



檔號：HA 313/6 - 99

電話：2300 6716

新界元朗
橋樂坊 2 號
元朗政府合署 13 樓
元朗區議會秘書處
元朗民政事務專員
袁嘉諾先生
轉交
元朗區議會主席

區議會主席：

天水圍醫院醫院管治委員會成員人選建議

醫院管理局（醫管局）大會過往根據貴區議會的建議，委任了鄧焯謙先生為天水圍醫院醫院管治委員會成員（以個人身份獲委任），鄧先生現屆任期將於 2020 年 3 月 31 日屆滿。為此，謹請閣下建議一名合適的元朗區議會議員，供本局考慮委任為天水圍醫院醫院管治委員會¹的成員（以個人身份獲委任），任期由 2020 年 4 月 1 日生效，為期兩年。

根據醫管局條例附表 3，醫院管治委員會的職能為：(a) 就有關公立醫院提供醫療服務的需要及為應付該等需要所需的資源，向醫管局提供意見；及 (b) 監察有關公立醫院的管理，以達致善用資源、改善醫院環境，以及吸引、激勵和留用合資格的職員。

醫管局會從社區（包括區議會）中委任社區成員，與其他擁有不同專長、專業經驗和貢獻的成員共同參與醫院管治委員會的工作。醫院管治委員會的社區成員是以個人身份獲委任，冀能積極參與該委員會的會議和其他活動。醫院管治委員會一般會每季召開一次會議。醫管局在委任社區成員時，會考慮有關人士的專業及專長、對醫療服務的興趣、他們在社區或地區組織的參與，以及醫管局其他有關指引。

隨函奉附一份資料表格（附件）以供填寫。請建議貴區議會一名議員，以供本局考慮委任為天水圍醫院醫院管治委員會的成員。閣下所提供的資料，均予絕對保密。如需要更多有關醫院管治委員會一般運作的資料，請與經理（醫院管理局秘書處）梁潔瑤女士聯絡（電話：2300 6975）。

¹ 醫院管治委員會成員亦有可能獲委任加入有關的區域諮詢委員會。根據醫管局條例附表 3，該委員會的成員包括區內公立醫院的代表和其他組別成員。

有關建議一經醫管局大會於 2020 年 2 月下旬批准採納，本局將向獲委任的醫院管治委員會成員發出正式的委任書，並會將副本寄送有關區議會以供參閱。本局僥此感謝區議會對醫管局及公共醫療服務的不懈支持。

敬希垂注上述資料。填妥表格後，請於 2020 年 1 月 31 日（星期五）之前寄回，謝謝你的協助。



醫院管理局秘書
張秀玲

連附件

副本致：

新界西醫院聯網總監	} 不連附件
天水圍醫院行政總監	}
天水圍醫院醫院管治委員會秘書	}

2020 年 1 月 6 日

To: Hospital Authority Secretariat
Room 219N, 2/F, HA Building
147B Argyle Street, Kowloon
(Attn: Ms Phoebe Leung)

Fax: 2895 0937

Email: csm617@ha.org.hk / thy739@ha.org.hk

Suggestion for Appointment to the Hospital Governing Committee
醫院管治委員會成員人選建議

Hospital Governing Committee :
醫院管治委員會

Tin Shui Wai Hospital 天水圍醫院

Name of District Council Member :
區議員姓名
(Both English & Chinese 英文及中文)

(Please also include Honours & Awards, if any 如有勳銜及獎章，請列出)

Correspondence Address :
通訊地址

Telephone No. :
電話

Fax No. :
傳真

Mobile Phone No. :
手提電話

E-mail Address:
電郵

Organisation & Position Held :
機構及擔任職位

(Hospital Authority serving staff/ex-staff please specify the current/last position held and the term of service 醫院管理局現時/前職員，請列出現時/最後出任職位及任期)

Other Community Service 其他社會服務 #:
(Please use separate sheet if necessary 如有需要請另紙書寫)

Boards / Committees / Organisations 董事局 / 委員會 / 機構	Capacity 公職身分	From 由	To 至
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

in descending chronological order 日期由近至遠排列

Signature 簽署: _____

Chairman 主席: _____

District Council 區議會: _____

Yuen Long District Council

Date 日期: _____

醫院管理局大會及其轄下委員會成員委任提名之 收集個人資料須知

在向醫管局提供你的個人資料前，請先細閱本須知。

醫院管理局(醫管局)是負責管理公立醫院的法定機構。《醫院管理局條例》附表3第5及17段規定，醫管局大會及其轄下委員會成員，須就個別合約申報所涉利益。

醫管局秘書處的職員會在你首次加入醫管局及其後每年的特定時間，因應你出任醫管局大會／其轄下任何委員會成員的事宜，請你提供個人資料。

當你提供這些個人資料時，請確保這些資料準確及完整。如未有向本局提供所需資料或所提供資料不確或不全，則會影響本局就上述目的或一般就你獲委任為成員所作的考慮。

謹請注意，你的個人資料可能會被轉交予：

- 醫管局內的有關人士；
- 需要這些資料以處理你出任醫管局大會／其轄下任何委員會成員之有關事宜的任何其他相關人士；或
- 相關法例規定醫管局須就有關法例所述目的而向其提供這些資料的任何有關政府部門／管理機構。

