



THE LICENTIATE COMMITTEE OF THE MEDICAL COUNCIL OF HONG KONG

Guidance Notes to Applicants- 2018 Licensing Examination (Second Sitting)

ELIGIBILITY

1. Eligibility for taking the Licensing Examination is governed by section 7A of the Medical Registration Ordinance, Cap. 161 of the Laws of Hong Kong ("MRO"). An applicant must satisfy **ALL** requirements set out in section 7A of the MRO:-

" (1) *No person shall be eligible to take the Licensing Examination unless -*
 (a) *he makes an application in that behalf to the Council and pays to the Registrar a prescribed fee for taking the Licensing Examination; and*
 (b) *he satisfies the Council -*
 (i) *that at the time of the application he has satisfactorily completed not less than 5 years full time medical training of a type approved by the Council and is the holder of a medical qualification acceptable to the Council; and*
 (ii) *that he is of good character.*
 (2) *For the purpose of subsection (1)(b)(i), the 5 years full time medical training shall include a period of internship as approved by the Council. "*
2. The requirements include **ALL** the following elements:-

 (a) Medical training which is:-
 - not less than 5 years in duration (i.e. an applicant is not eligible if he has completed less than 5 years of training for any reason, including exemption from part of the curriculum);
 - full time in nature throughout all 5 years;
 - of a type approved by the Medical Council;
 - includes a period of full time internship resident in a hospital;
 - leading to the award of a medical qualification acceptable to the Medical Council.
 (b) Good character befitting medical practitioners.

REGISTRATION AS CANDIDATE

3. Different categories of applicants should use different forms:-
 - new applicants: Form 1 "Registration as Candidate"
 - re-sit applicants: Form 2 "Application to Take 2018 Licensing Examination (Second Sitting)"

4. Form 1 and Form 2 can be:-
 - downloaded from the website www.mchk.org.hk; or
 - collected from the Licentiate Committee Secretariat (4/F, Hong Kong Academy of Medicine Jockey Club Building, 99 Wong Chuk Hang Road, Aberdeen, Hong Kong).
5. **New applicants:-**
 - submit Form 1
 - pay application fee and submit proof of payment (pay examination fee when being notified to do so)
 - submit notarized photocopy of all supporting documents (including identity document, certificates and transcripts)
6. **Re-sit applicants:-**
 - submit Form 2
 - pay application fee and examination fee (when being notified to do so), and submit proof of payment
7. Complete application form clearly and in BLOCK letters. Incomplete or illegible applications will not be processed. Insert ✓ sign in appropriate boxes. Documents submitted will not be returned.
8. Photocopies of supporting documents must be:-
 - notarized by a notary public (photocopies certified by other persons e.g. solicitor, Justice of Peace will not be accepted); or
 - verified by the Licentiate Committee Secretariat (the applicant must present both the originals and photocopies in person to the Secretariat for verification).
9. Make a declaration before a Commissioner for Oaths, solicitor, Justice of the Peace or notary public to confirm the truth of all information provided. Declaration service is also available free of charge at the Licentiate Committee Secretariat.

SUBMISSION OF APPLICATION

10. Submit application together with the supporting documents by **registered post or hand delivery** to:-

Secretary, Licentiate Committee
Medical Council of Hong Kong
4/F, Hong Kong Academy of Medicine Jockey Club Building
99 Wong Chuk Hang Road
Aberdeen, Hong Kong
11. The following applications will **NOT** be accepted:-
 - submitted by facsimile or email
 - received after the closing date
 - illegible or incomplete
 - lacking proof of payment of the relevant fees

12. All applications must reach the Licentiate Committee Secretariat within the following periods:-

Form 1

Formal Application	16.4.2018 – 15.5.2018
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Form 2

Examination in Professional Knowledge	16.4.2018 – 15.5.2018
Proficiency Test in Medical English	16.4.2018 – 15.5.2018
Clinical Examination	14.9.2018– 28.9.2018

FEES

13. Fees payable are (subject to prevailing rates on date of payment):-

Application fee (*to be paid at the time of application*) HK\$1,590

Examination fee

(to be notified for payment upon confirmation of the eligibility to sit for the examination)

