



28 August 2015

Dear Parents/Guardians,

### **Student Health Service**

The Student Health Service of the Department of Health is now conducting enrolment exercise for the 2015/2016 school year. The annual health assessment will be arranged for all primary and secondary day school students. We would like to invite your child to participate in the service. The service period starts from November 2015 to October 2016.

The objectives of Student Health Service are to safeguard both the physical and psychological health of students through health promotion and disease prevention services, enabling them to gain the maximum benefit from the education system and develop their full potential. Our scope of service covers physical examination, health assessment, individual health counselling and health education.

Enrolled students of the Student Health Service will be given an annual appointment at a designated Student Health Service Centre according to the location of the attending school. The Centre designated for your child is name of centre at address of centre. An appointment letter will be sent to you through the school about one month before the appointment date. You are invited to accompany your child on the appointed date.

Students joining Student Health Service will be charged according to their eligibility status. The service is provided free to those students who are “eligible persons” (please see “Notes for Parents / Guardians” for details). Please kindly return the completed “Application and Consent Form” to school at your earliest convenience (if you do not agree to enrol your child in the Student Health Service, please kindly complete Parts A and C of the form). For detailed information of the Student Health Service, you may refer to the attached information pamphlet. For enquiries, please call name of centre at telephone no.

Yours faithfully,

(Dr. Thomas CHUNG)  
Consultant Community Medicine  
Student Health Service  
Department of Health

## Notes for Parents/Guardians

Please take note of the followings:

1. The Student Health Service is a health promotion and disease prevention programme. Students who need curative service may seek medical treatment from the General Out-Patient Clinics of the Hospital Authority or private practitioners. **For students with academic problems, they or their parents should seek advice from teachers or student guidance officers.** Please refer to the “Health Programmes at Student Health Service Centre” for health programmes provided for different grades of students at Student Health Service centres.
2. Students joining the Student Health Service will be charged according to their “eligible person” and “non-eligible person” status. Student Health Service may obtain the relevant documentation relating to the students from the students and the parents/guardians concerned for verification of their eligibility status for fee-determination purpose. Students with one of the following valid identity documents belong to “eligible persons”:
  - i) Hong Kong Permanent Identity Card / Hong Kong Identity Card (subject to further checking)
  - ii) Hong Kong Birth Certificate with permanent resident status of Hong Kong Special Administrative Region (HKSAR) indicated as “ESTABLISHED”
  - iii) Hong Kong Birth Certificate with permanent resident status of HKSAR indicated as “NOT ESTABLISHED”, but the Permit to Remain in the HKSAR shows that:
    - a) unconditional stay in HKSAR has been granted
    - b) the holder is permitted to remain until (date) and provided that the holder **is not a visitor** and **has not overstayed in Hong Kong**
  - iv) HKSAR Passport
  - v) HKSAR Re-entry Permit
  - vi) HKSAR Document of Identity for Visa Purpose bearing valid visa endorsement to stay in Hong Kong
  - vii) Travel documents with one of the following labels /stamps issued by Immigration Department:
    - a) “The right to land in Hong Kong”
    - b) “The holder was permitted to land”
    - c) “Previous conditions of stay are hereby cancelled”
    - d) “Eligibility for Hong Kong permanent identity card verified”
    - e) “Certificate of Entitlement to the right of abode in HKSAR”
    - f) “Unconditional stay” (subject to further checking)
    - g) “Permitted to remain until (date)” / “permission to remain extended until (date)” provided that the holder **is not a visitor** and **has not overstayed in Hong Kong** (subject to further checking)
  - viii) Certificate of Exemption
  - ix) Consular Corps Identity Card

**Student Health Service is provided free to those students who are “eligible persons”. Those students who are “non-eligible persons”, e.g. holders of travel document (passport, Two-way Permit) showing their status as “Visitors” or holders of Form of Recognizance, have to pay on the appointment day the gazetted annual fee (the prevailing rate is HK\$445). Students may have to provide relevant identity documents for checking of their eligibility for free service.**

For eligibility of the rates of charges applicable to “eligible person”, please refer to Gazette Notice 5777 to Gazette No. 39/2013.

3. Enrolled students will be given an annual appointment of approximately 90 minutes for health assessment and health education at a designated Student Health Service Centre. The health assessment will be conducted in either English or Chinese. You are invited to accompany your child during the assessment. The service hours of the centre are 9am to 1pm and 2pm to 6pm from Monday to Friday (**Tai Po Student Health Service Centre is closed on Wednesday**). Most students will be given an appointment outside school hours.
4. Parents and children are most welcome to make use of the 24-hour health education telephone hotline 2833 0111 provided by the Central Health Education Unit, Department of Health on “Introduction of the Student Health Service”. You may also browse the Student Health Service Web Site [www.studenthealth.gov.hk](http://www.studenthealth.gov.hk) for more information of Student Health Service.
5. For enquiries, please call the Student Health Service Centre during service hours.

