

**Continuing Education in Chinese Medicine (CME)
for Registered Chinese Medicine Practitioners (CMPs)
Guidance Notes for Declaration of Details of Study
in Professional Chinese Medicine Courses/ Programmes held by
Accredited Mainland Institutions by Registered CMPs**

1. The Practitioners Board recognized the CME courses (including full-time, part-time, correspondence, online, and clinical courses) or academic meetings, seminars, academic conferences, workshops and forums etc. in Chinese medicine held by the following Mainland Chinese institutions. They are not required to be assessed by the Registration Committee and can directly be accredited CME courses. The effective date for the recognized institutions from CME-MP0001 to CME-MP0028* was 2nd March 2006, for recognized institution CME-MP0029 was 12th October 2006, while for recognized institutions CME-MP0030 and CME-MP0031 was 14th April 2011^{Note}.

(Note: Registered CMPs, who study the courses/programmes held by recognized institution CME-MP0030 on or after 10th June 2010 or study the courses/programmes held by recognized institution CME-MP0031 on or after 12th August 2010, can directly apply for evaluation of CME points that may be earned through relevant courses with their CME Administrators.)

CODE	NAME OF INSTITUTIONS
CME-MP0001	Shanghai University of Traditional Chinese Medicine
CME-MP0002	Shandong University of Traditional Chinese Medicine
CME-MP0003	Beijing University of Traditional Chinese Medicine
CME-MP0004	Chengdu University of Traditional Chinese Medicine
CME-MP0005	Nanjing University of Traditional Chinese Medicine
CME-MP0006	Heilongjiang University of Traditional Chinese Medicine
CME-MP0007	Guangzhou University of Traditional Chinese Medicine
CME-MP0008	Shanxi College of Traditional Chinese Medicine
CME-MP0009	Tianjin University of Traditional Chinese Medicine
CME-MP0010	College of Traditional Chinese Medicine and Pharmacy of the Beijing Union University
CME-MP0011	Gansu College of Traditional Chinese Medicine
CME-MP0012	Jiangxi College of Traditional Chinese Medicine
CME-MP0013	Anhui College of Traditional Chinese Medicine
CME-MP0014	College of Traditional Chinese Medicine of the Hebei Medical University
CME-MP0015	Henan College of Traditional Chinese Medicine
CME-MP0016	Changchun University of Traditional Chinese Medicine
CME-MP0017	Shanxi College of Traditional Chinese Medicine
CME-MP0018	Zhejiang University of Traditional Chinese Medicine
CME-MP0019	Hubei University of Chinese Medicine
CME-MP0020	Hunan University of Traditional Chinese Medicine
CME-MP0021	Yunnan College of Traditional Chinese Medicine
CME-MP0022	Guiyang College of Traditional Chinese Medicine

CME-MP0023	Fujian University of Traditional Chinese Medicine
CME-MP0024	College of Traditional Chinese Medicine of the Xinjiang Medical University
CME-MP0025	Guangxi College of Traditional Chinese Medicine
CME-MP0026	Liaoning University of Traditional Chinese Medicine
CME-MP0028	Jinan University
CME-MP0029	China Academy of Chinese Medical Sciences
CME-MP0030	Southern Medical University
CME-MP0031	Xiamen University

* Beijing College of Acupuncture – Moxibustion and Orthopaedics-Traumatology was merged with Beijing University of Traditional Chinese Medicine in 2000, therefore, its name and code CME-MP0027 were deleted from the list.

2. Registered CMPs, who study the above courses/participate programmes, can directly apply for evaluation of CME points that may be earned through relevant courses with their CME Administrators. When applying for evaluation, the registered CMP should submit to his/her CME Administrator an application form (Form CME-IP(S)) and documents issued by the relevant institutions certifying the registered CMP's participation in studying relevant courses/programmes. The documents include:

- (a) date proof of the courses studied/programmes participated;
- (b) proof of subjects and hours studied; and
- (c) diploma, certificate of attendance, transcript, etc. (if applicable)

All documentary proof should be stamped and dated by the relevant institutions. For the submitted document, if the content is insufficient or unable to show the issuance from accredited mainland institutions, registered CMPs should submit relevant documents as supplementary proof, and give explanations in the "remarks" on the declaration form.

3. Starting from 7 June 2007, participation in CME courses provided by accredited Mainland Institutions would be awarded specified CME points based on the actual hours of attendance. Participants are not required to meet the requirement of attaining 80% attendance rate.

(a) For courses where certificates will be issued only after passing the examination, 2 CME points per actual hour of attendance (excluding examination time) will be awarded if a pass is obtained in the examination.

(b) For courses without examination or with examination but the registered CMP fails in such examination, 1 CME point per actual hour of attendance will be awarded.

The above courses include undergraduate or postgraduate courses in Chinese medicine, clinical courses as well as other courses which fall within the scope of CME such as correspondence or web-based courses. For correspondence or web-based courses, the attendance hours are calculated on the basis of the prescribed learning time of individual course.

As to the duration of attendance required for recognition of having attended a class, CME Programme Provider should set the rule having regard to the

individual circumstances of each programme. In general, the duration of attendance should not be less than 80% of the hours of that class.

