



SPECIALTY BOARD

INTRODUCTORY WORKSHOP  
**ON RESEARCH SEGMENT**

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11 APRIL 2019

Prof. Martin Wong  
Coordinator, Research Segment

# EXIT ASSESSMENT :

1. Research OR Clinical Audit
2. Practice Assessment
3. Consultation Skills Assessment

# Build research capacity

## Research Segment –

*Assesses the candidate's ability to conduct a research project which include :*

Performing a literature search and defining a research question,

Selecting the most appropriate methodology to answer the research question,

Performing appropriate analysis and interpreting the results with a discussion and conclusion



# Research Funding

**HKCFP Research Seed Fund /**  
**HKCFP Trainees Research Fund 2019**

*Details will be available in FP Links SOON*

## 1<sup>st</sup> Year

Feb 1	Commence higher training
April 11	<b>Preparatory workshop for Exit Exam</b>
Mar- June	Literature review, identify and refine research question and draft research protocol (4 months)
April 29	Deadline for submitting HKCFP Research Fellowship application
June 20	<b>HKPCC– Clinical Audit and Research Forum</b>
July 31	Deadline for submitting IRB (allow 2-3 months)
August 31	Notification of successful grant applications
Sept - Feb	Commence data collection (6 months)

## 2<sup>nd</sup> Year

March- May	<b>Data Analysis (3 months)</b>
June - August	<b>Writing full report (draft)</b>
June (TBC in 2020)	<b>Clinical Audit and Research Forum</b>
August	<b>Pre-Exit Exam Workshop</b>
September	<b>Submit to supervisor for comments</b>
Oct- Nov	<b>Study report revisions (final)</b>
Early January	<b>Submit for Exit Examination</b>

# *Guideline*

- Each candidate is required to submit:
  - **FOUR COPIES** of the research report; AND
  - Certification by Clinical Supervisors/ Mentors; AND
  - **Supporting document of Ethics Approval** issued by a recognized ethics committee,
  - Deadline: early January (for first attempt candidate)
- The research report **must be the original work** of the candidate. The candidate **must be the principal investigator** of the research project and the **same project cannot be submitted by any other candidate**. The names of the practice, the candidate and his/her supervisor should NOT be stated in the Research Report.
- The ethics approval for the Research Study must have been sought from a recognized ethic committee. **The date of ethics approval must be within 3 years before the application deadline of Exit Examination.**
- The ethics approval for the Research Study must have been sought from a recognized ethic committee.

# *Format of the Research Report*

A standard format with an **Introduction** giving background and objectives; **Method** giving details of Subjects, Study Design and Measurements, Interventions, Outcomes, and Statistical Methods; **Results; Discussion; Conclusions; References; and Acknowledgements.**

The text should be **between 2,000 and 3,000 words** in length, excluding the Abstract, References and Acknowledgements.

Graphs and tables should be limited to 6 and references to 40.

**An Abstract of up to 250 words** should be set out under the headings of **Objective, Design, Subjects, Main Outcome Measures, Results, and Conclusions.** Up to five keywords should be listed below the Abstract.

Abbreviations should be spelt in full when first used.



# *Format of the research report*

References should preferably conform to the Vancouver style as used in the Hong Kong Practitioner, the official journal of the HKCFP, and must be clearly numbered in the correct order in the text. Journal titles should be abbreviated to Index Medicus Style. Up to three authors and/or editors up to three should be listed. If there are more than three, the first three and et al should be listed.

All study instrument and questionnaire should be send in as part of the appendices.

The candidates are recommended to include sufficient information in their research reports. References can be made to the website of the British Medical Journal on the various guidelines according to the different study designs. (<http://www.bmj.com/about-bmj/resources-authors/article-submission/article-requirements>). These guidelines are for reference only, and candidates do not need to complete or submit the guidelines.

# Guidelines on Exit Exam

Please download from our college website:

[www.hkcfp.org.hk](http://www.hkcfp.org.hk)


Education & Examinations → Exit Examination


*Guidelines for 2020 Full Exit Exam will be available in Aug 2019.*

# Ethics Approval for Research Study

- MUST seek Ethics Approval from a recognized Ethics Committee before starting your study.
  - HA, DH or universities.
- Candidates are required to submit the supporting document(s) when the Research Report is submitted.
  - Be disqualified if failed to do so


# Sample of Ethics Approval Letter

 <b>HONG KONG EAST CLUSTER</b> 港 島 東 醫 院 聯 網									
Ethics Committee, HKEC 3 Lok Man Road, Chai Wan Hong Kong 10 May 20xx									
(Candidate's Name) Resident Trainee									
Dept. of Family Medicine and Primary Healthcare HKEC									
Ref: HKEC-20xx-021									
Dear Dr.									
<p>The Ethics Committee (EC) of HKEC is authorized by the Cluster Chief Executive to review and monitor clinical research. It serves to ensure that research complies with the Declaration of Helsinki, ICH GCP Guidelines, local regulations and HA policy. It has the authority to approve, require modifications in (to secure approval), or disapprove research. This Committee has power to terminate/suspend a research at any time if there is evidence to indicate that the above principles and requirements have been violated.</p> <p>The Committee has reviewed your research application dated 29 March 20xx by an expedited process, and reached the following decision basing on the documents submitted.</p> <p>The Committee approves your application and the following documents, and requires you to adhere to the attached conditions:</p>									
<table border="1"> <tr> <td>Title of Study</td> <td>(Research Title)</td> </tr> <tr> <td>List of investigators</td> <td>           1. Resident Trainee, Dept. of Family Medicine and Primary Healthcare, HKEC.            2. Associate Consultant, Dept. of Family Medicine and Primary Healthcare, HKEC.            3. Associate Consultant, Dept. of Family Medicine and Primary Healthcare, HKEC.         </td> </tr> <tr> <td>Protocol title and version</td> <td>Research Protocol (Feb 20xx)</td> </tr> <tr> <td>Consent Form versions</td> <td>N.A.</td> </tr> </table>	Title of Study	(Research Title)	List of investigators	1. Resident Trainee, Dept. of Family Medicine and Primary Healthcare, HKEC. 2. Associate Consultant, Dept. of Family Medicine and Primary Healthcare, HKEC. 3. Associate Consultant, Dept. of Family Medicine and Primary Healthcare, HKEC.	Protocol title and version	Research Protocol (Feb 20xx)	Consent Form versions	N.A.	
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Consent Form versions	N.A.								
EC No.: HKEC-20-021 Page 1/3 <small>3 Lok Man Road, Chai Wan, Hong Kong 香港東區醫院聯網 電話: +852 2515 0994 傳真: +852 2515 0994</small>									

