

Haven of Hope Sister Annie Skau Holistic Care Centre (SASHCC)

Relief & Charity Service Beds Programme (RCS) – Agreement for Service Application

For the patient's Care Guarantor to complete

Thanks to the generous donations from benefactors, the Relief & Charity Service Beds Programme (RCS) has been in operation since April 2012. This programme enables eligible patients to receive high-quality palliative care in the Centre up to 6 months. The programme covers accommodation (rooms for 4 to 6 persons), meals, and all medical and nursing care costs.

Eligibility Requirement

Applicants must be referred by a medical social worker (MSW) from a hospital under the Hospital Authority, with the "Referral Form for Relief & Charity Service Beds Programme" completed by a doctor. Applicants must meet all of the following criteria:

1. Diagnosed with end-stage cancer or organ failure, with a life expectancy of six months or less
2. Agreement among the patient, family, and medical team not to pursue cardiopulmonary resuscitation (CPR)
3. Recipients of Comprehensive Social Security Assistance (CSSA) or individuals who have passed the "RCS Financial Assessment"

Relevant Conditions

1. The "Relief & Charity Service Beds Programme" is supported by donations, for providing inpatient care services for eligible terminally ill patients with life expectancy less than 6 months. At the fourth month of admission, our doctor will assess patient's condition. If the patient is stabilized, the Centre will liaise with the referring MSW and the patient/guarantor to discuss discharge plans, which may include returning home, transferring back to the referring hospital, or referral to other care facilities. The patient/guarantor are required to cooperate with the discharge arrangements.
2. If the discharged patient's condition deteriorates again and is assessed by the referring hospital doctor of life expectancy less than 6 months, the patient may reapply for admission through MSW. Each patient is entitled to use SASHCC's subsidized bed service for a maximum of two admissions. The Centre will assess and follow up according to the original mechanism.
3. **<If the patient is currently receiving CSSA>** Upon admission, the applicant must apply to SWD for relevant subsidies for all nursing supplies covered by CSSA, such as diapers and ostomy bags. This programme will not cover nursing supplies already subsidized by CSSA.
4. **<If the patient passed the RCS financial assessment>** The information submitted through the MSW must be true, accurate, and complete. If the information provided is insufficient, inaccurate, or outdated, the application may be rejected. Even after admission, the Centre reserves the right to terminate or recover the subsidy.
5. The Care Guarantor serves as the Centre's primary contact and decision maker on any matters related to the patient's stay in the Centre, including but not limited to his/her health, care and living issues. If resident is discharged or passed away in the Centre, the Centre will contact the Care Guarantor to follow up on the retrieval of the resident's belongings and the identity card, and funeral arrangement. If the Care Guarantor changes, the new Care Guarantor is required to sign this agreement again.
6. If the patient needs to attend follow-up appointments at a public hospital, he/she must be accompanied by a relative. Otherwise, the patient must arrange for a paid escort service at own expense.

Declaration by the Care Guarantor of the Patient

I, the undersigned, hereby serve as Care Guarantor of the patient _____ (Name). I acknowledge and agree to the eligibility requirements and relevant terms (Items 1 to 6) of the "Relief & Charity Service Beds Programme" at Haven of Hope Sister Annie Skau Holistic Care Centre as stated above.

Name of Care Guarantor: _____

Signature: _____

Contact Number: _____

Date: _____

Notes for Medical Social Worker:

1. Please inform the Care Guarantors of the applicant to read this document and understand the eligibility and terms for RCS application, then complete and sign the declaration.
2. Please fax the signed agreement to 2785 0721, attention to "Social Worker (RCS Application)" of the Centre.
3. The original copy of this document should be retained by the medical social worker of referring hospital for record-keeping. A photocopy should be passed to the patient's Care Guarantor for their record.
4. If the patient has no relatives or friends who can serve as Care Guarantor, the patient should sign this agreement.

靈實司務道寧養院 Haven of Hope Sister Annie Skau Holistic Care Centre

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根據《公司條例》(第 622 章) · 基督教靈實協會為一所擔保有限公司。

Haven of Hope Christian Service is a company limited by guarantee under the Companies Ordinance (Cap. 622).



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