# **SAMPLE**

WHEN ENTERED WITH DATA RESTRICTED ACCESSIBLE TO AUTHORIZED PERSONS ONLY

# **DEPARTMENT OF HEALTH**

# 2012 Health Manpower Survey on Chiropractors

Please read the explanatory notes on page 4 before completing this questionnaire. Please tick  $\checkmark$  as appropriate for answers with selection boxes provided. To keep your personal data in strict confidence, please put the completed questionnaire in the 'RESTRICTED' envelope provided and have it properly sealed before return.

1 Male

✓ 2 Female

PERSONAL DATA

1. Sex

2. Year of birth
3. Which of the following best describes your work status <b>as at 31.8.2012</b> ? "Practising in the chiropractic profession" includes the practice of chiropractic, or work that is principally related to the discipline of chiropractic. This includes research, administration, and the teaching of chiropractic.
Practising in Hong Kong Special Administrative $\rightarrow$ (Go to Question 4) Region in the chiropractic profession
Practising in the Mainland or other parts of China (excluding Hong Kong Special Administrative Region) in the chiropractic profession  (Thank you and no further questions)
Practising overseas in the chiropractic profession $\rightarrow$ ( <i>Thank you and no further questions</i> )
Not practising in the chiropractic profession $\rightarrow$ (Go to Question 10)
4. Where is/are your practice location(s)?   □ 1 HK
B. PRESENT MAIN EMPLOYMENT as at 31.8.2012
5.(a) Please indicate the type of institution in which you worked in the chiropractic profession <u>as at 31.8.2012</u> .
If you have more than one job in chiropractic profession, please indicate the type of institution of your main job in which you spent most of your working time.
Solo practice 24 Group practice
Others (Please specify)
5.(b) What was your employment status in the chiropractic profession as at 31.8.2012?    I

# B. PRESENT MAIN EMPLOYMENT as at 31.8.2012

5.(c) Please indicate the proportion of time you spent in your present position.

Area of Work	Code	Percentage of time spent
Service in chiropractic	24	80 %
Administration/Management	06	20 %
Teaching	07	%
Research	08	%
Others (Please specify)	09	%
Total		100 %

5.(d) On <u>average</u>, how many <u>actual working hours per week</u> did you have in your present position?

(i) Hours of work per week (excluding meal breaks)	48	Hours
(ii) Hours of on-call duty per week (excluding normal duty)	0	Hours

5.(e) How many consultation/patient did you see per working day on average?

		=		_	-	_		_	
	1	<u>≤</u> 10	<b>✓</b> 2	11 - 20		3	21 - 30	4	≥ 31

# C. PROFESSIONAL QUALIFICATIONS HELD

	e indicate your earlies lease ✓ one box only.)		lification obtained	in the chiro	practic profession	(Note
2). (1 ✓ 12	Bachelor's degree	14	Master's degree	15	Doctoral degree	
19	Others (Please specify)					
	re is the issuing coupractic profession (No		ry of your earliest	basic qua	lification obtained	in the
<b>✓</b> 04	Australia	05	Canada	16	United Kingdom	
17	United States	02	Others ( <i>Please specify</i> )			
	you receive or are you evant to the chiropracti			(excluding	basic qualification)	, which
	Yes (Go to Questi		2 No	(Go to Que	estion 8)	

7.(b) Please indicate the <u>highest level of additional training</u> (excluding basic qualification), which is relevant to the chiropractic profession you have received (Note 3). (*Please* ✓ one box only.)

01	Certificate	<b>✓</b>	07	Diploma	10	Graduate Diploma
12	Bachelor's Degree		14	Master's Degree	15	Doctoral Degree
18	Others (Please specify)	)				

Not applicable, as the additional training has not yet been completed.

