



Fellowship Programme

Information and Application Form

2019

1. General Information

The Hong Kong College of Physiotherapy (HKCOP) was established in July 2007.

The **Mission of the HKCOP** is to serve the Hong Kong community by fostering safe and quality patient care in physiotherapy.

1.1 Objectives of the Mission Statement:

1.1.1 To promote professional standards and patient safety by:

- facilitating professional training programmes in physiotherapy;
- conferring professional qualifications to individuals who have attained the appropriate knowledge, skills and attitudes to assume the responsibilities of physiotherapy specialists;
- upholding and advancing professional standards of physiotherapists;
- reinforcing quality assurance programmes in physiotherapy to improve patient care; and
- establishing effective communications with Fellows and trainees of the HKCOP.

1.1.2 To promote education in physiotherapy by:

- promoting continuing education to Fellows and practitioners in physiotherapy;
- advising governments, organisations and public bodies on matters relating to physiotherapy;
- educating the public on the principles and practice of physiotherapy.

1.1.3 To advance the science and practice of physiotherapy by:

- promoting basic and clinical research in physiotherapy;
- disseminating new knowledge in physiotherapy;
- supporting new developments in physiotherapy; and
- interacting with other professional bodies and the international community, to share knowledge, skills and development in physiotherapy.

Flowing from the Objectives of the Mission Statement, the HKCOP will facilitate a specialisation process for physiotherapists in Hong Kong. This document describes a Fellowship Programme, offered by the HKCOP, which provides a pathway to specialisation.

1.2 Fellowship

A Fellow of the HKCOP is a specialist physiotherapist who meets the following criteria:

- 1.2.1 Demonstrates advanced clinical competence in a defined area of practice within the scope of physiotherapy;
- 1.2.2 Engages in evidence-based practice;
- 1.2.3 Participates in research; and
- 1.2.4 Transfers their knowledge and skills to students, peers and other healthcare professionals.

2. Programme Objectives

The HKCOP Fellowship Programme aims to:

- 2.1 Promote the highest possible standards of physiotherapy practice in Hong Kong by facilitating the process of specialisation;
- 2.2 Provide a pathway of development for applicants to the Fellowship Programme to prepare for examination; and
- 2.3 Promote the recognition of specialist status physiotherapists in Hong Kong.

3. Pathways to Specialisation

Applicants may qualify for the award of Fellowship of HKCOP (FHKCOP) and be granted the status of specialist in their chosen area of expertise, when they satisfy the following clinical and academic criteria:

- 3.1 A minimum of 5 years of clinical experience in the relevant area of specialisation;
- 3.2 A postgraduate master's degree awarded by a university recognised by HKCOP or a postgraduate diploma awarded by a university recognized by HKCOP together with other postgraduate specialized training corresponding to the Level 6 of the Hong Kong Qualifications Framework (e.g. Advanced Specialty Programme of the Institute of Advanced Allied Health Studies of Hospital Authority);

- 3.3 No less than 500 hours of clinical teaching experience (which may include training / coaching of junior physiotherapists[#], delivery of training courses to physiotherapy colleagues and preferably with 10% of total hours in student supervision, or equivalent);
- 3.4 Demonstrate competence in effective and professional communication in the area of specialisation in both oral and written format by way of the following:
 - 3.4.1 Oral presentation of a paper at a conference on at least one occasion; and
 - 3.4.2 Publication of at least one manuscript in a peer-reviewed journal as the first, second, corresponding or last author. For those candidates with a master's degree and a completed dissertation but without manuscript publication, an assignment to demonstrate their writing skills will be required for acceptance by the Examination Panel.
- 3.5 Passing a viva voce Examination on clinical cases by a panel of examiners nominated by the HKCOP.

[#]For applicants with a supervisory role on junior physiotherapists in their normal duties, a maximum of 20% of their working hours can be counted as "training / coaching of junior physiotherapists".

(A flowchart showing the Pathway to Specialisation under the HKCOP is shown in Appendix 1).