Part I	Examination in Professional Knowledge	HK\$3,220
Part II	Proficiency Test in Medical English	HK\$1,850
Part III	Clinical Examination	
	<i>All disciplines</i>	HK\$3,540
	<i>Single discipline (re-sit candidates only)</i>	HK\$1,380

14. Payment should be made by:-

- sending a bank draft to the Licentiate Committee Secretariat, payable to **“Director of Health (Boards & Councils Office)”**; or
- telegraphic transfer into the following bank account:-
 - Name of account: Director of Health (Boards & Councils Office)
 - Name of bank: The Hongkong and Shanghai Banking Corporation Limited
(Bank Code: 004) (SWIFT Code: HSBC HK HHH KH)
 - Account number: 048-202584-001

15. Payment must be in Hong Kong dollars. Cash or other currencies will not be accepted. **Bank handling charges** should be kept separate from the fees and settled separately.
16. Keep receipt as proof of payment. Mark the Applicant’s Name and Candidate Number (if any) on a copy of the receipt and submit together with the application form. For payment made after submission of the application form (e.g. examination fee for new applicants), send copy of receipt to the Licentiate Committee Secretariat [Fax: (852) 2554 0577; Email: mc-exam@dh.gov.hk].
17. **Application fee** is neither refundable nor transferable for other purposes.
18. **Examination fee** is not refundable, unless:-
- (i) in exceptional circumstances (such as absence due to sickness or inclement weather on the examination day); or
 - (ii) exemption is granted for the relevant part of the Licensing Examination.

EXAMINATION

19. The Licensing Examination is held twice in Hong Kong per annum. Each sitting consists of 3 parts:-

Part I: Examination in Professional Knowledge

(tentatively scheduled for 4 & 5 September 2018)

It is designed to test candidates' professional knowledge in basic sciences, medical ethics/community medicine, medicine, surgery, orthopaedic surgery, psychiatry, paediatrics and obstetrics & gynaecology. Questions are in both English and Chinese. The syllabus is at **Appendix I**.

Part II: Proficiency Test in Medical English

(tentatively scheduled for 3 September 2018)

It is a written professional English paper to test candidates' proficiency in Medical English. Questions are in English.

Part III: Clinical Examination

(tentatively scheduled within two weeks from late November to early December 2018)

It is designed to test candidates' ability to apply professional knowledge to clinical problems in 4 areas: medicine, surgery (including cases on orthopaedic surgery), obstetrics & gynaecology, paediatrics. Candidates can answer in English, Cantonese or Putonghua (choice to be made in application form).

20. Candidate must have passed Part I and Part II before applying to take Part III.
21. Part III (Clinical Examination) has a capacity for 72 candidates only. If the number of applicants exceeds 72, the seats will be allocated in accordance with the mechanism set out in **Appendix II**.

INTERNSHIP

22. After passing Part III, a candidate is required to undergo internship training for 12 months in an approved hospital. During internship, the intern will receive clinical instructions to familiarize him with the local medical system and the commonly found diseases. Upon successful completion of internship training, he is eligible to apply for registration as a medical practitioner.
23. A candidate who has passed the Licensing Examination (i.e. passed all 3 parts) should commence internship training on either 1 January or 1 July of the following year, unless deferment of the internship training has been granted.

CRIMINAL CONVICTION / PROFESSIONAL MISCONDUCT

24. An applicant who has been convicted of any criminal offence or found guilty of professional misconduct (in Hong Kong or elsewhere) will be considered on a case-by-case basis.

WARNING

25. The Licentiate Committee may verify with the relevant authorities the truth of the information and documents provided.
26. Any approval given on the basis of false information is null and void. All results in the Licensing Examination will also be revoked.
27. The following are criminal offences punishable with imprisonment, and will be reported to the police or the Independent Commission Against Corruption for prosecution:-
 - making a false declaration;
 - providing false information in connection with an application;
 - offering any advantage (money or gift) to the staff of the Medical Council in connection with an application.

FURTHER GUIDELINES

28. Candidates may refer to the Medical Council's website at www.mchk.org.hk for guidelines concerning eligibility to sit the Licensing Examination, exemption in Licensing Examination and internship.

