

Tung Wah Group of Hospitals
Non-subsidized Homes for the Elderly
Guidance Notes

Appendix I

A. Eligibility

- i. Elders aged 65 or above (Persons aged between 60 and 64 may apply if there is a proven need for residential care based on health and/or social grounds, subject to their meeting the admission criteria.);
- ii. Elders in need of assistance in daily living activities and personal care due to their weak physical condition or poor health condition ;
- iii. Free from infectious disease; and
- iv. Mentally fit for group living.

B. Application Procedures

- i. Applicant may write in, call or visit our Central Admission Unit (Address: Community Services Division, Tung Wah Group of Hospitals at 6/F, Wong Fung Ling Memorial Building, 12 Po Yan Street, Sheung Wan, Hong Kong; Telephone Number: 2859 7620), or visit the selected home during office hours to obtain an application form. The application form can also be downloaded from our website (<http://www.tungwah.org.hk>). **Please return the completed application form to the most preferred home by post or by fax (details as below table)**, specifying ‘Application for Elderly Homes’ on the envelope, or by fax to 2803 2842.
- ii. Applicant will be invited for assessment prior to admission according to the sequence on the waiting list on a first-come-first-served basis.
- iii. Our homes providing non-subsidized places are as below:

Home	Address	Telephone Number	Fax Number	Application Procedures
Jockey Club Blissful Villa	3/F-6/F, Jockey Club Sunshine Complex, 29 Nam Long Shan Road, Wong Chuk Hang , H.K.	2292 3456	2292 3500	Subject to the assessment and medical examination of the home, applicants will be admitted according to their required level of care.
Women’s Welfare Club Western District, Hong Kong Residential Care Home for the Elderly	No. 501, 5/F, Oi Sin House, Oi Tung Estate, Shau Kei Wan, H.K.	3156 2111	3156 1456	Applicant should be assessed as moderate to severe impairment level under the Standardised Care Need Assessment Mechanism of the Social Welfare Department before admission to the Care and Attention Home Section or the Nursing Home Section.
Ho Yuk Ching Willow Lodge	2/F, 18 Willow Street, Tai Kok Tsui, Kowloon, H.K.	2805 6673	2805 6556	The Operator of this Contract Home was selected by the Government among NGOs and private sector to provide Services under a time-defined Contract. Upon expiry of the Contract, the Government will conduct re-tendering exercise for the Contract Home.
Lo Wong Yuk Man Nursing Home cum Day Care Centre	2/F, Carpark Floor High Level, Tai Wai Social Service Bldg., 1 Mei Tin Road, Tai Wai, Sha Tin, N.T.	2350 5200	2350 5618	
Chu Sau Cheung Nursing Home	Unit 302, 3/F and Unit 401, 4/F, Ancillary Facilities Block, Cheung Sha Wan Estate, 391 Cheung Sha Wan Road, Kln.	2467 2200	2467 2020	

- iv. A deposit at HK\$1,000 will be charged for the assessment of applicant prior to admission. The deposit is for one-time assessment and is non-refundable unless applicant is assessed as ineligible for admission. The deposited sum can be taken as part of the admission deposit upon admission into the same residential home where the assessment has been provided. However, the assessment deposit is non-transferable to other elderly homes.
- v. If any applicant disagrees to the admission assessment result, he/she can write to the Community Services Secretary to lodge an appeal within 2 weeks upon the receipt of notification letter of application result. Please refer to item A. i. above for the mailing address.
- vi. Admission to a non-subsidized place of elderly home may affect the eligibility for the Comprehensive Social Security Assistance (CSSA). Recipients of CSSA please inquire responsible social security field unit before application.

C. Fee

The service fee is charged on monthly basis, depending on the room types and the assessed level of care (please refer to the table of home monthly fee and the actual monthly fee is subject to the rate on admission day). Applicant is also required to pay assessment deposit before admission (if applicable) and admission deposit on admission.

D. Personal Data Collection Statement

According to the Personal Data (Privacy) Ordinance, the personal data supplied by the applicant will be used in procedures directly related to the registration and allocation of places of residential care homes for the elderly of TWGHs. We will keep all personal data confidential and the time of storage of the personal data will not surpass the time necessary for the application process.