

# SPECIALTY BOARD

## PREPARATORY WORKSHOP ON RESEARCH SEGMENT

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**26 APRIL 2024**

Prof Martin Wong  
Coordinator, Research Segment

## Guidelines on Exit Exam

Please download from our college website:

[www.hkcfp.org.hk](http://www.hkcfp.org.hk)

**Education & Examinations → Exit Examination**

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## Passing Rate

	2021 Full	2021 Suppl.	2022 Full	2022 Suppl.	2023 Full	2023 Suppl.	2024 Full
No. of Candidates attempted Research	10	2	12	5	11	1	13
No. of Candidates PASSED overall	7	2	8	3	1	1	10
Passing Rate	70%	100%	67%	60%	90%	100%	77%

## *Starting a Research Project*

- Original work
- Candidate = principal investigator
- Same project cannot be submitted by any other candidate
- Form a research team (involve your supervisor)
- Seek approval from your practice boss/ COS/ department


## 1<sup>st</sup> Year

May 2022	Preparatory workshop for Exit Exam
Mar- June	Literature review, identify and refine research question and draft research protocol (4 months)
July 31	Deadline for submitting <b>Ethics Approval (IRB/ REC)</b> (allow 2-3 months)
August 10	<b>Exit Exam Clinical Audit and Research Forum</b>
Sep	Commence data collection (6 months)
October 26	Deadline for submitting <b>Research Seeding Fund</b>

## Ethics Approval for Research Study

- MUST seek Ethics Approval from a recognized Ethics Committee **before** starting your study.
  - HA, DH or universities.
- Candidates must **submit** the supporting document(s) with the Research Report
  - Be disqualified if failed to do so
  - **Date of ethics approval** must be sought **within 3 years** before the application deadline of Exit Examination.

# Sample of Ethics Approval Letter


**HONG KONG EAST CLUSTER**  
 港島東醫院聯網

Ethics Committee, HKEC  
 3 Lok Man Road  
 Chu Wan  
 Hong Kong  
 10 May 20xx

(Candidate's Name)  
 Resident Trainee  
 Dept. of Family Medicine and Primary Healthcare  
 HKEC  
 Ref: HKEC-20xx-021

Dear Dr.:

The Ethics Committee (EC) of HKEC is authorized by the Cluster Chief Executive to review and monitor clinical research. It serves to ensure that research complies with the Declaration of Helsinki, ICH GCP Guidelines, local regulations and HA policy. It has the authority to approve, require modifications in (to secure approval), or disapprove research. This Committee has power to terminate/suspend a research at any time if there is evidence to indicate that the above principles and requirements have been violated.

The Committee has reviewed your research application dated 29 March 20xx by an expedited process, and reached the following decision based on the documents submitted.

The Committee approves your application and the following documents, and requires you to adhere to the attached conditions:

Title of Study	(Review Title)
List of investigators	<ol style="list-style-type: none"> <li>Resident Trainee, Dept. of Family Medicine and Primary Healthcare, HKEC.</li> <li>Associate Consultant, Dept. of Family Medicine and Primary Healthcare, HKEC.</li> <li>Dept. of Family Medicine and Primary Healthcare, HKEC.</li> </ol>
Protocol title and version	Research Protocol (Feb 20xx)
Consent Form version	N/A.

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1 Lok Man Road, Chu Wan, Hong Kong 電話: 2315 0794 傳真: 2315 0794  
 1 洛曼路, 洲灣, 香港 電話: 2315 0794 傳真: 2315 0794

Information sheet title and versions	N/A.
Certificate of indemnity/insurance	N/A.
Other Documents	Questionnaire (English & Chinese versions)


Conditions

- The Principal Investigator is responsible and accountable for the confidentiality of the personal data of the study subjects they hold. The Principal Investigator must also ensure that there is appropriate arrangement to protect the security of personal data when it is stored, sent or received.
- Apply a clinical trial certificate from department of health if applicable.
- Do not deviate from, or make changes to the study protocol without prior written EC approval, except when it is necessary to eliminate immediate hazards to research subjects or when the change involves only logistical or administrative issues.
- Report the following to EC: (i) study protocol or consent document change (use "HKECRE001F7"); (ii) serious adverse event (use "HKECRE001F5"); (iii) study progress (use "HKECRE001F9"); (iv) new information that may be relevant to a subject's willingness to continue participation in the study; (v) final report upon completion of study (use "HKECRE001F8").
- Report first study progress to EC by 9 May 20 and thereafter at 12 monthly intervals until study closure.
- Submit Research Final Report Form (use "HKECRE001F8b") to EC upon completion of study.

\* Download forms from the HKEC internet for use.

Please report the progress of the study according to the time schedule stipulated in Clause 5 of Conditions shown above for the Cluster REC to consider whether the approval status can be maintained. Upon completion of the study, kindly furnish the EC with a final report using the form mentioned in Clause 6 of Conditions.

