

本署檔號 Our Ref. : (41) in DH SEB CD/9/2/1 II  
來函檔號 Your Ref :  
電話 Tel. :  
傳真 Fax No. : 24731301

26 January 2005

Dear Doctor,

**CENO On-line to be launched on 1 March 2005**

Central Notification Office (CENO) of the Centre for Health Protection has been set up since 1 June 2004 in order to centralize all infectious disease notifications and monitoring in Hong Kong. Besides the existing notification channels such as fax, phone and mail, a new web-based system called CENO On-line will be launched on 1 March 2005 to provide you with a convenient and secure electronic platform for online reporting of statutorily notifiable infectious diseases and other infectious diseases of public health concern. All cases that you report through CENO On-line will be saved in the system in a confidential manner. We include a special feature so that you can view your reported cases anytime online, including the progress of our case investigation.

To ensure a high degree of data security, doctors must first register as a CENO On-line user in order to have access to this web-based notification system. As part of the launch, **we have arranged your personal set of login ID and password to be mailed to you in the last week of February** for your access to the web-based notification system at CENO On-line website [www.chp.gov.hk/ceno](http://www.chp.gov.hk/ceno) When you first login, you will be invited to complete the online registration.

**We understand that some of you may prefer to receive your login ID and password at an address different from this letter or prefer not to receive the login ID and password for the time being. In either case, please fill in the reply slip overleaf and return to CENO through fax or mail before 23 February 2005.**

CENO On-line is one of our initiatives for surveillance enhancement. At the CENO On-line website, you can also find the surveillance case definition of the statutorily notifiable diseases, examples of other infectious diseases of public health concern, and guide to using CENO On-line. We hope you find it and the enclosed CENO magnet useful. A CENO On-line flyer is also enclosed.

Wish you a fruitful and happy new year!

Yours faithfully,



(Dr. Thomas TSANG)  
Consultant (Community Medicine)  
Surveillance and Epidemiology Branch  
Centre for Health Protection



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**CENO On-line** will be launched on 1 March 2005. **Your login ID and password will be sent to you according to the address of this letter unless your reply slip reaches CENO through fax or mail before 23 February 2005.**

Fax no. : 2473-1301

Address: CENO, Centre for Health Protection, 2/F, 147C Argyle Street,  
Kowloon.

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## **REPLY SLIP**

### **CENO On-line Login ID and Password**

*(Please tick the appropriate box)*

- I prefer to receive my login ID and password at the following address**  
(instead of the address in this letter):

\_\_\_\_\_

\_\_\_\_\_

*(Please write the address in block letters.)*

- I prefer not to receive the login ID and password for the time being.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Last name: \_\_\_\_\_ First name & other names: \_\_\_\_\_

Medical Registration Number: \_\_\_\_\_ Contact tel. no.: \_\_\_\_\_

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### **Statement of purposes of collecting your personal data**

The personal data we collect from you through this reply slip will be used for the following purposes:

- Verification of eligibility for services
- Processing distribution of CENO On-line user login ID and password
- Organization of activities related to epidemiological surveillance
- Preparing statistics

Your provision of personal data is voluntary. However, if you choose not to supply all personal data requested in this reply slip, we may not be able to carry out the transaction that you have requested.

The personal data you provide are mainly for use within the Department of Health, but they may also be disclosed to other Government bureaux, departments or organizations for the purposes mentioned above, if required. The data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

Under the Personal Data (Privacy) Ordinance, you have the right to request access to and to request correction of your personal data. The CENO will handle your written request for personal data access in relation to CENO On-line registration.

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**NOTE: IF YOU WOULD LIKE TO UPDATE YOUR CORRESPONDENCE ADDRESS REGISTERED WITH THE MEDICAL COUNCIL OF HONG KONG, PLEASE WRITE TO THE MEDICAL COUNCIL OF HONG KONG DIRECTLY.**

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# CENO On-line



Central Notification Office (CENO) of the Centre for Health Protection has been set up since 1 June 2004 to centralize all infectious disease notifications and monitoring in Hong Kong. **CENO On-line**, to be launched on 1 March 2005, is a new initiative to enable notification through the internet.

## How can doctors report through CENO On-line?

Simple steps as follows:

1. Go to [www.chp.gov.hk/ceno](http://www.chp.gov.hk/ceno)
2. Login using assigned ID and password
3. Complete online registration once
4. Start e-notification – fill in and submit e-notification forms



### FORGET PASSWORD

Download and complete form, then send it to CENO together with a copy of annual practising certificate

### e-NOTIFICATION FORM



### Features:



#### Secure platform

**CENO On-line** is built on a secure platform with encryption (SSL) to protect information of patient and reporting person



#### Personal record of notifications

Your online notifications are available for your viewing anytime online, including the case status.



#### Resources

- Surveillance case definition of statutorily notifiable diseases
- Examples of infectious diseases of public health concern
- FAQ and Guide to using **CENO On-line**