



THE COLLEGE OF SURGEONS OF HONG KONG

Proctorship Programme on Basic Laparoscopic Surgery

PROGRAMME

The establishment of Basic Laparoscopic Proctorship Programme proposed by the Department of Standards is designed to provide all Fellows with the opportunities to enhance their skills on Basic Laparoscopic Surgery. This programme which is required to report to the CME Committee and the Council is basically executed and monitored by the Court of Proctors. Each proctoree is entitled to award a maximum of 15 CME points(ACTIVE) by participating in this programme.

ENTRANCE REQUIREMENT

a) Proctor:

- i) Fellow of CSHK
- ii) Relevant experience in Laparoscopic procedures with a certain amount of surgery performed and had a good standing.
- iii) Proctor is required to demonstrate a sense of willingness and enthusiasm in teaching and being a proctor.

b) Proctoree:

- i) Fellow of CSHK
- ii) Limited exposure in basic laparoscopic procedures

Remarks: The eligibility of being a proctoree or a proctor is subject to the final discretion of the Court of proctors.

COURSE OUTLINE

a) Video session (5 sessions)

- Operation video clips for teaching and instructional purposes will be available for self-learning.
- 3 Types of surgeries will mainly be focused on, that is, diagnostic laparoscopy, laparoscopic cholecystectomy and laparoscopic appendicectomy.

b) Observation session (5 sessions)

- Proctoree is only required to observe the surgery performed by the Proctor.

c) Proctor guiding sessions with Proctoree as assistant (5 sessions)

- Proctoree learns the procedures through acting as an assistant. Proctoree is required to provide cases for proctoring during the learning process.

d) Proctorees operating sessions with Proctor as assistant (10 sessions)

- Proctoree is able to operate in the surgery under the guidance of proctor. Proctoree is required to provide cases for proctoring during the learning process.

MONITORING MECHANISM

- Proctoree is necessary to be monitored by proctor in the guiding and operating sessions during the entire surgery.
- A checklist is provided for proctor so as to monitor the progress of surgery that proctoree performed.
- Cases for proctoring are required to be video-recorded and submitted to CSHK's Secretariat together with the completed checklist for record in case of any dispute.
- Proctor would act in the best interest of the patient and has the right to stop or intervene at any time deemed necessary during the proctoring process.
- Court of Proctors may review the membership of proctorees from time to time and subject to their performance.

CME ACCREDITATION

- A maximum of 15 CME/CPD points (active) can be awarded to the proctorship programme on basic laparoscopic surgery in each CME cycle.
- Video learning sessions with prior approval from the CSHK with the submission of a summary of no less than 100 words may be awarded at most 5 points (active) for all 5 videos per CME cycle.
- Proctoree acting as an assistant in a proctoring case can obtain 1 point (active) per operation.
- Proctoree performing basic laparoscopic procedures with Proctor's assistance may be awarded 2 points (active) per operation.
- Proctor demonstrating procedures in the proctorship programme may be awarded 1 point (active) per operation.
- Proctorees are required to submit the Record Sheet and operation's video records and Proctors are required to submit the proctorship checklist to the College's Secretariat for applying CME accreditation. All forms can be downloaded on the website <https://www.cshk.org>.

CERTIFICATE

Certificate of Proctorship Programme on Basic Laparoscopic Surgery will be issued to the proctoree who has completed all required sessions.

PROCTOR AND PROCTOREE ARRANGEMENT

- The matching mechanism of proctoree and proctor is under the mutual agreement within the Court.
- Each proctoree is recommended to declare their preference of at most 4 proctors: 2 proctors from public hospitals and 2 from private hospitals.
- Proctoree may change the selected proctors of 4 at any time if necessary. Proctoree is the one to provide cases for proctoring for the guiding and operating sessions.

APPLICATION METHOD

Please enclose **copies** of:

1. Fellowship Diploma
2. Annual Practising Certificate
3. Subscription receipt of Medical Protection Society stated with specialities

Application form can be downloaded on the website <https://www.cshk.org> and is required to submit to the College.

FEES PAYMENT

Entrance Fee: HKD20, 000 (3- year programme)

Please submit application form and required documents together with a crossed cheque of HK\$20,000 which should be made payable to “The College of Surgeons of Hong Kong Limited” at the following address:

*The College of Surgeons of Hong Kong
Room 601, 6/F
Hong Kong Academy of Medicine Jockey Club Building
99 Wong Chuk Hang Road
Aberdeen, Hong Kong*

If proctoree cannot complete the programme within 3 years, he/she is required to re-register and pay the application fee of HKD 20,000 for renewing the membership of the programme.

General Inquiries

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