COUNCIL ON
HUMAN REPRODUCTIVE TECHNOLOGY
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圖文傳真

Urgent by fax

18 July 2011

To: All Persons Responsible of licensed centres (including AIH licence, treatment licence, research licence)

Dear Sir/Madam,

Duties/Responsibilities of Person Responsible of Licensed Centre

You may be aware from the press release issued by the Council on Human Reproductive Technology ("the Council") on July 16 about an incident which occurred on July 8 concerning the wrong transfer of embryos by a licensed centre ("the Centre"). In the incident, two embryos belonging to a woman were transferred to a wrong woman due to failure on the part of a junior embryologist of the Centre to check the labelling of the embryos. According to the Centre, the error was immediately found and the Centre took remedial actions including retrieval of the two transferred embryos.

In view of this incident, I, on behalf of the Council, would like to remind you of your duties/responsibilities, as the person responsible (PR) of your centre, under section 24(1) of the Human Reproductive Technology Ordinance ("the Ordinance"), to secure-

(a) that the other persons to whom the licence applies are of such character, and are so qualified by training and experience, as to be suitable persons to participate in the relevant activity authorized by the licence;
(b) that proper equipment is used;
(c) that proper arrangements are made for the keeping of gametes and embryos and for the disposal of gametes or embryos that have been allowed to perish;
(d) that, in all the circumstances, proper practices are used in the course of that activity; and
(e) that the conditions of the licence are complied with.

Furthermore, you are advised that under section 12(b) (for AIH licences) and 13(h) (for treatment licences) of the Human Reproductive Technology (Licensing) Regulation ("the Regulation"), it is a specific condition of every licence that proper practices and procedures shall be adopted to identify and record -

(i) the identity of each individual who undergoes a reproductive technology procedure in the licensed premises; and
(ii) any sperm and/or egg used in each reproductive technology procedure.

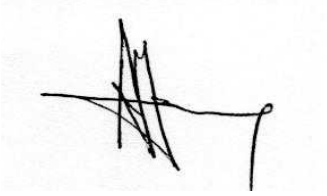
In the case of treatment licenses, it is a further specific condition of every licence that proper practices and procedures shall be adopted to identify and record-

(i) any embryo used in each case and the patient undergoing the reproductive technology procedure at the time of embryo transfer; and
(ii) any gamete or embryo involved at the time of cryopreservation and thawing.

You are hereby reminded to exercise vigilance in carrying out your duties/responsibilities, inter alia, as specified above. Moreover, while your centre may have already put in place proper procedures or protocol for handling gametes/embryos, you must ensure that staff of your centre strictly follows such procedures or protocol in order to ensure that the gametes/embryos under storage or used in reproductive technology procedures are not mixed up. If the situation warrants, you should consider introducing additional measures for counter-checking specimen identity.

For any enquiries, please do not hesitate to contact me at 2961 8834 or Ms Jennifer CHAN at 2961 8920.

Yours faithfully,



(AU YEUNG Wai-hung)
Secretary,
Council on Human Reproductive Technology