



本署檔號 Our Ref.: (86) in DH/ORPHF/18/25/22 Pt.6

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19 January 2026

Dear Doctor,

**Reminder – Deadline for Application for Provisional Clinic Licence
under the Private Healthcare Facilities Ordinance (Cap. 633)**

Further to our letter dated 13 October 2025, we wish to remind that the application period of provisional clinic licences under the Private Healthcare Facilities Ordinance (Cap. 633) (the Ordinance) will **end on 13 April 2026**.

As a transitional arrangement, if an operator of clinics in operation on or before 30 November 2018 submits a clinic licence application before 13 April 2026, the Department of Health may issue a provisional licence after considering the circumstances. A provisional licence allows these clinics to continue their operation before a full licence is issued. Eligible operators are urged **to submit their applications before the deadline to obtain a provisional licence**.

Operators of clinics that commenced operation at their current address after 30 November 2018 or submit application after 13 April 2026 are required to apply directly for a full licence or letter of exemption if it meets the definition of a small practice clinic (SPC). Operators have to fulfil all licensing requirements stipulated in the Ordinance and the Code of Practice for Clinics in order to obtain a full licence.

An SPC is defined under Section 41 of the Ordinance as a clinic operated solely by registered medical practitioners and/or registered dentists, subject to specified conditions. Other than applying for a clinic licence, operators of SPCs may request a letter of exemption from the Department of Health. This exemption permits the SPC to operate without a licence under the Ordinance, provided all statutory requirements are met.

Application for clinic licences and letters of exemption

The procedures for application for clinic licence and request for letter of exemption are fully electronic with an “iAM Smart+” account. Operators can submit applications for licence or letter of exemption and manage licensing matters in the future at the “e-Licensing” system <https://apps.orphf.gov.hk/Submission/>. Please refer to <https://www.iamsmart.gov.hk> for registration/upgrading of an “iAM Smart+” account.

Clinic licences under the Ordinance have started to take effect

As at 31 December 2025, over 1 600 applications for letters of exemption and over 170 applications for clinic licences had been received. The first batch of clinic licences and letters of exemption has been issued. Clinics issued with a licence or a letter of exemption will be provided with a QR Code for display at a conspicuous place. The QR Code links to the Private Healthcare Facilities Register. Public can check the registration status of a clinic by scanning the QR Code by eHealth App.

Resources on clinic licence application

Frequently Asked Questions (FAQs)

For ease of reference, we attach FAQs addressing the following issues:

- Part A: Scheduled medical procedures; and
- Part B: Medical laboratories where pathologists practise that may be subject to licensing requirements


The full set of FAQs is available at the website of the Office for Regulation of Private Healthcare Facilities (ORPHF) (<https://www.orphf.gov.hk/>).

Online briefing sessions

Monthly online briefing sessions will be continued to explain the requirements and procedures for making licence applications/exemption requests and answer enquiries. Please scan the QR Code below for online enrolment. You may also visit the website of the ORPHF (<https://www.orphf.gov.hk/>) for the presentation materials of the briefing and other useful information including the animation videos explaining the regulatory regime and the FAQs.

For enquiries, please contact us at 3107 8451 or visit our website. For dental related enquiry, please contact Dental Regulatory and Law Enforcement Office at 2631 1782.

Yours faithfully,


(Dr SHU Bo Yee)
for Director of Health

Simple Guide to the Ordinance Code of Practice for Clinics Online briefing sessions



Frequently asked questions

Part A – About scheduled medical procedures

Q1	If I provide medical treatment through platelet-rich plasma (PRP), do I need a DPC licence?
A1	Yes, transplant of any cell, tissue or organ, including autograft, allograft, xenograft, processed tissue or blood products (including PRP) and skin flap (including face lift) are scheduled medical procedures under the category of surgical procedure.
Q2	If I conduct hair transplant on my patients, do I need a DPC licence?
A2	The following scheduled medical procedures are relevant, under the category of surgical procedure: transplant of any cell, tissue or organ, including autograft, allograft, xenograft, processed tissue or blood products (including PRP) and skin flap (including face lift) except skin graft less than 1% of total body surface area; under the category of anaesthetic procedure: tumescent anaesthesia and use of sedative or analgesic drugs with reasonable expectation that it will, in the manner used, result in deep sedation for a significant percentage of a group of patients. You need to check the technique used in your hair transplant and apply for a DPC licence if it involves a scheduled medical procedure.
Q3	I am an ear, nose and throat (ENT) surgeon. I conduct endoscopic surgery like nasal polypectomy for my patients. Do I need a DPC licence?
A3	<p>The scheduled medical procedures under the category of endoscopic procedure are relevant, namely:</p> <ul style="list-style-type: none">(i) endoscopic procedure requiring image guidance,(ii) endoscopic procedure involving invasion of sterile cavity or gastrointestinal tract, and(iii) therapeutic endoscopic procedure. <p>Please also observe if you will conduct any anaesthetic procedures which are scheduled medical procedures.</p> <p>You need to apply for a DPC licence for performing therapeutic endoscopic nasal polypectomy.</p>

Q4	Is loop electrosurgical excision procedure (LEEP) a scheduled medical procedure? Do I need a DPC licence if I provide LEEP?
A4	Yes, LEEP is a scheduled medical procedure under the category of therapeutic endoscopic procedure. A DPC licence is required if you provide LEEP.
Q5	Is proctoscopy, including banding of haemorrhoids, a scheduled medical procedure?
A5	<p>Proctoscopy, whether diagnostic or therapeutic, is an exception to the scheduled medical procedures, which means it could be provided in all types of private healthcare facilities, including clinics and SPCs.</p> <p>However, please be reminded that the following endoscopic procedures, including (i) endoscopic procedure requiring image guidance, (ii) endoscopic procedure involving invasion of sterile cavity or gastrointestinal tract, and (iii) therapeutic endoscopic procedure, are scheduled medical procedures, and will require a DPC licence. Moreover, therapeutic gastrointestinal endoscopy for children aged under 12 years old may only be carried out in a hospital.</p> <p>Please also observe if you will conduct any anaesthetic procedures which are scheduled medical procedures.</p>

Part B – About medical laboratories where pathologists practice

Q6	I am a medical practitioner operating a private medical/pathology laboratory. Do I need to apply a clinic licence or request a letter of exemption for SPC for the laboratory under the Ordinance?
A6	<p>The Ordinance aims to regulate premises where registered medical practitioners and/or registered dentists practise. If you provide direct patient services such as medical consultation, blood taking, performing medical procedures, prescribing laboratory tests, explaining laboratory reports to patients, etc., or delegate your medical duties to other persons in the laboratory, the premises would fall under the definition of private healthcare facility under the Ordinance.</p> <p>If your laboratory meets the definition of a SPC, regarding number of doctors and dentists, exclusive right to use the premises, locum arrangement, you may request for a letter of</p>

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exemption.

Please refer to Section E of the FAQ for more details on SPC requirement. If your laboratory does not meet the definition of a SPC, then you need to apply for a clinic licence.

Q7 I am a pathologist who only report laboratory investigations and issue reports to the referring doctors. Do I need to apply a clinic licence or request a letter of exemption for SPC for the premises where I work?

A7 Premises where a pathologist solely makes reporting laboratory investigations and issuing reports to the referring doctors do not fall into the definition of a private healthcare facility. You do not need to apply for a clinic licence or request a letter of exemption for the premises where you merely prepares/issues laboratory reports for the referring doctors and do not provide direct patient service.

Q8 I own a private medical/pathology laboratory but I am not a doctor. I engage a pathologist for reporting laboratory investigations and issuing reports to the referring doctors. Is my laboratory required to obtain a clinic licence or request a letter of exemption for SPC under the Ordinance?

A8 Premises where a pathologist merely prepares/issues laboratory reports for the referring doctors do not fall into the definition of a private healthcare facility.

If the registered medical practitioner provides direct patient services such as medical consultation, blood taking, performing medical procedures, prescribing laboratory tests, explaining laboratory reports to patients, etc. or delegates of his/her medical duties to other persons at your premises, the premises would fall under the definition of private healthcare facility. You will be required to obtain the relevant licence under the Ordinance.

Medical practitioners should observe requirements of practice in association with nonqualified person and delegation of medical duties to non-qualified persons as stipulated in the [Code of Professional Conduct](#) issued by the Medical Council of Hong Kong.

Other healthcare professionals such as medical laboratory technologists, registered nurses and enrolled nurses who may perform procedures like blood taking should also observe relevant requirements of their respective Ordinances and requirements on training, prescription/referral and delegation as stipulated in their respective codes of practice.

END

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