除上述者外，醫管局只會在下列情況下使用、披露或轉交你向本局提供的個人資料：

- 因應你出任醫管局大會／其轄下任何委員會／小組委員會成員之有關事宜；
- 法律允許的情況。

本局如擬將你的個人資料作其他用途，會先行徵求你的同意。

如欲查閱及／或更改你向本局提供的個人資料，請致電2300 6797聯絡高級經理（醫院管理局秘書處）李鳳儀女士。

醫院管理局總辦事處醫管局秘書處
2016年12月

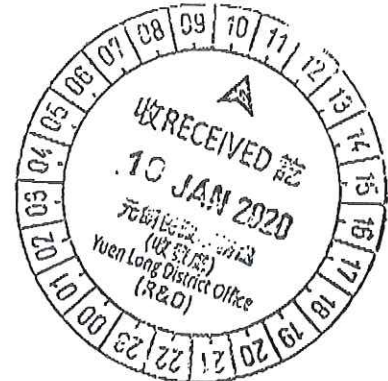


醫院管理局
HOSPITAL
AUTHORITY

Ref : HA 313/6 - 99
Tel : 2300 6716

6 January 2020

Chairman of Yuen Long District Council
c/o Mr Enoch YUEN, JP
District Officer (Yuen Long)
Yuen Long District Council Secretariat
13/F., Yuen Long Government Offices
No.2, Kiu Lok Square
Yuen Long
New Territories



Dear District Council Chairman,

**Suggestion for Appointment to Hospital Governing Committee
of Tin Shui Wai Hospital**

Based on the District Council's suggestion, Mr TANG Cheuk-him has been appointed by the Hospital Authority (HA) Board as member of the Hospital Governing Committee (HGC) of Tin Shui Wai Hospital (TSWH) in personal capacity, with the current term expiring on 31 March 2020. I therefore write to invite your suggestion of a suitable candidate from members of your District Council for consideration of appointment as member¹ of the TSWH HGC in personal capacity for the two-year term from 1 April 2020.

In accordance with Schedule 3 of the HA Ordinance, the functions of an HGC are to (a) advise the Authority of the needs of individual hospitals to provide hospital services to the public and of the resources required to meet those needs; and (b) oversee the management of the hospital in ways which are conducive to optimising the utilisation of resources, improving hospital environment and attracting, motivating and retaining qualified staff.

HA appoints community members, including from District Councils, for community involvement in the work of HGCs among other members with different expertise, professional experience, contribution etc. Community members are appointed to serve on HGCs in personal capacity,

¹ Members of HGCs may also be appointed to serve in the relevant Regional Advisory Committee which comprises representatives from public hospitals in the region among other groups in its membership as prescribed in Schedule 3 of the HA Ordinance.

and members of HGCs are expected to actively participate in HGC meetings (normally on quarterly basis) and other HGC activities. In appointing community members to HGCs, the Authority considers the individual's profession and expertise, interest in health services, and their involvement in community or district organisations, as well as other relevant guidelines of HA.

A data form is enclosed at the Annex for suggestion of a member from your District Council for consideration of appointment as member of the TSWH HGC. All information provided will be handled in strict confidence. If you need more information on the general operation of HGCs, please contact Ms Phoebe LEUNG, Manager (Boards & Support), at 2300 6975.

Subject to the approval of the HA Board in late February 2020, we shall issue formal appointment letters to HGC members, with copy to the District Council concerned for information. We take this opportunity to express our sincere thanks to the District Council for continued support to HA and public healthcare.

Thank you for your kind attention and assistance. I look forward to your suggestion before Friday, 31 January 2020, and your early reply would be much appreciated.

Yours sincerely,



(Miss Margaret CHEUNG)
Secretary, Hospital Authority

Encl.

c.c. CCE (NTWC) } w/o enclosure
HCE (TSWH) }
HGC Secretary (TSWH) }

Notice on Collection of Personal Data for Membership of HA Board and Committees

Please read this notice before you provide personal data to us.

The Hospital Authority (HA) is a statutory body which manages public hospitals. Members of the HA Board and its committees are required by the HA Ordinance to disclose their interests in respect of certain contracts. These requirements are set out in paragraphs 5 and 17 of Schedule 3 of the Ordinance.

Our staff members at the HA Secretariat, Boards and Support Department may also ask you to provide your personal data for purposes related to your appointment as a Member of the HA Board/any of its committees on your first joining the HA and annually thereafter.

When you provide personal data to us, please make sure that the data is accurate and complete. If you do not provide the information requested or if the information provided is inaccurate or incomplete, our consideration of the purposes stated above or generally in respect of your appointment as a Member will be affected.

Please note that your personal data may be made available to:

- appropriate persons in the HA;
- any other relevant parties who require it for matters related to the purposes of your appointment as a Member of the HA Board/any of its committees; or
- any relevant government departments/appropriate authorities when the HA is required to provide it under the relevant legislation for use for the purposes of that legislation.

In addition to the above, we will only use, disclose or transfer the personal data you provide to us:

- for those purposes relating to your appointment as a Member of the HA Board/any of its committees/subcommittees; or
- where permitted by law.

We will obtain your consent before using your personal data for any other purposes.

If you wish to require access to and/or correction of your personal data that have been provided to us, please contact Ms Natalia Li, Senior Manager (Boards and Support) at 2300 6797.