

## **Minutes of the 144<sup>th</sup> Meeting of the Social Workers Registration Board**

Date: 10 August 2017 (Thursday)  
Time: 9:35am  
Venue: Conference Room, 26/F, Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong  
Present: Ms. CHU Wai-sum, Betty  
Mr. CHUNG Wai-lung, Rivalino  
Mr. HUI Chung-shing, Herman  
Mr. KWAN Wing-shing, Vincent  
Mr. LAM Kai-tai  
Dr. LEUNG Chuen-suen  
Ms. LUK Ka-mei  
Mr. LUN Chi-wai  
Mr. MA Kam-wah, Timothy  
Mr. SHIU Ka-chun  
Mr. TAN Tick-yee  
Mr. TSANG Kin-chiu  
Mr. WONG Ka-ming  
Ms. WU Lai-ling  
Apology: Mr. LO Wa-kei, Roy  
Secretary: Mr. LEE Wing-po and Ms. FAN Lai-yee, Veronica

Mr. LUN, Chairperson of the Board, presided the meeting.

Before the commencement of the meeting, the Chairperson told the meeting that if there was no objection, he would move agenda item no. 4 to be deliberated after no. 7. There were no objections.

### **Confirmation of minutes of the 143<sup>rd</sup> Meeting**

1. (Business information deleted)
2. The minutes of the 143<sup>rd</sup> meeting of the Board were confirmed as the true records of the said meeting and signed by the Chairperson.

### **Matters arising from the 143<sup>rd</sup> Meeting**

#### *Judicial review on Complaint Case no. XXX*

3. The Secretary reported that the court hearing was conducted and completed in the morning session of 25 July 2017. According to the indication of the legal advisor, the Secretary informed the meeting that for simple cases, judges would usually take a period of around two months before handing down written judgements.

#### *Meeting with the Labour & Welfare Bureau*

4. The meeting considered any follow up action to the meeting with the Bureau on proposed amendments to the Ordinance. To the enquiry of (anonymized), (anonymized) pointed out that the communication with the Bureau on this matter had been lukewarm, that the Board may write to the Secretary for Labour & Welfare Dr. LAW direct or ask a meeting with him instead. (anonymized) pointed it out that the Bureau had at that meeting indicated there would be reply to the Board. The meeting decided to write to follow this up with the Principal Assistant Secretary first, copied to the (anonymized) to follow up.

(Business information deleted)

5. (Business information deleted)
6. (Business information deleted)
7. (Business information deleted)
8. (Business information deleted)
9. (Business information deleted)
10. (Business information deleted)

*Re-application for registration from (anonymized)*

11. (Business information deleted)
12. (Business information deleted)
13. (Business information deleted)

### **Registration (New, Re-application and/or Renewal)**

*(anonymized) (new application)*

14. (Business information deleted)
15. (Business information deleted)

*(anonymized) (new application)*

16. (Business information deleted)

*(anonymized) (new application)*

17. (Business information deleted)

18. (Business information deleted)

*(anonymized) (renewal)*

19. (Business information deleted)

*(anonymized) (renewal)*

20. (Business information deleted)

21. (Business information deleted)

*(anonymized) (report of conviction)*

22. (Business information deleted)

*(anonymized) (new application)*

23. (Business information deleted)

*(anonymized) (new application)*

24. (Business information deleted)

### **Reports from the Committees**

#### Committee on Administration

*Administrative*

25. The meeting considered and endorsed unanimously the implementation plan and

workflow for the refund initiative and the contents of the public notice as outlined in the board paper. RSWs would be duly notified of the scheme, with effect first on those with renewal expiring on 31 January 2018.

26. The meeting considered and approved the engagement of (business information deleted) for the provision of online payment via credit cards.

#### *Finance*

27. The meeting received and considered the draft auditors' report. (anonymized) pointed it out that the auditors had found the financial statements for year ended 31 March 2017 to be true and fair. Based upon this, the meeting accepted and endorsed the report unanimously.
28. The meeting also agreed to file a copy of the auditors' report to the Labour & Welfare Bureau for their record.

#### *Human Resources*

29. The meeting considered and endorsed the revised Staff Handbook.
30. (Anonymized) referred to the proposal of taking out group medical insurance for the medical benefits and pointed it out to be a risk management in view of the aging staff team plus an enhancement in benefits to align with the market trend. The meeting unanimously endorsed the proposal.

#### *Promotion*

31. The meeting took note of the preparatory work for the October issue of newsletter which would be second last issue of the print version.

#### Committee on Professional Conduct

##### *Review of Code of Practice*

32. The Secretary reported that the Task Force had held its seventh meeting and would be moving onto the actual drafting work for proposed revisions. (anonymized) supplemented that the group had gone through the codes adopted in overseas countries already. (Anonymized) was confident in presenting some of the preliminary drafts for comments at the next Board meeting and he would soon convene a meeting of the Committee and would also put the drafts for consideration first.
33. (Anonymized) said that the group had been working on the preamble and the values and would do so on the section on agency.

