

賽馬會健腔護齒計劃
Jockey Club Dental Care Programme (JCDCP)
參加者須知
Participant Information Notice

申請資格 Eligibility

參加「賽馬會健腔護齒計劃」(「計劃」)的人士，須符合以下**所有**條件：

To become an eligible person (“Eligible Person”) that can be enrolled in the Jockey Club Dental Care Programme (JCDCP) as a participant (“JCDCP Participant”), an individual must:

1. 未有受惠於 綜合社會保障援助 (綜援) 計劃 或 關愛基金「長者牙科服務資助」項目；及
Not receiving the Comprehensive Social Security Assistance (CSSA) or Community Care Fund Elderly Dental Assistance Programme (CCF); AND
2. 持有根據《人事登記條例》(香港法例第 177 章) 所簽發的有效香港身份證；及
be a holder of a valid Hong Kong Identity Card within the meaning of the Registration of Persons Ordinance (Cap. 177 of the laws of Hong Kong); AND
3. 為下列各項的目前受惠人或受助者之一：
be a current beneficiary / recipient of any one of the following:
 - (a) 學生資助計劃的受助人 (包括「學校書簿津貼計劃」、「學生車船津貼計劃」及「上網費津貼計劃」); 或
Beneficiary of the Student Financial Assistance Schemes (including the School Textbook Assistance Scheme, the Student Travel Subsidy Scheme and the Subsidy Scheme for Internet Access Charges); or
 - (b) 在職家庭津貼計劃的受助人；或
Beneficiary of the Working Family Allowance Scheme; or
 - (c) 社會福利署「長者生活津貼」的受助人；或
Beneficiary of the Old Age Living Allowance administered by Social Welfare Department; or
 - (d) 已獲得醫院管理局「醫療費用減免」資格人士；或
Person provided with the Hospital Authority “Medical Fee Waiver”; or
 - (e) 社會福利署津助的「綜合家居照顧服務 (體弱個案)」/「改善家居及社區照顧服務」/「家居支援服務」(第一或第二級別收費/共同付款級別) 的使用者；或
Service user of “Integrated Home Care Services (Frail Case)”, “Enhanced Home and Community Care Services” and “Home Support Services” subvented by Social Welfare Department paying Level 1 or 2 / Co-payment Category I or II; or
 - (f) 社會福利署「長者社區照顧服務券計劃」的受助人 (第二級共同付款級別); 或
Beneficiary of Community Care Service Voucher Scheme for the Elderly with Co-payment Category II under the Social Welfare Department; or
 - (g) 家庭每月入息不高於政府統計處公佈的上年度第四季按住戶人數劃分的家庭住戶每月入

息中位數^{註 ii}

Monthly household income not exceeding the median monthly household income by household size in the fourth quarter of the previous year published by the Census and Statistics Department. (Note: Calculated as the average income from the three months preceding the application submission.)^{Note ii}

備註 Remark :

- i. 參加計劃的人士（「計劃參加者」）如在加入計劃後任何時間不再符合以上所列出的資格條件，立即不得獲得計劃下的資助服務。

Should any participant of the program ("Program Participant") cease to meet any of the eligibility criteria specified above at any time after enrollment, they shall immediately become ineligible to receive subsidized services under the program.

- ii. 以遞交申請表月份前三個月的平均入息計算。入息包括：(1) 固定 / 非固定底薪；及 (2) 生活津貼 / 逾時工作收入 / 花紅或佣金 / 其他津貼或獎金，不包括年終花紅或年終佣金，扣除法定強積金 / 認可職業退休計劃（俗稱「公積金」）供款後的扣稅前淨收入。

To be calculated as the average income from the three months preceding the application submission. Income refers to pre-tax net income after deducting contribution to Mandatory Provident Fund/ Recognised Occupational Retirement Scheme from (1) regular/irregular basic salary; and (2) living allowance/overtime pay/bonus or commission/other allowances or incentives, excluding year-end bonus or year-end commission. If there is no income, please enter "0".

計劃目標及服務範圍 Aims and Scope of the Programme

1. 「賽馬會健腔護齒計劃」，以資助基層市民使用牙科檢查及相關治療服務，並向計劃參加者推廣口腔健康教育。

JCDCP aims to promote early identification and timely intervention of dental diseases among the underprivileged groups with financial difficulties through provision of the subsidised JCDCP Services to the Participants.

