

Charges on Medical Report, Copies of Medical Records and Patient Information

醫療報告, 醫療記錄複本及病人資料收費

Items項目	Unit單位	Charges收費 (港幣\$)
Medical Report 醫療報告	Per Request 每份	\$1,000 up \$1,000起
Copies of Medical Record 醫療記錄複本	Per Request 每份	\$500 (first 50 pages), \$5 per each additional page if >50 pages \$500 (50頁內), 其後每頁\$5
Copies of Investigation Report 檢查報告複本	Per Report 每份	\$350 up \$350起
Inpatient Insurance Claim Form (Notes 3) • During hospitalization • After discharged	First Form Per additional form Per Form	Free of charge \$340 \$340
住院保險索償表格 • 住院期間 • 出院後	第一份 其後每份 每份	免費 \$340 \$340
Outpatient Insurance Claim Form (Notes 3) 門診保險索償表格	Per Form 每份	\$340
Letter of Certification 證明信	Per Request 每份	\$350 up \$350起
Other information enquiry 其他資料查詢	Per attendance 每份 (以每次求診計)	\$350 up \$350起

Notes 備註:

1. An application fee of \$350 will be charged for each request. This fee will be deducted from the actual charge of the above item if the application is processed.
2. Upon submission of the application, we will inform the applicant the exact charges before the medical report is issued. Medical report will only be processed after payment. (No refund will be made if the request is cancelled afterwards.)
3. An additional photocopy fee \$20 will be imposed for each claim form if copy is needed.
4. The above charges are for reference only. The exact charges are according to the required professional input.

1. 每份查詢，本院會收取\$350 行政費，此費用會在實際收費內扣除。
2. 申請人在遞交申請表後，本院會在提供報告前通知申請人確實收費。報告會在收到所需費用後處理。(如果取消申請，已繳費用將不會發回。)
3. 如需醫院提供影印服務，每份索賠表格將收取額外 \$20 的複印費。
4. 上述資料只供參考，實際收費會按所屬類別及專業而定。

查詢For Enquiry

1. 門診部Outpatient Department, 電話Telephone: 2711 5222, 傳真Fax: 2761 1469
2. 醫療檔案部 Medical Records Department, 電話Telephone: 2751 1678, 傳真Fax: 2486 4966