

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.

2. The Block G Imaging Centre at QEH will provide mammographic service for the exclusive use of CSEPs with effect from **4 March 2019**.

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	:	<u>Monday to Friday</u> 09:00 – 13:00 14:00 – 17:00 <u>Saturday, Sunday and Public Holidays</u> 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

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.

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.

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

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.

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

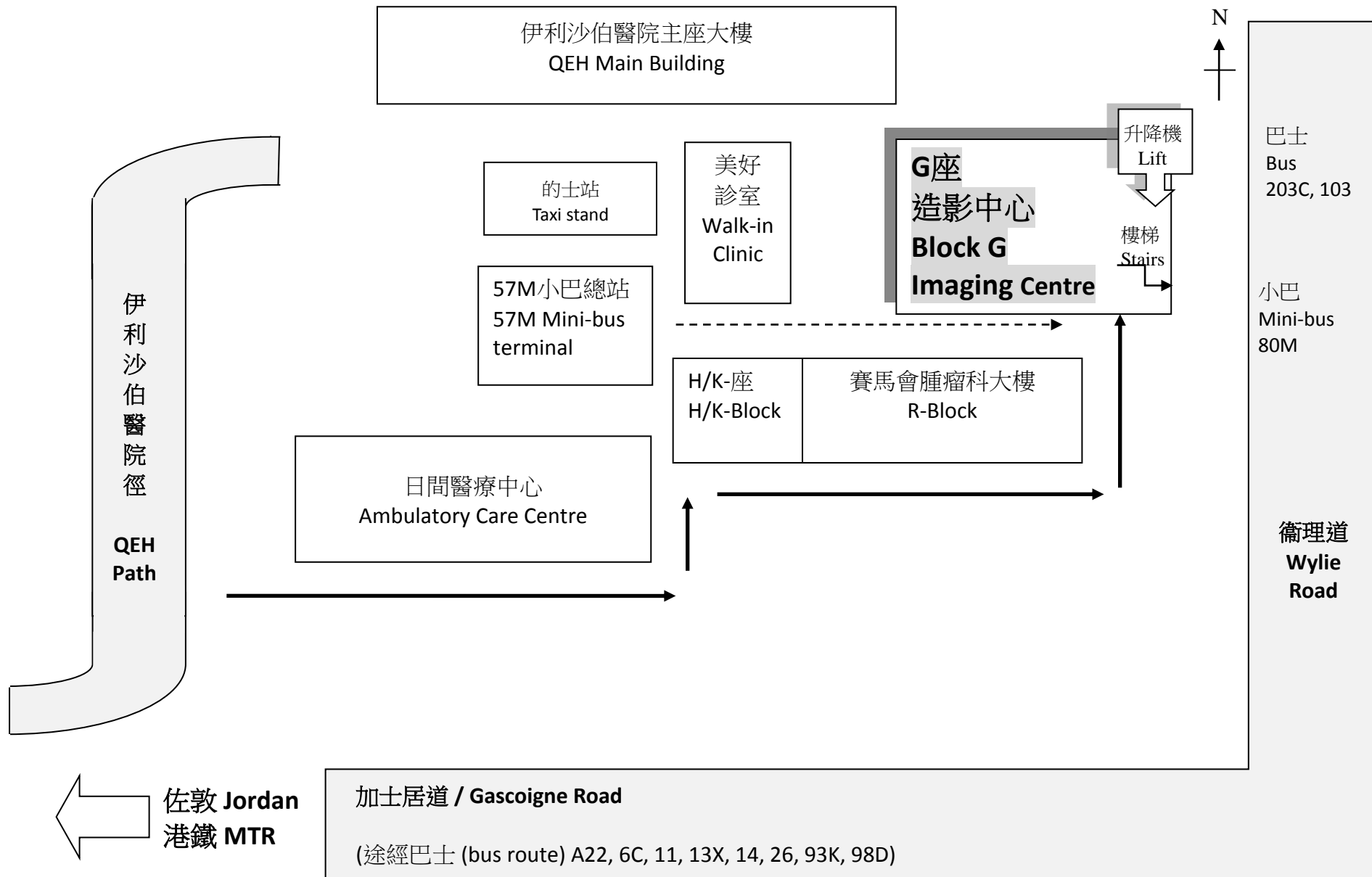
9. CSEPs are reminded that they should inform the Block G Imaging Centre at least two weeks before the date of their appointments which they have accepted if they are unable to attend. If the appointment date is less than two weeks, they should inform the Centre of the cancellation as soon as practicable. 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.

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

Annex A
附件A



- 路線1
Route 1
- 路線2
Route 2

**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)**

