

Hong Kong Radiographers Association

**Annual General Meeting
2001**

Date : 3 March 2001

Venue: YMCA, Tsimshatsui

Content

	<u>Page</u>
Agenda to Annual General Meeting 2001	2
Minutes of 10th Annual General Meeting	3-4
Minutes of the Adjoined General Meeting	5-6
Annual Report 2000	
Executive Report	7
1. Introduction	
2. Executive Committee	7
3. Association affairs	7
3.1 Academic role of the Association	
3.2 Revision of the Constitution	
3.3 Redefined role of the Radiographers' Society	
3.4 Meeting with Coordinators	
3.5 Membership of the Association	
3.6 Survey on members' opinions	
4. Professional affairs	8
4.1 Grade Structure Review of Radiographers	
4.2 Radiation Ordinance Cap 303	
4.3 Allied Health Staff Group Grade Consultative Committee	
4.4 Study leave for GS radiographers	
4.5 Supplementary Medical Profession Ordinance	
4.6 Professional Indemnity Insurance	
5. Activities	9
5.1 Academic functions	
5.2 Publications	
5.3 Recreational & welfare activities	
6. External liaison	10
6.1 ISRRT	
6.2 HKRTA	
6.3 CAMRT	
6.5 Death of Mr. HL Chui	
Financial statement for the financial year 2000	11



**Hong Kong
Radiographers' Association**
香港放射技師協會

Web-site: <http://www.hkra.org.hk>

27th January, 2001

To: All HKRA Members

From: Kenneth Wong, Secretary General

Invitation to Annual General Meeting 2001

Date : 3rd March 2001 (Saturday)
Time : 4:00p.m. - 5:30p.m.
Venue: YMCA, Tsimshatsui, Kowloon

Agenda of the AGM

1. To pass & adopt the agenda of the meeting
2. To pass & adopt the minutes of the last AGM
3. To consider the report of the Executive Committee
4. To pass & adopt the audited financial report for the previous financial year
5. To elect the members of the Executive Committee
6. To appoint or elect an auditor or auditors
7. To consider any other business of the Association

All members are welcome to attend the AGM of the Association. To join or renew your membership, please download the membership application form from our web-site (<http://www.hkra.org.hk>) or contact the HKRA co-ordinators in your hospital.



**Hong Kong
Radiographers' Association**
香港放射技師協會

Web-site: <http://www.hkra.org.hk>

Minutes of 10th Annual General Meeting

Date : 26 February 1999 (Saturday)
Time : 6:40 - 7:35 p.m.
Venue : Hong Kong Polytechnic University, FJ304

Pre- meeting notes:

Due to the shortfall of quorum, the Chairman informed members that we have to adjourn the General Meeting for 14 days, as stipulated in Rule 5.9 of the Constitution. Notice of the Adjourned General Meeting will be sent to all members seven days before the date of the meeting. In order to report and discuss the issues of the Association with our members, the agenda of the AGM will be conducted but without the decision of the amendment of the Constitution.

1. Confirmation of the agenda

The agenda was adopted without amendment as proposed by Mr. Anthony Chan and seconded by Ms. Diana Lo.

2. Adoption of the minutes of the 9th AGM

Members were asked to read through the minutes of the 9th AGM. Mr. Mark Cheng proposed to adopt it and Mr. Anthony Chan seconded the proposal.

3. Annual Report 1999

- 3.1 The chairman, Mr. Edward Chan explained the annual report in details to the members.
- 3.2 Ms. Shirley Lo queried the reasons for reduced annual subscriptions for ATR members (Point 3.2). Mr. Edward Chan explained the historical background and the relationship of ATR and HKRA to members.
- 3.3 Mr. Anthony Chan asked the progress of the Preparation Committee on academic activities. (Point 3.1) The chairman replied that the Prep Committee would have the first meeting on March 2000. (Members can have progress information in our Web-site.)
- 3.4 Anthony also raised the issue that some members only renew their membership to obtain sponsorship for overseas conferences or meetings. (Point 3.7) The chairman replied that this issue has already brought to attention of the ExCo and we would investigate for any actions if required.

3.5 Shirley enquired whether the ExCo would continue follow up on the issue of "Volunteer Workers as Radiographers" (point 4.3). A discussion was raised on the floor for this issue. The ExCo would continue to monitor the issue and hoped that the coordinators would help to inform us whenever such incident occur.

4. Audit Financial Report

- 4.1 Ms. Karen Lai, our financial secretary explained the audited financial report to members. (Page 11 of the report)
- 4.2 Mr. Karl Fung asked the meaning of the "Rejected Autopay" in the Expenditure column. Karen replied that this was due to some members may cancelled their bank account and forgot to inform the Association. The amounts that were not transacted would appeared as expenditure in the Association's account.
- 4.3 There being no objection, Mr. Anthony Chan proposed to pass the report and he was seconded by Mr. Karl Fung.

