

## **SOCIAL WORKERS REGISTRATION BOARD**

### **Notes of the 77<sup>th</sup> Meeting of the Committee on Qualification Assessment and Registration**

Date: 26 Nov 2019  
Time: 7:30 p.m.  
Venue: Conference Room, 26/F Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong.  
Present: Dr. KWOK Ngai-kuen, Alvin (Convenor),  
Ms. CHAK Tung-ching (co-opted member),  
Ms. CHEUNG Lai-yi, Kathy,  
Ms. LAU Chiu-man (co-opted member),  
Dr. LEUNG Chuen-suen, Zeno,  
Dr. TING Wai-fong  
Apology: Ms. FAN Yee-kwan (co-opted member),  
Dr. NG Yut-ming,  
Mr. YAU Tat-yu (co-opted member)  
Secretary: Mr. LEE Wing-po, Eric (Registrar),  
Ms. CHAN May-shan, Emily (Assistant Registrar)

As the convenor of the Committee, Dr. KWOK welcomed Ms. CHAK and Ms. LAU on board as the co-opted members. With the PowerPoint slides prepared by the Board office, Dr. KWOK highlighted some major tasks that the Committee had completed starting from this term, and briefed the foreseeable items to be done in the coming 2 years.

*(Dr. Ting arrived and joined the meeting at this juncture.)*

#### **Confirmation of the notes of last meeting**

1. There were no proposed revisions to the notes of last meeting, that they were confirmed the true records of the said meeting.

#### **Special arrangement of class teaching and fieldwork practicum of social work programmes among Tertiary Institutions in response to the recent social situation**

2. In view of the recent social situation, the Board Office took note from the media that some Tertiary Institutions (“TIs”) have adopted special term arrangements like shortening of school term and online teaching. The Board Office also received enquiries regarding our views on the above arrangements. Hence, we wrote to all TIs to show our concern on this matter and invited their reply on any issues or difficulties on teaching & fieldwork arrangements that they might consider relating to our PCS.
3. The replies of all TIs were summarized in CQAR77-3. Online teaching and assessments were commonly applied to replace the face-to-face teaching, group presentations and traditional examinations as originally scheduled. An extension of fieldwork practicum from 2 to 3 weeks was allowed for those students in need due to the traffic disruptions or unstable conditions of the service area of the agency. Alternative channels like phone calls, WhatsApp and emails were used to replace the on-site supervision in case of difficulties of arrangements.

4. Most of the TIs replied that the adoption of flexible arrangements would not violate or deviate from our requirements of PCS. Three TIs, namely Business Information Deleted raised their concerns of possible adjustments of fieldwork arrangements related to their committed measures or narrative of deliveries written in their submitted documents during their last qualification assessments or reviews.
5. Regarding the PCS, members agreed that it is the minimum requirement for safeguarding the qualification of social work programmes for the purpose of registration. As TIs are encouraged to develop their programmes at higher standards with commitments of more stringent practices, discretions should be allowed to relax these higher-standard practices under special circumstances.
6. The meeting proposed adopting the following principles to this special social situation:
  - (i) Subject to the non-violation of the basic requirements set in the PCS, TIs can adopt some flexible measures to continue their teaching and fieldwork arrangements.
  - (ii) The allowance of flexibility should be applied on need basis only that the Board trust the TIs will adopt stringent approaches to make any changes of their programme arrangement.
  - (iii) The allowance of flexibilities on fieldwork should only be applied to the on-going placements and the next placements to be commenced within the same academic year (i.e. 2019-2020).
  - (iv) Safety of students, teachers and service users is of prime importance and should be considered and ensured when applying any changes of the programmes.
7. The above recommendations would be put forth to the Board at its next meeting for their blessing. The Secretary will follow up the replies to the TIs.

### **Matters arising**

#### Review of the Principles, Criteria and Standards for Recognizing Qualifications in Social Work (“PCS”)

8. The Committee took note of the revised draft of the PCS (CQAR77-2a) prepared by the Board Office. Following the discussion of the last meeting, the Committee continued the discussion of the closely related sections “Minima for Persons Providing Professional Teaching” of section 4.2 and “Individual Attention to Students” of section 4.3.
9. Members restated again that the assessment or review in the future would change from programme to qualification-based. Hence, the minimum head count of three full-time teaching staff members listed in sub-section 4.2.1 would be applied to each social work qualification, regardless the TI offering different programmes in full-time, part-time or mixed modes of delivery. (Anonymized) suggested replacing the word “qualification” with “award”.
10. The ratio requirement of the full-time teaching staff headcount should not be less than 40% of its total teaching staff as listed in sub-section 4.2.3(b) or 4.2.4(b).
11. Regarding the application of small class teaching, members agreed that at least one third of the

teaching hours of courses embedded with the subject areas specified under sub-sections 4.1.3(a) or 4.1.3(b) are required.

12. For the respective caps on number of students of each small class listed out in subsection 4.3.2, the Committee came into the following consensus:

For courses embedded with subject areas under sub-section 4.1.3(a):

- (a) at most 15 for a degree programme;
- (b) at most 20 for a diploma programme;

For courses embedded with subject areas under sub-section 4.1.3(b):

- (c) at most 20 for a degree programme;
- (d) at most 25 for a diploma programme.

13. Members showed concerns on the difficulties faced by some small-scale TIs in meeting the requirements of providing adequate and conveniently accessible supporting facilities mentioned in section 4.5. As the standards have been clearly listed out, it was suggested to alert the Assessment Team paying attention to this area during their assessment or review.
14. Concerning the suggestion of replacing the word “Diploma Programmes” with “Sub-degree Programmes” written in sub-section 1.1, the Secretary reminded the term “Diploma” is set out in the Social Workers Registration Ordinance. The meeting resolved to keep the word “Diploma” but listed out clearly the inclusion of higher diploma and associate degree.
15. For the composition of the Assessment Panel listed in sub-section 5.2.2, members agreed to add one more sub-group so that the Assessment Team would be formed by representatives from six sub-groups. The Assessment Team member from the additional sub-group should be a local social work teacher of Field Practicum, who should have at least five years’ experience in fieldwork teaching or co-ordination.
16. For the sub-group (b), Overseas academics in social work under sub-section 5.2.2, the meeting decided to delete the criteria of “Emeritus Professors” so that it is in line with the criteria of sub-group (a), Local academics in social work.

#### **Any other business**

17. There being no other business.

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

18. The next meeting was proposed to be held at 7:30 pm on either 6 Jan or 7 Jan 2020.

*(Post meeting notes: it was confirmed to be held on 7 Jan 2020.)*

19. The meeting was adjourned at 10:00pm.

END