

IMPORTANT

Veterinary Surgeons Board (Registration of Veterinary Surgeons) Rules– Abolition of Registration Inquiry Procedure

The Veterinary Surgeons Board of Hong Kong decided at its 19th meeting held on 24th January 2006 to revise the procedure for processing applications for registration as veterinary surgeons. Previously, if an applicant did not satisfy the requirements for registration, a registration inquiry was held before a final decision on the application was made. Experience shows that the procedure has a number of drawbacks, in particular, the time and costs that the applicant has to incur to attend the inquiry.

Under the new procedure, instead of a registration inquiry the applicant is given the right to make **written representations** to the Board for consideration. With immediate effect, all applications will be processed in accordance with the revised procedure set out in rules 8 – 9 of the attached Veterinary Surgeons Board (Registration of Veterinary Surgeons) Rules.

Secretariat
Veterinary Surgeons Board of Hong Kong
29 March 2006

RULES

OF

THE VETERINARY SURGEONS BOARD

(REGISTRATION OF VETERINARY SURGEONS)

Revised January 2006

THE VETERINARY SURGEONS BOARD (REGISTRATION OF VETERINARY SURGEONS) RULES

(Made by the Veterinary Surgeons Board under section 6
of the Veterinary Surgeons Registration Ordinance (Cap. 529))

PART I

CITATION AND INTERPRETATION

1. Citation

These rules may be cited as the Veterinary Surgeons Board
(Registration of Veterinary Surgeons) Rules.

2. Interpretation

(1) In these rules, unless the context otherwise requires -

“Board” means the Veterinary Surgeons Board established by
section 3 of the Ordinance;

“Chairman” means the Chairman of the Board appointed under
section 3 of the Ordinance;

“designated veterinary practice” means a veterinary practice
designated by the Veterinary Surgeons Board under rule 5(3);

“inquiry” means a hearing of the Board held to consider an
application for registration following a recommendation by a
registration committee that an applicant is not qualified to be
registered under section 9(1) of the Ordinance or upon a decision
under rule 9(1)(b);

“Legal Adviser” means the Legal Adviser to the Board appointed
under section 7(1) of the Ordinance;

“Ordinance” means the Veterinary Surgeons Registration
Ordinance (Cap 529);

“register” means the register of registered veterinary surgeons
established and maintained under section 5(a) of the Ordinance;

“registered veterinary surgeon” means a person whose name is currently entered in the register of the Ordinance;

“registration committee” means a registration committee appointed under section 13(1) of the Ordinance;

“Secretary” means the Secretary to the Board appointed under section 7(1) of the Ordinance.

- (2) Words and expressions importing the masculine gender include feminine and neuter genders.
- (3) Words and expressions in the singular include the plural and words and expressions in the plural include the singular.

PART II REGISTRATION AND DOCUMENTS

3. Contents of the register

- (1) The register shall contain in respect of each veterinary surgeon whose name is registered therein the following particulars -
 - (a) registered number in the register;
 - (b) the full name;
 - (c) the principal and any other practising address;
 - (d) the address at which notices from the Board may be served;
 - (e) date of registration;
 - (f) the qualifications, the place obtained and the date obtained.
- (2) The photograph of the registered veterinary surgeon, supplied in accordance with rule 6(2), shall be affixed to the corresponding entry.
- (3) The Secretary shall amend an entry in the register if he has been

informed of any change in accordance with section 8(3) of the Ordinance.

4. Certificate of registration

The certificate of registration shall be in Form 1 in Schedule 4.

