the execution of its mandate and to provide a high-quality service to all social service professionals.
10. For enquiries: [communications@sacssp.co.za](mailto:communications@sacssp.co.za)

**ISSUED BY:** REGISTRAR, Mr Hitler Sekhitla