香港糖尿科護士協會有限公司
Association of Hong Kong Diabetes Nurses Limited

Minutes of the 64th AHKDN Council Meeting

Date: 15th Sept 2023 (Friday)

Time: 1900-2200

Venue: Meeting Room, 17/F, V&G Business Centre, 7-9 Austin Avenue, TST

Present

Ms Loo Kit Man	President	
Ms Leung Yat Sze, Annie	Vice-president	
Ms Yee Shun Wah, Amy	Honorary Secretary I	CCWG Representative, EBP
Ms Yeung Chau Wan	Honorary Secretary II	
Ms Lam Yuen Hung	Treasurer	Diabetes Hong Kong Representative
Ms Yeung Hoi Ming, Theresa	Head of Education	
Ms Lam Yee Ching	Head of Publication	
Ms Chan Cheuk Man	Head of Communication	Diabetes Division of HKSEMR Representative
Ms Chan Oi Ying, Sarita	Council Member	Diabetes Hong Kong Representative
Dr Kwan Yee Mei, Jo Jo	Council Member	Membership
Ms Mok Pik Hung, Maisy	Council Member	Youth Diabetes Action Representative
Ms Wong Ka Chee, Karen	Council Member	
Ms Hung Siu Chan, Veronica	Council Member	

		Responsible staff
1.	**Confirmation of the minutes of the 63rd AHKDN Council Meeting** ● The 63rd minute was adopted without amendment.	
2.	**Matter Arising, reported by Ms Kit Man Loo** ● Sanofi 控糖者聯盟: The educational script for DMTV(Sanofi) will not be posted on Facebook anymore as informed by Sanofi. Ms Kit Man Loo was asking Sanofi for the original script to be uploaded to the AHKDN website ● Part-time clerk payment summary (contract for 2Q 2023): ➢ Ms Nina Chan's: (58hrs, $130 per hrs) $7540 ➢ Mr Ken Yu's (29hrs, $120 per hrs): $3480 Payment will be arranged by Ms Yuen Hung Lam ● The official AHKDN email address was available but couldn't be able to send Emails to the Gmail address due to website server problems, and/or website setup issues. Ms Nina Chan may seek help from ex-council members Mr Sum Ming Leung and Ms Chin San Law if needed, for the setup of the website at the beginning ● DM exercise video on muscle resistance training (Sanofi): pending reply	Ms Yuen Hung Lam Ms Nina Chan Ms Kit Man

	from Chair of Hong Kong Physiotherapist Association for co-operation ● The training for "Detection of lipohypertrophy with hand-held Ultrasound devices" in Mainland China: BD company visitors will visit PWH DM Centre on 19th Sept 2023. Ms Kit Man Loo will update the progress after the meeting ● ESDlife completed the press release for the survey of "Awareness and Knowledge on Diabetic Foot among Hongkongers" on 30 Aug 2023 in web-based format ● New souvenir for EMW and other events was ordered and endorsed by committee members: blue drawstring bag for booth gimmicks $14500 x1000 nos.	Ms Kit Man Loo
3.	**Evaluation of 15th AHKDN AGM** ● Drug company sponsors: 9 ● Evaluation of AGM Symposium, reported by Ms Yat Sze Leung Annie • Enrollment Symposium & AGM: 122 (100 members + 14 non-members + 8 guests) • AGM actual attendances: 107 • Enrollment dinner = 78 (including 5 guests) – 3 participants did not turn up • 104 responded evaluation grading with agree (4 out of 5) to strongly agree (5 out of 5) ● Enrollment dinner = 78 (including 5 guests) ● Summary of 15th AGM Expenses, reported by Ms Lam Yuen Hung (see appendix 1)	
4.	**Date and theme of the 16th AHKDN AGM** ● Date: 22nd June 2024 ● Venue: Cityview Hotel, 23 Waterloo Road, Kowloon ● Theme: will be confirmed later ● Ms Cheuk Man Chan will help to reserve the venue	
5.	**The Lay Programme AHKDN booth workshop for the public at the 25th Diabetes & Cardiovascular Risk Factors – East Meets West Symposium** ● Date: 23th Sept 2023 ● Theme: (Game) "dots to dots", "Ghost leg", Questions & Answers, etc ● Manpower: volunteers in 2 shifts, AM with 4-5 persons, PM with 5-6 persons ● Rundown details will be disclosed in the What's App group "EMW Lay Program" ● Souvenir: blue drawstring bag 400 pcs	Ms Kit Man Loo
6. 7.	**Bayer (Eyelea):** 5-mins video production on DM retinopathy ● The 5-min videos were finalized, one video with AHKDN logo and one video without AHKDN logo ● Endorsed by committee members and the video with AHKDN logo will be uploaded to AHKDN website	Ms Sarita Chan