5. Qualifications for registration

- (1) For the purposes of section 9(1)(a) of the Ordinance, a person is qualified to be registered as a veterinary surgeon if he satisfies the Board that -
 - (a) he holds any of the qualifications listed in Schedule 1; or
 - (b) he holds any of the qualifications listed in schedule 2 and has successfully completed not less than 6 months clinical training in a designated veterinary practice; or
 - (c) he holds any of the qualifications listed in the first column of Schedule 3, he has passed an examination listed in the second column of Schedule 3 and he has either passed an examination listed in the third column of Schedule 3 or he has successfully completed not less than 6 months clinical training in a designated veterinary practice.
- (2) Except with the approval of the Board the period of clinical training referred to in paragraph (1)(b) and (c) must be completed in one veterinary practice.
- (3) The Board may from time to time designate any veterinary practice in Hong Kong to be a veterinary practice for clinical training for the purposes of paragraph (1)(b) and (c).
- (4) A person who receives clinical training at a designated veterinary practice must be in possession of a valid permit issued under the provisions of section 16(2) of the Ordinance.

- (5) Where the Board is satisfied that the successful completion of a training programme shows the achievement of a standard not lower than that achieved by the successful completion of not less than 6 months clinical training in a designated veterinary practice, the Board may approve such training programme which will then be deemed to be clinical training in a designated veterinary practice for the purposes of paragraph (1)(b) and (c).

6. Application for registration

- (1) An application for registration under section 10 of the Ordinance shall be made in writing, in accordance with Form 2 of Schedule 4.
- (2) An application under paragraph (1) must be delivered to the Secretary, together with one photograph of the applicant of a size not greater than 50 x 70 mm and not less than 40 x 60 mm.
- (3) Completed application forms must be declared in the presence of -
 - (a) if the declaration is made in Hong Kong, a barrister, solicitor, a commissioner for oaths, a notary public or a registered veterinary surgeon; or
 - (b) if the declaration is made outside Hong Kong, a notary public,

who shall also sign across the front of the applicant's photograph.

- (4) The applicant for registration must produce or provide the original or certified true copy of the following -
 - (a) the diploma, certificate or document evidencing the degree or qualification by virtue of which the applicant is applying to be registered;
 - (b) the applicant's identity card or passport or other proof of identity acceptable to the Board;
 - (c) evidence of the applicant's identity in the form of a statement by -
 - (i) if the declaration is made in Hong Kong, a barrister, solicitor, a commissioner for oaths, a notary public or a registered veterinary surgeon; or

- (ii) if the declaration is made outside Hong Kong, a notary public,

to the effect that he has personally checked and is satisfied that the applicant's personal particulars and photograph provided with the application form are the same as shown in the applicant's identity card or passport or both;

- (d) a practising certificate issued in any state or territory outside Hong Kong and valid at the date of application for registration, or other equivalent documentary evidence of entitlement to practise as a veterinary surgeon;
 - (e) a certificate of good standing issued by each and every veterinary authority of a state or territory outside Hong Kong with which the applicant has been/was registered as a veterinary surgeon currently and in the past and sent directly from the authority to the Board; and
 - (f) references as to the applicant's character from at least 2 persons, not being relatives of the applicant, who have known the applicant for at least 12 months and who have had the opportunity of judging his character.
- (5) The Secretary may approach a veterinary training institute, a registration authority of a state or territory outside Hong Kong and a referee for the verification of or for further information in relation to the applicant.
- (6) The Secretary may require the applicant to produce any other document, including but not limited to a certificate of registration or experience as specified or approved by the Board.

7. Submission of application

The Secretary shall refer the application of a person claiming to be qualified to be registered to the registration committee as soon as practicable after receiving the application.

8. Consideration of an application by the Registration Committee

- (1) The Registration Committee shall meet in private.

