

Salient Points for Completion of FORM A

Application for Direct Payment of Medical Expenses from Department of Health on Drugs Provided by the Hospital Authority

Applicants should read carefully the “Notes for Applicants” attached to application FORM A before completing the form.

2. The application FORM A should be used for applying for direct payment arrangement for drugs available at the pharmacy¹ of the attending Hospital Authority (HA) facility. Part A of FORM A should be completed by the civil servant or pensioner². Part B of FORM A should additionally be completed by a civil service eligible person (CSEP) who is an eligible dependant and aged 18 or above; otherwise, it should be left blank.

3. The same application may be used to cover multiple medications included in the same prescription. A fresh application is required for out-patients for each new round of prescription, even if the prescription is for the same drug. For hospitalised CSEPs, there is no need to submit a new application within an episode of hospitalisation. A fresh application is required only if the hospitalised CSEP is transferred to another hospital.

Civil Service Bureau

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¹ For avoidance of doubt, lifestyle drug items are not reimbursable. For example, in many cases, Finasteride Tablets for treating alopecia, or Sildenafil Tablets for treating erectile dysfunction, are lifestyle drugs which are not prescribed for medical necessity, and therefore fall outside the scope of the reimbursement arrangement. However, if a “lifestyle” drug is prescribed by the attending Hospital Authority doctor for medical necessity, and Department of Health confirms that such is the case, the drug would not be regarded as a “lifestyle” drug with respect to that prescription and the civil service eligible person concerned may apply for subsequent reimbursement using FORM B.

² In exceptional cases, applications completed on behalf of the civil servant or pensioner may be considered, such as if the civil servant or pensioner himself/herself is the patient and is in a coma.