7.	**"Dance for Health" video:** Polytechnic University student, Mr Alan Leung sought members' permission to use the video as part of his research project on patients suffering from osteoarthritis - All members agreed to grant permission	Ms Kit Man Loo
8.	**Update on Diabetes and Management 2023 course** ● Format: Zoom (limit to 100 participants), if the participant number is over the limit, AHKDN will upgrade the Zoom package ● To brainstorm future payment methods eg. FPS rather than cheque ● The Public Health Nursing Division (PHND), Department of Health requested to reserve 29 seats ● Sham Shui Po District Health Center (DHC) by Ms Chung Hau Yee: anticipates there will be around 50 participants ● CNE application by Ms Chau Wan Yeung ● Proposed to apply for 10 CNE points ● The tentative deadline for application is planned on 25th Sept 2023. It could be extended the deadline to recruit more applicants as PHND might need 2 months for their application procedure	Ms JoJo Kwan, Ms Theresa Yeung, and Ms Chau Wan Yeng
9.	**Invitation for Collaboration, reported by Ms Kit Man Loo** ● Invitation from the Jockey Club for S.A.T.H Project on a pilot T2DM management group which targets the ethnic minority users who have been diagnosed with T2DM to enhance their health literacy and improve their self-management behaviors: agreed to support by committee members ● Invitation from the DynasynQ Non-invasive Glucose Monitoring watch for organizing seminar- it was rejected by the committee members	
10.	**Invitation for representative in Celebration Banquet for The 74th Anniversary of the Founding of the People's Republic of China by The Association of Hong Kong Health Care Professionals (衛生服務界慶祝中華人民共和國成立 74 周年晚會), reported by Ms Kit Man Loo** ● Banquet: no committee member representative ● Event Brochure: appreciation letter with $800 cheque for support ● Slogan established as "致力實踐循證護理，提升專業標準，積極推廣糖尿病防控管理"	
11.	**Membership update**, reported by Dr. Jo Jo Kwan ● 145 active members: 96 ordinary, and 49 associate ● 2023-2024 members new joined: 3 ordinary, 13 associate ● 2022-2023 withdraw members: 27 ordinary, 13 associate ● Renewal of membership application form is in progress	Ms Nina Chan
12.	**Training and education activities: Invitation as supporting organization or co-organize** ● Diabetes Preventing the Preventable (DPP) Forum 2023 was held on 7th May 2023 (co-organizer with Asia Diabetes Foundation). As reported	