- (2) Upon receipt of an application under rule 7, the Registration Committee shall, as soon as practicable, consider the application and make a recommendation to the Board as to whether it is satisfied that the applicant is qualified to be registered under section 9(1) of the Ordinance.
- (3) Before making a recommendation under paragraph (2), the Registration Committee may cause to be made such further investigations and may obtain such additional advice or assistance as it considers necessary. This includes, but is not limited to, inviting the applicant to submit additional information, to make written representations, and to appear in person before the Registration Committee.
- (4) No barrister or solicitor, including a barrister or solicitor who is a public officer whether or not qualified to practise in a court in Hong Kong, shall have a right of audience before the Registration Committee unless he is acting on his own behalf as the applicant.
- (5) Where the Registration Committee makes a recommendation that it is not satisfied that the applicant is qualified to be registered under section 9(1) of the Ordinance, it shall state its reasons for the recommendation and the Secretary shall in writing -
 - (a) notify the applicant of the recommendation and the reasons for the recommendation as soon as possible; and
 - (b) advise the applicant that he may make representations in writing to the Board within 21 days after the date of the notification under paragraph (a).

9. Consideration of the application by the Board

- (1) On receipt of a recommendation from the Registration Committee, the Board shall, as soon as practicable, consider the application.
- (2) A member of the Registration Committee who took part in making a recommendation on an application under rule 8 shall not take part in the consideration of and decision on the same application as a member of the Board.
- (3) Where the Registration Committee recommends that an applicant

is not qualified to be registered under section 9(1) of the Ordinance, the Board –

- (a) shall not consider the application until the expiry of the time within which the applicant may make written representations under rule 8(5)(b); and
 - (b) if the applicant has made written representations under rule 8(5)(b), shall consider the representations before making a decision on the application.
- (4) Where the applicant’s written representations under rule 8(5)(b) raise new issues, or where the Board considers that specific issues relating to the application should be considered by the Registration Committee, it may refer the application back to the Registration Committee for a recommendation on those issues.
- (5) If the Board is satisfied that the applicant is qualified to be registered under section 9(1) of the Ordinance, it shall approve the application and order that the name of the applicant be entered on the register.
- (6) If the Board is not satisfied that the applicant is qualified to be registered under section 9(1) of the Ordinance, it shall reject the application and state its reasons for the decision. The Secretary shall notify the applicant in writing of the decision and the reasons for the decision within 14 days of the decision of the Board.

PART III
PRACTISING CERTIFICATES

10. Application for a practising certificate or renewal of a practising certificate

- (1) An application for a first practising certificate under section 12(1) of the Ordinance must be -
- (a) in writing;
 - (b) delivered to the Secretary;

- (c) supported by a declaration as to whether the applicant has or has not been convicted in Hong Kong or elsewhere of any offence which may bring the profession into disrepute and as to whether the applicant has or has not been found guilty of misconduct or neglect in a professional respect; and
 - (d) be accompanied by the prescribed fee.
- (2) An application for renewal of a practising certificate shall be made in writing, in accordance with Form 3 of Schedule 4 and accompanied by the appropriate prescribed fee.
 - (3) Upon an application under either paragraph (1) or (2), where the declaration shows that the applicant has not been convicted in Hong Kong or elsewhere of any offence which may bring the profession into disrepute and has not been found guilty of misconduct or neglect in a professional respect and provided that, in the case of an application under paragraph (2) the application has been made within time, the Secretary shall issue the practising certificate.
 - (4) Upon an application under either paragraph (1) or (2), and where the declaration shows that the applicant has been convicted in Hong Kong or elsewhere of any offence which may bring the profession into disrepute or has been found guilty of misconduct or neglect in a professional respect, the Secretary shall treat the matter as a complaint for the purposes of section 17(3) of the Ordinance.

11. Extension of time for renewal

- (1) Where a registered veterinary surgeon fails to renew his practising certificate as required under the provisions of section 12(4) of the Ordinance, he shall at the time of his application state his full reasons for the delay in making the application and state whether he has been practising as a veterinary surgeon, whether in Hong Kong or elsewhere.
- (2) The Board may required the applicant to produce evidence of his competency to practise.

12. Practising certificate

The practising certificate shall be in Form 4 in Schedule 4.

