



## Application Form for Acupuncture Accreditation Hong Kong Physiotherapy Association Limited

(Please type and put a “✓” into the appropriate  and print out the form)

### Section I - Personal Particulars

Name (Mr/Ms/Mrs/Dr/Prof) \_\_\_\_\_

Working Place & Address \_\_\_\_\_  
\_\_\_\_\_

Contact Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E-mail Address (please write clearly) \_\_\_\_\_

@ \_\_\_\_\_

Correspondence Address \_\_\_\_\_  
\_\_\_\_\_

Physiotherapist Registration No. \_\_\_\_\_

HKPA Member

Yes: Membership No. \_\_\_\_\_ No

AIMSG Member

Yes (please provide document proof) No

### Section II – Acupuncture Training

Training Institute \_\_\_\_\_

Year of Completion of Training \_\_\_\_\_

Qualification Attained \_\_\_\_\_

No. of Contact Hours

Total hours: \_\_\_\_\_ hours; Practical hours: \_\_\_\_\_ hours

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

### Checklists for applicant:

1. Enclose non-refundable handling charge with cheque made payable to “**Hong Kong Physiotherapy Association Limited**” according to the following rate:  
Non-HKPA Member \$500; HKPA Member \$100; HKPA & AIMSG Member \$50  
**Please print your name, contact phone no. & mark acupuncture accreditation at the back of cheque.**
2. The completed form & photocopies of all relevant supporting documents should be sent to the Hong Kong Physiotherapy Association Limited, Room 901, 9/F, Rightful Centre, No.12 Tak Hing Street, Jordan, Kowloon. (Please make sure enough postage has been put on your envelope)
3. Photocopies of the following relevant supporting documents are required:  
Hong Kong Physiotherapy Association Membership Card ± AIMSG Membership (for HKPA members only)  
Hong Kong Physiotherapist Registration Certificate  
Certificate of Acupuncture Training  
Supporting document of the total contact, practical hours, formal written examination & practical evaluation of the participant’s competency in acupuncture utilization.
4. Please mark “Accreditation for Acupuncture” on the envelope.
5. Acknowledgement receipt through email will be sent to applicant accordingly.
6. Enquiry: Ms. Horsanna CHIU, Phone No: 52156455; e-mail: horsanna.chiu@gmail.com
7. Please fill in your name & correspondence address below

Name:	Name:
Address:	Address:

## **Application for Acupuncture Accreditation Information Sheet**

### **Background**

1. The Acupuncture Accreditation Board of the Hong Kong Physiotherapy Association (HKPA) was established in 1999 with the intent to uphold the standard of acupuncture practice by physiotherapists and to assure related quality of service delivered to clients.
2. The Acupuncture Accreditation Board is composed of the following members (subject to regular review):
  - President of the HKPA;
  - Chairperson or member of the Professional Development Subcommittee;
  - Chairperson or member of the Executive Committee of the Acupuncture and Integrative Medicine Specialty Group (AIMSG);
  - Academic representative of the Department of Rehabilitation Sciences of The Hong Kong Polytechnic University (PolyU); and
  - Expert clinician(s) in acupuncture.

### **Criteria for Accreditation**

3. The following criteria are adopted by the Acupuncture Accreditation Board for the accreditation of registered physiotherapists of Hong Kong for acupuncture practice – documented proof of:
  - Successful accomplishment of formal acupuncture training by registered training organizations;
  - Total training hours not less than 80 hours (lecture and practical);
  - Practical clinical training hours not less than 20% of the total training hours;
  - Assessment in form of formal written examination and practical evaluation of competency.

### **Application Procedures**

4. The Application Form for Acupuncture Accreditation can be downloaded from the web site of the HKPA.
5. The applicant should complete the application form together with the following copies of documents sent to the Acupuncture Accreditation Board, Hong Kong Physiotherapy Association Limited, Room 901, 9/F, Rightful Centre, No. 12 Tak Hing Street, Jordan, Kowloon.
  - Membership proof of Hong Kong Physiotherapy Association (for HKPA members) and membership proof of AIMSG (for AIMSG members);
  - Certificate of registration in the Hong Kong Physiotherapists Board;
  - Certificate of completion of acupuncture training;
  - Supporting documents of the total contact hours, practical hours, formal written examination and practical evaluation (e.g. PolyU transcript, training logbook record).

Acknowledgement receipt of application will be sent to the applicant via email. Incomplete submission of the above copies will cause a delay in the handling and approval of the application. The applicant should make sure that enough postage is put on the envelope sent to the Acupuncture Accreditation Board; otherwise the post will be returned to the applicant or kept in the central post office. The HKPA will not bear the responsibility to collect the post

from the central post office and to pay the unpaid postage for the applicant.

6. Handling charges for application for acupuncture accreditation (non-refundable):
  - HKPA member – HK\$100
  - HKPA & AIMSG member – HK\$50
  - Non-HKPA member – HK\$500
7. Those who have lost the certificate of acupuncture accreditation can contact the Acupuncture Accreditation Board for a re-issue of the certificate. A “(re-issued)” will be added on the new certificate issued. The handling charges for the re-issue of certificate will be:
  - HKPA member – HK\$100
  - HKPA & AIMSG member – HK\$50
  - Non-HKPA member – HK\$500
8. Payment should be sent with a crossed cheque payable to “Hong Kong Physiotherapy Association Limited”. The applicant should write down the name, contact telephone number, and “Acupuncture Accreditation” at the back of the cheque.
9. Applicant who is not a member of the HKPA should apply for the membership of HKPA with documented proof before submitting the application for acupuncture accreditation, if s/he would like to pay the handling charge as a member of HKPA.