



The Nursing Council of Hong Kong

Candidates' Handbook
for Nursing Council Licensing Examinations

(September 2018)

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Nursing Council Licensing Examinations Candidates' Handbook

I. Introduction

According to Section 8(2) and 14(2) of the Nurses Registration Ordinance (Cap. 164, Laws of Hong Kong) ("the NRO Ordinance"), the Nursing Council of Hong Kong ("the Council") may require any applicant for registration/enrolment in any part of the register of nurses/roll of enrolled nurses to prove his/her competency in nursing by examination conducted by examiners appointed by the Council.

This Candidates' Handbook ("the Handbook") aims at providing applicants who had already been approved to sit for the Licensing Examinations by the Council with information in relation to the Licensing Examinations. For details in relation to the requirements for registration/enrolment with the Council as a registered nurse/an enrolled nurse, applicants should refer to the relevant information on the Council's website at www.nchk.org.hk.

In addition, all candidates should note that it is their own responsibility to equip themselves with the knowledge and skills required for passing the Licensing Examinations. They should not rely on any single source of information in preparing for the Licensing Examinations.

The Handbook is drawn up for reference only. The Council reserves the right to alter the relevant arrangements in relation to the Licensing Examinations anytime as appropriate.

II. Application for Examination

Nurses trained outside Hong Kong who have submitted their applications for registration/enrolment to the Council and approved by the Council to sit for the Licensing Examinations.

III. Application Procedure

Upon receiving approval from the Council for sitting the Licensing Examinations, applicants are required to pay the prescribed examination fee¹ at the Accounts Office of the Department of Health **and** apply at the Council **by the application deadline as specified in the approval letter**. Payment and application may be submitted in person, by post or by an authorised representative.

IV. Examination Formats

1. The Licensing Examinations for registration and enrolment consists of the written and practical parts. There will be no exemption for any part of the Licensing Examinations. Candidates may take the Licensing Examinations in either Chinese or English.
2. The candidate must pass the written part before he/she will be allowed to take the practical part, and must pass both parts before he/she can register/enrol with the Council.

¹ The examination fee is \$860 for the Licensing Examinations for Registration and \$920 for the Licensing Examinations for Enrolment, which should be paid in Hong Kong Dollars by crossed cheque or in cash, and are subject to revision and are not refundable. Payment in other currencies will not be accepted.

- For details in relation to the format of each part of the Licensing Examinations and the relevant instructions, candidates may refer to the **Appendices** of this Handbook.
- Candidates may also refer to the sample past papers and the relevant documents such as the *Core-competencies and Reference Guides* available at the Council's website when preparing for the examination.

V. Schedule of Licensing Examinations

- The Council usually organises written and practical parts of the Licensing Examinations every year according to the following schedule, which is for reference only and is subject to finalisation:

Licensing Examinations	Written Part	Practical Part
Part I (General) Registration	March and September/October	January/February and June
Part II (Psychiatric) Registration	March	June
Part III (Mentally Subnormal) Registration	March	June
Part IV (Sick Children) Registration	March	June
Part I (General) Enrolment	March	August/September
Part II (Psychiatric) Enrolment	March	August/ September

- Candidates should note that the written part of all the Licensing Examinations for registration will normally be organised on the same day while all the Licensing Examinations for enrolment will normally be organised on another day. Should candidates be approved to take more than one Licensing Examinations for registration or enrolment, they should opt for the Licensing Examinations to take in that round before proceeding with the relevant application procedure.
- Candidates who have applied for the examination and paid the fee will be notified of the detailed arrangements and the date of the examination by post around one month prior to the examination. Candidates should therefore ensure they have kept the Council informed of their new address if their correspondence address is changed. Besides, requests for a change of the assigned examination date / time slot will not be entertained.

VI. Time frame in taking the Licensing Examinations for eligible applicants

- The applicant is required to make his/her first attempt of the Licensing Examination **within two years** from the date the Council issues its initial approval for sitting the Licensing Examination to him/her. Application for deferment beyond the two-year limit will not be entertained.
- If the applicant fails to pass any part of the Licensing Examination, he/she is required to re-sit the failed part only. Nevertheless, the applicant has to re-sit the failed part **within one year** from the date of his/her last attempt, except with the special permission of the Council and subject to such conditions as to training or instruction as the Council may impose.
- If the applicant fails to pass the practical part of the Licensing Examination **within three years** from the date he/she passes the written part, he/she needs to re-sit both the written and practical parts.
- If the applicant fails to pass the Licensing Examination on three occasions, he/she will not be entitled to re-sit the Licensing Examination again without the special permission of the Council. Such applications for special permission should be sent to the Council **within two weeks** of the

date of the result notification letter. Applications received after the two-week period will not be entertained normally. Submission of a fresh application does not mean an applicant will be given further chances to re-sit the Licensing Examination. The following are some of the examples cited for reference:

Scenario 1 :	1 st attempt	pass in the written part
		fail in the practical part
	2 nd attempt	fail in the re-take of the practical part
	3 rd attempt	fail in the re-take of the practical part
Scenario 2 :	1 st attempt	fail in the written part
	2 nd attempt	pass in the re-take of the written part
		fail in the practical part
	3 rd attempt	fail in the re-take of the practical part
Scenario 3 :	1 st attempt	fail in the written part
	2 nd attempt	fail in the re-take of the written part
	3 rd attempt	pass in the re-take of the written part
		fail in the practical part
Scenario 4 :	1 st attempt	fail in the written part
	2 nd attempt	fail in the re-take of the written part
	3 rd attempt	fail in the re-take of the written part

VII. Release of Examination Results

1. Examination results are usually announced in ten weeks after the completion of each examination. Candidates will be notified of their results in terms of pass or fail.

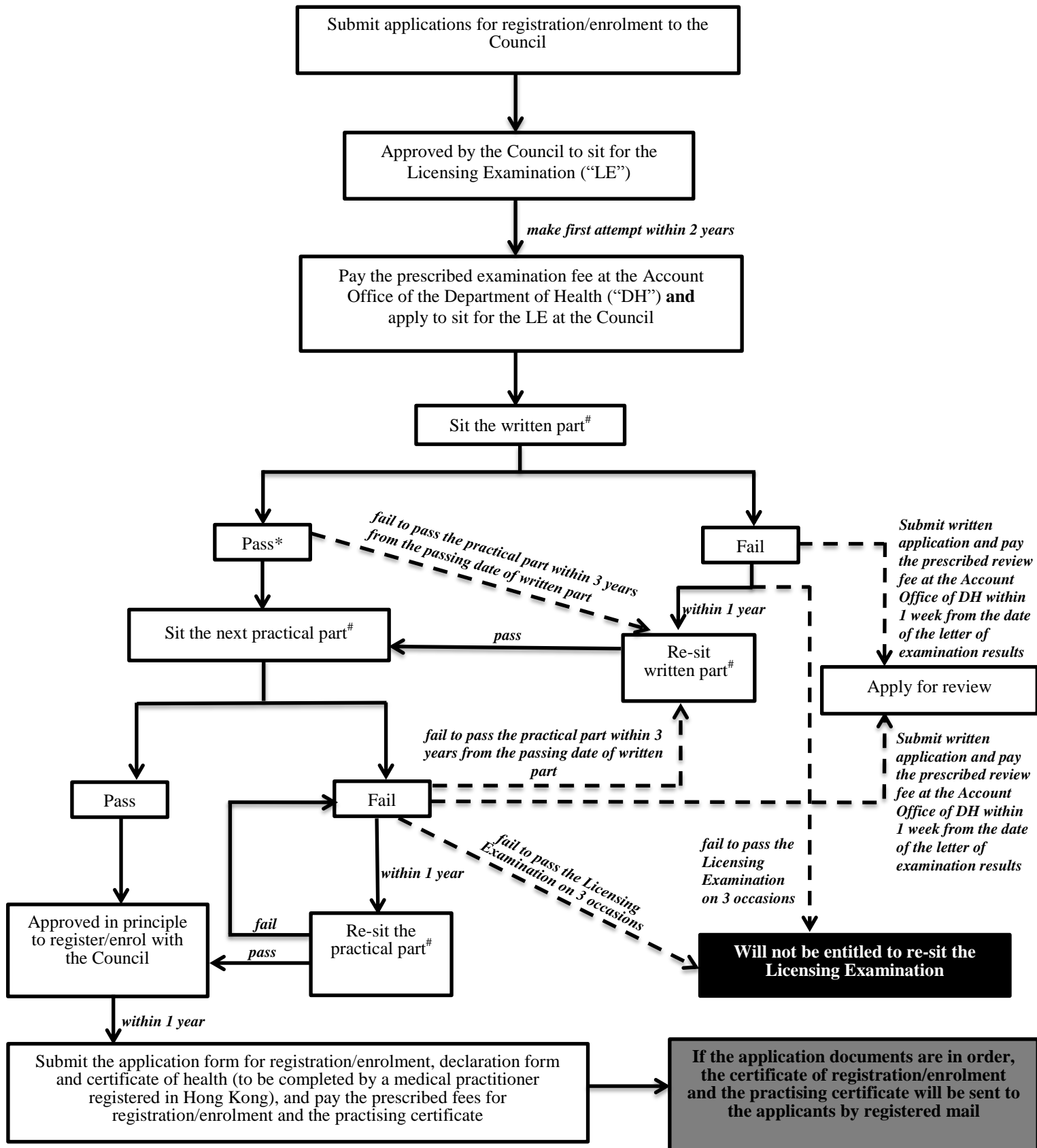
VIII. Application for Review

1. Candidates wishing to apply for review of their examination results are required to submit their written application for review, stating the grounds relied on to the Secretary of the Council and pay the prescribed review fee² at the Accounts Office of the Department of Health **within one week from the date of the Council's letter informing them of their examination results.** Payment and application may be submitted in person, by post or by an authorised representative. Late application will not be accepted.
2. All applications for review will first be considered by the relevant Review Panels of the examination sub-committees and then submitted to the Education Committee and the Council for consideration respectively.
3. Candidates will be notified of the results of their review by a written notice within one month upon the review result is endorsed by the Council. The Council's decision on the result of the examination review is final. Such result will be disclosed to the candidates in terms of pass or fail only. Any additional requests such as requests for comments on the performance of the candidates and requests for answer scripts will not be entertained.

² The review fee is \$490, which should be paid in Hong Kong Dollars by crossed cheque or in cash, and is subject to revision and is not refundable.

IX. Application Flow Chart

For detailed explanation of the application procedures, please refer to Part II to VIII of the Handbook.



*: If Candidates do not sit the next practical part after they passed the written part, they will have to pay the examination fee again when they sit the practical part.

#: The exam results will normally be announced in 10 weeks after completion of the examination.

APPENDICES

Format of the Licensing Examination for Part I (General) Registration
(Written Part)

A. General Format

- The written part of the Nursing Council Licensing Examination for Part I (General) Registration lasts for one day (i.e. 2.5 hours in the morning and 2.5 hours in the afternoon) and consists of three papers:
 - Paper A (Morning Paper): Proficiency Test in Medical English
 - Paper B(I) (Morning Paper): Multiple Choice Questions
 - Paper B(II) (Afternoon Paper): Multiple Choice Questions, Essay-type Questions and Specialty Nursing Questions
- The written examination carries a total mark of 200 and the passing mark is 100.
- Candidates must pass both Paper A and Paper B.
- Candidates may refer to **Appendix G** for the “Sample Questions for Paper A: Medical English” and **Appendix H** for a sample of the Multiple Choice answer sheet. Sample past papers are available at the Council’s website at www.nchk.org.hk.
- Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of Question	Marks	Time Allowed	Contents	Remarks
A.	Proficiency Test in Medical English	40	1 hour		Answer ALL Questions
B(I).	Multiple Choice Questions	60	1.5 hours	Psychology, Basic Nursing Care and System Nursing Care	
Subtotal :		100			
B(II).	Multiple Choice Questions	40	2.5 hours	Anatomy & Physiology, Food & Nutrition, Primary Health Care, Personal & Communal Health, Microbiology, First Aid and Pharmacology	Answer ALL Questions
	Essay-type Questions	40		All aspects of general nursing as stipulated in the syllabus	
	Specialty Nursing Questions	20		Obstetric, Psychiatric, Geriatric and Community Nursing	Choose 2 out of 4 specialty nursing areas
Subtotal :		100			

Format of the Licensing Examination for Part I (General) Registration

(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part I (General) Registration lasts for one hour and consists of three parts:
 - Health Assessment
 - Administration of Medication
 - Aseptic Technique
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in 50% of the remaining items.
4. For detailed assessment items, please refer to checklists RN(G)-01, RN(G)-02 and RN(G)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix M**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
I	Health Assessment	20 minutes
II	Administration of Medication	20 minutes
III	Aseptic Technique	20 minutes

Format of the Licensing Examination for Part II (Psychiatric) Registration**(Written Part)****A. General Format**

1. The written part of the Nursing Council Licensing Examination for Part II (Psychiatric) Registration lasts for one day (i.e. 2.5 hours in the morning and 2.5 hours in the afternoon) and consists of three papers:
 - Paper A (Morning Paper): Proficiency Test in Medical English
 - Paper B(I) (Morning Paper): Multiple Choice Questions
 - Paper B (II) (Afternoon Paper): Essay-type Questions and Objective-type Questions
2. The written examination carries a total mark of 200 and the passing mark is 100.
3. Candidates must pass both Paper A and Paper B.
4. Candidates may refer to **Appendix G** for the “Sample Questions for Paper A: Medical English” and **Appendix H** for a sample of the Multiple Choice answer sheet. Sample past papers are available at the Council’s website at www.nchk.org.hk.
5. Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of question	Marks	Time Allowed	Contents	Remarks
A.	Proficiency Test in Medical English	40	1 hour	All aspects stipulated in the syllabus	Answer ALL questions
B(I).	Multiple Choice Questions	60	1.5 hours		
	<i>Subtotal:</i>	<i>100</i>			
B(II).	Essay-type Questions	80	2.5 hours	All aspects stipulated in the syllabus	Answer ALL questions
	Objective-type Questions	20			
	<i>Subtotal:</i>	<i>100</i>			

Format of the Licensing Examination for Part II (Psychiatric) Registration
(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part II (Psychiatric) Registration lasts for one hour and consists of three parts:
 - Mental Status Assessment and Communication Skills
 - Administration of Medication
 - Aseptic Technique
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in at least 50% of the remaining items.
4. For detailed assessment items, please refer to checklists RN(P)-01, RN(P)-02 and RN(P)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix N**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
I	Mental Status Assessment and Communication Skills	20 minutes
II	Administration of Medication	20 minutes
III	Aseptic Technique	20 minutes

Format of the Licensing Examination for Part III (Mentally Subnormal) Registration**(Written Part)****A. General Format**

1. The written part of the Nursing Council Licensing Examination for Part III (Mentally Subnormal) Registration lasts for one day (i.e. 2.5 hours in the morning and 2.5 hours in the afternoon) and consists of three papers:
 - Paper A (Morning Paper): Proficiency Test in Medical English
 - Paper B(I) (Morning Paper): Multiple Choice Questions
 - Paper B (II) (Afternoon Paper): Essay-type Questions and Objective-type Questions
2. The written examination carries a total mark of 200 and the passing mark is 100.
3. Candidates must pass both Paper A and Paper B.
4. Candidates may refer to **Appendix G** for the “Sample Questions for Paper A: Medical English” and **Appendix H** for a sample of the Multiple Choice answer sheet.
5. Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of question	Marks	Time Allowed	Contents	Remarks
A.	Proficiency Test in Medical English	40	1 hour	All aspects stipulated in the syllabus	Answer ALL questions
B(I).	Multiple Choice Questions	60	1.5 hours		
	<i>Subtotal:</i>	<i>100</i>			
B(II).	Essay-type Questions	80	2.5 hours	All aspects stipulated in the syllabus	Answer ALL questions
	Objective-type Questions	20			
	<i>Subtotal:</i>	<i>100</i>			

Format of the Licensing Examination for Part III (Mentally Subnormal) Registration

(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part III (Mentally Subnormal) Registration lasts for one hour and consists of three parts:
 - Mental Status Assessment and Communication Skills
 - Administration of Medication
 - Aseptic Technique
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in at least 50% of the remaining items.
4. For detailed assessment items, please refer to checklists RN(MS)-01, RN(MS)-02 and RN(MS)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix O**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
I	Mental Status Assessment and Communication Skills	20 minutes
II	Administration of Medication	20 minutes
III	Aseptic Technique	20 minutes

Format of the Licensing Examination for Part IV (Sick Children) Registration**(Written Part)****A. General Format**

1. The written part of the Nursing Council Licensing Examination for Part IV (Sick Children) Registration lasts for one day (i.e. 2.5 hours in the morning and 2.5 hours in the afternoon) and consists of three papers:
 - Paper A (Morning Paper): Proficiency Test in Medical English
 - Paper B(I) (Morning Paper): Multiple Choice Questions
 - Paper B (II) (Afternoon Paper): Multiple Choice Questions and Essay-type Questions
2. The written examination carries a total mark of 200 and the passing mark is 100.
3. Candidates must pass Paper A and Paper B.
4. Candidates may refer to **Appendix G** for the “Sample Questions for Paper A: Medical English” and **Appendix H** for a sample of the Multiple Choice answer sheet. Sample past papers are available at the Council’s website at www.nchk.org.hk.
5. Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of Question	Marks	Time Allowed	Contents	Remarks
A.	Proficiency Test in Medical English	40	1 hour	Paediatric Nursing, Psychology, Basic Nursing Care, and System Nursing Care	Answer ALL Questions
B(I).	Multiple Choice Questions	60	1.5 hours		
Subtotal :		100			
B(II).	Multiple Choice Questions	40	2.5 hours	Anatomy & Physiology, Food & Nutrition, Primary Health Care, Personal & Communal Health, Microbiology, First Aid, and Pharmacology	Answer ALL Questions
	Essay-type Questions	60		Paediatric Nursing	
Subtotal :		100			

Format of the Licensing Examination for Part IV (Sick Children) Registration

(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part IV (Sick Children) Registration lasts for one hour and consists of three parts:
 - Health Assessment
 - Administration of Medication
 - Aseptic Technique
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in 50% of the remaining items.
4. For detailed assessment items, please refer to checklists RN(SC)-01, RN(SC)-02 and RN(SC)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix P**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
I	Health Assessment	20 minutes
II	Administration of Medication	20 minutes
III	Aseptic Technique	20 minutes

Format of the Licensing Examination for Part I (General) Enrolment
(Written Part)

A. General Format

1. The written part of the Nursing Council Licensing Examination for Part I (General) Enrolment lasts for three hours and consists of one paper with Multiple Choice Questions, Objective-type Questions and Essay-type Questions.
2. The written examination carries a total mark of 100.
3. The passing mark for the written examination is 50.
4. Sample past papers are available at the Council's website at www.nchk.org.hk.
5. Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of Question	Marks	Time Allowed	Contents	Remarks
I	Multiple Choice Questions and Objective-type Questions	40	3 hours	All aspects of general nursing as stipulated in the syllabus	Answer ALL questions
	Essay-type Questions	60			
	Total:	100			

Format of the Licensing Examination for Part I (General) Enrolment
(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part I (General) Enrolment lasts for one hour and consists of three parts:
 - Administration of Medication
 - Aseptic Technique
 - Basic Nursing Procedures
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in 50% of the remaining items.
4. For detailed assessment items, please refer to checklists EN(G)-01, EN(G)-02 and EN(G)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix Q**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
1	Administration of Medication	20 minutes
2	Aseptic Technique	20 minutes
3	Basic Nursing Procedures	20 minutes

Format of the Licensing Examination for Part II (Psychiatric) Enrolment
(Written Part)

A. General Format

1. The written part of the Nursing Council Licensing Examination for Part II (Psychiatric) Enrolment lasts for three hours and consists of one paper with Multiple Choice Questions, Objective-type questions and Essay-type Questions.
2. The written examination carries a total mark of 100.
3. The passing mark for the written examination is 50.
4. Sample past papers are available at the Council's website at www.nchk.org.hk.
5. Candidates should also observe the relevant instructions to candidates at **Appendix K**.

B. Detailed Composition

Paper	Type of question	Marks	Time Allowed	Contents	Remarks
I	Multiple Choice Questions	30	3 hours	All aspects of psychiatric nursing as stipulated in the syllabus	Answer ALL questions
	Objective-type Questions	30			
	Essay-type Questions	40			
	Total:	100			

Format of the Licensing Examination for Part II (Psychiatric) Enrolment
(Practical Part)

A. General Format

1. The practical part of the Nursing Council Licensing Examination for Part II (Psychiatric) Enrolment lasts for one hour and consists of three parts:
 - Mental Status Assessment and Communication Skills
 - Administration of Medication
 - Aseptic Technique
2. Candidates are required to pass all three areas of assessment in order to pass the practical examination.
3. In order to pass an area of assessment, candidates are required to attain satisfactory performance in all critical items as well as in 50% of the remaining items.
4. For detailed assessment items, please refer to checklists EN(P)-01, EN(P)-02 and EN(P)-03 at **Appendix I**. Samples of clinical forms to be used in the practical examination are at **Appendix J**.
5. Candidates should also observe the relevant instructions to candidates at **Appendix L** and refer to the Practical Examination Guidelines in **Appendix R**.

B. Detailed Composition

Part	Areas of Assessment	Time Allowed
I	Mental Status Assessment and Communication Skills	20 minutes
II	Administration of Medication	20 minutes
III	Aseptic Technique	20 minutes

Nursing Council Licensing Examinations
Sample Questions for Paper A: Medical English

香港護士管理局執業考試
試卷甲：醫學英語例題

The following sample questions are applicable for Part I (General) Registration, Part II (Psychiatric) Registration, Part III (Mentally Subnormal) Registration and Part IV (Sick Children) Registration. Candidates may give their answers in either Chinese or English.

以下例題適用於第一部分註冊護士(普通科)、第二部分註冊護士(精神科)、第三部分註冊護士(弱智科)及第四部分註冊護士(病童科)。考生可用英文或中文作答。

Ia. Match the following prefixes with their meanings:

將下列各前綴與其相關的意思配合：

Answer 答案

A

Prefixes 前綴

supra-:

Meaning 意思

A. above 在上

B. below 在下

Ib. Match the following suffixes with their meanings:

將下列各後綴與其相關的意思配合：

Answer 答案

A

Suffixes 後綴

-ectas:

Meaning 意思

A. dilate 擴張

B. degeneration 退化

II. Explain the following terms:

解釋下列各項詞語的意思：

Question 題目: Supine position

Answer 答案: Lying flat on the back / (中文) 仰臥

III. Interpret the following medical orders:

詮釋下列醫囑：

Question 題目: NPO. Drug Z 80mg IM Q6H.

Answer 答案: Nil per oral. Drug Z 80 milligram intramuscular every six hours. / (中文) 不准飲食。
 每 6 小時肌肉注射 80 毫克藥物 Z。

NURSING COUNCIL OF HONG KONG

香港護士管理局

ANSWER SHEET

選擇題答案紙

SAMPLE

Question No. :

問題號碼

Date :

日期

請將考生編號填於空格內。

並依編號把下列空格塗黑。

Write the candidate number into the boxes.

