

HONG KONG COLLEGE OF PAEDIATRICIANS

Application for Retrospective Accreditation of Training in Paediatrics

Procedures:

1. Applicant writes to Honorary Secretary of College – note the retrospective nature of application
2. Secretary redirects application to appropriate Subspecialty Board
3. Secretary of Subspecialty Board – sends standard forms to applicant
4. Applicant returns application form with training details
 - + Reasons for not applying prospective accreditation of training
 - + \$10,000
 - + Declares no interruption during training period /or gives reasons for interruption
 - + Statement undertaking all information supplied are correct
5. Vetting by Subspecialty Board. The Subspecialty Board may request further information from the applicant if the information provided is insufficient for adequate assessment. (The Subspecialty Board aims to be complete the assessment within 1 month upon receiving fully completed applications.)
6. Recommendation of approval/disapproval by Subspecialty Board
7. * Review of recommendation by Committee for Subspecialty Boards
8. * Approval by Council
9. Refer to Subspecialty Board for further action

* Items 7 & 8 may take totally more than 2 – 3 months depending on the meeting schedules of the CSB and College Council.