PART IV
PERMITS

13. Application for a permit

- (1) An application for a permit under section 16(2) of the Ordinance must -
 - (a) be in writing;
 - (b) be delivered to the Secretary, together with one photograph of the applicant of a size not greater than 50 x 70 mm and not less than 40 x 60 mm; and
 - (c) contain the following particulars -
 - (i) the personal particulars of the applicant;
 - (ii) the address at which notices from the Board may be served;
 - (iii) a statement as to whether the applicant has or has not been convicted in Hong Kong or elsewhere of any offence which may bring the profession into disrepute and as to whether the applicant has or has not been found guilty of misconduct or neglect in a professional respect;
 - (iv) the qualifications held by the applicant;
 - (v) the purpose for which the permit is required; and
 - (vi) the period for which the permit is required.
- (2) The particulars required under paragraph (1)(c) must be declared in the presence of -
 - (a) if the declaration is made in Hong Kong,

a barrister, solicitor, a commissioner for oaths, a notary public or a registered veterinary surgeon; or

- (b) if the declaration is made outside Hong Kong, a notary public,

who shall also sign across the front of the applicant's photograph.

- (3) The applicant for a permit must produce or provide the original or certified true copy of the following -

- (a) the diploma, certificate or document evidencing the degree or qualification of the applicant;
- (b) the applicant's identity card or passport or other proof of identity acceptable to the Board;
- (c) evidence of the applicant's identity in the form of a statement by -
 - (i) if the declaration is made in Hong Kong, a barrister, a solicitor, a commissioner for oaths, a notary public or a registered veterinary surgeon; or
 - (ii) if the declaration is made outside Hong Kong, a notary public,

to the effect that he has personally checked and is satisfied that the applicant's personal particulars and photograph provided with the application form are the same as shown in the applicant's identity card or passport or both;

- (d) a practising certificate issued in any state or territory outside Hong Kong and valid at the date of application for registration, or other equivalent documentary evidence of entitlement to practise as a veterinary surgeon;
- (e) a certificate of good standing issued by each and every veterinary authority of a state or territory outside Hong Kong with which the applicant has been/was registered as a veterinary surgeon currently and in the past and sent directly from the authority to the Board;

- (f) references as to the applicant's character from at least 2 persons, not being relatives of the applicant, who have known the applicant for at least 12 months and who have had the opportunity of judging his character;
 - (g) the letter of appointment or other document evidencing the purpose and the period for which the permit is required.
- (4) The Secretary may approach a veterinary training institute, a registration authority of a state or territory outside Hong Kong and a referee for the verification of or for further information in relation to the applicant. He may also approach any person for the verification of or for further information in relation to the purpose and the period for which the permit is required.
- (5) The Secretary may require the applicant to produce any other document, including but not limited to a certificate of registration or experience as specified or approved by the Board.

PART V
MISCELLANEOUS

14. Service of documents

- (1) For the purposes of these rules a notice or communication authorized or required by these rules to be given or sent to a person may be served on him by delivering it to him by hand or by leaving it at his proper address or by sending it by registered post or by post addressed to his proper address.
- (2) An applicant's proper address is his address as notified in the application under rule 6(1) or, if his last known address differs from this address and it appears to the Secretary that a letter sent to him there is more likely to reach him, his last known address.
- (3) Service of a notification effected by sending it by post is, unless the context otherwise requires, deemed to have been effected at the time when the letter containing it would be delivered in the ordinary course of post.
- (4) For the purpose of these rules, service of a notice or other

communication on a person may be proved by means of a sworn statement made by the Secretary or any person responsible for effecting the service.

15. Certificate of good standing

The Secretary may issue a certificate of good standing on behalf of the Board.