A Board of Censors in a defined area of physiotherapy practice will be appointed upon the receipt of an application. If the Board of Censors is satisfied that the applicant meets requirements 3.1 to 3.4 above, the applicant will be invited to sit an examination. If the Board of Censors determines that the applicant does not presently satisfy the above requirements, a Development Programme appropriate and relevant to the required clinical and academic activities may be recommended to the applicant. Upon successful completion of the Development Programme, the applicant may apply for Examination. Successful examination will result in nomination to the HKCOP Council for confirmation of the award of Fellowship

4. Application for Fellowship

4.1 Registered Physiotherapist in Hong Kong

The candidate must be registerable as a physiotherapist in Hong Kong.

4.2 Specialty Areas Appropriate for Application

Three specialty areas have been identified by the HKCOP as being open to application for specialist status – musculoskeletal, cardiopulmonary and neurological physiotherapy. Other specialty areas shall be developed as deemed necessary and appropriate in the future.

4.3 Application Process

An applicant for Fellowship will be admitted to the HKCOP as an “Associate Member” on submission of their Application Form (Appendix 2), evidence of qualifications, experience and achievements, and the application fee.

The Board of Censors will review the applicant’s clinical experience and academic qualifications. If these criteria are satisfied, then, the clinical teaching, and publication/writing criteria will be assessed to determine whether the applicant is suitable for examination.

If the clinical experience and academic criteria are satisfied but the teaching, publication and communication criteria are not, the Board of Censors shall recommend a Development Programme to the applicant to be completed in two years of the Assessment. Upon successful completion of the Development Programme, the applicant may attend the examination. An applicant wishing to appeal any recommendation by their Board of Censors may do so in writing to the Council of the HKCOP within 28 days of notification of the recommendation, setting out the grounds for their appeal together with an administration fee of HK\$2,000. The decision of the Council will be final.

4.4 Development Programme

The Development Programme may include manuscript writing, clinical teaching and/or conference presentation, under the guidance of a facilitator assigned by the Council of the HKCOP.

4.5 Examination

A panel of two examiners who are specialists in the applicant’s specialty area will conduct the Examination. Preferably one of the examination panel members will be a specialist physiotherapist from outside the Hong Kong jurisdiction. The applicant will be required to view a video of clinical cases and answer questions raised by the panel or conduct a practical examination in an simulated environment. The viva voce

examination may, if necessary and appropriate, be conducted using teleconferencing facilities. The duration of the Examination will be approximately **TWO** hours.

