



# 香港耳鼻喉科醫學院

## THE HONG KONG COLLEGE OF OTORHINOLARYNGOLOGISTS

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### Principles and Guidelines on Training Point Requirements for Higher Surgical Trainees

1. The Hong Kong College of Otorhinolaryngologists (HKCORL) requires training points from all higher surgical trainees in Otorhinolaryngology. Training points are allocated to participation in approved training activities which may be organized by the College, ENT departments or other organizations. The training points are a quantification of the academic efforts of the trainees and form an integral part of the assessment of their training.
2. HKCORL undertakes training points administration for our trainees.
3. **Requirements and Training Point Assessment**
  - 3.1 **Higher Trainees are required to obtain a minimum of 15 training points in every 6-month training period. All training points accumulated in excess of the requirement in 6-month training period cannot be carried forward to the next training periods.**
  - 3.2 **Training points are allocated to accredited for each category of passive or active from activities as listed in 5.1 to 5.8.**
  - 3.3 **One point in CME/CPD activity for specialist is equivalent to one training point awarded for participation in CME/CPD activities.**
  - 3.4 Trainees are responsible to record their attended training activities during the current training period. A form for reporting training activities can be obtained from the College to record the required information. Trainees must submit the completed form together with the Mentor Assessment Form half yearly in every January and July to the College.
  - 3.5 The College Secretariat should report to the Education Committee of the College any higher trainee who fails to comply with training post requirements in any 6-month training period. Failure to obtain the required number of training points will render the academic assessment of the training period unsatisfactory.
4. **Measurement of Activities**
  - 4.1 A Point of training activity is equivalent to one hour of participation in a Formal College Approved Activity.
  - 4.2 The Education Committee of the College will decide number of points to be awarded to activities that normally cannot be accredited on a time basis; and to individual training point categories taking into consideration to the nature of their specialties.
5. **Accredited Training Activities**
  - 5.1 **Self-study**
    - a) Self-study of medical educational material is accepted as a form of active activity.
    - b) The self-study materials include journal paper, book chapter, audiovisual material, and internet publication.

- c) Self-study is only accredited with the necessary evidence that it has been carried out diligently. Self-study would require documentation of completion of the relevant activity. This will take the form of written summary of not less than 100 words for each hour of study or correctly answer to the required test questions approved by the College.
- d) One active point per self-study item.

**5.2 *Passive Participation in meeting.***

- a) One passive point per hour of passive participation.
- b) Half passive point per hour for non-ENT related activities.

**5.3 *Active Participation in meeting***

- a) Invited speaker 5 active points
- Oral presentation of 5 active points
- Poster presentation (first author) 3 active points
- Abstracts (no presentation) 2 active points
- Chair or moderate a meeting 5 active points

**5.4 *Publications***

- a) Book/thesis 10 active points
- Book chapter, first author or corresponding author 10 active points
- Book chapter, co-author 5 active points
- Paper (Index Medicus), first or corresponding author 10 active points
- Paper (Index Medicus), co-author 5 active points
- Paper (non Index Medicus), first author or corresponding author 5 active points
- Paper (non Index Medicus), co-author 2 active points

**5.5 *Research***

- a) Peer review manuscript for journal is accepted as a form of active activity.
- b) Participation in reviewing articles submitted to Hong Kong Medical Journal, Journals of Academy Colleges and other indexed Journals is accepted as a form of active activity.
- c) One training point per manuscript.

**5.6 *Development of New Technologies or Services.***

- a) The development of new technologies or services is accepted as a form of active activity.
- b) A written report is required for assessment of active points.
- c) Five active points for principal developer and two active points for co-developer for each new technology or service.

## 5.7 Undergraduate Teaching

- a) Undergraduate teaching activities are accepted as a form of active activities, subject to a quality assurance process.
- b) Development of audiovisual teaching materials or problem-based learning case is considered as active activity. A written report is required for assessment of active points
- c) One active point per activity.

## 5.8 Activities for Improvement of Patient / Medical Care

- a) Participation in learning / activities that enhances the ability to practice medical both as an individual doctor and as a part of the health care team eventually leading to improvement of patient management and medical care, e.g. relevant laws, information technological, interpersonal and communication skill training, clinical and other skills laboratory learning, simulator and virtual reality learning, patient safety enhancement programme can be accepted as a form of active activity (*including Journal Club Meeting, X-ray Meeting, Morality & Morbidity Meeting, Clinical Pathology Meeting, attending workshop*).
- b) A written report is required for the assessment of active points.
- c) One active point per hour of passive participation.

### **TRAINING POINTS CODING**

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|---------------------|---|
| <b>Category 1</b>   | Self-study  |
| <b>Category 1.2</b> | Self-study (Non-ENT related)  |
| <b>Category 2</b>   | Formal College Approved Post-graduate Meetings  |
| <b>Category 2.2</b> | Meetings organized by other Colleges or organizations (Non-ENT related)   |
| <b>Category 3</b>   | Lectures, Chairpersons or Moderators  |
| <b>Category 4</b>   | Publications  |
| <b>Category 5</b>   | Research  |
| <b>Category 6</b>   | Development of New Technologies or Services   |
| <b>Category 7</b>   | Undergraduate Teaching  |
| <b>Category 8</b>   | Activities for Improvement of Patient Cares (Including Journal Club Meeting, X-ray Meeting, Morality & Morbidity Meeting, Clinical Pathology Meeting, attending workshop) |