



HKMA CME Lecture Fee

To facilitate better development of HKMA's CME Lectures, in the HKMA Council Meeting held on 7 November 2017, the HKMA Council endorsed that each successfully enrolled CME participant will be charged fee for CME Lecture that takes place on or after 1 April 2018 (except for enrollment for CME Lecture Online).

HKMA Member:

\$50

Per Lecture

Lecture Package for Members

\$500

**Including 10 Lectures
plus 1 free Lecture**

★ Paid by cash or cheque, purchase 1 package for each time ONLY

Non-HKMA Member:

\$100

Per Lecture

Payment Method

Cash

To be paid in person
at HKMA Secretariat

Cheque

at HKMA Secretariat

Online Credit Card Payment

CME Lecture Fee Package Order Form

I would like to purchase the CME Lecture Fee Package (\$500) for HKMA Members, which includes 10+1 lectures. The payment shall be made by: (please indicate one of the following payment method)

Cash

Cheque*

Email Address: _____

Name : _____

HKMA No. : _____

Mobile No. : _____

Practising Location. : _____

Signature : _____

Date. : _____

*Please fill in and return the Order Form together with a cheque made payable to "The Hong Kong Medical Association" to 5/F Duke of Windsor Social Service Building, 15 Hennessy Road, Hong Kong.

(revised in April 2018)

Registration and Payment Flow



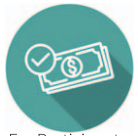
Step 1

Receive Circular/Announcement for CME Lectures on CME Bulletin/HKMA Website by about 17th of each month



Step 2

Send Your Registration Reply Slip or register for CME Lecture through Fax/Email
Please indicate your preferred means of communication & payment method.

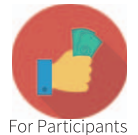


Step 3

1. If successfully enrolled, Secretariat will inform you that your enrollment is confirmed and one lecture will be deducted from your package.
2. If the lecture enrollment is full, the Secretariat will inform you that your registration is on waiting list.

For Participants with Package

OR



For Participants who opt for per lecture payment

1. If successfully enrolled, Secretariat will inform you that your enrollment is confirmed. Please arrange payment according to the payment method you indicated in Step 2.
2. If the lecture enrollment is full, the Secretariat will inform you that your registration is on waiting list.

Step 4



Confirmation of Enrollment

Please ensure you have received Secretariat's confirmation that your payment is settled and the enrolment is confirmed before attending the lecture. See you at the lecture!

CME Payment Terms & Conditions

1. All HKMA CME lectures that involve registration and enrollment through the HKMA would require the collection of lecture fee (unless otherwise specified).
2. The lecture fee is \$50 for HKMA members and \$100 for non-members per lecture.
3. Cash payments have to be paid in person at HKMA Secretariat and cheque payments have to be mailed or paid in person at HKMA Secretariat.
4. Enrollment is based on a first-come, first-served basis. The HKMA Secretariat will notify doctors who have successfully enrolled to arrange for payment. If doctors have not arranged for payment within a specified period after the notification, the seat will be released to doctors on waiting list.
5. Fee has to be paid separately for each lecture/package upon notification. No combined cheque payment for more than 1 lecture/package will be accepted.
6. **No refund or transfer** will be allowed after payment is made. **Payment cannot be transferred to other lectures or for other specified doctors.**
7. **No walk in or on-site payment** will be accepted. Attendance without registration will not be recognized and CME point will not be accredited.
8. Priorities will be given to doctors who have purchased packages. For Community Network Lectures, priorities will be given to doctors from that Community Network with Packages, then doctors from that Community Network.
9. **Please ensure that your registration is confirmed before attending lecture.** Only successfully registered doctors who paid could attend the lecture.
10. For enquiries, please contact the CME department of the HKMA Secretariat at 2527-8452.

(revised in April 2018)