APPEAL

29. Any appeal against the decision of the Licentiate Committee or its sub-committees should be made within 14 days of being notified of the decision, in accordance with the procedure set out in **Appendix III**.
30. An applicant who has applied for a review or has appealed cannot take or apply to take the next Licensing Examination until after final conclusion of the review or appeal.
31. If an applicant applies for a review or appeals after he/she has submitted an application for taking the next Licensing Examination, his/her application for taking the next Licensing Examination will be withheld from processing until after final conclusion of the review or appeal.

Licentiate Committee
Medical Council of Hong Kong

**THE LICENTIATE COMMITTEE
OF THE MEDICAL COUNCIL OF HONG KONG**

**2018 Licensing Examination (Second Sitting)-
Part I: Examination in Professional Knowledge**

<u>Syllabus</u>	<u>Format</u>
1. Anatomy	<u>Paper I</u>
2. Biochemistry	(120 multiple-choice questions)
3. Physiology	*Basic Sciences (10 MCQ)
4. Pathology	Medicine (60 MCQ)
5. Microbiology	Psychiatry (15 MCQ)
6. Pharmacology	Paediatrics (35 MCQ)
7. Medicine	
8. Surgery	<u>Paper II</u>
9. Paediatrics	(120 multiple-choice questions)
10. Obstetrics & Gynaecology	*Basic Sciences (10 MCQ)
11. Psychiatry	Medical Ethics/Community Medicine (15 MCQ)
12. Orthopaedic Surgery / Traumatology	
13. Epidemiology & Community Medicine	Surgery (45 MCQ)
14. Medical Ethics/Medical Law	Orthopaedic Surgery (15 MCQ)
15. General Practice/Family Medicine	Obstetrics & Gynaecology (35 MCQ)
16. Clinical Pharmacology	*Basic Sciences cover pre-clinical disciplines, such as Anatomy, Pharmacology and Physiology
17. Anaesthesiology & Emergency Medicine	
18. Diagnostic Radiology	
19. Ophthalmology	- 1 mark given for a correct answer
20. Ear, Nose & Throat	- 0.25 mark deducted for an incorrect answer
21. Sexually Transmitted Diseases/Dermatology	- No mark given or deducted for an unanswered question
	- Pass mark: 40% (i.e. 48 marks) in each paper, with a total of 50% (i.e. 120 marks) for both papers

**THE LICENTIATE COMMITTEE
OF THE MEDICAL COUNCIL OF HONG KONG**

Allocation of seats in Clinical Examination

1. The 72 available seats in Part III (Clinical Examination) of the 2018 Licensing Examination (Second Sitting) will be allocated in accordance with the following mechanism:-

(a) Applicants will be prioritized into the following 3 categories with the descending priority:-

- Category A: applicants who have passed 3 subjects in Part III (i.e. Clinical Examination) of the 2018 Licensing Examination (First Sitting), and have a valid Part I (i.e. Professional Knowledge) pass for taking the scheduled sitting of the Clinical Examination in 2018;
- Category B: applicants whose previous pass in Part I will cease to be valid after 2018 (calendar year), or applicants who have already taken the Clinical Examination for 4 times;
- Category C: all other applicants.

(b) The seats will first be allocated to the applicants in Category A. If such applicants exceed the number of seats available, lots will be drawn.

(c) The remaining seats will then be allocated to the applicants in Category B. If such applicants exceed the number of seats available, lots will be drawn.

(d) The remaining seats will then be allocated to the applicants in Category C. If such applicants exceed the number of seats available, lots will be drawn.

(e) Applicants who are not allocated seats will be given enhanced priority in subsequent Licensing Examinations. One priority point will be given for each application ending in non-allocation of seats. Applicants with more priority points will be accorded higher priority within the respective category.

2. An illustration of the allocation mechanism is set out below:-

2016 CE (Second Sitting)

Maximum Capacity	72
Category A	10
Category B	20
Category C	70

All Category A and B applicants and 42 Category C applicants will be allocated seats (10+20+42=72).

The remaining 28 Category C applicants will be given 1 priority point.

2017 CE (First Sitting)

Maximum Capacity	72
Category A	20
Category B	30
Category C point 1	28
point 0	40

All Category A and Category B applicants and 22 “Category C point 1” applicants will be allocated seats ($20+30+22=72$).

The remaining 6 “Category C point 1” applicants will be given 1 additional priority point (i.e. total 2 points).