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	7.(c) Please indicate below the field(s) which you have received or are receiving <b>additional training</b> (excluding basic qualification), which is relevant to the chiropractic profession (Note 3).
	(You may tick ✓ more than one box)
	065     Acupuncture     001     Biomechanics     103     Chiropractic
	067     Internal disorders     068     Meridian therapy     069     Musculoskeletal diseases management
	070     Neurology     071     Nutrition     072     Occupational and industrial health
	073     Orthopaedics     051     Rehabilitation     074     Sports injuries
	024 Others (Please specify)
D.	CONTACT INFORMATION FOR FOLLOW UP WHEN NECESSARY
	8. Name of contact personCHAN SIU MAN
	9. Contact telephone number(s) 9876 5432
	~Thank you and no further questions~
E.	THOSE NOT PRACTISING IN THE CHIROPRACTIC PROFESSION
	10. If someone offered you a job in the chiropractic profession, were you available for work in the <b>past</b> 7 days?
	Yes (Go to Question 12)  2 No (Go to Question 11)
	11. Why were you <b>not available</b> for work in the past 7 days?
	1 Temporary sickness 2 Others (Please specify)
	12. Did you seek work in the chiropractic profession during the <b>past 30 days</b> ?
	Yes (Thank you and no further questions) 4 No (Go to Question 13)
	13. Why did you <u>not seek work</u> in the chiropractic profession during the past 30 days? (Please tick ✓ one box only.)
	Believe no work available in the chiropractic profession (job-seeking effort made in the past)
	Emigrated 08 Expect to return to the original job in the chiropractic profession
	01   Retired     10   Start business in the chiropractic profession at subsequent date
	Working in other profession 11 Wait to take up new job in the chiropractic profession
	Engaged in household duties 13 Want to take rest / No motive to work / No financial need
	Others (Please specify)
	~End of Questionnaire ~ ~Thank you for your participation ~
(Ye	ou may tear off the following slip and submit it separately if you do not wish to disclose your identity in the completed questionnaire.)
To	o: Department of Health (Fax No.:2572 0892)
r	I would like to request the Department of Health to remove my name from the reminder mailing list of this round of survey. I provide my name and registration no. below solely for the purpose of making such request.
	Name: CHAN SIU MAN Registration No.: C123
	Note: The information collected will be handled in strict confidence. Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to Ms. Wendy Tsang, Scientific Officer Tel.: 2961 8566 Address: Health Manpower Unit, Department of Health, 21/F Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong.)

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# **Explanatory Notes**

#### 1. Self-employed / Employer

Self-employed refers to the one works for himself or herself and is not employed as an employee. If you are a sole proprietor or partner of a partnership of a business, you will be regarded as self-employed. An employer refers to a person who has entered into a contract of employment to employ another person as his employee.

#### 2. Basic qualification in the chiropractic profession

Refers to the minimum entry qualification to the chiropractic profession.

# 3. Additional training

Relevant additional training obtained from recognized institutions in addition to the basic qualification. In-house training or short courses with <u>only</u> certificate of attendance/achievement issues should not be considered as additional training.

### **Statement of Purposes**

#### **Purpose of Collection**

1. The personal data provided will be collected and used by the Department of Health to compile aggregate statistics related to health manpower in Hong Kong and such data will only be used for the purpose of the survey. Aggregate statistics refers to a form of survey results in which the individual data subjects will not be identified. The confidentiality of the information you provide will be carefully protected. The provision of personal data is voluntary. If you do not provide sufficient and accurate information, the survey results will be less representative; thus affecting its usefulness as the basis for statistical purposes.

# **Classes of Transferees**

2. The personal data provided by means of this survey are mainly for use as stated above. Only aggregate information and not details of individual personnel will be released to other government bureaux / departments, agencies or authorities for the purposes mentioned in paragraph 1 above, if required. Apart from this, your personal information provided by means of this survey will only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

## **Access to Personal Data**

3. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in the questionnaire of this survey. A fee may be imposed for complying with a data access request.

For enquiries about this survey or questionnaire, please contact the Health Manpower Unit of the Department of Health at 2961 8566.