



Post-fellowship Training Program in Facial Plastic Surgery

Note: [The Guidelines for Recognition of Academy College of the Hong Kong Academy of Medicine (3.4) stated that the subspecialty is supervised by a separate Board and represented via its parent College.]

1 Facial Plastic Surgery Board

1.1 Composition of the Board

The Facial Plastic Surgery Board is formed by Fellows in Otorhinolaryngology with experience in Facial Plastic Surgery. It should consist of not more than one representative from each HA hospital cluster, preferably one representative from university and one or more representatives from the private sector if possible. Board members should be nominated by the College Council, individual cluster Chief of Service in ENT and heads of respective university ENT departments accordingly. Board members and a Chairperson should be formally appointed by the Council of the Hong Kong College of Otorhinolaryngologists.

1.2 Term of Office

The term of office of Board members shall be 2 years and re-appointment is necessary.

1.3 Terms of Reference

- i. To promote and develop Facial Plastic Surgery in Otorhinolaryngology practice in Hong Kong.
- ii. To oversee post-fellowship Facial Plastic Surgery training of Fellows of the Hong Kong College of Otorhinolaryngologists.
- iii. To recommend trainers in Facial Plastic Surgery to the Hong Kong College of Otorhinolaryngologists.
- iv. To monitor and accredit ENT training centres, trainers and training program in Facial Plastic Surgery.
- v. To assess and accredit performance of post-fellowship trainees in Facial Plastic Surgery.
- vi. To recommend to the Council of the Hong Kong College of Otorhinolaryngologists for awarding certificates in Facial Plastic Surgery to trainees successfully completed the training program.
- vii. To act as an advisory board to the Council of the Hong Kong College of Otorhinolaryngologists in Facial Plastic Surgery training and development.
- viii. To report to the Education Committee of the Hong Kong College of Otorhinolaryngologists on decisions and actions taken on Facial Plastic Surgery training. All decisions must be approved by the Council of the Hong Kong College of Otorhinolaryngologists.

2 Training Centre

- 2.1 All training centres in Facial Plastic Surgery will be inspected and accredited by the Facial Plastic Surgery Board of the Hong Kong College of Otorhinolaryngologists every 4 years or when there is a request to increase the number of training posts in a centre.
- 2.2 Training centres in Facial Plastic Surgery should have been accredited as higher surgical training centres in Otorhinolaryngology by the Hong Kong College of Otorhinolaryngologists
- 2.3 Each accredited training centre in Facial Plastic Surgery should have at least one full-time Facial Plastic Surgery trainer.
- 2.4 Each training centre will be accredited a number of training posts based on the trainee-trainer ratio, caseloads and facilities.
- 2.5 Two or more centres can join together to apply accreditation as a conjoint training centre to meet the minimum caseload requirement. Each individual centre should have at least one full-time Facial Plastic Surgery trainer and necessary facilities. The number of training posts accredited for the conjoint training centre will depend on its total number of caseloads and the total number of Facial Plastic Surgery trainer. Trainees of this conjoint training centre should undergo rotational training in each of these individual centres.

Institutional facilities and resources must be adequate to provide the educational experiences and opportunities required to fulfil the needs of the educational program as specified above. These include, but are not limited to: facilities and personnel resources for fellows to carry out their patient care and personal educational responsibilities; administrative offices; an adequate library and internet capability providing access to standard reference texts and current journals; and, sufficient space for instruction

There shall be frequent didactic sessions including, but not limited to, morbidity and mortality conferences, journal clubs, clinical presentations, and research and basic science presentations

- 2.6 Training program is supervised at the training centre by the Hong Kong College of Otorhinolaryngologists appointed trainers.
- 2.7 Application for accreditation as training centre is not limited to public hospitals. Private hospitals can also apply for accreditation provided that the criteria are met.
- 2.8 A virtual inspection of the applying training centre shall be required [representatives from each unit applying for inspection will make a formal presentation to a panel based on the information submitted in the application form]. The panel shall consist of the President of the College, the Chairman of the Facial Plastic Surgery Board, Censor-in-Chief and three members from the Facial Plastic Surgery Board. Board members representatives will be selected according to the alphabetic order of their surname and who are not currently working in the respective cluster. The panel shall review all applications and operation statistics received by the College Secretariat. The panel shall determine the accreditation status of individual creditable units subjected to confirmation and approval by the Council of the Hong Kong College of Otorhinolaryngologists, and

subjected to the rights to appeal otherwise provided for in these Rules. Application must be approved by two-thirds (2/3) of the votes cast in the panel.