	by Ms Kit Man Loo, more than 400 delegates have registered and more than 85% have attended the forum. The overall evaluation was good ● Dexcom Evening Symposium was held on 7th Jun 2023 (co-organizer with DHK). Reported by Ms Kit Man Loo: 71 feedback on evaluation with mostly agree (4 out of 5) to strongly agree (5 out of 5) ● Asia-Oceania Conference on Obesity 2023 (AOCO 2023) was held on 4-6th August 2023 at the Hong Kong Convention and Exhibition Centre, Hong Kong (AHKDN as supporting organization). Reported by Ms Shun Wah Amy Yee: 16 members were nominated ● The 25th Diabetes & Cardiovascular Risk Factors – East Meets West Symposium will be held on 23-24 Sept 2023 (as supporting organization) with 43 members were nominated ● 6th Annual Meeting Endocrinology, Diabetes & Metabolism Hong Kong to be held on 28-29th Oct 2023 (as supporting organization). Reported by Ms Shun Wah Amy Yee: (previous with 50 complementary quota and deadline on 15th Sept 2023) Latest updated: will increased complementary quota and deadline will be postponed. A reminder email will be sent on 18th Sept 2023 ● The 23rd Regional Osteoporosis Conference will be held on 17th Sept 2023. Reported by Ms Kit Man Loo, 2 sponsorships were approved. ● Youth Diabetes Action (YDA) Conference, HKCH will be held on 18th Nov 2023 (AHKDN is a supporting organization)	
13.	**Report from related Association and Society** ● **Evidence-based Practice (EBP) Committee, reported Ms Yat Sze Leung Annie and Ms Shun Wah Yee Amy** ➢ The 8th EBP meeting was held on 11th Aug 2023 ➢ Ms Chang Lai Fan, Helen resigned from the committee work ➢ Evaluations with positive responses in Ultrasound Workshop ➢ The CGM Libre education protocol is not yet converted to flipbook as it is still pending endorsement by AHKDN ➢ The "Education protocol on CGM education for patients with Type 2 diabetes – Dexcom G7 series" will be finalized at the end of Feb-March end 2024 ➢ As suggested by committee members, the CGM education seminar should include the AGP Abbott FreeStyle Libres, Celki Dexcom G7, and Medtronic Guardian Connect ➢ Workshop expenses will be sponsored by AHKDN ➢ The next meeting will be held on 23rd Nov 2023 ➢ The lipohypertrophy educational pamphlet and video were seeking for endorsement ➢ Comments from members For the pamphlet • Downloaded cartoons / patients' picture with copyright issues and BD company's rotation site pictures were used. • Members suggested to change these pictures For the video	

- The HA uniform was shown and the demonstrator did not apply for outside work.
- Members suggested to reshoot the video

- **AHKDN Newsletter Committee, reported by Ms Yee Ching Lam**
  - For the newsletter topics:
  - Dr Andrea Luk's AHKDN AGM presentation: Precision medicine
  - Dr K P Mak: Tele-Health
  - Ms Shimen Au and her team: Outstanding award
  - Ms W M Sin: CGMs (technology of medicine)
  - Withhold the Lipohypertrophy Protocol posting until further notice
  - $65-6800 editorial design & layout + print (incl $1000 for printing) for 1000 copies and took ¬3 months for the whole process
  - Ms Kit Man Loo suggested part-time clerk Mr Ken Yu take over the work on editorial design & layout. Pending reply from Mr Ken Yu

- **The Hong Kong College of Medical Nursing (HKCMN) meeting was held on 13th July 2023, reported by Ms Yuen Hung Lam**
  - DM Specialty members: Dr Yee Mei Kwan JoJo Kwan, Ms Mei Po Ng Mabel, and Ms Ka Yin Au Shimen; Co-op member: Ms Winnie Cheng and Ms Tracy Lau. Appointment period on 1st July 2023 to 30th June 2026
  - 1 DM Ordinary Member passed the MCQ on 13th May 2023
  - 1 DM ordinary member sit for Fellow Exam Assessment on 9th Dec 2023. Assignment submission deadline on 11th Sep 2023
  - HKAN Conference will be held on Sat 25th Nov 2023 at Nina Hotel
  - HKAN new address: Unit 4 and 5, 6/F, Nan Fung Commercial Centre, 19 Lam Lok Street, Kowloon Bay, KLN

- **Diabetes Hongkong (DHK) meeting on 15th Aug 2023, reported by Ms Oi Ying Chan Sarita**
  - The DHK AGM was held on 31 Aug 2023
  - DHK supported the following symposiums:
  - Asia-Oceania Conference on Obesity 2023 was held on 4-6th August 2023
  - The 25th EMW symposium was held on 23-24 Sept 2023
  - The 6th EDMHK will be held on 28-29 Oct 2023
  - Evening Symposium: 'How rtCGM Changes Diabetes Management was held on 7th June 2023
  - Evening symposium: Revolutionizing Diabetes Management "Exploring the latest advances in insulin pump therapy" was held on 26 July 2023
  - Webinar "控糖新科技:胰島素泵治療應用及病人分享" was held on 28 Jul 2023 and video was uploaded to YouTube.
  - A one-month free pump trial program was launched on 1 Aug 2023 with 4 free quotas is available. Another 2 pump-free trial is available for patients nominated by a doctor (only free a pump but

