



Co-organisers:

Hong Kong College of Orthopaedic Surgeons

Hong Kong Jockey Club Innovative Learning Centre for Medicine

Workplace-based Assessment Trainer Course

Objectives :

- Understand the principles behind performance review and workplace-based assessment (WBA)
- Apply different methods of feedback and debriefing during WBA

Target Participants:

Orthopaedic specialists who want to be instructors for Workplace-based Assessment

Date: 1 December 2021

Time: 09:00 - 16:30

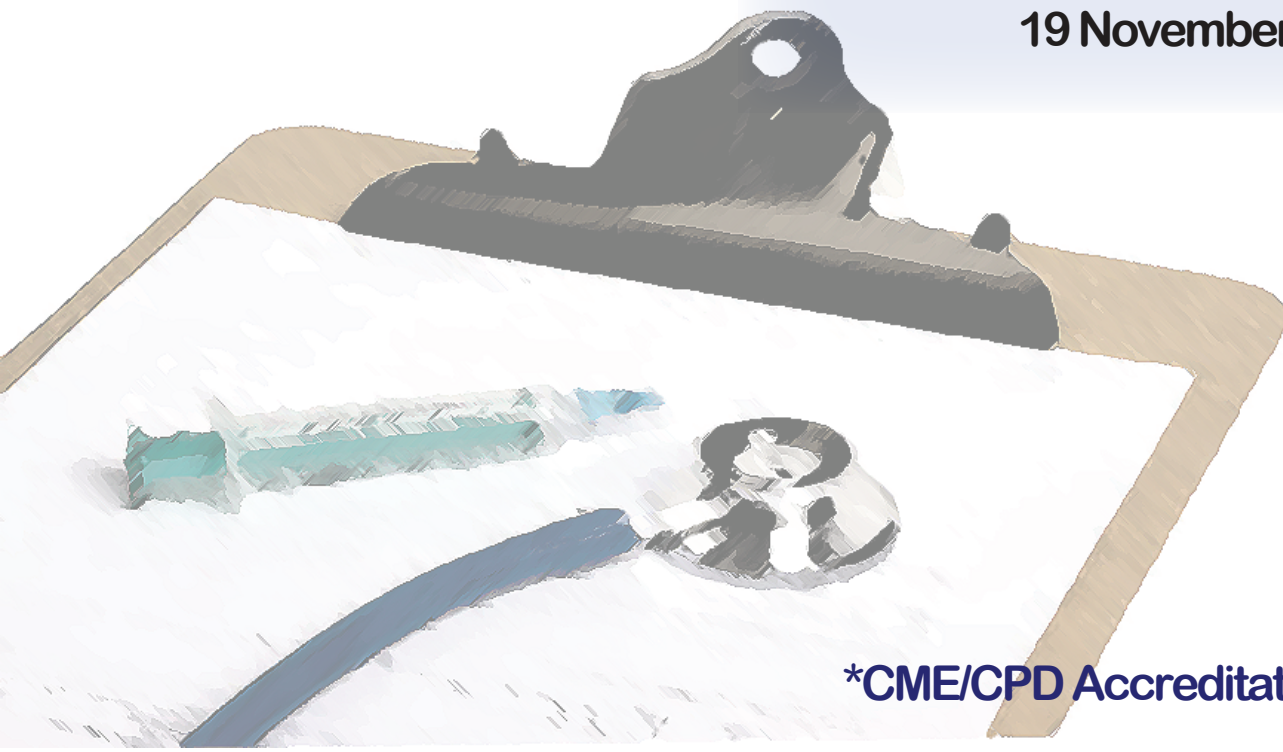
Venue: HKJC ILCM

Teaching mode:

Lecture and small group practice

Registration:

Please complete the application form and submit to **HKCOS** on or before **19 November 2021**



*CME/CPD Accreditation Pending



Workplace Based Assessment Trainer Course

Co-organised by
Hong Kong College of Orthopaedic Surgeons
Hong Kong Jockey Club Innovative Learning Centre for Medicine

Date : 1 December 2021 (Wednesday)
Venue : Hong Kong Jockey Club Innovative Learning Centre for Medicine (HKJC ILCM)
Enquiries : (Email) hkcoss@hkcoss.org.hk (Telephone) +852 2871-8722

APPLICATION FORM

Please complete legibly all parts in **BLOCK LETTERS** and return this form to the HKCOS by email **on or before 19 November 2021.**

Title	:	<input type="checkbox"/> Professor <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss				
Family Name <small>(same as HKID/ passport)</small>	:		Given Name	:		<small>(same as HKID/ passport)</small>
Preferred Name to be called during the Course :						
Job Title	:					
Institution/ Hospital	:					
Specialty	:					
Address	:					
Office No.	:		Mobile No. :			
E-mail	:					
Academy Fellow No. :						
Have you ever participated in any medical simulation education course(s) as instructors or learners?			<input type="checkbox"/> Yes <input type="checkbox"/> No			
Could you briefly explain the reason(s) for joining the course?						

IMPORTANT NOTICE

1. Full and punctual attendance is required throughout the Course.
2. Please complete and return the Application Form to the Hong Kong College of Orthopaedic Surgeons (HKCOS) **on or before 19 November 2021**.
3. A notification email showing the application results will be sent to all applicants **about 2 weeks prior to the course date**.
4. Please be informed that the course is subsidized by the HKCOS.
5. Please be informed that priority of the course on 1 December 2021 will be given to Training Directors from training centres and Members of the Working Group for HKCOS Training Curriculum Review. Kindly note that courses will be organized for orthopaedic specialists to participate in the future.

APPLICANT'S DECLARATION

1. I declare that the information I provide in support of this application is accurate and complete.
2. I understand that my application will not be accepted if any information or document I provided is found to be false.
3. I confirm that I have read and accepted the Personal Information Collection Statement attached to this Application Form.
4. I authorize the HKCOS and HKJC ILCM to use, check and process my data as required for my application.
5. I understand that upon application, my data will become a part of my record and may be used for all purposes in connection with the processing of the application.
6. I understand the materials developed during the Course remain property of HKJC ILCM.

Signature : _____

Date : _____

Personal Information Collection Statement

1. This is a statement to inform applicants of their rights under the Personal Data (Privacy) Ordinance (the Ordinance).
2. The personal data collected in this Application Form will be used by the HKCOS and HKJC ILCM for the purposes of organising the said course, and where applicable, will serve as part of an applicant's official record with the HKCOS and HKJC ILCM.
3. Personal data will be kept confidential and handled by the staff of or persons appointed by the HKCOS and HKJC ILCM to undertake its administrative functions and for training purposes.

Note:

- a) Applicants are required to keep the HKCOS and HKJC ILCM informed of any changes in their personal data once they have enrolled for the said course.
- b) Under the Ordinance, applicants may have the right to request access to, or correction of any data provided by them in relation to their application.
- c) As the Ordinance allows, the HKCOS and HKJC ILCM has the right to charge a reasonable fee for the processing of any request for data access. Applicants who request access to data or for the correction of their data should do so in writing to the HKCOS and HKJC ILCM.
- d) Applicants should write to the HKCOS and HKJC ILCM if they do not want to receive any information on courses, events or functions organised by the HKCOS and HKJC ILCM.

FOR INTERNAL USE

Course Registration:	<input type="checkbox"/> Accepted	<input type="checkbox"/> Rejected
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