The 40 Category C “Category C point 0” will be given 1 priority point.

2017 CE (Second Sitting)

Maximum Capacity	72
Category A	5
Category B	20
Category C point 2	6
point 1	40
point 0	30

All Category A, Category B, “Category C point 2” and “Category C point 1” applicants will be allocated seats, as well as 1 “Category C point 0” applicant ($5+20+6+40+1=72$).

The remaining 29 Category C applicants will be given 1 priority point.

2018 CE (First Sitting)

Maximum Capacity	72
Category A	35
Category B	40
Category C point 1	29
point 0	30

All Category A and 37 Category B applicants will be allocated seats ($35+37=72$).

The remaining 3 Category B applicants will be given 1 priority point.

The 29 “Category C point 1” applicants will be given 1 additional priority point (i.e. total 2 points).

The 30 “Category C point 0” applicants will be given 1 priority point.

**THE LICENTiate COMMITTEE
OF THE MEDICAL COUNCIL OF HONG KONG**

**Appeal against Decision
of the Licentiate Committee and Its Sub-committees**

Licentiate Committee and its Sub-committees

1. The Licentiate Committee is responsible for conducting the Licensing Examination, and assessing the performance of candidates during internship training after passing the Licensing Examination. Five sub-committees are set up to carry out the following functions:-

- (i) Credentials Sub-committee
 - to vet the qualifications of applicants and determine their eligibility to take the Licensing Examination
 - to determine whether candidates who have failed 5 consecutive times in a part of the examination should be granted further attempts
- (ii) Examination Sub-committee
 - to prepare and conduct the examination
 - to certify passes and failures
- (iii) Internship Sub-committee
 - to be responsible for the posting (in collaboration with the Central Internship Committee of the Hospital Authority), supervision and assessment of interns
- (iv) Exemptions Sub-committee
 - to consider applications for exemption from part(s) of the examination and internship training
- (v) Review Sub-committee
 - to consider appeals of candidates against the decisions of the Credentials Sub-committee, Examination Sub-committee and Internship Sub-committee

Appeal

2. An appeal against the decision of the **Credentials / Examination / Internship Sub-Committee** should be made to the Review Sub-Committee, under section 20G(1) of the Medical Registration Ordinance (“MRO”). The appeal must be made within 14 days of being notified of the decision.

3. The appeal must be made in writing to the Secretary of the Review Sub-Committee, setting out the decision appealed against and the grounds of appeal. The procedure is set out in section 44 of the Medical Practitioners (Registration and Disciplinary Procedure) Regulation (“Regulation”).

Appeal

Against Review Sub-committee

4. An appeal against the decision of the **Review Sub-Committee** should be made to the Licentiate Committee, under section 20G(3) of the MRO. The appeal must be made within 14 days of the decision.

5. The appeal must be made in writing to the Secretary of the Licentiate Committee, setting out the decision appealed against and the grounds of appeal. The procedure is set out in section 45 of the Regulation. The decision of the Licentiate Committee shall be final.

Against Exemptions Sub-committee

6. An appeal against the decision of the **Exemptions Sub-Committee** regarding exemption from any part of the Licensing Examination should be made to the Licentiate Committee, under section 20F(1A) of the MRO. The appeal must be made within 14 days of being notified of the decision.

7. The appeal must be made in writing to the Secretary of the Licentiate Committee, setting out the decision appealed against and the grounds of appeal.

Against Licentiate Committee

8. An appeal against the decision of the **Licentiate Committee** regarding exemption from any part of the Licensing Examination should be made to the Medical Council, under section 20F(2) of the MRO. The appeal must be made within 14 days of being notified of the decision.

9. The appeal must be made in writing to the Secretary of the Medical Council, setting out the decision appealed against and the grounds of appeal. The procedure is set out in section 43 of the Regulation. The decision of the Medical Council shall be final.

No further attempt at examination until after final conclusion of review/appeal

10. An applicant who has applied for a review or has appealed cannot take or apply to take the next Licensing Examination until after final conclusion of the review or appeal.

11. If an applicant applies for a review or appeals after he/she has submitted an application for taking the next Licensing Examination, his/her application for taking the next Licensing Examination will be withheld from processing until after final conclusion of the review or appeal.

-End-