

The Hong Kong College of Family Physicians

香港家庭醫學學院



Pre-Exit Medical Record Review (PERM)

Candidate	
Practice name & address	(Working in the practice since ____/____)
Assessor	
Date of assessment	
Signature	

Introduction

- PERM is an interim assessment for candidates whom are preparing to attempt the Exit Examination of the Hong Kong College of Family Physicians (HKCFP)
- Please refer to relevant information from HKCFP on the requirements of PERM
- **100 medical records:**
 - Candidate collects medical records of 100 different patients in a six-week period between 1st of May and 31st August
 - The format and requirement should be generally in line of Part D of Practice Assessment
 - The format of medical records can be computerized, paper or a hybrid of both
- **100-Case Log:**
 - A table summary of the 100 medical records collected, in the specified format
- An assessor (candidate's Clinical Supervisor in higher training or a PA Examiner) chooses ten medical records from the 100-case log to mark – using the **PERM Assessment Form**
- Comment and feedback must be given to the candidate; and recorded
- The ten medical records assessed must be kept till 31st March of the next year. These records will be reviewed by delegates of Specialty Board for:
 - suspected misconduct in PERM when necessary; OR
 - quality assurance as agreed by the candidates and assessors
- Documentary proof to be submitted at the Exit Examination Application:
 - **100-case log**
 - **PERM Assessment Form** --- please note any part(s) rated grade “N” will not be accepted

Appendix: Template for 100-Case Log

PERM Assessment Form

Enter the serial number of the records (i.e., 1 – 100) chosen from the 100-Case log →	1	2	3	4	5	6	7	8	9	10
0. Legibility										
i. Basic Information										
	<ul style="list-style-type: none"> Allergy / Adverse drug reactions Current medication list Problem list (Current / Past health) Family history (with genogram as appropriate) <ul style="list-style-type: none"> Social history, occupation Height, weight, BMI/ growth chart; blood pressure Immunization Tobacco & alcohol use; physical activity 									
Grade (please circle one)										
A	Very good to Outstanding, mastery of most components and capability									
C	Satisfactory to good in most components									
E	Need to overcome some omissions / defects that have impact on patient care									
N	Need attention to avoid unsafe practice									
ii. Consultation notes										
Date of the consultation										
Main reason(s) of consultation										
Clinical findings										
Diagnosis/ Working diagnosis										
Management										
Anticipatory care advice										
Grade (please circle one)										
A	Very good to Outstanding, mastery of most components and capability									
C	Satisfactory to good in most components									
E	Need to overcome some omissions / defects that have impact on patient care									
N	Need attention to avoid unsafe practice									

Overall performance	
Grade (please circle one)	
A	Very good to Outstanding, mastery of most components and capability
C	Satisfactory to good in most components
E	Need to overcome some omissions / defects that have impact on patient care
N	Need attention to avoid unsafe practice

Feedback:

i. Basic Information