- 2.9 All appeal will be processed by the Facial Plastic Surgery Board. The appeal must be in writing and it should be delivered to the College Secretariat. The Chairman of the Facial Plastic Surgery Board shall form a three-person appeal committee who had not taken part in the original panel. All members of the appeal committee shall be entitled to vote on decisions and the outcome of the appeal shall be decided on the basis of a majority vote subjected to the confirmation and approval of the Council of the Hong Kong College of Otorhinolaryngologists.
- 2.10 All accredited training centre should inform the College Secretariat for any changes in circumstances of their institution/cluster which will render their centre no longer able to meet the requirements for accreditation for Facial Plastic Surgery sub-specialty training.
- 2.11 The College will issue a certificate of accreditation with the defined period to each accredited training centre in Facial Plastic Surgery.

3 Trainers

- 3.1 Those who want to become trainers have to submit the application with the operation statistics in the past one year to the Facial Plastic Surgery Board of the Hong Kong College of Otorhinolaryngologists for assessment and appointment.
- 3.2 Trainers must be fellows of the Hong Kong College of Otorhinolaryngologists and fellows of the Hong Kong Academy of Medicine in Otorhinolaryngology or holders of other equivalent qualifications approved by the College. The trainer is preferred to have relevant qualification in facial plastic surgery granted by a recognized organization.
- 3.3 Trainer in Facial Plastic Surgery should have at least 4 years post-fellowship working experience and performed a minimum of 160 recognized facial plastic surgery in 4 consecutive years period before the date of application as trainer. If trainers possess any recognized experiences in facial plastic surgery, they are required to show a minimum of 40 cases experience (as a chief surgeon or supervisor) in recognized facial plastic cases in one year immediately before application as trainer after acquisition of such facial plastic qualification. The casemix of the surgical experience of the trainers submitted will be assessed by the board to make sure the trainers have adequate and wide exposure in facial plastic surgery to fulfil the job requirement. Trainers should be in full-time employment in an accredited Facial Plastic Surgery training centre and working with average 40 facial plastic cases per year in the field of Facial Plastic Surgery.
- 3.4 Trainers must maintain active hospital privileges to perform facial plastic surgery procedures or have privileges in an outpatient setting to perform facial plastic surgery procedures. He or she must be an experienced facial plastic surgeon with sufficient administrative experience and research interest to ensure effective training of the fellow and steer the training program
- 3.5 Trainers should have adequate educational resources and materials, such as library facility, books, journals and videos. The fellow also requires appropriate space to carry out his/her duties.
- 3.6 Trainers should regularly evaluate the knowledge, skills and professional growth of the trainees, as required by the HKCORL. Evaluations will be performed in every six months of the training.

- 3.7 The trainer's appointment is not quotable. This appointment should be attached to a college accredited Facial Plastic Surgery training centre and will be removed if he/she stops working in a college accredited Facial Plastic Surgery training centre. The trainer in Facial Plastic Surgery cannot be a trainer in other subspecialty boards (eg. Head and Neck Surgery) other than pre-fellowship general ENT – Head and Neck trainer.
- 3.8 The performance of trainers is monitored by the Facial Plastic Surgery Board and the appointment of trainers is subjected to review by the Facial Plastic Surgery Board and endorsed by the Education Committee. All decisions must be approved by the Council of the Hong Kong College of Otorhinolaryngologists.

4 Trainee

- 4.1 Trainees must have obtained Fellowship of the Hong Kong College of Otorhinolaryngologists before they will be accepted as trainees in Facial Plastic Surgery.
- 4.2 Trainees must have fully registered with the Medical Council of Hong Kong.
- 4.3 The number of training posts accredited in a training centre will depend on the trainee-trainer ratio, caseload and facilities of the centre.
- 4.4 The trainee to trainer ratio should not be greater than 1:1
- 4.5 Trainees should have registered with the Facial Plastic Surgery Board before commencement of training. Trainees will commence their Facial Plastic Surgery training from the 1st January or 1st July, which must in line with our College higher surgical training programme.
- 4.6 Each trainee should possess a Logbook and is required to update the Logbook regularly. The Logbook of clinical experience and exposure has to be certified by his/her Facial Plastic Surgery trainer and endorsed by the Facial Plastic Surgery Board every 6 months during the training period. The Logbook should contain operation statistics, morbidity and mortality, attendance of meetings/seminar, research and presentation. [Note: please refer to items 5.7 and 5.8 for more details]

5 Training Programme

- 5.1 The training program is under direct supervision of the Facial Plastic Surgery Board of the Hong Kong College of Otorhinolaryngologists.
- 5.2 There should be ample opportunities for trainees to observe, manage, and assume responsibility for the investigation and treatment of patients suffering from a variety of facial plastic conditions.
- 5.3 Trainees should have wide exposure to various facial plastic surgical procedures during their training period, including surgical management of congenital, inflammatory, neoplastic, traumatic and aging states of the face, head and neck including, but not limited to: a) nasal surgery; b) maxillofacial, plastic and reconstructive surgery of the head and neck c) oncologic surgery of the head and neck; d) head and neck reconstructive surgery as it relates to the restoration of function, congenital anomalies, head and neck trauma; e)

**HONG KONG COLLEGE OF OTORHINOLARYNGOLOGISTS
POST-FELLOWSHIP TRAINING PROGRAM IN FACIAL PLASTIC SURGERY**

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pre- and postoperative care; f) minimally invasive techniques; and g) management of complications. Operations in the core training program include rhinoplasty, otoplasty, nasal reconstruction, ear reconstruction, blepharoplasty, forehead lift, facelift, facial reanimation, facial trauma, head and neck reconstruction, cleft lip reconstruction, scar revision, laser skin surgery, botox and subcutaneous filler injection.)