	consumables were self-financed). ➢ The program included free tutorials and follow up. ➢ Health Info Day will be held on 18th or 25th Nov 2023, speakers to be confirmed. ➢ "SMBG test strip subsidized Project" with updated price released and encouraged members to promote to patients at different DM Centres ➢ Coming events: Walks for Diabetes on 5th Nov 2023 at Wu Kai Sha. Healthy Run on 28th Jan 2024 in Sheung Shui ➢ The newsletter will be published in Jan-Feb 2024, topics include Erectile Dysfunction by Dr Jason Ng ● **Diabetes Division (DD) and HKSEMR 142nd council meeting, reported by Ms Cheuk Man Chan** ➢ Reported on symposiums held in Jan-Jun 2023, it was sponsored by 2 Pharmaceutical companies: AstraZeneca and ZP Therapeutics ➢ A to Z Symposium "W" Series – Update in weight management in Type 2 DM patients was held on 27 April 2023. Participants with: Physical 30, Virtual 54 ➢ A to Z Symposium "X" Series will be postponed. ➢ 40th anniversary celebration on 17th Dec 2023, details will be posted later ➢ Collaboration symposium with Boehringer Ingelheim for "SGLT2 inhibitors: From glycemic control to CKD management" by German nephrologist at Hyatt Regency Hotel was held on 28th Aug 2023 ➢ The new membership fee will be disclosed after discussion with HKSEMR ● **Youth Diabetes Action (YDA), reported by Ms Pik Hung Mok Maisy** ➢ YDA camp will be held in Oct 2023, with participants from different DM Centres, DM nurses were encouraged to participate on a volunteer basis ➢ The DKA webinar will be held on 22 Sept 2023 and invited Ms Pik Hung Mok Maisy as speaker ➢ The YDA conference will be held on 18 Nov 2023	
14.	**AOB** ● Ms Kit Man Loo reported ADES would like to invite a nurse speaker to provide a talk in Singapore on 27th October 2023. Ms Mei Po Ng Mabel (ANC/UCH) is nominated to be the speaker on behalf of AHKDN with all committee members agreed. *Post meeting notes* *The total expenses will be offered by Ascensia with $9000. The support will be a return economy airfare from Hong Kong to Singapore (HKD $5000),1 night of hotel accommodation (standard room HKD $2000) and an honorarium HKD $2000.*	

	● The hosting account will expire on 17/10/2023, the payment will be settled by Ms Yuen Hung Lam ● CNE provider application from the Nursing Council of Hong Kong expired on 11th Mar 2024 and it has been applied 6 months before the expiry date (11/9/2023 and extended on 18/9/2023). All committee members' CVs including the record of the past 3 years' CNE activities need to be sent to Ms Theresa Yeung before 18th Sept 2023 ● Ms Kit Man Loo proposed coming AHKDN meeting in Dec, Mar, and May	
15.	The date and venue of the next meeting date will be held on 1st Dec 2023 19-2200 at Meeting Room, 6/F, V&G Business Centre, 7-9 Austin Avenue, TST	

The meeting was adjourned at 2200





Loo Kit Man
President (2022-2024)

Yeung Chau Wan
Hon. Secretary II (2022-2024)

Appendix 1

15th AGM Expenses:

Income		Expenditure:	
Symposium, AGM & Dinner (Total 74 persons)	$7,400	Banquet (7 tables) Tea buffet (total 115 persons) ($55219.6 include service charge $7153.6 # 107659) Deposit ($ 23470 # 107627) Service charge 10% ($ 7153.6 # 107659)	$38,416 $33,120 $7,153.6
Lecture (Total 14 persons)	$700	Gift # 107654	$109
Ascensia #296435	$ 12,000	Gift #107661	$11,320.4
AstraZeneca #593728	$ 12,000	Gift #107667	$8,348.5
Roche # 516650	$ 12,000	Cash coupon	$1,500
Eli lilly #498315	$ 12,000	Taxi for gift transportation	$135.6
Boehringer Ingelhein (HK) # 525450	$ 12,000	Backdrop & material transportation	$700
Sanofi by Auto-pay on 18/7/2023	$ 12,000	AGM - CGM talk speaker gift	$530.2
Novo Nordisk #355721	$ 12,000	Supermarket coupon	$200
Abott #502695	$ 12,000	AGM program book	$3,083
Celik #179857	$ 12,000	AGM Backdrop	$1,014
		AGM speaker gift (wine)	$815.2
Total	**$ 116,100**		**$106,445.5**