

SMALL PRACTICE CLINIC (SPC)

Private Healthcare Facilities Ordinance (“the Ordinance”)

Operators of SPC may make a request the Director of Health for a letter of exemption

Definition of Small Practice Clinic (all three conditions below are met) :

01.

Number of Registered Medical Practitioners or Registered Dentists



Sole proprietorship : One registered medical practitioner or registered dentist

Partnership or Company : Maximum of 5 partners or company directors, and all of whom must be **registered medical practitioners or registered dentists**

Apart from the operator(s) and locum arrangement, no other registered medical practitioners or registered dentists serve in the clinic

02.

Right to Use of Premises



Sole proprietorship : The sole proprietor has exclusive rights to use the premises

Partnership or Company : At least one partner/ company director or the company has exclusive rights to use the premises

03.

Locum Arrangement



Sole proprietorship : The total number of days must not exceed 60 days in a calendar year

Partnership or Company : The total number of days must not exceed 60 days in a calendar year per registered medical practitioner or registered dentist ; and the aggregate number must not exceed 180 days for all partners or company directors in a calendar year

Responsibilities of the Operators:



1. Compliance with the Ordinance

- must comply with all relevant requirements for an SPC and its operation under the Ordinance

2. Entrance of the premises

- must ensure that the SPC complies the following entrance requirements under the Ordinance

“Distinct and separate premises” – physically separated from any premises that serve a purpose not reasonably incidental to the purposes of the medical / dental practice; and is a distinct and exclusive unit able to perform its functions independently

“Separate entrance” – has a direct and separate entrance separate from other premises

3. If there are any intended changes of the clinic or intended cessation of the clinic’s operation, the operator(s) must give the Director of Health not less than 14 days’ advance notice in writing. The operator(s) may have to request for another exemption or apply for a licence
4. Except with the prior approval in writing of the Director of Health, a room, unit or section of a private healthcare facility must not bear a name or description that includes the expression “operating room”, “operating theatre”, or a similar expression

Restriction

Exemption Restrictions

Each registered medical practitioner/dentist may make a request for a letter of exemption for up to 3 small practice clinics. Operators are required to apply for a licence for the 4th and each of the subsequent clinics.

Service Restrictions

- A clinic **MUST NOT** provide medical services with lodging or medical procedures with duration more than 12 hours
- A clinic **MUST NOT** provide services to admit a pregnant woman for childbirth or a woman immediately after she gives birth to a child
- A clinic **MUST NOT** provide any “scheduled medical procedures” listed in Column 2 of Schedule 3 of the Ordinance



Website of the Office for
Regulation of Private
Healthcare Facilities