

香港社康護士協會
教育小組委員會
職權範圍

教育小組委員會是香港社康護士協會（HKCNA）執行委員會的其中一個小組委員會。

會籍

小組委員會由 4 個或更多成員組成。而香港社康護士協會執行委員的一名副主席應是小組委員會的當然主席。

任命

執行委員應在選舉年的週年大會（AGM）後舉行第一次會議，以確定小組委員會的成員和其任命，直至下一屆選舉。

替補空缺

從執行委員會的成員中選出以填補臨時空缺。

會議次數

每年小組委員會應不少於 2 次的會議。每次會議的法定人數為 3 名成員。

會議記錄

小組委員會應保留其每次會議的書面記錄。

會員出席

教育小組委員會召集人應參加其委員會的所有會議。香港社康護士協會(HKCNA)的其他成員可以在小組委員會的要求下參加會議。

職能

- 負責計劃，組織並開展教育活動
- 負責評估會員的臨床實踐和專業知識的需要
- 負責為會員提供持續的專業教育活動
- 負責與專業機構和社區夥伴進行合作

Hong Kong Community Nurses Association
Education Subcommittee
Terms of Reference

The Education Sub-Committee is a sub-committee of the Executive Committee, Hong Kong Community Nurses Association (HKCNA).

Membership

The Sub-Committee shall consist of 4 or more members of the Executive Committee. One vice-chairman of Hong Kong Community Nurses Association Executive Committee shall be the Chair of the Sub-committee.

Appointment of Sub-Committee

The Executive Committee shall at their first meeting following the Annual General Meeting (AGM) in election year, determine the members of the Sub-Committee until the next election.

Casual Vacancies

The Executive Committee from among their members shall fill casual vacancies occurring in membership of the Sub-Committee.

Frequency of Meetings

The Sub-Committee shall meet not less than 2 times in each year. The quorum at each meeting shall be 3 members.

Record of Meetings

The Sub-Committee shall ensure that a written record of each of their meetings is kept.

Member Attendance

The Convenor of the Education Sub-Committee shall normally be required to attend all meetings of the Sub-Committee. Other members of HKCNA may, at the Sub-Committee's request, attend meetings as required.

Functions of the Sub-Committee

- To plan, organize and conduct educational activities
- To assess / evaluate the need of members on clinical practices and professional knowledge.
- To provide continuous professional education activities to members.
- To collaborate with professional bodies and community partners.