



## Application for Specialist Registration Guidance Notes

### **IMPORTANT**

The Medical Council has directed that applicants *should be reminded of the need to complete the application form for specialist registration properly, i.e. to complete them legibly as well as explicitly and fill in all details which are relevant*, before their applications would be processed by the Council Secretariat.

### **(I) GENERAL INFORMATION**

1. Pursuant to section 20K of the Medical Registration Ordinance, Chapter 161 Laws of Hong Kong, where the Registrar is satisfied that an applicant -

(a) has been -

(i) awarded a Fellowship of the Hong Kong Academy of Medicine (HKAM); and

(ii) certified by the HKAM that he has completed the postgraduate medical training and has satisfied the continuing medical education requirements for the relevant specialty; **or**

(b) has been certified by the HKAM that he has achieved a professional standard comparable to that recognized by the HKAM for the award of its fellowship and has completed the postgraduate medical training and satisfied the continuing medical education requirements comparable to those recommended by the HKAM, for the relevant specialty,

the Registrar shall refer the application to the Education and Accreditation Committee under the Medical Council for its consideration. On referral by the Registrar, if the Committee is also satisfied that the applicant is of good character, it shall recommend to the Medical Council that the name of the applicant be included in the Specialist Register.

2. Where an applicant does not satisfy the requirements in Paragraph 1, the Registrar shall refer the matter to the HKAM for its certification as to whether the applicant has achieved a professional standard comparable to that recognized by the HKAM for the award of its fellowship and has completed postgraduate medical training and has satisfied the continuing medical education requirements comparable to those recommended by the HKAM, for the relevant specialty. If on referral by the Registrar, the HKAM certifies that the applicant has not achieved that standard or has not completed that training and satisfied those requirements, the Registrar shall reject the applicant's application, stating the reason for rejection.
3. If an application is rejected by the Registrar, the applicant may appeal to the Education and Accreditation Committee under the Medical Council.
4. A registered medical practitioner whose name is included in the Specialist Register shall undergo such continuing medical education relevant to the specialty under which his name is included in the Specialist Register as may be determined by the HKAM.
5. If the Medical Council orders a removal of the name of a registered medical practitioner under section 19(1) of the Medical Registration Ordinance and that person's name is also included in the Specialist Register, the Registrar shall, at the same time when he removes that person's name from the General Register, also order the removal of his name from the Specialist Register.
6. All registered medical practitioners must notify any change of address. The Medical Council may order the removal from the General Register of the name of any medical practitioner who has not supplied to the Registrar any address through which letters or telegrams addressed to him at such address will be delivered to him.
7. A list of registered medical practitioners whose names have been included in the Specialist Register will be published by the Medical Council in the Government of the Hong Kong Special Administrative Region Gazette.

## **(II) APPLICATION PROCEDURES**

1. A registered medical practitioner who wishes to have his name included in the Specialist Register shall apply to the Registrar by completing the appropriate application form. The doctor should only be described as specialist in **one specialty at any one time**. He can therefore apply for the inclusion of his name to the Specialist Register under one of the following specialties :-

<b><u>Item No.</u></b>	<b><u>Description</u></b>	<b><u>Requisite Qualification</u></b>
(1)	Anaesthesiology	FHKAM(Anaesthesiology)
(2)	Intensive Care	FHKAM(Anaesthesiology)
(3)	Community Medicine	FHKAM(Community Medicine)
(4)	Emergency Medicine	FHKAM(Emergency Medicine)
(5)	Family Medicine	FHKAM(Family Medicine)
(6)	Obstetrics and Gynaecology	FHKAM(Obstetrics and Gynaecology)
(7)	Ophthalmology	FHKAM(Ophthalmology)
(8)	Orthopaedics & Traumatolgy	FHKAM(Orthopaedics Surgery)
(9)	Otorhinolaryngology	FHKAM(Otorhinolaryngology)
(10)	Paediatrics	FHKAM(Paediatrics)