##### *Workflow for disciplinary function*

34. The Secretary reported that the draft had been submitted to the Convener for consideration as if it would be put forth to the Committee for discussion at a meeting.

#### Qualification Assessment and Registration

##### *Qualification Review*

35. The meeting took note of the Final Reports for three qualification review exercises and put them for approval one by one.

36. (Business information deleted)

37. (Business information deleted)

38. (Business information deleted)

39. (Business information deleted)

#### *Qualification Assessment*

40. (Business information deleted)

#### *Review of the Principles, Criteria and Standards (“PCS”)*

41. (Anonymized) reported, with due acknowledgement of the work of the Secretary to prepare it, that the first draft of the revised document was ready for the Committee to refine at coming special meeting in late August. The second draft was aimed to be submitted to the Board in February 2018 for further consultation with institutions and the public, and with legal vetting of the document as well. It was aimed to complete the review by end 2018.

#### *Appointment of Assessment Team*

42. The meeting considered the board paper on appointment to Assessment Teams and resolved to approve the appointment as set out in the paper for the two programmes, namely (Business information deleted)

#### *Appointment of Professional Consultants*

43. The Secretary informed the meeting that leveraging on the appointment of additional Professional Consultants, the Board Office had reviewed the terms of appointment. After having circulated a draft service agreement for consideration by the Board, and with useful feedbacks received, the Board Office had redone the document and converted it into a Terms of Services, as set out in the board paper. (Anonymized) commented that this latest version of document served the purpose. The meeting endorsed it for use when the existing consultants were invited for re-appointment and the 3 newly appointed be furnished with a copy of it for replacement of the old one.

#### *Extension of Appointment of the Assessment Panelists*

44. The Secretary invited the meeting to consider the proposal to extend to end 2019 the appointment of 32 panelists whose current appointment would be due to expire by 31 March 2018, so that future re-appointment could be based upon the proposed new criteria as set out in the revised draft of PCS, targeted for adoption in year 2019.

45. The meeting noted that there were another 5 panelists whose appointment also due by then, but in view of their either having already retired from teaching posts or not having responded to any availability checks in the past year, it was suggested that their services on the panel would be duly acknowledged upon expiry. The meeting endorsed both proposals.

#### *Welcome Pack*

46. The meeting considered the proposal under the board paper and endorsed the move to cease disseminating hard copy of the various documents and literature and to replace them with e-version on the website.

*Review of the Voluntary Continuing Professional Development Scheme*

47. (Anonymized) told the meeting that the Committee had considered a review of the Scheme and in principle resolved to stay with it, although the utilization was low and two risks were identified, namely (1) the Activities Organizers posting courses of a controversial nature onto the platform and (2) the Organizers making mistakes in data inputs hence incorrect personal data being kept under RSWs personal account.
48. (Anonymized) suggested reviewing the approval period of 5 years and introducing regular review with request for progress reports from the Organizers. The meeting also touched upon the usefulness of the disclaimer.
49. In conclusion, (anonymized) undertook to keep a low profile in implementing the Scheme whilst looking for way to monitor its operations.

(The meeting had a 5-minute break. (business information deleted))

**Report from the Disciplinary Committee**

*Case No. XXX*

50. (Business information deleted)
51. (Business information deleted)
52. (Business information deleted)
53. (Business information deleted)
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65. (Business information deleted)
66. (Business information deleted)
67. (Business information deleted)
68. (Business information deleted)
69. (Business information deleted)

(Ms. LUK, Messrs. HUI, KWAN and MA retired from the meeting at this juncture.)

- 70. (Business information deleted)
- 71. (Business information deleted)
- 72. (Business information deleted)
- 73. (Business information deleted)
- 74. (Business information deleted)
- 75. (Business information deleted)

(Mr. SHIU retired from the meeting at this juncture.)

((Business information deleted))

#### **Appointment of Disciplinary Committees**

76. The meeting took note of the information of the available members of the Disciplinary Committee Panel as listed in the spreadsheets, in particular their background and case load.

77. The four Disciplinary Committees for each of the cases were appointed as follows:-

(Business information deleted)

#### **Nomination of Additional Disciplinary Panelists**

78. (Anonymized) reported that he had approached a number of diploma-holder RSWs and would soon be proposing prospective for consideration.

(Ms. CHU, Ms. WU and Mr. LAM retired from the meeting at this juncture.)

#### **Any other business**

79. (Anonymized) suggested conducting a literature review of the case no. XXX so as to learn from it for enhancement to future deliberation procedures. The meeting agreed to delegate it to the Committee on Professional Conduct.

#### **Date of next meeting**

80. The next meeting would be held on 9 October 2017 (Monday) at 7:00pm.

81. There being no other business with item not deliberated to be carried forward to next meeting, the meeting adjourned at 2:00pm.

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Chairperson