

To: **The Dental Council of Hong Kong**
c/o Central Registration Office
17/F, Wu Chung House, 213 Queen's Road East
Wanchai, Hong Kong (Fax No. : 2891 7946 / 2573 1000)

Application for Retention Certificate

I hereby apply for a retention certificate in accordance with section 12I of the Dentists Registration Ordinance.

2. I declare that I –

(i)	<input type="checkbox"/> have	<input type="checkbox"/> have NEVER	been convicted in Hong Kong or elsewhere of an offence punishable with imprisonment.
(ii)	<input type="checkbox"/> am	<input type="checkbox"/> am NOT	currently the subject of any criminal proceeding(s) in Hong Kong or elsewhere.
(iii)	<input type="checkbox"/> have	<input type="checkbox"/> have NEVER	been found guilty in Hong Kong or elsewhere of unprofessional conduct.
(iv)	<input type="checkbox"/> am	<input type="checkbox"/> am NOT	currently the subject of any disciplinary proceeding(s) in Hong Kong or elsewhere.

* Please tick in the box(es) where appropriate.

3. I solemnly declare that all information provided with this application is accurate, complete and true.

Signature : _____

Name : _____

Registration Number : _____

Contact Phone Number : _____

Date : _____

Note

1. It is a criminal offence to make a false declaration. Applicants must ensure that all information provided is true and accurate.
2. If there is any such conviction, findings of unprofessional conduct, or criminal or disciplinary proceedings, full details must be provided separately.
3. For conviction or findings of unprofessional conduct, please indicate if it has been reported to the Dental Council of Hong Kong before. Applicants may be required to provide evidence of such report.

Personal Information Collection Statement

Purpose of Collection

1. The personal data you provide will be used for purpose of facilitating the provisions of the Dentists Registration Ordinance (“DRO”). It is voluntary for you to provide your personal data. However, if you do not provide sufficient information, we may not be able to process your application.

Disclosure to the Public

2. In accordance with section 13 of the DRO, the General Register is published twice every year in the Gazette a list of the name, practice address, qualification and date of qualifications and other particulars that the Registrar of Dentists considers appropriate, of every person who is a person with full registration, a person with limited registration or a person with special registration. The main purpose of such publication is to inform the public who is, or is not, registered as a dentist, and who is entitled to practise dentistry.

3. The information published in the Gazette will also be published in the website of the Dental Council of Hong Kong (“Dental Council”).

Transfer to Others

4. The personal data you provide will be used mainly by the Dental Council. They may also be disclosed to other persons, bodies or authorities for the purposes set out in paragraph 1 above or in circumstances permitted under the Personal Data (Privacy) Ordinance.

Dental Council may provide information to Secretary for Health

5. Pursuant to section 5AB of the DRO, the Dental Council may provide any information to the Secretary for Health if the Secretary for Health requests the information for the formulation of health care policies.

Access to Personal Data

6. You have a right to request access to and correction of your personal data held by us. A fee may be charged for such access or correction. Request for access or correction should be made in writing to:-

Secretary, The Dental Council of Hong Kong
c/o Central Registration Office
17/F, Wu Chung House
213, Queen’s Road East
Wanchai, Hong Kong