(11)	Pathology	FHKAM(Pathology)
(12)	Internal Medicine	FHKAM(Medicine)
(13)	Cardiology	FHKAM(Medicine)
(14)	Critical Care Medicine	FHKAM(Medicine)
(15)	Dermatology and Venereology	FHKAM(Medicine)
(16)	Endocrinology, Diabetes and Metabolism	FHKAM(Medicine)
(17)	Gastroenterology and Hepatology	FHKAM(Medicine)
(18)	Geriatric Medicine	FHKAM(Medicine)
(19)	Haematology and Haematological Oncology	FHKAM(Medicine)
(20)	Nephrology	FHKAM(Medicine)
(21)	Neurology	FHKAM(Medicine)
(22)	Respiratory Medicine	FHKAM(Medicine)
(23)	Rheumatology	FHKAM(Medicine)
(24)	Psychiatry	FHKAM(Psychiatry)
(25)	Radiology	FHKAM(Radiology)
(26)	Clinical Oncology	FHKAM(Radiology)
(27)	Nuclear Medicine	FHKAM(Radiology)
(28)	General Surgery	FHKAM(Surgery)
(29)	Urology	FHKAM(Surgery)
(30)	Neurosurgery	FHKAM(Surgery)
(31)	Cardio-thoracic Surgery	FHKAM(Surgery)
(32)	Plastic Surgery	FHKAM(Surgery)
(33)	Paediatric Surgery	FHKAM(Surgery)
(34)	Immunology and Allergy	FHKAM(Medicine)
(35)	Infectious Disease	FHKAM(Medicine)
(36)	Medical Oncology	FHKAM(Medicine)
(37)	Administrative Medicine	FHKAM(Community Medicine)
(38)	Public Health Medicine	FHKAM(Community Medicine)
(39)	Occupational Medicine	FHKAM(Community Medicine)
(40)	Anatomical Medicine	FHKAM(Pathology)
(41)	Chemical Pathology	FHKAM(Pathology)
(42)	Forensic Pathology	FHKAM(Pathology)
(43)	Haematology	FHKAM(Pathology)
(44)	Immunology	FHKAM(Pathology)
(45)	Clinical Microbiology & Infection	FHKAM(Pathology)
(46)	Palliative Medicine	FHKAM(Medicine)
(47)	Clinical Pharmacology & Therapeutic	FHKAM(Radiology)
(48)	Rehabilitation	FHKAM(Medicine)
(49)	Gynaecological Oncology	FHKAM(Orthopaedic Surgery)
(50)	Urogynaecology	FHKAM(Obstetrics & Gynaecology)
(51)	Reproductive Medicine	FHKAM(Obstetrics & Gynaecology)
(52)	Maternal and Fetal Medicine	FHKAM(Obstetrics & Gynaecology)

**(for those who does not possess the above qualification should hold a Formal Letter of Certification issued by the HKAM to support his application – please see paragraph 4 (a) (ii) below)**

2. The applicant should complete the application form and the Evidence of Identity. The completed application form must be declared in the presence of :-

(a) a barrister, a solicitor, or a commissioner for oaths, if the applicant is *resident in Hong Kong*;  
or

(b) a notary public, if the applicant is *resident outside Hong Kong*.

who shall also sign across the applicant's photo on the application form.

The Evidence of Identity must be completed by:-

(a) a barrister, a solicitor, or a commissioner for oaths, if the applicant is *resident in Hong Kong*;  
or

(b) a notary public, if the applicant is *resident outside Hong Kong*.

to the effect that he has personally checked and is satisfied that the applicant's personal particulars and photo provided in the application form are the same as shown in the applicant's identity card or passport or both.

Note 1 : Applicants are warned that it is a criminal offence punishable by imprisonment to make a false declaration, and they must ensure the accuracy of all information provided.

Note 2 : "resident in Hong Kong" means those medical practitioners registered on the *resident list* of the General Register of Hong Kong  
"resident outside Hong Kong" means those medical practitioners registered on the *non-resident list* of the General Register of Hong Kong

Note 3 : The following offices provide free statutory declaration service during office hours. Applicants are advised to contact the respective office for information on the operating hours beforehand.