Fill in the frame under each box.

Candidate No.
考生編號

①	①	①	①
②	②	②	②
③	③	③	③
④	④	④	④
⑤	⑤	⑤	⑤
⑥	⑥	⑥	⑥
⑦	⑦	⑦	⑦
⑧	⑧	⑧	⑧
⑨	⑨	⑨	⑨

1. Fill in the answer frame completely.

請將空格填滿如下。

Right ●

對

2. Complete the form in HB pencil.

請用HB鉛筆填寫。

3. Do not fold or staple.

請勿將此答案紙摺疊或釘上釘書釘。

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96										
97										
98										
99										
100										

	A	B	C	D	E	F	G	H	I	J
101										
102										
103										
104										
105										

	A	B	C	D	E	F	G	H	I	J
106										
107										
108										
109										
110										

	A	B	C	D	E	F	G	H	I	J
111										
112										
113										
114										
115										

	A	B	C	D	E	F	G	H	I	J
116										
117										
118										
119										
120										

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part I (General) Registration

Appendix I

Checklist – RN(G)-01

Candidate No. : _____

Health Assessment

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client/ carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Inspection technique			
6. *Palpation technique			
7. *Percussion technique (except cardiovascular assessment)			
8. * Auscultation technique			
9. * Sequence of physical examination			
Evaluation			
10. Client			
11. Environment			
12. Equipment			
Documentation			
13. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG

Licensing Examination for Part I (General) Registration

Checklist – RN(G)-02

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client/ carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Demonstrate checking to ensure 5 rights prior to administration of medications			
6. * Knowledge of medication			
7. *Medication Administration Record (MAR)			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part I (General) Registration

Checklist – RN(G)-03

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client/ carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Principles of asepsis and skill of the procedure			
6. * Client safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Registration

Checklist – RN(P)-01

Candidate No. : _____

Mental Status Assessment and Communication Skills

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
Implementation			
4. * Attitude			
5. * Affect			
6. * Speech			
7. * Thought			
8. * Perception			
9. * Orientation			
10. * Behaviour			
11. * Memory			
12. * Insight			
13. * Application of therapeutic communication skills			
Evaluation			
14. Client			
15. Environment			
Documentation			
16. * Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	4 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 2 → Pass <input type="checkbox"/> → if < 2 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Registration

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Demonstrate checking to ensure 5 rights prior to administration of medications			
6. * Knowledge of medication			
7. * Medication Administration Record (MAR)			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Registration

Checklist – RN(P)-03

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Principles of asepsis and skill of the procedure			
6. * Client safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part III (Mentally Subnormal) Registration

Checklist – RN(MS)-01

Candidate No. : _____

Mental Status Assessment and Communication Skills

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client/Carer			
2. Nurse			
3. Environment			
Implementation			
4. * Attitude			
5. * Affect			
6. * Speech			
7. * Thought			
8. * Perception			
9. * Orientation			
10. * Behaviour			
11. * Memory			
12. * Insight			
13. * Application of therapeutic communication skills			
Evaluation			
14. Client/Carer			
15. Environment			
Documentation			
16. * Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	4 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 2 → Pass <input type="checkbox"/> → if < 2 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part III (Mentally Subnormal) Registration

Checklist – RN(MS)-02

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Demonstrate checking to ensure 5 rights prior to administration of medications			
6. * Knowledge of medication			
7. * Medication Administration Record (MAR)			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part III (Mentally Subnormal) Registration

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Principles of asepsis and skill of the procedure			
6. * Client safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part IV (Sick Children) Registration

Checklist – RN(SC)-01

Candidate No. : _____

Health Assessment

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client / Carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Inspection technique			
6. *Palpation technique			
7. *Percussion technique (except cardiovascular assessment)			
8. *Auscultation technique			
9. *Sequence of physical examination			
Evaluation			
10. Client			
11. Environment			
12. Equipment			
Documentation			
13. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → Proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part IV (Sick Children) Registration

Checklist – RN(SC)-02

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client / Carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Demonstrate checking to ensure 5 rights prior to administration of medications			
6. *Knowledge of medication			
7. *Medication Administration Record (MAR)			
Evaluation			
8. Client / Carer			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → Proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part IV (Sick Children) Registration

Checklist – RN(SC)-03

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client / Carer			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Principles of asepsis and skills of the procedure			
6. * Client safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → Proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part I (General) Enrolment

Checklist – EN(G)-01

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Demonstrate checking to ensure 5 rights prior to administration of medications			
6. * Knowledge of medication			
7. *Medication Administration Record (MAR)			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part I (General) Enrolment

Checklist – EN(G)-02

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Principles of asepsis and skill of the procedure			
6. * Client safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part I (General) Enrolment

Checklist – EN(G)-03

Candidate No. : _____

Basic Nursing Procedures

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. *Skill of the procedure			
6. Knowledge of the procedure			
7. * Client safety			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = Critical items, students must attain satisfactory performance for all critical items

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	8 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments :

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Enrolment

Checklist – EN(P)-01

Candidate No. : _____

Mental Status Assessment and Communication Skills

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
Implementation			
4. * Attitude			
5. * Affect			
6. * Speech			
7. * Thought			
8. * Perception			
9. * Orientation			
10. * Behaviour			
11. * Memory			
12. * Insight			
13. * Application of therapeutic communication skills			
Evaluation			
14. Client			
15. Environment			
Documentation			
16. * Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	4 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 2 → Pass <input type="checkbox"/> → if < 2 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Enrolment