Yours sincerely,

  
 Dr. Loretta SO  
 for Chairman of EC, HKEC

cc: COS(FM&PHC), HKEC

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## Research Funding

**HKCFP Trainees Research Fund 2024 or**  
 all registered HKCFP trainees four awards

**HKCFP Research Seed Fund 2024.**

*All HKCFP members*

*Please contact College if you are interested in.*

## 2<sup>nd</sup> Year

March- May	Data Analysis (3 months)
June - August	Writing full report (draft) + Submit to supervisor for comments
July /August (TBC in 2022)	Exit Exam Clinical Audit and Research Forum
August	Pre-Exit Exam Workshop
Early January	Submit for Exit Examination

## *Format of the Research Report*

- 2,500 – 4,000 words (excluding the Abstract, References and Acknowledgements)
- Abstract < 250 words  
Objective, Design, Subjects, Main Outcome Measures, Results, and Conclusions  
< 5 keywords
- Max: 6 Graphs + 6 tables + 15-30 references
- Abbreviations should be spelt in full when first used.
- No names of the practice, the candidate and his/her supervisor

## *Format of Main Text*

- (<https://www.bmj.com/about-bmj/resources-authors/house-style>)
- **Introduction** background and objectives
- **Method** Subjects, Study Design and Measurements, Interventions, Outcomes, and Statistical Methods
- **Results**
- **Discussion**
- **Conclusions**

## *Format of Main Text*

- **References** (Vancouver style, Journal titles abbreviated = Index Medicus Style, up to 3 authors/ editors: et al.)  
[https://www.nlm.nih.gov/bsd/uniform\\_requirements.html](https://www.nlm.nih.gov/bsd/uniform_requirements.html)
- **Acknowledgements**
- **Appendix** All study instrument and questionnaire should be send in as part of the appendices

# Plagiarism

- *Zero tolerance*
- *All reports will be checked by the Veriguide*
- *[https://veriguide1.cse.cuhk.edu.hk/portal/plagiarism\\_detection/register.jsp](https://veriguide1.cse.cuhk.edu.hk/portal/plagiarism_detection/register.jsp)*

The screenshot shows a web browser window with the URL [veriguide1.cse.cuhk.edu.hk/portal/plagiarism\\_detection/register.jsp](https://veriguide1.cse.cuhk.edu.hk/portal/plagiarism_detection/register.jsp). The page displays two account options:

- VeriGuide Basic (Free Trial)**: Single User Account, Individual student, teacher, etc. Features include originality checking, readability analysis, and help desk for account owners. It is marked as a **FREE TRIAL**.
- VeriGuide Academic**: Single Campus Account, Principal/head of university, high school, etc. Features include originality checking, readability analysis, and help desk for account owners. It is marked as **PAID**.

	VeriGuide Basic (Free Trial)	VeriGuide Academic
User type	Individual student, teacher, etc	Principal/head of university, high school, etc
Originality checking	✓	✓
Readability analysis	✓	✓
Assignment collection	✗	✓
Originality report quota	3	No limit
Files per submission	1	No limit
Help desk for account owner	✓	✓
Extended help desk for teachers and students	✗	✓

Please note that the above services details are for references only. Please refer to our terms and conditions when you use or purchase our service.

# Assessment Criteria

## Background (20%)

- Research topic, question(s), aim(s) and objective(s)
- Originality, new knowledge / uniqueness
- Relevance and importance to HK practice and family medicine
- Critical review of background literature (update)

## Methodology (30%)

- Appropriate for the research question(s)
- Sampling method (sample size calculation)
- Outcome measures
- Data collection
- Statistical tests & analysis of results (descriptive statistics, student-t test, chi square tests, logistic / liner regression...)

# Assessment Criteria

## Results (20%)

- Study population characteristics/ comparison
- Highlight of the results: significant + ve and – ve results
- Tables and charts

## Discussion (20%)

- Compare (same/difference) results with previous literature (Vs background)
- impact of the research
- Strength and Limitation
- Application of results in daily practice/ family medicine
- Future research

## Presentation (10%)

- Use of English (software checking, e.g. word, grammarly...)
- Copyediting (font style, size, spacing, paragraphing, table format, labelling)
- Reference list numbering, format



# Dissemination of Research Report

1. HKCFP primary care conference
2. Overseas conference
3. HA convention
4. Submission to Hong Kong Practitioners

## Suggested Reading:

1. Robert H. Fletcher, Suzanne W. Fletcher, Grant S. Fletcher. *Clinical Epidemiology – The Essentials*. 5th Edition Philadelphia: Wolters Kluwer Health/Lippincott Williams & Wilkins, 2014
2. Geoffrey R. Norman and David L. Streiner, *Biostatistics: The Bare Essentials*, 4th Edition. Shelton, Connecticut : People's Medical Publishing House-USA, 2014
3. Peter Norton , Moira Stewart, Martin Bass etal *Research methods for primary care vol 1* 1991 Sage publications
4. Leon Gordis, *Epidemiology*. W B Saunders, 4th Edition, 2008 Robert
5. H. Fletcher, Suzanne W. Fletcher, Edward H. Wagner. *Clinical Epidemiology – The Essentials*. 5th Edition, 2005
6. Leon Gordis, *Epidemiology*, 3rd Edition. Philadelphia: Elsevier Saunders 2013
7. Marcello Pagano, Kimberlee Gauvreau, *Principles of Biostatistics*, 2nd Edition. Australia; Pacific Grove, CA: Duxbury, 2000
8. Rosaline S. Barbour, *Introducing qualitative research. A student's Guide by Rosaline Barbour*. 2nd edition. 2014 SAGE Publications Inc

**Thank You!**