

MIDWIVES COUNCIL OF HONG KONG
APPLICATION FOR VERIFICATION OF REGISTRATION

Notes to Applicants

- 1) To apply for verification of registration, please complete the application form.
- 2) Please submit the duly completed application form together with the form of overseas registration authority (if applicable), **either in person or by post**, to the Central Registration Office, Boards & Councils Office, Department of Health, 17/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong. The office hours of the Central Registration Office are as follows:

Mondays: 9:00 a.m. to 1:00 p.m. and 2:00 p.m. to 6:00 p.m.
Tuesdays to Fridays: 9:00 a.m. to 1:00 p.m. and 2:00 p.m. to 5:45 p.m.
(Closed on Saturdays, Sundays and Public Holidays)
- 3) If you wish to apply for a set of documents to be issued to more than one organisation / address, please submit a separate application for verification of registration **for each organisation / address**.
- 4) Upon the receipt of a duly completed application form with all required documents, the Midwives Council of Hong Kong will normally issue the verification document(s) to the organisation(s) / addressee(s) specified by the applicant within six weeks.
- 5) No courier will be arranged. All requested documents will be sent by Hongkong Post by registered post.
- 6) You will be informed of the application result in writing. The letter will be sent by Hongkong Post by surface mail.
- 7) For enquiries, please contact the Central Registration Office at (852) 2961 8654 during office hours, or by e-mail to cro2@dh.gov.hk.

May 2024