

HL7 PROFESSIONAL TRAINING PROGRAM

HL7 專業培訓計劃



Enrolment Form 報名表格

Part A: Course Details 第一部份：課程資料

Applicant must complete the enrolment form in BLOCK LETTERS.

請用正楷填寫表格

*denotes required fields 必須填寫資料

Course Code 課程編號	Course Name 課程名稱
L02	<p>HL7 Clinical Document Architecture (1 day) Please indicate your priority by marking your preference 1 & 2 where appropriate. (Please refer to the <u>course webpage or program leaflet for the time and venue</u>). 請於以下方格填上 1 和 2 以註明你的上課(有關詳細上課時間及地點, 請參閱課程網頁或有關章程)。</p> <p><input type="checkbox"/> Class A: 31 January 2013 (Thursday) (9am – 5:30pm)*; 第一班：2013 年 1 月 31 日 (四) (09:00-17:30)</p> <p><input type="checkbox"/> Class B: 1 February 2013 (Friday) (9am – 5:30pm) * 第二班：2013 年 2 月 1 日 (五) (09:00-17:30)</p> <p><input type="checkbox"/> Authorization*: If your first priority class is full, HL7 HK Secretariat staff will arrange you to attend your second choice of class as you indicate at above.</p> <p><input type="checkbox"/> 授權*: 若你所選的班別已滿額, HL7 香港秘書處職員將按照你的意願安排你到次選的班別。</p>

Part B: Personal Particulars

第二部份：個人資料

Name In English*:

英文姓名： Surname 姓氏 _____ Given Name 名字 (as in your HKID card/passport 須與香港身份證/護照上相同) _____

In Chinese 中文： _____ Gender 性別： M 男 / F 女 Title 稱呼： Dr 博士或醫生 / Mr 先生 / Mrs 夫人 / Miss 小姐 / Ms 女士

Correspondence Address 聯絡地址： _____

Tel No 電話*： Office 辦公室 _____

Home 住宅 _____

Fax No 傳真： _____

Mobile 流動電話 _____

E-mail 電子郵箱*： _____

Name of Company/Institution 公司/院校名稱*： _____

Name of Department 部門名稱： _____

Position Held 職位*： _____

/Study Programme 課程

Education Qualifications 教育程度：

Postgraduate or above 研究院或以上 University 大學 Tertiary 大專 Secondary 中學

Healthcare/ IT Profession 醫護/資訊科技專業*：

Healthcare Practitioners 醫護人員 Doctor 醫生 Nurse 護士 IT Practitioners 資訊科技人員

FEE (Please tick "✓" where appropriate)

HL7 HK Member: HK\$550

Non-member: HK\$600

Early Bird Discount: HK\$50 each (enroll before 4 January)

Group Discount#: HK\$50 each (for two or more enrollment at the same time)

#Group enrollment's contact person & Tel. no.

Seats: Limited. First-come-first-served.

Note: Please send/ email this form to Room 623, 6/F, Kwong Loong Tai Building, 1016-1018 Tai Nan West Street, Cheung Sha Wan, Kowloon, H K

For payment method, please refer to the pre-confirmation letter.

費用(請於適當的方格內加上剔號 "✓")

HL7 會員：\$550 港元

非會員：\$600 港元

提前報名優惠：港幣\$50 (一月四日前報名)

集體報名優惠#：港幣\$50 (同時二人或以上報讀)

#填寫集體報名之聯絡人姓名及電話：

名額：有限，先到先得

備註：請郵寄/電郵報名表格至香港九龍長沙灣大南街 1016-1018 號廣隆泰大廈 6 樓 623 室

有關付款方法，請參閱初步確認郵件

Enquiries 查詢： Tel 電話：+852-3488 3762 Fax 傳真：+852-3743 4422

Email 電郵：info@hl7.org.hk Website 網頁：www.hl7.org.hk ; www.ehealth.org.hk/projects_hl7.php

