

**Registration process for SingHealth Institutions** 

## Step 1:

Registration for SingHealth Institutions is done through your respective HR Departments. The names of the representatives can be found below.

Please complete the excel form attached and send it to your respective HRs

- For IE browser, refer to your left
- For Chrome browser, please click the download button at the top right hand corner)

## Step 2:

A confirmation email will then be sent to you upon approval.

HR contacts for respective SingHealth Institutions

Institution	Name	Email address
ALPS Pte Ltd	Roy Lau	roy.lau.c.c@alpshealthcare.com.sg
Changi General Hospital	Linda Yong	Linda_Yong@cgh.com.sg
KK Women's and Children's Hospital	Deborah Fen	Deborah.Fen.YapSH@kkh.com.sg
National Cancer Centre Singapore	Joel Chua	joel.chua.y.s@nccs.com.sg
National Dental Centre Singapore	Lee Yin Ping	lee.yin.ping@ndcs.com.sg
National Heart Centre Singapore		nhc.training@nhcs.com.sg goh.shi.hui@nhcs.com.sg
National Neuroscience Institute	Hazel Lim	hazel_lim@nni.com.sg
Sengkang General Hospital	Jenna Ong	jenna.ong.y.l@skh.com.sg
Singapore General Hospital	Shannon Ng Xiu Ting	Please refer to instructions attached below
Singapore National Eye Centre	Carina Yeo	carina.yeo.y.l@snec.com.sg
SingHealth Community Hospital	- Shirley Tan	- shirley.tan@bvh.org.sg
- Bright Vision Hospital	- Viki Lee	- viki.lee.h.r@singhealthch.com.sg
& Outram Community Hospital		
SingHealth HQ	Tong Yi Kai	tong.yi.kai@singhealth.com.sg
SingHealth Polyclinics	Priscilla Soh	priscilla.soh.y.q@singhealth.com.sg



## Registration instructions for Singapore General Hospital (SGH)

- Participation using SGH learning budget is via Division Heads' nomination only. LCD, HR will collate nominations from Divisions and submit group registration to SHMC secretariat
- Medical Specialists (ACs & above) tapping on Professional Development Fund (PDF) are to submit PDF requests via <u>Learning Management System (LMS)</u> for approval. Once approved, staff should register directly via SHMC website and select "SingHealth Institutions"
- Registrars tapping on Personal Development Fund (Reg PDF) are to submit the endorsed <u>Reg PDF</u> <u>application form</u> to LCD. Thereafter, staff should register directly via SHMC website and select "SingHealth Institutions"

For staff tapping on other sources of funding (eg. dept funds) or self-fund, staff must seek the necessary approval and register directly with SHMC Secretariat via SHMC website and select "SingHealth Institutions"