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公務員事務局
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政府總部西翼



CIVIL SERVICE BUREAU
GOVERNMENT SECRETARIAT
WEST WING
CENTRAL GOVERNMENT OFFICES
2 TIM MEI AVENUE, TAMAR
HONG KONG

本函檔號 Our Ref.: PC/700/000/133 Pt. 5
來函檔號 Your Ref.:

電話號碼 Tel. No.: 2810 3083
傳真號碼 Fax No.: 2501 0749
電郵地址 E-mail Address: csbts@csb.gov.hk
網址 Homepage Address: <http://www.csb.gov.hk>

28 January 2019

Mr Lawrence LI Shu-fai, President
Hong Kong Former Senior Civil Servants Association
Unit 416, 4/F, Sino Industrial Plaza
9 Kai Cheung Road
Kowloon Bay
Kowloon

Dear Mr LI,

Mammographic Service for Civil Service Eligible Persons

I write to inform you that the Block G Imaging Centre at Queen Elizabeth Hospital will provide mammographic service for the exclusive use of civil service eligible persons (CSEPs) with effect from **4 March 2019**.

With immediate effect, CSEPs who already have a scheduled appointment for general diagnostic mammographic service at their attending Hospital Authority hospitals **and** do not need to be hospitalised for receiving the mammographic service may contact the Block G Imaging Centre to check whether an earlier appointment could be scheduled for receiving the service at the Block G Imaging Centre.

We have informed colleagues of the details of the mammographic service through bureaux/departments vide a memo dated 25 January 2019, a copy of which is attached for your information.

Separately, to further enhance diagnostic services provided to CSEPs, the Block G Imaging Centre has extended the service hours of the Magnetic Resonance Imaging service to 08:00 – 18:00 on Monday to Saturday (except public holidays) since 2 January 2019.

It would be most helpful if your Association could help disseminate the above information to your members. If you have any enquiries on the above, you are welcome to contact us at 2810 3079.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Emily NG', written in a cursive style.

(Miss Emily NG)

for Secretary for the Civil Service

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MEMO

<i>From</i>	Secretary for the Civil Service	<i>To</i>	Permanent Secretaries Heads of Department
<i>Ref.</i>	(61) in PC/700/000/133 Pt. 5	<i>(Attn.:</i>	Departmental Secretaries)
<i>Tel. No.</i>	2810 3083	<i>Your Ref.</i>	in
<i>Fax. No.</i>	2501 0749	<i>Dated</i>	
<i>Email</i>	csbcos@csb.gov.hk	<i>Fax. No.</i>	
<i>Date</i>	25 January 2019	<i>Total Pages</i>	4 + 3

Mammographic Service for Civil Service Eligible Persons

With effect from 3 January 2011, services of general Computed Tomography (CT), Magnetic Resonance Imaging (MRI) and ultrasound scanning services have been made available for the exclusive use of civil service eligible persons (CSEPs) at the Block G Imaging Centre at Queen Elizabeth Hospital (QEH) as part of civil service medical benefits. Details have been set out in our memorandum referenced (65) in PC/700/000/133 Pt.3 dated 16 December 2010.

2. This memo serves to inform colleagues that the Block G Imaging Centre at QEH will provide mammographic service for the exclusive use of CSEPs with effect from **4 March 2019**. Please bring this memo to the attention of all staff in your department who are eligible for civil service medical benefits.

Block G Imaging Centre at QEH

3. The address, telephone number, fax number and service hours of the Block G Imaging Centre are as follows –

Address : Lower Ground, Block G, Annex, QEH,
30 Gascoigne Road
Kowloon

Telephone no. : 3506 5711

Fax no. : 3506 5725

Service hours : Monday to Friday
09:00 – 13:00
14:00 – 17:00

Saturday, Sunday and Public Holidays
Closed

A location map with relevant public transport information is at **Annex A**.

Booking arrangements

4. With immediate effect, CSEPs who already have a scheduled appointment for **general** diagnostic mammographic service¹ at their attending Hospital Authority (HA) hospitals **and** do not need to be hospitalised for receiving the mammographic service may contact the Block G Imaging Centre to check whether an earlier appointment could be scheduled for receiving the service at the Block G Imaging Centre². Please be reminded that CSEPs should book the mammographic service at their attending HA hospitals first. With the original appointment slip issued by the Radiology Department of their attending HA hospitals, CSEPs may, if they wish, contact the Block G Imaging Centre to check whether an earlier appointment could be scheduled at the Block G Imaging Centre to receive the mammographic service.

5. For CSEPs whose personal particulars have been included in the Medical and Dental Benefits Eligibility Checking System (ECS), they may either call, fax in a request form (at **Annex B**), or visit the Block G Imaging Centre in person. For CSEPs whose personal particulars have not been included in the ECS³, they must visit the Block G Imaging Centre in person and produce a signed G.F. 181 (Rev. 2008)/Try. 447 (Revised 2008) as appropriate for verification of eligibility.