You must read the general notes before completing the Enrolment Form

請在填表前細閱表格內的申請須知

申請須知 General Notes

1. All updates will be announced and outlined in http://www.ehealth.org.hk/projects_hl7.php, and the online version shall prevail.
 2. HL7 HK will not accept any kind of reservation.
 3. Applicants who fax enrollment form to HL7 HK Secretariat should call us immediately at 3488 3762 to acknowledge receipt of the Secretariat.
 4. A pre-confirmation e-mail of enrollment will be issued within 3 working days upon the receipt of enrollment.
 5. For group discount offer, both applicants must successfully enroll at the same time; otherwise the Secretariat will not offer the group discount.
 6. The payment method will be stated in the pre-confirmation email. In order to complete the enrollment procedure, Applicants must deliver the cheque/ transfer the course fee and return the bank in slip to the Secretariat within 3 working days upon receipt of the pre-confirmation email. Otherwise, the Secretariat will consider the applicant give up the enrollment without any notice.
 7. A final confirmation email will only be issued to applicant who completed the above procedures.
 8. Applicant does not receive any notifications in 3 working days should contact Secretariat of HL7 Hong Kong at +852-3488 3762.
 9. Absence cannot be refunded under any circumstances.
 10. Applicants are expected to attend the course according to the information specified in the website unless otherwise notified.
 11. Certificate of Attendance will be issued to participants who have attended the whole course.
 12. Before classes commence, if the Observatory announces that Typhoon Signal No.8 or above/Black Rainstorm Warning is in force; or Typhoon Signal No.8 or above will be hoisted within 2 hours, no classes will be held. Replacement classes will be arranged. (All classes will be held as scheduled if Typhoon Signal No.8 or above/Black Rainstorm Warning is lowered at or before 7:00 am; 2:00 pm classes thereafter will be held as scheduled if Typhoon Signal No.8 or above/Black Rainstorm Warning is lowered at or before 12:00 noon; 6:00 pm classes thereafter will be held as scheduled if it is lowered at or before 4:00 pm.)When Typhoon Signal No.8 or above is in force during classes, all classes will be dismissed immediately. Replacement classes will be arranged. When Black Rainstorm Warning is in force during classes, all classes will be held as scheduled.
 13. Personal data supplied in this enrollment form will be used only for purposes relating to enrolling the training courses and, if applicable, membership subscription purposes.
 14. Applicants/Subscribers have the rights to request access to the personal data and to request correction of the personal data. If an applicant/subscriber requires access to and correction of the personal data, he/she shall submit a written request to HL7 Hong Kong.
 15. For HL7 Hong Kong Membership application, please contact HL7 Hong Kong Secretariat.
 16. HL7 Hong Kong reserves all rights to make necessary changes or cancel classes.
1. 所有更新將於以下網站公佈，並以網上版本為準：
http://www.ehealth.org.hk/projects_hl7.php。
 2. HL7 香港將不接受任何形式的預訂報名申請。
 3. 申請人如傳真報名表格到 HL7 HK 秘書處，應立即致電 34883762 以確認秘書處已收到報名表格
 4. 初步確認報名電郵會在收到報名表格後 3 個工作天內發出。
 5. 有關集體報名優惠，兩位申請人都必須在同一時間成功申請，否則秘書處將不給予該優惠。
 6. 付款方式將載於初步確認報名電郵。完成報名程序後，申請人必須於收到初步確認報名電郵 3 個工作天內以電郵提供銀行收據或郵寄支票到秘書處確認申請。否則，申請人將被視作放棄，秘書處亦不會另行通知。
 7. 最終確認電郵只會發給完成上述程序的申請人。
 8. 申請者報名後，將於三個工作天內收到電郵通知，確認或拒絕申請。申請人如未收到任何通知，請致電+852-34883762 與本秘書處聯絡。
 9. 在任何情況下，如申請人未能出席，均不可獲任何退款。
 10. 請申請人按網站指定時間和地點參加課程；除非另行通知。
 11. 完成整個課程的學員，可獲頒發課程出席證書。
 12. 當天文台在上課前宣布八號風球或以上/黑色暴雨警告訊號現正懸掛;或將於 2 個小時內懸掛八號或以上，所有課堂將取消。補課時間將另行通知。(如八號風球或以上/黑色暴雨警告信號在上午七時或以前除下，所有課堂將照常進行；正午十二時或以前除下，下午二時或以後舉行之課堂將照常進行；下午四時或以前除下，下午六時或以後舉行之課堂將照常進行)。當八號風球或以上颱風信號在課堂期間生效，所有課堂即時終止。補課時間將另行通知。當黑色暴雨警告在課堂期間生效，所有課堂將如期舉行。
 13. 本申請表上提供的個人資料，僅供作處理有關報讀課程之事宜。
 14. 申請人有權要求查閱及更正其本身的個人資料。如果申請人需要查閱或更正其個人資料，其本人必須透過書面申請向 HL7 香港提出。
 15. 有關 HL7 香港會員申請，請與 HL7 香港秘書處聯絡。
 16. 本機構保留取消及重新安排課程之一切權利。

Applicant's Declaration 申請人聲明

I have read the above general notes and agree to abide by the notes mentioned.

*In order to protect your interest, please tick the box to prove that you have read the general notes.

本人已閱讀『申請須知』，並完全同意及遵守有關事項。

*為保障您的利益，請於方格加上“✓”別號，以證明您已經閱讀上述申請須知。

Applicant's Declaration 申請人聲明

I hereby declare that the information I provided in this enrollment form is complete and correct.

本人謹此聲明在此報名表格中所填報之資料均屬正確無訛。

Signature of Applicant*: _____

申請人簽署

Date: _____

日期

Part C: For Office Use Only

第三部份：秘書處專用

Course Code : _____

Status: Accept / Rejected

Date: _____