

HONG KONG COLLEGE OF EMERGENCY MEDICINE 香港急症科醫學院	Document No.	EC-TG-ISR-001-V2
	Issue Date	1 Jul 2024
Subject College coordinated intra-specialty rotation for Higher Emergency Medicine Trainees	Review Date	30 Jun 2027
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## College coordinated intra-specialty rotation for Higher Emergency Medicine Trainees

Version	Effective date
1	16 Oct 2019
2	1 Jul 2024

Document number	EC-TG-ISR-001-V2
Author	Dr. Oi Fung Wong Training & Examination Subcommittee Chairman
Custodian	Secretariat Office
Approved by	Education Committee
Approver	Dr CT Lui Censor-in-Chief
Endorsed by	Education Committee
Approved date	24 Jun 2024
Distribution List	Training Supervisors, Trainers and Trainees

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### Scope

- Mandatory for trainees registered on or after 1 July 2015
- Optional for trainees registered before 1 July 2015

### Purpose

- To broaden the exposure of a trainee by working in another emergency medicine department that may have different spectrum of disease and sub-specialty strength
- To appreciate and learn the good practice of another department; in turn may facilitate cross department enrichment by sharing good practice

### Principles

- 6 months, one to one rotation between departments
- during higher training period
- centrally coordinated by College

### Logistics

- Higher trainees should discuss with training supervisors/COS concerning their training profile and training aspiration to decide suitable training period and target receiving departments
- Trainee to submit application form with training supervisor and COS endorsement
- Enrollment opens every 6 months: Apr to May & Oct to Nov and will be announced half yearly
- Preference up to 8 in descending order is allowed; preferably with justification and underlying reasons for the request
- EC training and examination subcommittee chairperson or delegate is responsible for the coordination exercise
- All arrangement is expected to be confirmed and announced before 1 Jun & 1 Dec each year
- Respective COS and HR department have to follow up with the logistic issues of trainee rotation
- In general, the trainee's payroll will stay at the parent department

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- The half year assessment during the period of higher trainee rotation would be carried out by the training supervisor of the working centre.
- Starting by 1 January 2025, one oral presentation on review topic should be carried out within the mandatory higher trainee rotation.
- Starting by 2024B rotation, it is welcomed for higher trainees to apply for optional additional rotations on top of mandatory. The objective aims to broaden the exposure of trainees. Priority would be given to the mandatory rotation applicants during the central arrangement.

### **Mutual agreement**

- Self-arrangement of higher trainee rotation between two departments is not recommended. A preference list is available to entertain expression of interest of applicants already
- Swapping by mutual agreement after result announcement has to be reviewed and endorsed by EC

### **Withdrawal**

- Withdrawal after result confirmation is in general not allowed as many stakeholders will be affected
- Such request has to be dealt with by negotiation between EC and involved training centres

### **Leave and Training Plan**

- Leave and training plan (including attendance of local and overseas conference) should be planned and included in the application for the consideration of the receiving centre
- In general, a trainee can and should take a total duration of annual leave that he/she entitles during the 6 months
- Granting of study leaves should follow the prevailing system of the receiving centre
- For study and examination leaves more than 1 day granted by the receiving centre, with acknowledgment by the parent centre, a trainee should take a less number of days of annual leave, on a pro rata basis. In principle, study leave during elective rotation should be absorbed by the parent department.