2. 計劃服務為期一年（365 日）的循環期，循環期內計劃參加者最多可獲 2 次到診配額，使用以下計劃服務：

The Revolving Period of JCDCP lasts for one year (365 days). During the cycle, participants can receive a maximum of two quotas to use the following program services:

- (a) 口腔檢查、洗牙；及/或

Oral examination, dental scaling; AND/OR

- (b) 經註冊牙醫評估，根據計劃參加者的口腔檢查結果，按其專業判斷提供以下服務：

After examination by the dentist, the following services will be provided based on the oral examination results:

- (i) 補牙或簡單脫牙 1 隻^

dental filling or simple tooth extraction as treatment for one (1) tooth^

- (ii) X 光 (如有需要)
X-ray (intra-oral X-ray) (if necessary)
- (iii) 氟化物應用 (如有需要)
Fluoride Applications (if necessary)
- (iv) 緩解牙齒疼痛的藥物 (如有需要)
Medication for dental pain relief (if necessary)

備註 Remark :

^ 一年內 (365 日) 只限接受一次單顆補牙或脫牙服務

^ Within a year (365 days), only one single filling or extraction service is provided.

計劃費用 Service Fee

1. 計劃參加者每次須支付\$50 服務費。

JCDCP participants are required to pay a \$50 for each service.

2. 若計劃參加者同意，本牙科診所可提供不在計劃範圍內的牙科治療 (「自選服務」)。計劃參加者須知悉及同意本牙科診所可向其就提供自選服務收取費用，而其須自費承擔全數費用。計劃參加者亦須知悉及同意，此計劃並不會就上述費用承擔責任。

The dental clinic may provide dental treatments that fall outside the scope of the JCDCP Services if agreed by the JCDCP Participant ("Optional Services"). The JCDCP Participant acknowledges and agrees that the dental clinic shall be entitled to charge him/her fees for the provision of such Optional Services and he/she shall bear all of the cost of procuring such Optional Services at his/her own expense. The JCDCP Participant further acknowledges and agrees that the Program shall not be responsible for any fees or payments incurred therefrom.

申請程序 Application Procedures

1. 申請人須遞交一份申請表及帶備所需證明文件，並確保所需文件齊全以供核實受助資格。重覆遞交或資料不齊全的申請將不獲處理。

Applicants must submit an application form and all required supporting documents, and ensure that all of the required documents are complete. Duplicate applications or incomplete applications will not be processed.

2. 九龍樂善堂在接獲申請後，會先以申請人是否符合申請資格及資料是否齊全作出評審。

Upon receiving the application, The Lok Sin Tong Benevolent Society, Kowloon will first assess whether the applicant meets the application requirements and whether the information is complete.

3. 合符資格人士隨後會收到本院牙科診所個別通知及進行服務預約。

Eligible applicants will then be notified by the dental clinic of The Lok Sin Tong Benevolent Society, Kowloon.

申請文件 (請向牙科診所出示以下文件正本。)

Documents for Application (Please present the original copy of the following documents to the dental clinic)

1. 適用於所有申請人 Applicable to all Applicants

- (a) 已填妥的申請表 Completed application form
- (b) 申請人的身份證明文件正本 Original copy of Identity Document of the Applicant
- (c) 申請表第二部分符合申請「賽馬會健腔護齒計劃」資格類別的證明文件正本
Original copy of supporting documents for Part II Eligibility Category to enroll in the JCDCP

2. 適用於未滿十八歲 或 精神上無行為能力的申請人

Applicable to Applicants under the age of 18 or mentally incapacitated

- (a) 父母 / 法定監護人 / 代理人的身份證明文件 (如父母 / 法定監護人 / 代理人未能親自陪同申請人應診, 可提供身份證明文件副本作核對)

Identity Document of the parent / legal guardian / agent (A copy of the Identity Document can be provided for verification if the parent / legal guardian / agent cannot accompany the applicant in person)

- (b) 關係證明文件, 例如申請人的出生證明文件、證明代理人與申請人關係的宣誓證明書或自述書。

Proof of relationship, such as Applicant's birth certificate, statutory declaration, or self-declaration stating the relationship between the agent and the Applicant.

