



Timely input of medical records

Dear Doctors,

Maintaining accurate and clear medical records is essential for providing continuity of patient care. Therefore, please be reminded to input details into your patients' records under the GOPC PPP Profile within **3 days** after every consultation. Material alterations to a medical record can only be made with justifiable reason which must be clearly documented. For detailed guidance, please refer to *Part II, A 1 "Medical records and confidentiality"* of the [Code of Professional Conduct](#) issued by Medical Council of Hong Kong.

Should you have any enquiries regarding the GOPC PPP, please feel free to contact us at gopcPPP@ha.org.hk or via the Programme hotline 2300 7300 (after selecting language, press "5" to speak directly with our hotline staff). Thank you for your attention.

Wishing you a prosperous year of 2019!

Yours faithfully,
GOPC PPP Programme Office
Hospital Authority