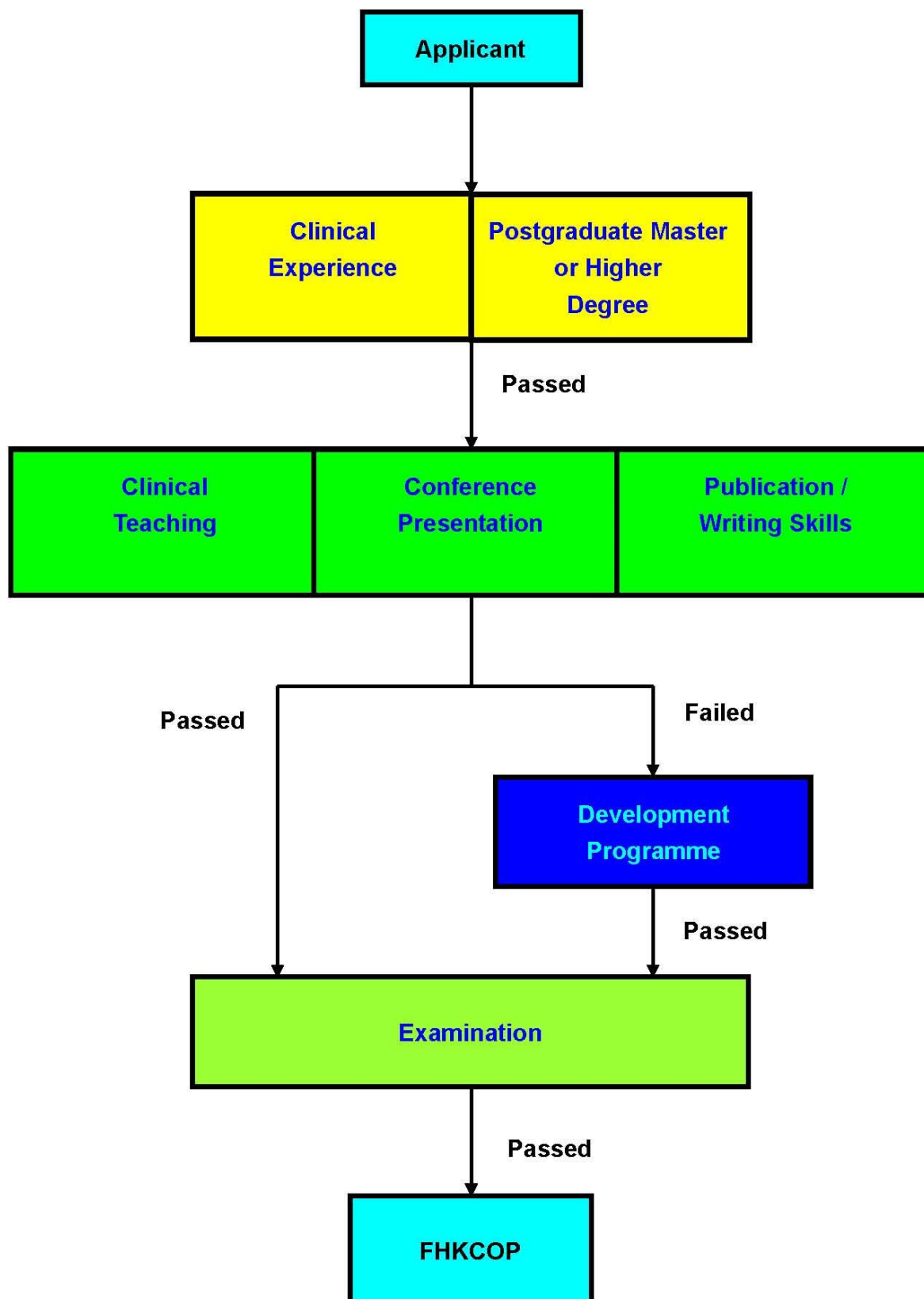
4.6 Fees

The application fee for the Fellowship Programme is HK\$500. The annual subscription fee for Associate Members undertaking the specialisation process is HK\$800. The examination fee is HK\$5,000. A maximum of **two** attempts at examination within 2 years will be permitted. A re-examination fee of HK\$2,500 for the re-sit examination will be levied. These fees are subjected to change by order of the Council of HKCOP at any time. All fees paid to the HKCOP are non-refundable.

5. Maintenance of Fellowship

5.1 Continued membership of the HKCOP as a Fellow requires compliance with the following conditions:

- 5.1.1 payment of an annual subscription fee of HK\$800;
- 5.1.2 a minimum annual attainment of 25 continuing professional development (CPD) points; and
- 5.1.3 2 oral presentations at a workshop and/or conference, plus 1 publication every 5 years

Appendix 1: Flowchart Showing the Pathway to Specialisation in HKCOP

Appendix 2: Application Form**Title:** Prof / Dr / Mr / Mrs / Miss / Ms**Surname:****First Name:****Address for Correspondence:**

Contact Details:**Telephone:**

(Office)

(Mobile)

Email:

Academic Qualifications (Basic and Postgraduate):

Academic Institute	Period of Attendance		Part-time / Full-time	Award
	From	To		

Other Relevant Specialty Training:

Postgraduate Specialty Training Courses	Institute	Contact hours	Assessment / Examination (Y/N)

Working Experience in _____ Specialty
(in chronological order):

Year (mm/yy)	Hospital/Department	Position held	FTE*	Duties

*FTE – full-time equivalent (e.g. 0.5 implies half of working time allocated)

Clinical Teaching Experience:

Year	Working Titles (if applicable)	Course Titles / Subjects	Type of Students	Duration (hours)

Conference/Seminar Oral Presentations:

Year	Conference / Seminar Titles	Topics presented	Duration of Presentation

Publications:

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The following documents should be attached with this Application Form for submission:

1. one set of copies of academic qualifications
2. One set of copies of publications
3. A cheque of HK\$500, made payable to Hong Kong College of Physiotherapy Ltd.

Please send the relevant documents and cheque to:

Hong Kong College of Physiotherapy

Room 901, 9/F, Rightful Centre

12, Tak Hing Street,

Jordan, Kowloon, HKSAR

Declaration :-

To the best of my knowledge and belief, all facts and matters stated in or related to my Application for Fellowship of the Hong Kong College of Physiotherapy are true.

Signature of Applicant:

Date: