

PERSONAL INFORMATION COLLECTION STATEMENT

Social Hygiene Service

Purpose of Collection

1. The personal data and health information are provided by patients and clients with whom the Department of Health (“DH”) interacts in the delivery of services, and other related activities. The personal data provided will be used by DH for the following purposes:

- a. Proof of eligibility;
- b. Record of test results / examination / investigation / treatment for continuation of care or reference by other medical professionals;
- c. Consent for particular treatments / tests;
- d. Accounting of expenses;
- e. Epidemiological surveillance;
- f. For notification of Hansen’s disease (leprosy), tuberculosis or other diseases reportable / notifiable for public health purposes;
- g. Tracing defaulters for follow-up and treatment;
- h. Assessment for social assistance;
- i. Records of notification of occupational diseases;
- j. Assessment of disability or fitness for work;
- k. For reference in legal proceedings;
- l. Proof of consent for medico-legal examinations;
- m. For preparing statistics, carrying out research or teaching purposes;
- n. To handle matters regarding service quality control, comments, suggestions, enquiries, and/or complaints in relation to SHS or DH; and
- o. To facilitate communications with you in relation to the matters in items (a) to (n) above.

2. The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to prove your eligibility for specific service / activities and cannot provide service / assistance to you or even the service / assistance may still be provided, you will be charged at the non-entitled person (usually higher) rate.

Classes of Transferees

3. The personal data you provide are mainly for use within DH but they may also be disclosed to other Government bureaux / departments, the Hospital Authority or relevant parties for the purposes mentioned in paragraph 1 above, if required. Information for purposes m in paragraph 1 will be disclosed and transferred to third party anonymously. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

Access to Personal Data

4. The personal data you provide shall be kept confidential at all times by DH. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by you during the occasions as mentioned in paragraph 1 above. A fee may be imposed for complying with a data access request.

Enquiries

5. Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to:

Social Hygiene Service Head Office
3/F, West Kowloon Health Centre,
Cheung Sha Wan Government Offices,
303 Cheung Sha Wan Road, Sham Shui Po, Kowloon
Tel: 2150 7370
Email: shsho@dh.gov.hk