- 5.4 The duration of training in Facial Plastic Surgery should be 3 years. However, more time can be given to the trainees if the minimal requirement of surgical experience cannot be reached in the training period. The trainee has to apply for the extension of training through College with approval given by the Facial Plastic Board.
- 5.5 Trainees after completion of the training programme should have acquired comprehensive knowledge and skills in the field. They should be clinically able and understanding the basic principles in Facial Plastic Surgery and are capable of working independently in a variety of settings. However, they are encouraged to work in the training centre to gain further experience in facial plastic surgery and to assist training the ENT residents in this field.
- 5.6 The minimum requirement for training centres and trainees are as follows: A recognized training centre should provide training in 5 key procedure area of facial plastic surgery and a minimum requirement in each category as a list of table 1 have to be done as chief surgeon in 3 years time. More time can be given to trainees to fulfill this minimum case number in each category. Other than the requirement of number of surgeries in each category, there will be certain index surgery with minimum number that each trainee should performed in the training period.

KEY PROCEDURES	TRAINING CENTRE		TRAINEE AS CHIEF SURGEON	FACILITIES
	Recommended number in 36 months for each trainee	(overall minimum requirement in a 36 months period for each trainee and each trainer)	(minimum requirement in a 36 months period)	
Trauma	10	240	120	A dedicated Facial Plastic Team is preferred but not mandatory. Multidisciplinary management of patients is encouraged.
Congenital	10			
Reconstructive	40			
Cosmetic	40			
Head and Neck	20			

5.7 Index Facial Plastic Surgery and Minimum Number in 3 years

List in alphabetical order

i	Blepharoplasty / Browlift	10
ii	Genioplasty / Facelift	5
iii	Local Flaps	15
iv	Otoplasty / Auricular Reconstruction	10
v	Rhinoplasty	20
vi	Scar revision	10
vii	Skin graft	10

5.8 Research

Trainees should submit their research protocol within the first year of training to the Facial Plastic Surgery Board. The research study should be original, started after commencement of the training, and has not been presented, published or simultaneously submitted elsewhere.

A completed research project (in research paper format) in Facial Plastic Surgery should be submitted and vetted by the Facial Plastic Surgery Board not later than one month before the completion of their training program.

5.9 Training Evaluation

Trainees should submit their logbook and research progress report on completion of every 6 months of training to the Facial Plastic Surgery Board for recognition of the respective training period.

Trainees should attend an interview for final assessment by the Facial Plastic Surgery Board within three months after the completion of the Facial Plastic Surgery training. A completed logbook and research project should be required for presentation during the interview.

Upon satisfactory completion of the training program and passing the interview, trainees will be awarded a certificate of post-fellowship training in Facial Plastic Surgery by the Hong Kong College of Otorhinolaryngologists.

5.10 Interrupted Training

Trainees are entitled to have interruption of training due to annual vacation leave, compassionate leave, sick leave and maternity leave. All other leaves require approval by the Facial Plastic Surgery Board. Special leaves/study leaves for conference or training course are considered part of the training programme and are not considered as interruption or suspension of training. If the total entitled leave exceeds 18 weeks (126 days) during the 3 years of training, additional training will be required to compensate for those periods beyond 18 weeks.

5.11 Overseas Training

Overseas post-fellowship training in Facial Plastic Surgery may be recognized subject to prior approval by the Facial Plastic Surgery Board of the Hong Kong College of Otorhinolaryngologists.

The maximum duration of overseas training with hand-on practice could be accredited up to 1 year. Overseas Training as an observer alone could only be accredited up to 3 months.

5.12 Remedial training, Disqualification and Appeal

Trainees who are deemed unsatisfactory on assessment will be required to undergo remedial training approved by the Facial Plastic Surgery Board. Trainees who have unsatisfactory assessment on the remedial training will be disqualified from the training program. Trainees can appeal to the Council of the Hong Kong College of Otorhinolaryngologists concerning results of assessment and disqualification.

Reference:

- 1. Subspecialty training program of the College of Surgeons of Hong Kong*
- 2. Guidelines on criteria of subspecialty of the Hong Kong Academy of Medicine*
- 3. Training guidelines of the Hong Kong College of Otorhinolaryngologists*
- 4. Post fellowship training program in Head and Neck Surgery in HKCORL*
- 5. Guidelines for Training and Certification in Facial Plastic and Reconstructive Surgery for International Federation of Facial Plastic Surgery Societies*