



Hong Kong College of Emergency Medicine

Personal Data Policy Statement

Personal Data

Hong Kong College of Emergency Medicine (“the College” or “HKCEM”) supports and is committed to comply with the Personal Data (Privacy) Ordinance (PDPO). Personal data of Fellows, Ordinary Members, Higher Trainees, Basic Trainees and College staff, i.e. data not limited to name, phone number, email address, correspondence address, date of birth, gender, user ID and other information that would allow someone to identify each individual, may be used mainly for the following purposes:

1. for membership, training and educational administration of the College;
2. for distribution of the College’s publications, notices and circulars;
3. for membership and trainee profile analyses;
4. for display and usage in HKCEM Website, electronic payment through HKCEM Website and all activities or events organized or co-organized by HKCEM;
5. subject to the requirements of PDPO, for direct marketing of conferences, services and other activities organized by the Hong Kong Academy of Medicine and its Colleges or other organizations;
6. any other purposes directly related to the purpose for which the personal data were originally collected, and those may be separately notified to or agreed with you.

By using our services or joining the activities or events of the College, Fellows, Ordinary Members, Higher Trainees, Basic Trainees and College staff are accepting the practices described in this Policy. The College may update this Policy from time to time, for any reason, with or without prior notification.

Transfer of Data

Personal data held by the Colleges are kept confidential but the College may provide necessary data to:

1. The Hong Kong Academy of Medicine for CME/CPD registration of Fellows/doctors according to requirements under the HKAM Ordinance and Bylaws, Medical Registration Ordinance;
2. Medical Council of Hong Kong for verification of Fellowship/CME/CPD status and specialty accreditation relating to Specialist Registration;
3. The Government or other authorities when required by law or by order of a court.

Access and Correction of Personal Data

The right of reviewing, updating, correction or deletion of personally identifiable information under PDPO will be observed. Requests for reviewing, updating, correction or deletion of personally identifiable information should be in writing and made to the Secretariat Office of the College. A fee may be charged towards administrative expenses in complying with access requests.

Online Security

The online transaction processing is provided by PayDollar using the highest commercially available encryption technology - Extended Validation (EV) SSL Certificate encryption. All confidential information is automatically encrypted before it is transmitted, to protect the data from being read and interpreted.

Retention of Personal Data

Unless there is a regulatory legal requirement for us to keep your personal data for a specified period, the College only retains your personal data for as long as necessary to fulfill the purposes specified above for which the personal data were originally collected.

Direct Marketing

Except to your indication as given when acknowledging this Policy or to the extent you have already opted out or in future opt out, the College may also use your name, mailing address, telephone number and email address to send promotional materials to you and conduct direct marketing activities in relation to products and services provided by the Academy, its constituent colleges, other educational and business partners (including but not limited to the universities, institutions and providers of medical services / products).

If you do not wish to receive any promotional and direct marketing materials from the College, please contact us through one of the communication channels below.

Contact us by Post:

The Secretariat Office,
Hong Kong College of Emergency Medicine,
Rm 809, Hong Kong Academy of Medicine Jockey Club Building,
99 Wong Chuk Hang Road, Aberdeen, Hong Kong.

By Email: enquiry@hkcem.org.hk

By Fax: +852 2554-2913