Boards and Councils (Registration) Office  
17/F, Wu Chung House,  
213 Queen's Road East,  
Wanchai, Hong Kong  
(Tel. No. : 2961 8648 / 2961 8650)

Chinese Medicine Council Secretariat  
22/F, Wu Chung House,  
213 Queen's Road East,  
Wanchai, Hong Kong  
(Tel. No. : 2121 1888)

Boards and Councils (Branch) Office  
1/F & 2/F, Shun Feng International Centre,  
182 Queen's Road East,  
Wanchai, Hong Kong  
(Tel. No. : 2527 8351 / 2527 8360)

Boards and Councils (Wong Chuk Hang) Office  
4/F, Hong Kong Academy of Medicine Jockey Club Building,  
99 Wong Chuk Hang Road,  
Aberdeen, Hong Kong  
(Tel. No. : 2873 4797)

Clinic Administration and Planning Section (Branch Office)  
Room 331, 3/F  
Sha Tin Government Offices  
1 Sheung Wo Che Road  
Shatin, NT  
(Tel. No. : 2158 5131)

3. The application must be accompanied by the following documents :-
- (a) the original (together with one photocopy) or certified true copy of the applicant's passport or Hong Kong Identity Card;
  - (b) two recent passport size photographs;
  - (c) reference letters as to the applicant's character from at least 2 persons, not being relatives of the applicant, who have known the applicant for at least 12 months and who have the opportunity of judging his character (2 blank forms of reference letter are attached with the application form for completion by the referees, the referees must put down on what basis he/she was able to judge the applicant's character under point 3 of the form);
  - (d) other supporting documents specified in **paragraph 4** below (for applicants who are not Fellows of the HKAM);
  - (e) a crossed cheque or banker's draft for HK\$1,060\*, made payable to "The Government of the Hong Kong Special Administrative Region". (\* fee subject to revision); and
  - (f) an original copy of the Certificate of Good Standing issued by the Medical Council/Board with which has jurisdiction over the applicant's current practice, ***if the applicant is resident outside Hong Kong*** (Any certificate issued for more than 3 months prior to the date of application for specialist registration will be counted as invalid).
4. An applicant who is not the Fellow of the HKAM must also submit the following supporting documents (as his case may be) :-
- (a) If the applicant has been certified by the HKAM
    - (i) the original (together with one photocopy) or certified true copy of his diploma evidencing the qualification by virtue of which the applicant is applying to have his name included in the Specialist Register; and
    - (ii) the original (together with one photocopy) or certified true copy of the ***Formal Letter of Certification issued by the HKAM*** certifying that he has achieved a professional standard comparable to that recognized by the HKAM for the award of its fellowship and has completed the postgraduate medical training and satisfied the continuing medical education requirements comparable to those recommended by the HKAM, for the relevant specialty.

(b) If the applicant has not been certified by the HKAM

- (i) the original (together with one photocopy) or certified true copy of his diploma evidencing the qualification by virtue of which the applicant is applying to have his name included in the Specialist Register; and
- (ii) the completed application form for the certification of specialist registration by the HKAM. (Note : The Medical Council Secretariat is only responsible to refer the application for certification to the HKAM on behalf of the applicant. The applicant himself should follow the certification procedures, including the payment of the processing fee and certification fee, as required by the HKAM.)

5. Where the application is supported by certified true copies of relevant documents, certification should be made as follows :-

(a) Application made by a registered medical practitioner resident in Hong Kong

--- certified by a solicitor, a barrister or a registered medical practitioner who holds a position equivalent to a Department Head in a hospital.

(b) Application made by a registered medical practitioner resident outside Hong Kong

--- certified by a notary public.

**(III) SUBMISSION OF APPLICATIONS**

The application, together with relevant supporting documents, should be directed to :-

The Secretary  
Medical Council of Hong Kong  
17/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong

Enquiries can be made at (852)2873 4829 or 2961 8705.