6. When booking an appointment at the Block G Imaging Centre, all CSEPs should provide their Hong Kong Identity Card numbers⁴ and details of the original appointment for checking. By contacting the Block G Imaging Centre to seek earlier appointments, CSEPs' consent is deemed to have been given to the Block G Imaging Centre to look up their records in the ECS and HA's Clinical Management System.

¹ The mammographic service provided by the Block G Imaging Centre at QEH for the exclusive use of CSEPs will not affect the availability of HA's existing mammographic service to CSEPs.

² For specialised mammographic service which requires interventional procedures of breast or close collaboration with the attending doctor of the CSEP patient concerned, e.g. Fine Needle Aspiration, Core Biopsy, Galactography / Ductography, the patient concerned should undergo the mammographic service at the attending HA hospital.

³ The following eligible persons are not covered by the ECS -

- (i) pensioners without Hong Kong Identity (HKID) Cards and their eligible dependants without HKID Cards or Hong Kong Birth Certificate (for dependent children under the age of 11);
- (ii) Auxiliary Services personnel, daily rated staff and non-civil service contract staff who are injured on duty; and
- (iii) eligible dependants of civil servants killed on duty and living in Hong Kong.

⁴ For CSEPs who do not hold HKID Cards, they should provide their date of birth and the HKID Card number of their associated eligible persons for the Imaging Centre to verify their eligibility for civil service medical benefits.

7. Please note that the Block G Imaging Centre will assign the available appointment slots for mammographic service on a “first-come, first-served” basis. There is no guarantee that the appointment offered by the Block G Imaging Centre will be earlier than the original appointment at the attending HA hospital. If a CSEP opts for the appointment offered by the Block G Imaging Centre, the Block G Imaging Centre will arrange to cancel the original appointment scheduled at the attending HA hospital. The Block G Imaging Centre will confirm with CSEPs concerned their acceptance over the phone, followed by delivery of a new appointment slip and an information sheet for mammographic service to CSEPs’ address recorded in HA. If a CSEP does not accept the alternative appointment offered by the Block G Imaging Centre, the original appointment scheduled at the attending HA hospital will remain unchanged, and the CSEP should attend the original appointment as scheduled. A brief procedural guide is attached at **Annex C**.

8. To safeguard patients’ health and safety, CSEPs’ particular attention is drawn to HA’s advice that it is generally not recommended to have repeated mammography within one year unless clinically indicated. In case a CSEP has any breast imaging done within one year and the attending Radiologist at the Block G Imaging Centre considers that CSEP concerned should not be recommended to have repeated mammography, mammography will not be performed on the day of the CSEP’s attendance at the Block G Imaging Centre. In this regard, the attending Radiologist will explain the details to the CSEP concerned. As the original appointment at the attending HA hospital has been cancelled, the CSEP concerned should book a new appointment for the mammographic service at the attending HA hospital again if necessary.

Cancellation of appointment

9. CSEPs are reminded that they should inform the Block G Imaging Centre at least two weeks before the date of their appointments which they have accepted if they are unable to attend. If the appointment date is less than two weeks, they should inform the Centre of the cancellation as soon as practicable. This will enable the vacated time slots to be re-allocated to other CSEPs in need.

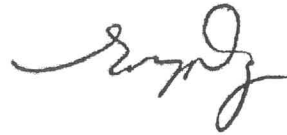
Reimbursement of medical expenses on imaging services

10. CSEPs are also reminded that for all imaging services (including CT, MRI, ultrasound, mammogram and others) which are available in HA, all applications for reimbursement of medical expenses for procurement of such services outside HA will be rejected under the prevailing reimbursement policy.

Enquiries

11. Enquiries concerning this memo should be addressed to Departmental Secretaries in the first instance. If Departmental Secretaries themselves are in doubt,

they may contact SEO(COS)1 or EO(COS)1 of this Bureau at 2810 3082 and 2810 3079 respectively.



