

VACCINATION SUBSIDY SCHEME

**SEASONAL INFLUENZA VACCINATION (SIV) SCHOOL OUTREACH
(FREE OF CHARGE)**

**DEFINITIONS, TERMS AND CONDITIONS OF AGREEMENT, AND SCHEDULE
(SIV SCHOOL OUTREACH) (SUPPLEMENTARY AGREEMENT)**

Preamble

- (a) This document in Appendix J(i) titled “Vaccination Subsidy Scheme Definitions, Terms and Conditions of Agreement, and Schedule (SIV School Outreach) (Supplementary Agreement)” should be read in conjunction with the document in Appendix J, titled “Vaccination Subsidy Scheme Definitions, Terms and Conditions of Agreement, and Schedule (Agreement)”. Terms defined in Appendix J shall be applicable to this Appendix J(i).
- (b) An EHCP and his Associated Organization (if any) shall be bound by all provisions in the VSS Agreement and the Supplementary Agreement in relation to the SIV School Outreach Programme if that EHCP or his Associated Organization shall provide seasonal influenza vaccination to Eligible Children at their primary schools, special schools, kindergartens or child care centres.

Operative Part

- 1. In consideration of the Government agreeing to pay the Subsidy in respect of Vaccinations under the SIV School Outreach Programme within the Vaccination Period, the EHCP and his Associated Organization (if any) jointly and severally undertake and agree to observe all provisions in relation to the SIV School Outreach Programme set out in the Agreement and the Supplementary Agreement and the PPP Doctors’ Guide.
- 2. The Supplementary Agreement shall be deemed to have been constituted between an EHCP and his Associated Organization (if any) and the Government in relation to the SIV School Outreach Programme when the EHCP and his Associated Organization (if any) shall have completed a reply slip provided by the Department of Health and return the same to the Programme Management and Vaccination Division to indicate that the EHCP and his Associated Organization (if any)’s intention to provide Vaccination services under the SIV School Outreach Programme for Eligible Children in primary schools, special schools, kindergartens or child care centres and that such application is accepted by the Government (acting through the Programme Management and Vaccination Division). All EHCP and their Associated Organizations which have enrolled to the previous Pilot PPP SO Programme in 2018/2019 are required to enrol again by completing the aforesaid reply slip in the aforesaid manner.
- 3. Unlike in the case of the VSS School Outreach (Service Fee Allowed) Programme, EHCP and his Associated Organization (if any) shall not require the Eligible Children or their parents/ guardians to pay any Service Fee for the Vaccination provided to the Eligible Children at their primary schools, special schools, kindergartens or child care centres under the SIV School Outreach Programme.
- 4. The Public-Private-Partnership Doctors’ Guide for Primary School Outreach and Kindergarten/ Child Care Centre Outreach (Pilot) (hereinafter refer as “PPP Doctors’ Guide”) is published at the website of the Centre for Health Protection (www.chp.gov.hk) and may be updated from time to

time. EHCP and his Associated Organization (if any) are required to follow the PPP Doctors' Guide for the SIV School Outreach Programme.

Obligations of EHCP

Before Vaccination

5. An EHCP or his Associated Organization shall register a practice under eHealth System (Subsidies) which the EHCP will use exclusively for submitting Subsidy claims under the SIV School Outreach Programme. All Subsidy claims must be submitted under this practice within 7 days from the day of Vaccination.
6. An EHCP or his Associated Organization shall liaise with the primary school(s), special school(s), kindergarten(s) or child care centre(s), assigned to him by the Government through either School Self-selection of Doctors or DH-matching based on the logistics arrangement including but not limited to date and time of Vaccination.
7. An EHCP or his Associated Organization may choose not to provide the Vaccination to the primary school(s), special school(s), kindergarten(s) or child care centre(s) assigned to him. However, under such circumstances, the Government shall have no obligation to assign another school to the EHCP or his Associated Organization for Vaccination. The refusal record will be taken into account by the Government for considering the future application of the EHCP or his Associated Organization for the SIV School Outreach Programme.
8. An EHCP or his Associated Organization shall answer any enquiries from school or parents of the vaccine recipients related to the Vaccination.
9. An EHCP or his Associated Organization shall inform the Programme Management and Vaccination Division using a prescribed Booking Form the tentative Vaccination dates for 1st and 2nd doses of Vaccination which he has arranged with the primary school(s), special school(s), kindergarten(s) or child care centre(s) under the SIV School Outreach Programme. Notwithstanding, the Government may at any time advise another date and time of Vaccination to be provided to a primary school, a special school, kindergarten or a child care centre under the SIV School Outreach Programme by giving prior notice to an EHCP and his Associated Organization.

Vaccine Delivery Arrangement for the Primary School Outreach

10. A confirmation on the Booking Form will be faxed back to the EHCP or his Associated Organization to confirm the dates of Vaccination accepted by the Government. The Government shall have no obligation to arrange the delivery of vaccine if the dates of the Vaccination are not confirmed.
11. The vaccines for seasonal influenza vaccination (Northern Hemisphere) will be provided by the Government for Vaccinations to be given in the Primary School Outreach.
12. An EHCP or his Associated Organization shall arrive at the time as specified by the Government at the primary school and on the date as specified in the prescribed Booking Form specified in Clause 9 above and confirmed by the Government as mentioned in Clause 10 above so as to make

collection of the Vaccines to be provided by the Government and to be delivered by any person(s) authorized by the Director of Health.