5. Proposed amendment to the Constitutions of the Association

Members discussed the proposed amendment to the Constitution as stated in page 12-14 of the report. Mr. Liu Kin Hung suggested voting by proxy for decision in AGM. Chairman explained that the ExCo would consider the options with particular concerns on the validity of the proxy and possible conflicts. Ms. Diana Lo suggested that voting through the web-site. Her suggestion was welcome but need amendment of the corresponding sections in the Constitution before implementation. Mr. Paul Chan suggested the members present to cast their vote as a reference for their views on the amendment and there was no objection. Majority of the members present were supportive to the proposed amendment. (The actual voting would be conducted in the adjourned General Meeting.)

6. Appointment of Auditor

Mr. Ho Kwok Chiu was re-nominated and had kindly accepted to be Honorary Auditor. There was no objection.

7. There being no other business, the meeting was adjourned at 7:35 p.m.

Edward Chan
Chairman

Kenneth Wong
Secretary General

Minutes of the Adjoined General Meeting

Date : 11 March 2000 (Saturday)
Time : 5:20 - 5:45 p.m.
Venue : Hong Kong Polytechnic University, TU201

1. Confirmation of the agenda

The agenda was adopted without amendment as proposed by Mr. Anthony Chan and seconded by Mr. Fung Tat Sang.

2. Agenda items 2-4 and 6

The Chairman expressed that these items have been discussed and passed in the last meeting. He proposed member to pass and adopt these items. He was seconded by Mr. Fung Tat Sang. No objection was made to the proposal.

5. Vote on proposed amendment to the Constitutions of the Association

5.1 The Chairman and the Secretary General explained the proposed amendment:

- Update objectives of HKRA to include academic functions
- Delete exemption for HKDRA (dissolve in 1998 already)
- Increase annual subscription to \$150. (\$60 for ATR members)
- Reduced proportion of members calling for EGM from 1/5 to 1/7
- Quorum for General Meetings reduces from 2/5 to 1/4
- No. of members of the ExCo change from 12 to 12-15

5.2 Voting was made with the following result: 15 members voted for the proposal and 2 members voted against the proposal.

5.3 The Chairman announced the proposed amendment to the Constitutions was passed.

7. There being no other business, the meeting was adjourned at 5:45 p.m.

Edward Chan
Chairman

Kenneth Wong
Secretary General

Executive Report 2000

1. Introduction

This is the second Executive Report of the Executive Committee. The Constitution of the Association has been revised in the last General Meeting (refer to point 3.2 later). We hope that the Association will continue to move ahead, in accordance with the new Constitution, and keeping up with the fast development in the profession.

The Association continued to provide academic activities for the profession by holding the Annual Scientific Meeting and a Radiographers' Continuing Education Program on CT. Also, the Ex-Co has decided to bid for the hosting of the World Congress of the ISRRT to be held in 2004. We will strive hard to enhance our academic functions so as to cope with the expanding roles of the profession. After reviewing the opinions in the survey on our Association, we would further the work in improving the communication with our members.

The Grade Structure Review conducted in the HAHO was still the hottest issue among the profession in the past year. Due to the opposition of the medical grade reform from doctors, the grade review process for allied health professions has already delayed. Our profession is facing a cross-road for the future, as the pace and direction for the grade review process was still not clear. We will continue to monitor the progress and provide information to our members, as far as possible.

After the election in the coming Annual Meeting, the Executive Committee will change her office. The new Committee should review the present situation and prepare for the continuing development and advancement of the profession.

Last, but not least, the Ex-Co would like to thank all the members who have contributed to the Association.

2. Executive Committee

Ex-co. Members:

Chairman	Mr. Edward Chan
V. Chairman	Mr. Mike Lai (V. Chairman & Academic Sec w.e.f. Mar 2000)
V. Chairman	Mr. Daniel Chan
Sec. General	Mr. Kenneth Wong
Treasurer	Ms. Karen Lai
Internal Sec.	Mr. Ronald Yu
Internal Sec.	Mr. SP Shiu
External Sec.	Mr. Edward Wong
External Sec.	Ms. Doris Choi
Academic Sec.	Ms. Maria Law
Academic Sec.	Ms. Rachel Chan (up to Feb 2000)
Welfare Sec.	Mr. Tony Cheung (up to Feb 2000) Ms. Rachel Chan (w.e.f. Mar 2000)

* Mr. Tony Cheung became Advisor of ExCo w.e.f April 2000

3. Association Affairs

3. Association Affairs

3.1 *Academic Role of the Association*

A preparation committee was formed last year to discuss on ways to enhance academic role of the HKRA. Although no meeting was held, Ex-co members agreed to keep providing continuing education program and seeking advance education program for our members.