Information sheet title and versions	N.A.
Certificate of indemnity/insurance	N.A.
Other Documents	Questionnaire (English & Chinese versions)
Conditions	<ol style="list-style-type: none"> <li>The Principal Investigator is responsible and accountable for the confidentiality of the personal data of the study subjects they hold. The Principal Investigator must also ensure that there is appropriate arrangement to protect the security of personal data when it is stored, sent or received.</li> <li>Apply a clinical trial certificate from department of health if applicable.</li> <li>Do not deviate from, or make changes to the study protocol without prior written EC approval, except when it is necessary to eliminate immediate hazards to research subjects or when the change involves only logistical or administrative issues.</li> <li>Report the following to EC: (i) study protocol or consent document change (use "HKECRE001F7"), (ii) serious adverse event (use "HKECRE001F8"), (iii) study progress (use "HKECRE001F9") (iv) new information that may be relevant to a subject's willingness to continue participation in the study, (v) final report upon completion of study (use "HKEC001F9b").</li> <li>Report first study progress to EC by 9 May 20 and thereafter at 12 monthly intervals until study closure.</li> <li>Submit Research Final Report Form (use "HKECRE001F9b") to EC upon completion of study.</li> </ol> <p style="text-align: center;"><small>* Download forms from the HKEC intranet for use</small></p> <p>Please report the progress of the study according to the time schedule stipulated in Clause 5 of Conditions shown above for the Cluster REC to consider whether the approval status can be maintained. Upon completion of the study, kindly furnish the EC with a final report using the form mentioned in Clause 6 of Conditions.</p> <p style="text-align: right;">Yours sincerely,             Dr. Loletta SO          for Chairman of EC, HKEC</p> <p>cc. COS(FM&amp;PHC), HKEC</p>
EC No.: HKEC-20-021 Page 2/3	

# Assessment Criteria

- *The research report will be marked independently by **three** examiners appointed by the Specialty Board according to the following areas as shown in the research report rating form.*
- The research topic and question, their relevance and importance to the candidate's practice and family medicine, critical review of background literature and objectives of the research,
- Appropriate research methodology: sampling method, outcome measures, data collection, analysis of results and use of appropriate statistical tests,
- Interpretation and discussion on the results, and impact of the research,
- Overall presentation and adequacy of reference list.
- *A score of 65% or above is the standard for a pass.*

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- **Sample Size Calculation**  
*show your understanding*
  - **Publishability**
  - **Originality**  
*new knowledge / uniqueness*
  - **Plagiarism**  
*zero tolerance*

# Rating of Research Segment

## Exit Examination - Rating Form on Research Segment

Candidate Number: EE 19

APPENDIX D

The Hong Kong College of Family Physicians  
Exit Examination of Vocational Training in Family Medicine

### Standards for allocation of marks

The following descriptions of performance are to be used as yardsticks of levels of achievement.

<u>Criteria</u>	
85 % or above	Consistently demonstrates outstanding performance in all components. (Outstanding)
75 – 84 %	Consistently demonstrates mastery of most components and capability in all. (Very Good)
65 – 74 %	Consistently demonstrates capability in most components to a professional standard. (Average to Good)
55 – 64 %	Demonstrates capability in some components to a satisfactory standard but with omissions and/ or defects in other components that have impact on patient care / the study carried out.
45 – 54 %	Demonstrates inadequacies in several components with major omissions or defects.
44 % or below	Demonstrates serious defects; clearly unacceptable standard overall.

# Suggested Reading:

1. *Robert H. Fletcher, Suzanne W. Fletcher, Grant S. Fletcher. Clinical Epidemiology – The Essentials. 5th Edition Philadelphia: Wolters Kluwer Health/Lippincott Williams & Wilkins, 2014*
2. *Geoffrey R. Norman and David L. Streiner, Biostatistics: The Bare Essentials, 4th Edition. Shelton, Connecticut : People's Medical Publishing House-USA, 2014*
3. *Leon Gordis, Epidemiology, 5th Edition. Philadelphia: Elsevier Saunders 2013*
4. *Marcello Pagano, Kimberlee Gauvreau, Principles of Biostatistics, 2nd Edition. Australia; Pacific Grove, CA: Duxbury, 2000*



# If you have any queries....

Please contact the Secretariat of Specialty Board

Tel: 2871 8899

[alkyyu@hkcfp.org.hk](mailto:alkyyu@hkcfp.org.hk) or [exit@hkcfp.org.hk](mailto:exit@hkcfp.org.hk)