Checklist – EN(P)-02

Candidate No. : _____

Administration of Medication

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Demonstrate checking to ensure 5 rights prior to administration of medications			
6. * Knowledge of medication			
7. * Medication Administration Record (MAR)			
Evaluation			
8. Client			
9. Environment			
10. Equipment			
Documentation			
11. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG
Licensing Examination for Part II (Psychiatric) Enrolment

Checklist – EN(P)-03

Candidate No. : _____

Aseptic Technique

KEY POINTS	Satisfactory	Unsatisfactory	Remarks
Assessment and Planning			
1. *Client			
2. Nurse			
3. Environment			
4. Equipment			
Implementation			
5. * Principles of asepsis and skill of the procedure			
6. * Client Safety			
Evaluation			
7. Client			
8. Environment			
9. Equipment			
Documentation			
10. Documentation			

* = *Critical items, students must attain satisfactory performance for all critical items*

Results:

		Decision	Remarks
1.	Critical items →	Fail <input type="checkbox"/> → Fail this assessment Pass <input type="checkbox"/> → proceed to 2	
2.	7 items from the above checklist (excluding critical items) →	No. of satisfactory items _____ → if ≥ 4 → Pass <input type="checkbox"/> → if < 4 → Fail <input type="checkbox"/>	

General Comments:

Name of Assessor: _____

Signature of Assessor: _____

Date: _____

NURSING COUNCIL OF HONG KONG

CANDIDATE NO:

MEDICATION ADMINISTRATION RECORD			Name: I.D. No.: Sex: Age: Dept: Team: Ward/Bed:								
Weight:		Height:		Diagnosis:							
Known Drug Sensitivities / Allergy				F = Fasting R = Patient refused V = Vomiting W = Withheld							
	DRUG (BLOCK LETTERS)		Date Time								
ON		DOSE									
DATE		ROUTE									
DR. SIGN											
OFF		FREQUENCY									
DATE											
DR. SIGN											
	DRUG (BLOCK LETTERS)		Date Time								
ON		DOSE									
DATE		ROUTE									
DR. SIGN											
OFF		FREQUENCY									
DATE											
DR. SIGN											
	DRUG (BLOCK LETTERS)		Date Time								
ON		DOSE									
DATE		ROUTE									
DR. SIGN											
OFF		FREQUENCY									
DATE											
DR. SIGN											
	DRUG (BLOCK LETTERS)		Date Time								
ON		DOSE									
DATE		ROUTE									
DR. SIGN											
OFF		FREQUENCY									
DATE											
DR. SIGN											

NURSING COUNCIL OF HONG KONG

CANDIDATE NO:.....

[illegible]

NURSING COUNCIL OF HONG KONG

CANDIDATE NO:

Vital Signs Chart				Name: I.D No.: Sex: Age: Dept.: Team: Ward/Bed.:															
Date													Date						
Time	0 0200	0 0600	1 1000	1 1400	1 1800	2 2200	0 0200	0 0600	1 1000	1 1400	1 1800	2 2200	0 0200	0 0600	1 1000	1 1400	1 1800	2 2200	Time
Admitted at	Temperature (°C) (Blue •)																	Pulse	
	B.P.																		(Red •)
Respiration																			
Bowel																			
Body Weight																			
Height																			
Urine	Glucose																		
	Albumin																		
	RBC																		

NURSING COUNCIL OF HONG KONG

CANDIDATE NO:

[illegible]

NURSING COUNCIL OF HONG KONG

CANDIDATE NO: _____

Mental Status Assessment Form

(for Part II (Psychiatric) Registration, Part III (Mentally Subnormal) Registration and Part II (Psychiatric) Enrolment only)

Attitude	
Affect	
Speech	
Thought	
Perception	
Orientation	
Behaviour	
Memory	
Insight	

Assessed by: _____
()

Date: _____

Nursing Council Licensing Examinations**Instructions to candidates**
(Written Part)**I. Before the examination**

1. Candidates should arrive at the examination centre 20 minutes before the starting time of the examination.
2. Candidates who arrive late will be asked to give a satisfactory explanation to the presiding invigilator. Except in special circumstances, any candidate who is late for more than 30 minutes will not be admitted.
3. Any candidate who is permitted to join the examination after it has commenced will have to finish the examination within the allotted time and under no circumstances will he/she be granted any extra time to make up for the time lost due to his/her belated start.
4. Candidates must bring along the Admission Letter and Original HK Identity Card / Passport to the examination centre.

II. During the examination

1. No candidate is allowed to leave the examination centre within the first 30 minutes and within the final 15 minutes of the examination.
2. Candidates should provide their own pens, ball pens, H.B. pencils, rulers and rubbers. Candidates are not allowed to write their answers in pencil except for Multiple Choice questions or as otherwise stated in the questions.
3. Mobile phones, all communication devices and all personal belongings, if any, should be switched off and placed underneath the candidate's chair.
4. Candidates shall follow the instructions given by the presiding invigilator and printed on the answer book and the question paper.
5. Candidates should write their candidate numbers clearly in the candidate number boxes and fill in the frame under each box on the top right-hand corner of the Multiple Choice Question answer sheet (if provided) and write the date of examination on the spaces provided on the top left-hand corner of the Multiple Choice Question answer sheet with a pencil. Mark all answers to the Multiple Choice Questions on the answer sheet with a pencil.
6. Candidates should also write their candidate numbers clearly in the spaces provided in the answer books and on every loose sheet enclosed therein. No names or initials shall be written in the answer books and loose sheets.
7. Candidates must cease writing immediately when the presiding invigilator announces the end of the examination. Any candidate failing to do so will be disqualified.
8. Candidates must leave all Multiple Choice Question computer answer sheets, answer books, question papers, and any used and unused paper on the desk.

III. Caution

1. Any candidate who is found acting dishonestly in any way during examination will be disqualified and dismissed from the examination centre.
2. Personnel at the examination centre accept no responsibility for candidates' belongings.

