



HONG KONG ACADEMY OF MEDICINE
CME Programme for Practising Doctors
who are not taking CME programme for specialists
Registration Form

For Office Use Only
App. No.: _____
Date Rcvd: _____
Vetting: _____
Data Entd: _____

IMPORTANT:

Please read the General Information carefully before completing this Form.
 Please complete all sections in **BLOCK LETTERS** and in **BLACK**.
 To register, please complete this Form and return it to the Academy with a cheque for HK\$300 (payable to Hong Kong Academy of Medicine) to the Academy at 10/F, HKAM Jockey Club Building, 99 Wong Chuk Hang Road, Aberdeen, Hong Kong. For enquiry, please call 2871 8888 (email: mchkcme@hkam.org.hk).

Type of Registrant (please tick one)

- General Practitioner
 Specialist Trainee (please specify the Academy College: _____)

Personal Particulars

Surname			
Forename			
Name in Chinese (if any)	Date of birth (dd/mm/yyyy)	/	/
Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female	HKID Card no.	
Passport no. (if not holding a HKID Card)	(Expiry Date: _____)	MCHK no.	

Have you previously registered with other MCHK CME administrators for the Programme?
 No Yes, I have been registered with *DH / HKDU / HKMA for the Programme before.

Contact Details

Home address	_____ _____		
	<input type="checkbox"/> Hong Kong	<input type="checkbox"/> Kowloon/New Territories	
Office address	_____ _____		
	<input type="checkbox"/> Hong Kong	<input type="checkbox"/> Kowloon/New Territories	
Correspondence address (please tick one)	<input type="checkbox"/> Home <input type="checkbox"/> Office	Contact tel. no.	
Contact fax no.		Mobile phone no.	
Pager		Email address	

Current Practice

Category (Please tick one)	<input type="checkbox"/> Private <input type="checkbox"/> Hospital Authority <input type="checkbox"/> Department of Health <input type="checkbox"/> Retired <input type="checkbox"/> University (CUHK / HKU) <input type="checkbox"/> Others (please specify) _____		
Position held		Held since	
Name of organisation			

Preferred starting date for 1st CME Cycle (please tick one): January _____ July _____
 (please see Note 2 of General Information)

Declaration

I declare that the information given above is correct and complete. I confirm that I have read and fully understood the General Information on "CME Programme for Practising Doctors who are not taking CME programme for specialists".

Signature: _____ Date: _____

*delete as appropriate



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General Information

1. Registration

All practising doctors can register with the Academy as Programme Administrator by submitting the *Registration Form* and returning it to the Academy. Please note that a practising doctor should register with **ONLY ONE** of the CME Programme Administrators appointed by the Medical Council.

The Academy may cancel the registration of a registrant who is found to have double registered with another Program Administrator. Fees paid for registration will not be refunded.

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Registrants will not be allowed to re-register with the Academy within the same cycle, after they have switched to other Administrators. But they can come back for the immediate next cycle.

2. CME Cycle

CME cycle is of a 3-year duration and starts on 1st January and 1st July each year. Should a registrant choose a starting date prior to his registration date (e.g. if he registers on 1 March 2011 but wishes to start his cycle from 1 January 2011), he must ensure that he will be able to obtain sufficient points required for compliance at the end of the CME cycle. The registrant will **NOT** be certified for CME compliance should he not be able to catch up. In any case, if a doctor submits his application after 31 March but before 30 June of a year, he must start his cycle from the forthcoming 1 July, and similarly if he submits his application after 30 September but before 31 December of a year, he must start his cycle from the forthcoming 1 January.

Registrants will not be allowed to switch their cycle starting date once they have opted for and started their first cycle.

3. Credit Points System and CME Requirements

Please refer to the Medical Council's Guidelines. A registrant can only gain CME points from accredited CME activities held within the period of his cycle. For instance, if a registrant chooses to start his cycle from 1 July 2011, the CME activities he attended before that date will **NOT** be accredited points for the 1st year of his cycle.

4. Cycle Fee

Registrants for the Academy CME Programme will need to pay a 3-year cycle fee of HK\$300. All fees paid are non-refundable and non-transferrable.

5. CME Programme

Registrants will be eligible to join dedicated CME activities specially designed for registrants of MCHK's CME Programme. Certain CME activities organised by the Academy and its Colleges will be opened up to registrants at appropriate fees.

6. CME Record and Report

For CME seminars pre-accredited by the Academy, registrants need to sign on the attendance register provided by the Academy at the venue. For other CME activities (e.g. overseas conferences, self-study and publications), registrants will need to report to the Academy regularly by a *CME Report Form* with relevant supportive documents. Registrants will receive a summary of their CME profile after each year showing their accumulated CME points.

7. Annual CME Certificate

The Academy will issue a CME certificate to registrants who have successfully accumulated the required minimum credit points of a year.