Grade 級別		P1	P2	P3	P4	P5	P6	S1	S2	S3	S4	S5	S6
		小一	小二	小三	小四	小五	小六	中一	中二	中三	中四	中五	中六
Activity 活動項目													
Body Weight & Height Measurement 體重及身高量度		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Blood Pressure Measurement 血壓量度						✓		✓		✓		✓	
Vision 視力	Visual Acuity Test 視力測試	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Stereopsis Test 立體視覺測試	✓											
	Colour Vision Test 色覺測試						✓						
Hearing Test 聽覺測試	✓	If indicated 按情況需要						✓	If indicated 按情況需要				
Checking of Immunisation Status 免疫接種核對								✓	✓	✓	✓	✓	✓
History Taking 病歷記錄	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Physical Examination 身體檢查	✓		If indicated 按情況需要			✓		✓		✓		✓	
Pubertal Development Assessment 青春期發育評估		If indicated 按情況需要											
Spinal Assessment 脊椎骨評估		Age 10 or above and if indicated 10歲或以上及按情況需要				✓		✓		✓	If indicated 按情況需要		
Psychological Health Assessment Questionnaire 心理健康評估問卷	For Student 學生填表				✓		✓				✓		✓
	For Parent 家長填表		✓		✓		✓						
Individual Health Counselling 個別健康輔導	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Group Health Talk 健康講座	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Laboratory Test & Other Investigations 化驗及其他檢驗		If indicated						按情況需要					
Prescription/ Referral / Follow-up 治療/轉介/跟進		If indicated						按情況需要					
Child Health Record Updating 兒童健康記錄填寫	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



# Application & Consent Form for Student Health Service 2015/2016

Department of Health

(Please complete this form in BLOCK letters using ball pen)

## A. Student Particulars (This part must be completed and as appropriate)

Name of Student (Please complete the name as printed on Identity Card / Birth Certificate)				Date of Birth			Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Surname (English)		Other name (English)		Day Month Year			
Surname (Chinese)		Other name (Chinese)					

Name of school \_\_\_\_\_ AM PM Whole Day Class \_\_\_\_\_

Type of document: \_\_\_\_\_ Document No.: \_\_\_\_\_

HK Permanent Identity Card  
 HK Identity Card  
 HK Birth Certificate (with permanent resident status of HKSAR indicated as "ESTABLISHED")  
 HK Birth Certificate (with permanent resident status of HKSAR indicated as "NOT ESTABLISHED")  
 HKSAR Passport  
 HKSAR Re-entry Permit  
 HKSAR Document of Identity for Visa Purpose (bearing valid visa endorsement to stay in HK)  
 Valid travel document (Passport) with label / stamp showing "right to land" / "right of abode" / "permitted to land" in HK / "previous conditions of stay are hereby cancelled" / "eligibility for HK permanent identity card verified"  
 Valid travel document (Passport) with label / stamp showing "unconditional stay" in HK  
 Valid travel document (Passport) with label / stamp showing "permitted to remain until (date)" or "permission to remain extended until (date)" in HK provided that the holder is not a visitor and has not overstayed in HK  
 Travel document (e.g. Passport, Two-way Permit) showing the holder's status as "Visitor" / holders of Form of Recognizance (should be charged at "non-eligible person" rate)  
 Other identity documents, please specify \_\_\_\_\_

## B. Consent and Declaration (If you agree to enrol your child in the Student Health Service, please complete this part)

Place of Birth	Period of arrival in Hong Kong (Not for child born in Hong Kong)	Day-time contact telephone number of parent / guardian								
	<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Month</td> <td>Year</td> <td></td> <td></td> </tr> </table>					Month	Year			
Month	Year									

Address:	Home telephone number
Room _____	
Floor _____	
Block _____	
Building _____	
Street _____	
District _____	Fax number
<input type="checkbox"/> Hong Kong <input type="checkbox"/> Kowloon <input type="checkbox"/> New Territories <input type="checkbox"/> Others _____	

I **agree** to enrol the above named child in the Student Health Service. I give consent to and authorize the Director of Health to obtain all relevant information relating to the child from me, the school the child is attending, Government Departments and Bureaux for the purpose of enrolment and establishing the eligibility status of the child for fee-determination purpose.

(The Student Health Service is provided free for those students who are "eligible persons". For "non-eligible persons", they have to pay on the appointment day the gazetted annual fee, the prevailing fee is HK\$445. Please refer to the attached "Notes for Parents/Guardians" for details.)

Signature of Parent / Guardian \_\_\_\_\_ Relationship  Father  
 Mother  
 Guardian

Name of Parent / Guardian \_\_\_\_\_ Date \_\_\_\_\_  
(Please complete in block letter)

## C. Do not agree to enrol (If you disagree to enrol your child in the Student Health Service, please complete this part)

I **do not agree** to enrol the above named child in the Student Health Service.

Reason for non-enrolment \_\_\_\_\_

Signature of Parent / Guardian \_\_\_\_\_ Relationship  Father  
 Mother  
 Guardian

Name of Parent / Guardian \_\_\_\_\_ Date \_\_\_\_\_  
(Please complete in block letter)

## Statement of Purposes

### **Student Health Service**

#### Purpose of Collection

1. The personal data are provided by patients and clients with whom the Department of Health (DH) interacts in the delivery of the services, and other related activities. The personal data provided will be used by DH for the following purposes :
  - ( a ) Proof of eligibility;
  - ( b ) Record of test results / examination / investigation / treatment for continuation of care or reference by other medical professionals;
  - ( c ) Consent for particular treatments / tests;
  - ( d ) Tracing defaulters for follow-up / treatment;
  - ( e ) For preparing statistics, carrying out research or teaching purpose.
- \* The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to prove your eligibility for specific service / activities and cannot provide service / assistance to you or even the service / assistance may still be provided, you will be charged at the non-entitled person (usually higher) rate.

#### Classes of Transferees

2. The personal data you provide are mainly for use within the DH but they may also be disclosed to other Government bureaux / departments or relevant parties for the purposes mentioned in para. 1 above, if required. Apart from this, 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.

#### **Access to Personal Data**

3. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data. A fee may be imposed for complying with a data access request.

#### Enquiries

4. Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to :

#### **Student Health Service**

Clerical Officer

4/F, Lam Tin Polyclinic,

99 Kai Tin Road, Kwun Tong,

Kowloon

Telephone : 3163 4600

Student Health Service  
Department of Health