

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

Report of Change of Address(es)

I would like to report the change of my contact address in Hong Kong and/or practice address(es).
My personal particulars and details of change(s) are as follows -

Personal Particulars

Full Name (Must match name in HKID / Passport)	(Family name) (Given name) in Chinese (if any)
HKID Card No.	
Passport No. (If no HKID)	
Registration No.	
Type of Registration	<input type="checkbox"/> Full Registration <input type="checkbox"/> Provisional Registration <input type="checkbox"/> Limited Registration <input type="checkbox"/> Temporary Registration <input type="checkbox"/> Special Registration
Name Included in Specialist Register	<input type="checkbox"/> Yes (Specialist Reg. No. _____) <input type="checkbox"/> No

Details of Change(s)*

My **contact address in Hong Kong** ¹ will be changed with effect from _____ (Date)
and the updated address is as follows -

(English)
(Chinese)

My **practice address(es)** ² will be changed with details as follows -

(i) Effective Date: _____ **Addition** **Deletion**

(English)
(Chinese)

(ii) Effective Date: _____ **Addition** **Deletion**

(English)
(Chinese)

** Please tick the box(es) where appropriate and provide the necessary details. Please use separate sheet if necessary.*

Signature : _____

Name : _____

Contact Phone Number : _____

Email : _____

Date : _____

Note

1. According to section 12G(1) of the Dentists Registration Ordinance (“DRO”), “A *registered dentist or a person with provisional registration must provide to the Registrar an address in Hong Kong at which he or she may be contacted.*”
2. According to section 12G of the DRO,
“(2) *Subject to subsection (3), a registered dentist (other than a registered dentist whose name is contained in the non-practising list) must provide to the Registrar the address of all premises in Hong Kong on which he or she carries on the practice of dentistry.*

(3) *Subsection (2) does not require a person to provide—*
(a) *an address of—*
(i) *any premises on which the person provides an outreach medical service (within the meaning of section 9 of the Private Healthcare Facilities Ordinance (Cap. 633)); or*
(ii) *any premises on which the person carries on the practice of dentistry not for gain; or*
(b) *an address of any premises of a class specified under subsection (4).*

(4) *The Council may, by notice published in the Gazette, specify any class of premises for the purposes of subsection (3)(b).*”

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