3.2 *Revision of the Constitution*

The following alternations have been passed in the last General Meeting of the Association with effect from January 2001:-

- (1) Rule 1: Objects - to include the academic activities in our objects to reflect the prominent academic role of the HKRA;

- (2) Rule 3: Membership and subscriptions - entrance fee exemption for HKDRA cancelled; annual subscription increased to \$150 (\$60 for ATR members).
- (3) Rule 5: AGM and EGM - minimum proportion of members requesting for EGM reduced from 1/5 to 1/7; quorum for General Meetings reduced from 2/5 to 1/4.
- (4) Rule 7 Executive Committee - to change the number of ExCo members from 12 to 12-15.

3.3 *Redefined role of the Radiographers' Society*

- (1) Last year, as proposed by Mr. Paul Chan, the Ex-Co decided to diminish the role of the Radiographers' Society.
- (2) Mr. Anthony Chan (another Advisor of the Ex-Co) issued a letter proposed to enhance the academic function of the Radiographers' Society. The Ex-Co would investigate further on the issue.

3.4 *Meeting with co-ordinators*

- (1) Updated co-ordinator list of the Association was listed in the April 2000 newsletter
- (2) The Ex-Co has conducted a meeting with the co-ordinators of the Association on April 2000.
- (3) The following points were discussed:-
 - (a) grade review progress;
 - (b) membership drive;
 - (c) football league details

3.5 *Membership of the Association*

- (1) We are pleased to announce that a total of xxx members have renewed their membership with the Association (up to xx-xx-xx)
- (2) Members were reminded that they must renew their membership before they can join our functions as member status. (at least 2 weeks before the function)
- (3) This arrangement will be listed explicitly in the posters of future functions.

3.6 *Survey on members' opinions*

- (1) Major results of the survey on members' perception of the work of HKRA were listed below for information:-

- (2) Over 90% of the respondents indicated inadequate communication with HKRA
- (3) Over 80% of the respondents indicated inadequate news concerning professional development were given to them.
- (4) Over 70% of the respondents agreed that our role as a trade union was inadequate.
- (5) For more detail results, please visit our web-site: www.hkra.org.hk

4. Professional Affairs

4.1 *Grade Structure Review of Radiographers*

- (1) Between February and March 2000, Mr. Chu Ming of HAHO had visited several hospital radiology departments to hold forums on the recent progress of the Radiographers Grade Review activities. During these forums, Mr. Chu expressed some possible directions of the proposed changes:
 - Performance related increment (Merit pay point system) would replace the existing salary increment system. Increment may also be related to departmental performance.
 - Conversion arrangement:- existing staff could opt for conversion to new grade structure (no option deadline). No loss principle will be adopted for existing staff
- (2) To prepare the policy on the new grade structure, two Working Groups (WG) were formed by HAHO:-
 - *Working Group on Core Competency* (WGCC) to work out competency for each rank and develop staff mix model under cost natural principle.
 - *Working Group on Continued Education* (WGCE) to formulate training plan for the two-tier structure.
- (3) Owing to the delay of the implementation of the medical grade reform, the implementation of Allied Health (AH) grade reform would also be delayed. Recently, it was disclosed that the salary scale for radiographers has been proposed and the implementation of the new structure would be scheduled after that of

the Medical Laboratory Technologists (MLT).

- (4) A "Newsletter to Diagnostic Radiography Staff" was issued recently to diagnostic radiographers. This Newsletter reported the progress of the Review process. The 2 WGs are now formulating the staff and skill mix requirements and guidelines on the basis of scale of hospital and service complexity. A working group on implementation of the new structure would be formed later to develop the implementation guidelines and the conversion arrangement. The HAHO also issued a *Consultation Paper on Development & Organisation of Allied Health Services* which for future development of the Allied Health profession in the HA. Members are encouraged to reflect their opinions directly to the HAHO or to the Association.
- (5) *Shadow working group (SWG)* - the SWG was formed by the Association to study on the issue of our grade review. It was lead by the following ExCo members: Edward Chan, Kenneth Wong, Ronald Yu & Rachel Chan. Two meetings were held on January & April 2000. Salary structure for the future tiers of radiographers were discussed. A survey on the opinions on future salary scale has been conducted by Edward Chan.
- (6) Letter to HA with HKPU - A joint-letter was sent to HA with Ms. J McKay of the HKPU on our concerns on the radiography graduates & grade structure review issues.