IV. Tropical Cyclones and Rainstorm Warnings Arrangements

As a general rule, examination will be held as scheduled when typhoon signal 'No. 3' or lower or rainstorm signal 'Amber' and "Red" are hoisted, but will be postponed when typhoon signal 'No. 8' or rainstorm signal 'Black' is hoisted. Candidates should listen to the radio or watch the television for the Council's announcement. However, once the examination has commenced, candidates are expected to sit through the examination though the above typhoon or rainstorm signal has gone up.

Nursing Council Licensing Examinations

Instructions to candidates

(實習考試部分)

1. **Candidates are not allowed to enter the examination laboratories prior to the examination at any time other than the briefing or preview session arranged by the Council. Any candidates caught doing so will be disqualified.**
2. All candidates taking the Licensing Examination for **Part I (General) Enrolment** are required to arrive at the examination venue **15 minutes** before the practical examination. For other candidates taking the Licensing Examination for **Part I (General) Registration, Part II (Psychiatric) Registration, Part III (Mentally Subnormal) Registration, Part IV (Sick Children) Registration or Part II (Psychiatric) Enrolment**, they should arrive at the examination venue **40 minutes** before the practical examination.
3. Please bring along the following items:
 - Admission letter; and
 - Original HK Identity Card/Passport
4. Each candidate will be arranged to register with the invigilator.
5. The general formats of the practical part of the Licensing Examinations are as follows:
 - 5.1 **For Part I (General) Registration**
Three areas will be assessed during the practical examination: 1) health assessment, 2) administration of medication, and 3) aseptic technique. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.
 - 5.2 **For Part II (Psychiatric) Registration**
Three areas will be assessed during the practical examination: 1) mental status assessment and communication skills, 2) administration of medication, and 3) aseptic technique. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.
 - 5.3 **For Part III (Mentally Subnormal) Registration**
Three areas will be assessed during the practical examination: 1) mental status assessment and communication skills, 2) administration of medication, and 3) aseptic technique. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.
 - 5.4 **For Part IV (Sick Children) Registration**
Three areas will be assessed during the practical examination: 1) health assessment, 2) administration of medication, and 3) aseptic technique. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.
 - 5.5 **For Part I (General) Enrolment**
Three areas will be assessed during the practical examination: 1) administration of medication, 2) aseptic technique, and 3) basic nursing procedures. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.

5.6 **For Part II (Psychiatric) Enrolment**

Three areas will be assessed during the practical examination: 1) mental status assessment and communication skills, 2) administration of medication, and 3) aseptic technique. Each candidate is required to pass these three areas. Three stations will be set up and the time limit for each station is 20 minutes.

6. The checklists and clinical forms that may be used during the examination [i.e. medication administration record, patient progress sheet, fluid intake and output chart, vital signs chart (*for all practical examination*) and mental status assessment form (*for Part II (Psychiatric) Registration, Part III (Mentally Subnormal) Registration and Part II (Psychiatric) Enrolment only*)] are available at **Appendices I and J** of the “Candidates’ Handbook”, which is available at the Council’s website at www.nchk.org.hk, for your reference and preparation.
7. All candidates will perform the examination in a simulated laboratory setting. In most scenarios, real person(s) will act as a client(s)/carer(s).
8. Candidates may verbalise performing hand hygiene at the appropriate time during the examination.
9. A reminder of the time remaining will be announced five minutes before the end of each 20-minute session of assessment.
10. Be punctual and arrive to the examination venue on time. No time compensation will be granted to candidates who have reported to the examination late. In addition, no candidate who has arrived at the examination venue after the examination has started will be allowed to take the examination.
11. Candidates can take the practical examination in either English or Chinese.
12. All candidates are expected to maintain a professional appearance, e.g. tie up long hair.

Typhoon / Rainstorm Signal

As a general rule, examination will be held as scheduled when typhoon signal ‘No. 3’ or lower or rainstorm signal ‘Amber’ and “Red” are hoisted, but will be postponed when typhoon signal ‘No. 8’ or rainstorm signal ‘Black’ is hoisted. Candidates should listen to the radio or watch the television for the Council’s announcement. However, once the examination has commenced, candidates are expected to sit through the examination though the above typhoon or rainstorm signal has gone up.

LICENSING EXAMINATION PART I (GENERAL) REGISTRATION

Practical Examination Guidelines

Contents of practical examination

I. Health Assessment

- (a) Demonstrate health assessment techniques.
- (b) Perform correct inspection, palpation, percussion, and auscultation techniques.
- (c) Perform the assessment with correct sequence.
- (d) Document findings of the health assessment accurately.

II. Administration of medication

- (a) Administer medication to 1 client with a total of 4 medications as prescribed.
- (b) Demonstrate checking to ensure 5 rights prior to administration of medications.
- (c) Record the medication administration accurately.

III. Aseptic technique

- (a) Demonstrate aseptic techniques in one of the following procedures:
 - i. Wound dressing/wound irrigation/wound packing
 - ii. Pressure ulcer dressing
 - iii. Removal of drains
 - iv. Removal of stitches/clips
 - v. Urinary catheterisation
 - vi. Other procedures that require the application of the principles of asepsis

LICENSING EXAMINATION PART II (PSYCHIATRIC) REGISTRATION

Practical Examination Guidelines

Contents of practical examination

I. Mental status assessment and communication skills

- (a) Demonstrate skills in assessing a client with clinical manifestations of one of the following conditions:
 - i. Schizophrenia and other psychotic disorders
 - ii. Depression
 - iii. Mania
 - iv. Anxiety disorders
 - v. Other major mental illnesses
- (b) Assess the following aspects of the client: attitude, affect, speech, thought, perception, memory, orientation, behaviour, and insight.
- (c) Demonstrate communication skills during assessment and interactions with the client.
- (d) Document findings of the assessment accurately.