4. Teaching accredited CME courses will be awarded 2 CME points per hour of teaching. The upper limit of accumulated CME points through teaching of accredited CME courses is 30 points per (three-year) cycle.
5. Participation in academic meetings, seminars, academic conferences, workshops and forums etc. in Chinese medicine organized by accredited CME programme providers, and is granted with certificates of attendance would be awarded specified CME points per hour.
 - (a) Those who are granted with certificates of attendance for attending academic meetings, seminars, academic conferences, workshops and forums etc. in Chinese medicine will be awarded 1 point per hour. The upper limit of accumulated points for attending each activity is 10 points.
 - (b) Acting as speaker at CME activities such as academic meetings, seminars, academic conferences, workshops and forums etc. in Chinese medicine will be awarded 5 extra CME points in addition to the points for attendance. Participation as facilitator or master of ceremonies will only be awarded CME points for attendance.
 - (c) For articles or reports in Chinese medicine not presented personally, but in the forms of poster, abstract, video tape and multi-media briefing etc., or a joint piece of works presented orally by representative(s), at academic meetings, conferences and seminars etc. in Chinese medicine, 3 CME points will be awarded for each article, report or works.

The “speaker” and “articles” presented at CME programme such as seminars and conferences etc. only refer to that arranged by the host organizations. Participants who present opinions or articles on own initiatives should not be regarded as a “speaker” or “having presented articles”. They can only be awarded CME points for attendance, but not extra CME points.

6. The CME information provided by registered CMPs is for the purpose of enforcing the CME requirements stipulated by the Practitioners Board and provisions of the Chinese Medicine Ordinance (Cap.549 Laws of Hong Kong) The Chinese Medicine Practitioners Board of the Chinese Medicine Council of Hong Kong and the respective CME Administrator of the CMP may take steps to verify the information provided in this declaration form by such means as they consider appropriate.
7. Provision of false or misleading information on CME may result in cancellation of the CME points so awarded by the registered CMP. The registered CMP may also be subjected to disciplinary action of the Practitioners Board.

The Practitioners Board of the Chinese Medicine Council of Hong Kong
April 2011

**Continuing Education in Chinese Medicine (CME)
for Registered Chinese Medicine Practitioners (CMPs)
Declaration Form for Study in Professional Chinese Medicine Courses
/Programmes held by Accredited Mainland Institutions**

Before completing this application form, please study the Guidance Notes.
Please complete and submit one form for each course/programme together with relevant documentary proofs and information such as date proof of the courses studied/ activities participated, proof of subjects and hours studied, diploma, certificate of attendance, transcript, etc.

Personal Details of Registered CMP

Name (Chinese) _____
 (English) _____
 Registration Number _____
 Respective CME Administrator _____

Details of Programme/Activity

Name of institution _____ (Code*: _____)
 Title of Programme _____
 Study Period From

--	--	--	--	--

 Year

--	--

 Month

--	--

 Date to

--	--	--	--	--

 Year

--	--

 Month

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 Date
 Attained CME hours _____
 Format
 Full-time Part-time Correspondence courses
 Academic meetings #Seminars/Conference #Workshops/Forums
 Internet-based courses #Practicum/Clinical courses
 others (please specify) : _____
 Pass is obtained in the examination ? Yes No
 (if applicable)

**Please refer to the Guidance Notes for the codes of Accredited Mainland Institutions*

#Please delete as inappropriate.

CME Subjects Studied

Course / programme covers the following CME subjects (you may tick more than one):

- | | | |
|--|--|---|
| <input type="checkbox"/> Hong Kong Healthcare System and Regulatory System of Chinese Medicine | <input type="checkbox"/> Modern Basic Medical Science | <input type="checkbox"/> History of Chinese Medicine and Various Theories of Chinese Medicine |
| <input type="checkbox"/> Ancient Chinese Medical Proses | <input type="checkbox"/> Fundamental Theories of Chinese Medicine | <input type="checkbox"/> Diagnostics of Chinese Medicine |
| <input type="checkbox"/> Chinese Materia Medica | <input type="checkbox"/> Medical Prescriptions in Chinese Medicine | <input type="checkbox"/> Canon of Chinese Medicine |
| <input type="checkbox"/> Treatise on Exogenous Febrile Diseases | <input type="checkbox"/> Synopsis of the Golden Chamber | <input type="checkbox"/> Seasonal Febrile Diseases |
| <input type="checkbox"/> Internal Medicine of Chinese Medicine | <input type="checkbox"/> External Medicine of Chinese Medicine | <input type="checkbox"/> Gynaecology of Chinese Medicine |
| <input type="checkbox"/> Paediatrics of Chinese Medicine | <input type="checkbox"/> Ophthalmology and Otorhinolaryngology of Chinese Medicine | <input type="checkbox"/> Orthopaedics and Traumatology of Chinese Medicine |
| <input type="checkbox"/> Acupuncture and Moxibustion of Chinese Medicine | <input type="checkbox"/> Health Maintenance and Preservation of Chinese Medicine | <input type="checkbox"/> Integration of Chinese-Western Medicine |
| <input type="checkbox"/> Modernization of Chinese Medicine | <input type="checkbox"/> Chinese Medicine Ordinance | <input type="checkbox"/> Code of Practice for Registered Chinese Medicine Practitioners |
| <input type="checkbox"/> Others (please specify) : | _____ | |
| | _____ | |

Documentary proofs submitted with this declaration form include: _____

Remarks: _____

Declaration: I understand all terms stipulated in the Guidance Notes and understand provision of false or misleading information on CME may result in cancellation of the CME points so awarded by the registered CMP. The registered CMP may also be subjected to disciplinary action of the Practitioners Board.

Signature of CMP

Date

(For internal use only) *Name and Post of*
Checking Staff:

Accredited CME points awarded: _____

(Signature of Checking Staff)

(Seal of CME Administrator)

(Date)