4.2 Radiation Ordinance Cap 303

- (1) A letter was sent to the Health & Welfare Bureau (H&WB) to express our opposition to the views of the Health Panel that it is unnecessary to amend the Radiation Ordinance concerning doctor's supervision for any person to operate on irradiating apparatus.
- (2) However, no further progress has been made. The Association would continue to monitor the progress.

4.3 Allied Health Staff Group Grade Consultative Committee (AHSGCC)

- (1) In the recent AHSGCC meeting, HAHO suggested to reduce the amount of shift-duty allowance for HA staff. The Ex-Co has great concern on the matter.
- (2) A signature campaign would be launched to express our objection.

4.4 Supplementary Medical Profession Ordinance (SMPO)

- (1) Joint Conference of Hong Kong Health Care Professional Organizations - Meetings were conducted with other allied health associations on the issue of SMPO amendment and grade structure review of our profession.
- (2) It was agreed that the associations would join together to promote the reduction of the number of doctors inside the SMP council and professional boards.

4.5 Study leave for Government Servant (GS) status radiographer

- (1) One HA hospital has adopted the "all-or-none" principle for GS staff applying for study leave.
- (2) The Association has contacted the HAHO for clarification. The matter was finally settled and study leave was granted to the staff.

4.6 Professional Indemnity Insurance

Owing to the close contacts with patients and the expanding roles of the profession, it would be essential for our members to have some form of protection against legal charges. The Association would continue to contact the interested insurance companies for the setting up of Professional Indemnity Insurance plan for radiographers.

5. Activities of the Association

5.1 Academic functions

- (1) Annual Scientific Meeting (ASM) 2000 - The ASM 2000 was held on Feb 2000. Over 120 participants attended the ASM. Once again, AGM & ASM of HKRA &

Association of Therapeutic Radiographers (ATR) were held concurrently.

- (2) A RCEP was held on October 2000 at YMCA, Tsimshatsui. There were over 160 participants to the RCEP. There were 4 speakers (1 from RT) talking on CT applications.
- (3) 4th National Meeting of the Chinese Society of Medical Imaging Technology (CSMIT) of Chinese Medical Association - The meeting was held on 17-22 September 2000 at Yantai. 6 members have presented papers in the meeting. Paul Chan has invited officials of Chinese Society to visit H.K. in 2001. A joint HK-China-Taiwan conference was proposed to be held at around October.
- (4) Examinations for correspondence course of Canadian Association of Medical Radiation Technologists (CAMRT) - examination was held on May 2000.

5.2 Publications

- (1) Newsletters - two issues of the newsletters have been published in April and December.
- (2) HK Radiographers Journal - An issue of the journal was published in Feb 2000. The HK Radiographers Journal welcomes written contributions from all professionals relating to imaging, nuclear medicine, oncology and radiotherapy.

5.3 Recreational & welfare activities

- (1) Annual Football Tournament - Results of the Football Tournament were as follows:
QEH - Champion
HKBH - 1st runner-up
PMH - 2nd runner-up
- (2) Trailwalker - the Association has encouraged members to support the Trailwalker 2000 activity held on Nov 2000.
- (3) Our members were offer preferential rate by the AST Insurance Services. For details, please visit our web-site.

6.1 International Society of Radiographers and Radiological Technologists (ISRRT)

- (1) ISRRT/AIR Radiography Conference 2000 at Sydney, Australia (18-22 Feb 2000) - the Association sponsored Edward Chan, Maria Law and 5 other members who would gave presentations in the Conference.
- (2) We were invited by the HK Tourist Association to bid for the hosting of the ISRRT World Congress 2004. We would prepare the material required for the bidding in the coming ISRRT meeting.

6.2 Hong Kong Radiological Technologist Association (HKRTA)

- (1) We have tried to contact Mr. Apollo Wong (Chairman of HKRTA) for meeting of the two Associations on the arrangement of the ISRRT Council membership and the bidding of the World Congress.
- (2) As it was very difficult to contact Mr. Apollo Wong, no meeting was conducted yet

6.3 CAMRT

- (1) The Executive Director of CAMRT has visited HK in April 2000 and met with the ExCo members of the Association.
- (2) CAMRT has formally announced our Association as the organizer for CAMRT corresponding course examinations in HK in the booklet of CAMRT courses.

6.4 Death of Mr. Daniel Chui

We are sorry to hear that **Mr. Chui Hung Luen, Daniel** died in Westmead Hospital, Australia on September 2000 after a traffic accident. He worked in Hong Kong from 1974 to 1992. His death was the loss of the radiography field and we would like to express our sympathy to his family.

- End of Report -

6. External Liaison

