



ONLINE
REGISTRATION

DIGITAL CONFERENCE

REGISTRATION FORM (For HKCFP members use only)

OFFICE USE
Registration no:

Title *: Prof. / Dr. / Mr. / Mrs. / Ms. Institution *: HA / DH / University / Private Hospital / Private Group / Solo Practice

HA Cluster *: HKE / HKW / KE / KC / KW / NTE / NTW

Surname: _____ Given Name: _____ HKCFP Member ID #: _____

Occupation: Doctor / Nurse / Student / Allied Health _____ / Others _____

Contact No.: (Office) _____ (Mobile) _____ (Fax) _____

Address: _____

Email^: _____

Remarks:

* Please select as appropriate.

^ Details or updates would be sent by email.

I note the HKCFP Personal Data (Privacy) Policy published at http://www.hkcfp.org.hk/privacy_policy.html

All sessions will be conducted **ONLINE**.

REGISTRATION		Member	
Conference ♦ Registration to the conference is required.		<input type="checkbox"/>	HK\$100
Workshop (# Please refer to our refund policy on p.2) ♦ First come first served. ♦ Please prepare a separate cheque(s). Cheque(s) will be returned to unsuccessful registrants.			
12 Sep (Saturday)	17:25 – 18:40	Workshop 1: Exercise Prescription for Sleep Disordered Breathing	<input type="checkbox"/> HK\$500
13 Sep (Sunday)	09:00 – 10:15	Workshop 2: Pain Management When East Meets West	<input type="checkbox"/> HK\$500
	10:15 – 11:30	Workshop 3: Expressive Arts Therapy for Yourself and Your Patient	<input type="checkbox"/> HK\$500

WORKSHOP EQUIPMENT

Workshop 2: Pain Management When East Meets West

- For the hands on session, it is advised to practice with a sand bag provided by us OR a cushion prepared by participant.
- Sand bag will be provided upon request, please inform the conference secretariat on or before 22 July 2020 (Wednesday). Equipment would **NOT** be able to arrange for the workshop registration received later than 20 July 2020 (Monday).
- It is expected to receive the equipment around end of August, further arrangement details would be informed in due course.
- Equipment fee (if any) would be deducted from the workshop registration fee if the registrant withdraw from the workshop on or before 31 July 2020 (Friday).
- Registrants must collect the equipment at Wong Chuk Hang office during working hours on or before 8 September 2020 (Tuesday). Registrants are not allowed to collect the equipment after the deadline. No delivery will be arranged for those who cannot collect in person.

Workshop 3: Expressive Arts Therapy for Yourself and Your Patient

- 1 set of color pen: Any one of the following color pen with 12 colors
e.g. colored pencil (木顏色), oil pastel (油粉彩), soft pastel (乾粉彩) or colored marker pen (標記筆)
- 1 piece of drawing paper (white color, A4 size): Trace a circle with pencil at the center of the drawing paper (approximately 10-12cm in diameter)
- 3 pieces of A4 paper: Each pieces of A4 paper should be cut into eight pieces regardless of size and shape, 24 pieces in total
- Color pen and drawing paper would be provided upon request, please inform the conference secretariat on or before 22 July 2020 (Wednesday).
- Equipment would **NOT** be able to arrange for the workshop registration received later than 20 July 2020 (Monday).
- Equipment fee (if any) would be deducted from the workshop registration fee if the registrant withdraw from the workshop on or before 31 July 2020 (Friday).
- Registrants must collect the equipment at Wong Chuk Hang office during working hours on or before 8 September 2020 (Tuesday). Registrants are not allowed to collect the equipment after the deadline. No delivery will be arranged for those who cannot collect in person.



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SPONSORED SEMINAR(S)

Details to be announced.

PAYMENT METHOD

- Pay by Cheque**
- Please send completed registration form with crossed cheque(s) payable to “HKCFP Education Ltd” to the Conference Secretariat.
 - Please use **SEPARATE** cheques for payment of conference, workshop(s) registration fees, etc.
- Pay by PayPal**
- Payment information would be sent to you within 5 working days after your submission of registration.
- Pay by Tele-transfer**
- For overseas delegates only.
 - Payment information would be sent to you within 5 working days after your submission of registration.
 - All bank charges and related transaction fees should be borne by the remitter of the funds.

REFUND POLICY

- a) Withdrawal of registration on or before 31 July 2020: Full refund after deduction of all bank charges and related transaction fees
- b) Withdrawal of registration after 31 July 2020: No refund will be accepted.
- c) All refunds, including unsuccessful workshop registration, symposium deposit etc. would be arranged within 8 weeks after the Conference. All bank charges and related transaction fees if any would be deducted from the amount of the refund payment.

CONFERENCE SECRETARIAT

Registration:	Ms. Anna Ho	Tel:	(852) 2871 8899
CME / CNE:	Mr. John Ma	Fax:	(852) 2866 0616
Scientific:	Ms. Suki Lung	Email:	hkpc@hkcfp.org.hk
Others:	Ms. Erica So / Ms. Crystal Yung		

Address: HKCFP, Room 803-4, 8/F, HKAM Jockey Club Building, 99 Wong Chuk Hang Road, Aberdeen, Hong Kong

Signature: _____

Date: _____