

## Important news

Please ignore this message if you are a HKAM Fellow, or have already chosen HKAM via College as your MCHK CME administrator.

Dear College Members,

### **RE: MCHK CME Programme for Practicing Doctors who are not taking CME Programme for Specialists**

*(Ver. May 2021)*

We are pleased to remind you that our College members who are registered with Hong Kong Academy of Medicine (HKAM) as their MCHK CME administrator via HKCFP will have their associated administrative charge waived starting from January 2017. For members who would like to **register/switch** their MCHK CME Administrator to HKAM via the College (with current cycle start date 1 July only) **starting from 1<sup>st</sup> July 2021, they MUST submit Registration Consent Form** to College Secretariat before **30 June 2021 (Wednesday)**.

Interested members who are currently not registered with HKAM should note the follows:

1. Doctors must be register under one of the CME administrator, in order to be enrolled in the MCHK CME programme  
(Please refer to [https://www.mchk.org.hk/english/cme/files/Frequently\\_Asked\\_Questions.pdf](https://www.mchk.org.hk/english/cme/files/Frequently_Asked_Questions.pdf) for more details)
2. HKCFP Members are **NOT** automatically registered with Hong Kong Academy of Medicine (HKAM) via HKCFP as their MCHK CME administrator; unless Registration Consent Form is submitted for further enrolment process.  
(HKCFP Members are enrolled in HKCFP QA programme only, which is a different CME programme)
3. MCHK registrants (with current cycle start date **1 July**) will have to liaise with their current CME Administrator (HKMA, DU, DH) for the necessary procedures in relation to change of the CME Administrator.
4. Change of CME Administrator from 'other CME Administrator' to 'HKAM via HKCFP' can be arranged after **ONE Cycle Year of programme has completed**, given that HKAM was not the administrator of your previous MCHK CME Cycle.
5. Overseas Conferences: please submit Attendance Record within one month on completion of the conference.
6. Self-study: please submit details of the programme within one month on completion of the Self-study.
7. Retrospective submission cannot be accredited outside the said time frame. In case of any discrepancy of accredited CME Points between HKCFP and 'other Administrators', the HKCFP has the final decision on the final accredited CME Points.

As our College is required to report the CME Points to HKAM every 6 months, MCHK CME registrants **MUST** sign on the respective MCHK CME attendance record sheet for CME record purposes. **To help the College Secretariat to distinguish College members from others, please identify yourself by entering your HKCFP membership number or simply putting "HKCFP" in the column of HKAM.** MCHK CME record may not be updated if one fails to update MCHK CME Administrator in a timely fashion.

The above arrangement is for our College members only. The required Registration Consent Form can be downloaded at [www.hkcfp.org.hk](http://www.hkcfp.org.hk) > Downloads > 'Quality Assurance & Accreditation'. Please return the

completed form to our College Secretariat at [cmecpd@hkcfp.org.hk](mailto:cmecpd@hkcfp.org.hk) before the captioned deadline to facilitate the necessary arrangement. As usual, late submission may not be processed.

**HKCFP Secretariat**