SCHEDULE 1

- (a) bachelor degree in veterinary medicine granted by the National Taiwan University;
- (b) All veterinary degrees granted by a university in the United Kingdom in respect of which a recognition order is in force, under the provisions of section 3 of the Veterinary Surgeons Act 1966 (UK), and all Commonwealth or foreign qualifications accepted by the RCVS under the provisions of section 6(3) of the Veterinary Surgeons Act 1966 (UK), namely –
 - (i) the Universities of Bristol, Cambridge, Edinburgh, Glasgow, Liverpool and London in U.K.;
 - (ii) the Trinity College Dublin, the University of Dublin and the National University of Ireland (all conferred between 1st June 1959 and 31st May 1988) in Ireland;
 - (iii) the Universities of Melbourne (Bachelor of Veterinary Science (BVSc)), Queensland (BVSc) and Sydney (BVSc) and Murdoch (Bachelor of Veterinary Medicine and Surgery (BVMS)) in Australia;
 - (iv) the Universities of Guelph (Doctor of Veterinary Medicine (DVM)), Saskatchewan (DVM) and Prince Edward Island (DVM) in Canada;
 - (v) the Massey University (BVSc) in New Zealand; and
 - (vi) the University of Pretoria (BVSc) in South Africa.
- (c) admission to membership of the Royal College of Veterinary Surgeons (RCVS) having passed the examinations held in accordance with section 6(4) of the U.K. Veterinary Surgeons Act 1966; and
- (d) all veterinary degrees accredited by the American Veterinary Medical Association Council on Education including those from the following -

US Colleges of Veterinary Medicine
Auburn University

University of California-Davis
Colorado State University
Cornell University
University of Florida
University of Georgia
University of Illinois
Iowa State University
Kansas State University
Louisiana State University
Michigan State University
University of Minnesota
Mississippi State University
University of Missouri
North Carolina State University
The Ohio State University
Oklahoma State University
Oregon State University
University of Pennsylvania
Purdue University
University of Tennessee
Texas A & M University
Tufts University
Tuskegee University
Virginia Technical University & University of Maryland
Washington State University
University of Wisconsin

Canadian Colleges of Veterinary Medicine

University of Montreal
University of Guelph
University of Prince Edward Island
University of Saskatchewan

SCHEDULE 2

bachelor degree in veterinary medicine granted by the National Chung Hsing University in Taiwan

SCHEDULE 3

Qualifications	Written examinations	Practical examinations
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SCHEDULE 4

FORM 1

[rule 4]

VETERINARY SURGEONS REGISTRATION ORDINANCE
(Chapter 529)

CERTIFICATE OF REGISTRATION

No. _____

I hereby certify that the following is a true copy of particulars extracted from the entry in the Register :

Name	Correspondence address in Hong Kong	Permanent Address	Date of Registration	Qualifications held

Fee Paid :

Date of Issue :

Secretary
Veterinary Surgeons Board

Note

All registered veterinary surgeons must notify any change of name and address. The Secretary may remove from the Register the name of a registered veterinary surgeon who has not notified the Secretary of any change of details as required under section 8(3) of the Veterinary Surgeons Registration Ordinance. For other circumstances when the Secretary may remove the name from the Register, please refer to section 15 of the Ordinance.

FORM 2

[rule 6]

VETERINARY SURGEONS REGISTRATION ORDINANCE
(Chapter 529)

**APPLICATION FOR REGISTRATION
AS A VETERINARY SURGEON**

I [name]

of [address]

apply for registration as a registered veterinary surgeon in accordance with section 10(1) of the Veterinary Surgeons Registration Ordinance.

2. Please tick the appropriate box.

- I have not been convicted in Hong Kong or elsewhere of any offence, nor have I ever been found guilty of misconduct in a professional respect, nor have I been sanctioned in any form in disciplinary proceedings (including sanction imposed as a result of settlement).
- I have been convicted in Hong Kong or elsewhere of an offence, and/or I have been found guilty of misconduct in a professional respect, and/or there have been disciplinary proceedings against me resulting in sanction in any form (including sanction imposed as a result of settlement). The details are attached hereto.

3. Please tick the appropriate box.

- There are no impending criminal or disciplinary proceedings in Hong Kong or elsewhere against me.
- There are impending criminal and/or disciplinary proceedings in Hong Kong or elsewhere against me. The details are attached hereto.