如有任何疑問, 歡迎向我們查詢。

If you have any questions, please feel free to contact us

樂善堂賽馬會基層健康牙科診所

地址: 大角咀深旺道 5 號利奧坊·壹隅 1 樓 1102 號舖

電話: 2323 5222

電郵: jcdclinic@loksintong.org

Lok Sin Tong Jockey Club Primary Dental Care Clinic

Address: Shop 1102, 1/F, The Quinn·Square Mile, No. 5 Sham Mong Road, Tai Kok Tsui, Kowloon

Phone: 2323 5222

Email: jcdclinic@loksintong.org

賽馬會健腔護齒計劃

Jockey Club Dental Care Programme (JCDCP)

收集個人資料聲明

(供申請人使用)

Personal Information Collection Statement (for Participants)

收集資料的目的 Purposes of Collection

1. 任何資料，包括就申請加入計劃（「申請」）向九龍樂善堂提供的個人資料，或九龍樂善堂在計劃運作期間收集者，會供九龍樂善堂作下列一項或多項用途（如適用）：

- (a) 處理你的申請；
- (b) 管理、監察、審計和評估計劃，包括但不限於處理計劃資助，在計劃範圍內提供計劃服務、向計劃參加者收取行政費用（如有），以及調查事件和投訴；
- (c) 統計、監察計劃、評估和研究用途；
- (d) 與上述任何用途直接相關的用途；以及
- (e) 香港法例規定、授權或准許的任何其他用途。

Any information, including the personal data provided to The Lok Sin Tong Benevolent Society, Kowloon in connection with any application for enrolment (“Application”) in the JCDCP or collected by The Lok Sin Tong Benevolent Society, Kowloon during the operation of the JCDCP will be used by The Lok Sin Tong Benevolent Society, Kowloon for one or more of the following purposes (if applicable):

- (a) processing your Application;
- (b) administration, monitoring, auditing and evaluation of the JCDCP including but not limited to processing of Subsidy, providing services within the scope of the JCDCP Services, collecting Administration Fee (if any) from the JCDCP Participants, and conducting investigations of incidents and complaints;
- (c) statistical, monitoring, evaluation and research purposes;
- (d) other purposes directly related to any of the above stated purposes; and
- (e) any other purposes as may be required, authorised or permitted by the laws of Hong Kong.

2. 在本表格內提供個人資料純屬自願。作為加入計劃的申請人，如你不同意提供個人資料，九龍樂善堂可能無法處理你的申請。

The provision of personal data in the form is voluntary. However, if you, as applicant for enrolment in the JCDCP, do not provide consent to the provision of personal data, The Lok Sin Tong Benevolent Society, Kowloon may not be able to process your Application.

資料承轉人類別 **Classes of Transferees**

3. 為施行上文第 1 條所述目的，有關的個人資料將轉交並供直接參與計劃的牙科和衛生範疇專業人士使用，包括：

- (a) 九龍樂善堂及其註冊牙醫（其根據《牙醫註冊條例》（香港法例第 156 章）註冊）、其員工和代理人；
- (b) 專職醫療人員及其代理人；以及
- (c) 香港賽馬會信託基金會的代理人。

The personal data will be transferred to and used by professional parties in the dental and health field which are directly involved in the JCDCP including:

- (a) The Lok Sin Tong Benevolent Society, Kowloon and their registered dentists (who have registered under the Dentists Registration Ordinance (Cap. 156 of the laws of Hong Kong)), employees, and agents;
- (b) allied health professionals and their agents; and
- (c) Hong Kong Jockey Club Charities Trust's agents, for the purposes set out in Clause 1 above.

4. 你所提供的個人資料將會保密。然而，如須施行上文第 1 條所述目的，九龍樂善堂或會向其他人士、組織、專業規管管理局和委員會，以及第三方披露這些資料。

The personal data you provide will be kept confidential. However, such personal data provided by you may also be disclosed by The Lok Sin Tong Benevolent Society, Kowloon to other persons, organisations, professional regulatory boards and councils, and third parties including The Lok Sin Tong Benevolent Society, Kowloon's agents engaged for the JCDCP, for any of the purposes stated in Clause 1 above to the extent necessary.

查閱個人資料 **Access to Personal Data**

5. 根據《個人資料（私隱）條例》（香港法例第 486 章）第 18 及 22 條，你有權要求查閱及更正你的個人資料，而九龍樂善堂有權就處理任何查閱及 / 或更正資料的要求收取合理費用。

Being an individual to whom personal data belongs, you have a right to request access to and correction of your personal data under sections 18 and 22 of the Personal Data (Privacy) Ordinance (Cap. 486 of the laws of Hong Kong). A reasonable fee may be charged by The Lok Sin Tong Benevolent Society, Kowloon for processing any data access and/or correction request.