13. An EHCP or his Associated Organization undertakes not to use the Vaccines provided by the Government for any purposes other than provision of Vaccination service to Eligible Children at the primary schools assigned to the EHCP or his Associated Organization by the Government under the SIV School Outreach Programme.
14. An EHCP or his Associated Organization shall be responsible for the safe custody of and the due return of equipment to maintain cold chain and unused Vaccines to the Government or any person(s) authorized by the Director of Health after the Vaccination. If any such item is lost or damaged for any cause whatsoever while in the possession or under the control of the EHCP or his Associated Organization, the EHCP or his Associated Organization shall inform the Government by written notice and pay to the Government the applicable administrative fees, which should normally include the cost of Vaccine or the equipment and an administrative charge not exceeding 20% of the cost of Vaccine.

Vaccine Delivery Arrangement for KG/CCC Outreach (Pilot)

15. An EHCP or his Associated Organization is responsible for pre-ordering sufficient vaccines (either Quadrivalent Inactivated Influenza Vaccine or Live Attenuated Influenza Vaccine) on their own and delivering the vaccines to the KG/CCC for KG/CCC Outreach (Pilot).

After Vaccination

16. An EHCP or his Associated Organization shall be responsible for the safe custody of and the due handover of clinical waste to any person(s) authorized by a Licensed Clinical Waste Collector after the Vaccination. An EHCP or his Associated Organization shall follow the Doctors' Guide, the PPP Doctors' Guide, guidelines from the Environmental Protection Department (EPD) https://www.epd.gov.hk/epd/english/environmentinhk/waste/guide_ref/waste_guidelines.html and /or other instructions by the Government in handling clinical waste disposal.
17. The EHCP or his Associated Organization shall submit the names and details of students receiving Vaccination within 7 days from the day of Vaccination for claiming of Subsidy. Any Subsidy claims not made within the timeline set out in Clause 4 above will be considered as a late claim and the Government shall have the absolute discretion to refuse payment of injection fees to the EHCP or his Associated Organization for such late claim. Factors to be taken into account include, but not limited to, whether the EHCP or his Associated Organization has had past records of submitting late injection fee claims and whether there is any valid reason for lodging a late claim.
18. Without prejudice to other provisions of the Agreement, under no circumstances whatsoever will the Government pay out any injection fees to the EHCP or his Associated Organization for a Vaccination if the claim for injection fee for such Vaccination is not submitted to the Government within 90 calendar days counting from the date of such Vaccination.

Inspection of the Vaccination Activities

19. DH may perform random onsite inspection of the vaccination activities under the SIV School Outreach Programme to ensure the quality of the vaccination service provided by an EHCP or his

Associated Organization meet the requirements and standards set out in the Agreement and the Supplementary Agreement and the PPP Doctors' Guide.

Post-payment Checking

20. Post-payment checking exercise would be conducted by DH for representative proportion of randomly selected cases of payment made to EHCP(s) to ensure the proper disbursement of government subsidies under the SIV School Outreach Programme.

SCHEDULE

“DH-matching” means

The assignment of primary school(s), special school(s), kindergarten(s) or child care centre(s) to an EHCP and his Associated Organization (if any) by the Government under the SIV School Outreach Programme through matching procedures conducted by the Programme Management and Vaccination Division of the Department of Health.

“Eligible Child” means

In the case of the Primary School Outreach: a student studying or attending a primary school or the primary or the KG/CCC section of a special school at the time of Vaccination; in the case of the Kindergarten/ Child Care Centre Outreach (Pilot), a child attending a kindergarten (including kindergarten-cum-child care centre) or a child care centre at the time of the Vaccination. ***Eligible Children***” means the plural of “Eligible Child”.

“Kindergarten/ Child Care Centre” or ***“KG/CCC”*** means

A kindergarten (including kindergarten-cum-child care centre) registered under the Education Ordinance (Cap 279 of the Laws of Hong Kong) which provides kindergarten education, or a child care centre registered under the Child Care Services Ordinance (Chapter 243, Laws of Hong Kong) which provides pre-primary services.

“Kindergarten/ Child Care Centre Outreach (Pilot)” or ***“KG/CCC Outreach (Pilot)”*** means

Outreach vaccination activities organized in kindergartens (KG) or child care centres (CCC) under the SIV School Outreach Programme.

“Primary School” means

A school registered under the Education Ordinance (Cap. 279 of the Laws of Hong Kong) which provides primary education.

“Primary School Outreach” means

Outreach vaccination activities organized in primary schools under the SIV School Outreach Programme.

“School Self-selection of Doctors” means

The assignment of primary school(s), special school(s), kindergarten(s) or child care centre(s) to an EHCP and his Associated Organization (if any) by the Government under the SIV School Outreach Programme through mutual agreement between the school and the EHCP or his Associated Organization which has been verified and confirmed by Programme Management and Vaccination Division of the Department of Health.

“Seasonal Influenza Vaccination” means

A Vaccination (or one Vaccination) is one dose of seasonal influenza vaccine to be administered to an Eligible Child within one Vaccination Period. For Eligible Children aged below 9 years, they are

entitled to Subsidy for two doses of seasonal influenza vaccination within the same Vaccination Period if they have never received the Vaccination after birth.

“Subsidy” means

The Subsidy per dose of seasonal influenza vaccine given to Eligible Children at their primary schools, special schools, kindergartens or child care centres, under the SIV School Outreach Programme are HKD\$100 for the Primary School Outreach and HKD\$260 for the KG/CCC Outreach (Pilot) respectively.

“Vaccination Period” means

A period announced by the Programme Management and Vaccination Division of the Department of Health for giving seasonal influenza vaccination to Eligible Children at their primary schools, special schools, kindergartens or child care centres under the SIV School Outreach Programme.