4. I hold the following qualifications :

<u>Qualification</u>	<u>Where obtained</u>	<u>The date obtained</u>

(please continue on a separate sheet if necessary)

5. I am/have been registered with the following veterinary authorities:

<u>Veterinary Authority</u>	<u>Date first registered</u>	<u>Presently registered</u> (yes/no)

6. Please tick the appropriate box.

I am eligible to practise in my place of study.

I am not eligible to practise in my place of study (Please specify reason) _____

7. I have the following job experience:

Date		Name and Address of Employer	Full Description of Duties
From	To		
		Name: Address: Tel: Fax: Email:	
		Name: Address: Tel: Fax: Email:	
		Name: Address: Tel: Fax: Email:	

(Please continue on a separate sheet if necessary)

8. I consent to the Board approaching a veterinary training institute, a registration authority of a state or territory outside Hong Kong and a referee for the verification of or for further information in relation to my application.

9. I solemnly and seriously declared that the information provided with this application is true and correct.

Declared at

This _____ day of _____ 200 ____

(Signature of applicant)

Before me,

(Signature of attesting person)

(Name and address of attesting person)

Barrister/Solicitor/Registered Veterinary Surgeon/
Commissioner for Oaths/Notary Public */**

* Please delete as appropriate.

** The declaration must be made before a Barrister, Solicitor, Registered Veterinary Surgeon, Commissioner for Oaths or Notary Public if the declaration is made in Hong Kong; or before a Notary Public if the declaration is made outside Hong Kong, who shall also sign across the front of the applicant's photograph.

Evidence of identity

I, _____ (name)

of _____

_____ (address)

a *Barrister, Solicitor, Registered Veterinary Surgeon, Commissioner for Oaths
or Notary Public hereby confirm that I have personally checked the personal
particulars of

("the applicant") and the photograph provided with the application form with the
applicant's *identity card/passport No. _____

and I am satisfied that they are the same.

Signed :

Date :

*Please delete as appropriate

Appendix III

Name	_____
Address	_____ _____ _____ _____
Fax No.	_____
Tel	_____ (H) _____ (M)
E-mail	_____

FORM 3

[rule 17(2)]

VETERINARY SURGEONS REGISTRATION ORDINANCE
(Chapter 529)

APPLICATION FOR RENEWAL OF A PRACTISING CERTIFICATE

I _____ [name]
of _____ [address]
apply for the renewal of the practising certificate No. _____, which
expires/ expired* on the 31st day of December 200 _____, in accordance with the
provisions of section 12(4) of the Veterinary Surgeons Registration Ordinance.

2. Please tick the appropriate box.

- I have not been convicted in Hong Kong or elsewhere of any offence, nor have I ever been found guilty of misconduct in a professional respect.
- I have been convicted in Hong Kong or elsewhere of an offence, and/or I have been found guilty of misconduct in a professional respect. The details are attached hereto.

3. Please tick the appropriate box.

- There are no impending criminal or disciplinary proceedings in Hong Kong or elsewhere against me.
- There are impending criminal and/or disciplinary proceedings in Hong Kong or elsewhere against me. The details are attached hereto.

Dated this _____ day of _____, 200 ____

(Signature of applicant)

*Please delete as appropriate.

FORM 4

[rule 19]

VETERINARY SURGEONS REGISTRATION ORDINANCE
(Chapter 529)

PRACTISING CERTIFICATE

No.

It is hereby certified, in accordance with subsection (1) of section 12 of the veterinary Surgeons Registration Ordinance, that _____ of _____, _____, a registered veterinary surgeon, has complied with that subsection and is therefore entitled to practise veterinary surgery in Hong Kong for the period from [date] to 31st December 200____, subject to the following conditions and restrictions :

Dated this _____ day of _____, 200_____

Secretary
Veterinary Surgeons Board

This set of Rules was revised by the Board on 24 January 2006

Prof. LEE Chack-fan, SBS
Chairman,
Veterinary Surgeons Board