(Miss Emily Ng)
for Secretary for the Civil Service

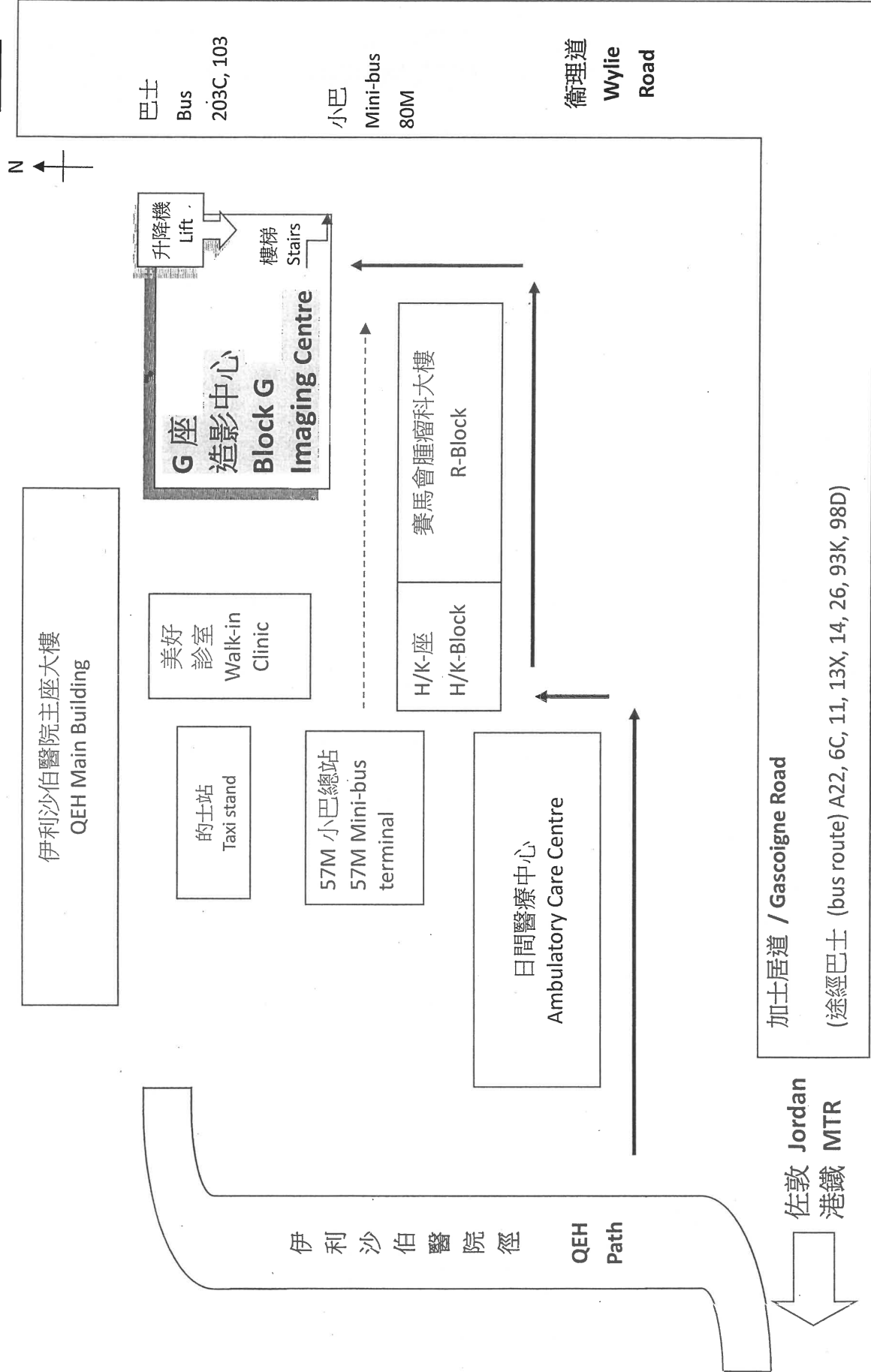
- c.c. Chief Executive, Hospital Authority
- Director (Cluster Services), Hospital Authority
- Commissioner, Independent Commissioner Against Corruption
- Judiciary Administrator
- Secretary, Public Service Commission
- The Ombudsman
- Secretary General, Legislative Council Secretariat
- Director of Health (Attn: Hospital Staff Unit)
- Director of Accounting Services (Attn: Pensions Division)

Internal

P(SR)
PEO(M)
PEO(G)
Pensioner Services Unit

G 座造影中心位置圖 / Block G Imaging Centre Location Map

Annex A
附件 A



RESTRICTED (STAFF)

Annex B

Request for Appointment of Mammographic Service at the
Block G Imaging Centre and Authorisation Letter

To: Block G Imaging Centre (by fax: 3506 5725)

(Should this transmission be interrupted or misdirected, please advise the sender immediately.)

I am eligible for civil service medical benefits and have booked an appointment for general mammographic service at _____ (Name of Hospital Authority (HA) hospital). I wish to check whether an earlier appointment could be scheduled for me to receive general mammographic service at the Block G Imaging Centre at Queen Elizabeth Hospital. Details of my scheduled appointment for general mammographic service at the above said HA hospital are as follows:

Date of appointment: _____

Time of appointment: _____

I hereby authorise the Block G Imaging Centre to look up my records in the Medical and Dental Benefits Eligibility Checking System and Clinical Management System as appropriate.

_____ Signature	_____ Patient's Full Name (in block letters)
_____ Daytime Contact Telephone No.	_____ Hong Kong Identity Card No.
_____ Date of Birth (if applicable)	_____ Date
Correspondence Address: _____	

Remarks:

1. Please fax the **original radiology service appointment slip** together with this request form.
2. If your address recorded in HA system is found to be different from the correspondence address given above, the Block G Imaging Centre would contact you and advise you to update your address at the nearest HA hospital/clinic to ensure correct delivery of the new appointment slip.
3. The information provided will be used for processing the request for an appointment of mammographic service at the Block G Imaging Centre. Data subjects may request access to or correction of personal data provided on this form in accordance with the provisions of the Personal Data (Privacy) Ordinance. Such requests may be made in writing to the Block G Imaging Centre.

**Procedures for Booking Mammographic Service
for Civil Service Eligible Persons (CSEPs)**

not call the
Block G
Imaging Centre