II. Administration of medication

- (a) Administration of medication
 - i. Administer medication to 1 client with a total of 4 medications as prescribed.
 - ii. Demonstrate checking to ensure 5 rights prior to administration of medications.
 - iii. Record the medication administration accurately.
- (b) Knowledge of psychotropic drugs
 - i. Demonstrate knowledge of psychotropic drugs on usual dosage, therapeutic effects, side-effects & health education including specific observations and precautions.

III. Aseptic technique

- (a) Demonstrate aseptic techniques in one of the following procedures:
 - i. Dressing a simple wound
 - ii. Removal of sutures
 - iii. Urinary catheterisation
 - iv. Others e.g. wound packing and pressure ulcer dressing

LICENSING EXAMINATION PART III (MENTALLY SUBNORMAL) REGISTRATION

Practical Examination Guidelines

Contents of practical examination

I. Mental status assessment and communication skills

- (a) Demonstrate skills in assessing the following aspects of a mentally subnormal client:
 - i. Mental status: affect, speech, thought, perception, memory, orientation, and behaviour
 - ii. Verbal comprehension skills
 - iii. Visual spatial and visual motor skills
- (b) Demonstrate communication skills during assessment and interaction with the client/carer.
- (c) Document findings of the assessment accurately.

II. Administration of medication

- (a) Administration of medication
 - i. Administer medication to 1 client with a total of 4 medications as prescribed.
 - ii. Demonstrate checking to ensure 5 rights prior to administration of medications.
 - iii. Record the medication administration accurately.
- (b) Knowledge of psychotropic drugs
 - i. Demonstrate knowledge of psychotropic drugs on usual dosage, therapeutic effects, side-effects & health education including specific observations and precautions.

III. Aseptic technique

- (a) Demonstrate aseptic techniques in one of the following procedures:
 - i. Dressing a simple wound
 - ii. Removal of sutures
 - iii. Urinary catheterisation
 - iv. Others e.g. wound packing and pressure ulcer dressing

LICENSING EXAMINATION PART IV (SICK CHILDREN) REGISTRATION

Practical Examination Guidelines

Contents of practical examination

I. Health Assessment

- (a) Demonstrate health assessment techniques.
- (b) Perform physical assessment techniques such as inspection, palpation, percussion, and auscultation.
- (c) Perform the assessment with correct sequence.
- (d) Document findings of the health assessment.

II. Administration of medication

- (a) Administer a maximum of 4 medications to 1 client as prescribed. The route of administration will depend on the needs of the client.
- (b) Demonstrate checking to ensure 5 rights prior to administration of medications.
- (c) Document the administration of medication.

III. Aseptic technique

- (a) Demonstrate aseptic techniques in one of the following procedures with documentation:
 - i. Wound dressing/wound irrigation/wound packing
 - ii. Removal of drains
 - iii. Removal of stitches/clips
 - iv. Urinary catheterisation
 - v. Any other procedures that require the application of the principles of asepsis

LICENSING EXAMINATION PART I (GENERAL) ENROLMENT

Practical Examination Guidelines

Contents of practical examination:

I. Administration of medication

- (a) Administer medication to 1 client with a total of 4 medications as prescribed.
- (b) Demonstrate checking to ensure 5 rights prior to administration of medications.
- (c) Record the medication administration accurately.

II. Aseptic Technique

- (a) Demonstrate aseptic techniques in one of the following procedures:
 - i. Change of dressing
 - ii. Removal of stitches
 - iii. Removal of clips
 - iv. Removal of drains
 - v. Tracheostomy suctioning
 - vi. Other procedures that require the application of the principles of asepsis

III. Basic Nursing Procedures

- (a) Demonstrate skills in one or a combination of the following procedures:
 - i. Administration of injection (intramuscular/subcutaneous)
 - ii. Administration of metered-dose inhaler
 - iii. Administration of oxygen
 - iv. Administration of suppositories or enema
 - v. Admission of patient
 - vi. Ambulation of patient
 - vii. Application of cold or hot compress
 - viii. Bandaging &/or application of slings
 - ix. Bathing in bed
 - x. Care of mouth
 - xi. Central venous pressure measurement
 - xii. Haemoglucose Test
 - xiii. Hand hygiene and donning & removal of personal protective equipment (PPE)
 - xiv. Incontinence care
 - xv. Insertion of nasogastric tube
 - xvi. Nasogastric tube aspiration
 - xvii. Nasogastric tube feeding
 - xviii. Oro-/nasopharyngeal suction
 - xix. Pre-operative preparations of patient for surgery

- xx. Preparation for blood transfusion
- xxi. Preparation for intra-venous infusion
- xxii. Taking vital signs (temperature, pulse, respiration, blood pressure and SpO₂)
- xxiii. Urine test (protein, sugar and ketones)
- xxiv. Other basic nursing procedures

LICENSING EXAMINATION PART II (PSYCHIATRIC) ENROLMENT

Practical Examination Guidelines

Contents of practical examination

I. Mental status assessment and communication skills

- (a) Demonstrate skills in assessing a client with clinical manifestations of one of the following conditions:
 - i. Schizophrenia and other psychotic disorders
 - ii. Depression
 - iii. Mania
- (b) Assess the following aspects of the client: attitude, affect, speech, thought, perception, memory, orientation, behaviour, and insight.
- (c) Demonstrate communication skills during assessment and interactions with the client.
- (d) Document the findings of the assessment accurately.

II. Administration of medication

- (a) Administration of medication
 - i. Administer medication to 1 client with a total of 4 medications as prescribed.
 - ii. Demonstrate checking to ensure 5 rights prior to administration of medications.
 - iii. Record the medication administration accurately.
- (b) Knowledge of psychotropic drugs
 - i. Demonstrate knowledge of psychotropic drugs on usual dosage, therapeutic effects, side-effects & health education including specific observations and precautions.

III. Aseptic technique

- (a) Demonstrate aseptic techniques in one of the following procedures:
 - i. Dressing a simple wound
 - ii. Removal of sutures
 - iii. Urinary catheterisation
 - iv. Others e.g. wound packing and pressure ulcer dressing