

Health Care Advisory

This advisory is for the information of **ALL** patients who are hospitalized at Hong Kong Adventist Hospital ("the Hospital"). **Please read this carefully BEFORE selecting your hospital room.**

Room Category: In Hong Kong, most hospitals vary their **charges according to Room Category** (Standard, Semi-Private, Private and VIP). ***"Private Room" is any type of single occupancy room regardless of the number of beds. The higher category room, the higher the accompanying charges will be applied. Please check with your insurance company to confirm which categories are covered.***

Room Rates: The daily room charge **includes nursing care** but not meals, physician fees, medication fees, diagnostic tests, laboratory, Operating Theatre charges and other ancillary services.

For admissions to the General Unit (commences upon registration), a full-day rate is charged for the first 24 hours or less. Thereafter, if the subsequent stay is less than 12 hours, a half-day rate will be charged otherwise a full-day rate will be applied.

For new admissions or each transfer to the Intensive Care Unit (ICU), the above rules will apply. If Isolation is necessary, an isolation charge will apply.

No allowance is given for leave from hospital taken at your convenience.

Physician Fees: Besides in-house General Practitioners, our hospital does not regulate physician fees which may vary with each doctor and usually according to the room category. You are advised to clarify expected costs with your doctor(s) before admission.

Patients treated or admitted to the Hospital are under the direct care, supervision and responsibility of their attending physician. In general, most physicians, specialists, surgeons and independent contractors furnishing services to patients are not employees or agents of the Hospital. Please contact the Admission Office Staff for details.

Ancillary Charges: All ancillary charges such as drugs, laboratory tests, x-ray procedures etc will vary according to the room category. Surcharges apply for the weekend, public holidays, non-office hours or non-scheduled time. **Please refer to our Fee Schedule for details.** Hospital office hours are from 8:30a.m. to 5 p.m. (Mondays to Fridays) and 8:30 a.m. to 12 noon (Sundays).

Diagnosis imaging, laboratory and physiotherapy procedures may include blood drawing, medical or surgical treatment, and other Hospital's services rendered under the general/special instructions of the attending physician.

Room Change: Room rates are subject to the highest room category on the day of change. If you want to change room/bed, please make arrangements with nurses and verify all necessary charges and room rate with Admission Office. Most insurance companies do not cover the bed movement charge. We will try every effort to accommodate your request depending on room availability. The hospital reserves the right to make changes of room/bed for patients as needed.

There is a 48 hours requirement notice for room category change following non-packaged surgery. Once a package has commenced, it cannot be down-graded but can be upgraded. If an upgrade applies, the entire package will be charged at the higher rate.

Advance Payment: Advance payment is required upon admission and may be settled by cash, EPS, bank draft, Union Card or credit card.

Settlement of Hospital Accounts: Interim bills are issued every five days or if the outstanding balance reaches HK\$100,000 which is payable within two days upon bills received. All hospital accounts must be settled before discharge and a 2% surcharge per month will be made on all accounts not settled within 30 days. ***Kindly note that at least one hour is needed to process billing, discharge medication and other documentation.***

Valuables or Large Sum of Money: We strongly advise you not to bring along valuables or large sums of money to the hospital. In case you are unable to leave valuables at home, you can put them into the safe provided by the hospital. ***The hospital is not liable for loss or damage to personal items of unusual or any value.***

If you have any questions regarding your hospital bills, please feel free to ask the Admission Office staff. A Fee Schedule is also available for your reference.

住院須知

此住院須知乃為所有入住香港港安醫院(“本院”)人士的重要資料，請於選擇房間類別前細心閱讀本須知。

房間類別：本港大部份私家醫院的所有住院收費會根據病人入住房間類別而收費(貴賓、頭等、二等及三等)。「私家房」乃單獨使用的病房，非視乎病房內的病床數目而定。房間類別愈高，相關的服務收費亦相對較高；請與閣下的保險公司諮詢保單所涵蓋的房間類別。

房間收費：房租只包括護士服務，並不包括膳食、醫生、藥物、放射診斷、化驗、手術室及內外科用品等費用。

如入住一般病房不足一日(以註冊入院時間為準)，房租以整日計算。住院多於二十四小時，其後不足十二小時者，房租以半日計算，否則將以整日計算。

每次入住深切治療室，房租計算模式跟入住一般病房相同。若需入住隔離病房，本院將收取隔離病房房租。

若於住院其間請假暫離醫院，房間租金仍須計算。

醫生費：除附屬於本院之普通科醫生外，本院並無制定私家醫生的收費規條。而醫生的收費一般以所住之類別計算，故請在入院前先向主診醫生查詢有關的費用。

在醫院內治療或留院之病人，均直接由主診醫生照顧、監護及負責。一般而言，大部份為病人服務的醫生、專家、外科醫生及獨立承包商均不屬醫院僱員及代理。詳情請向出入院登記處查詢。

輔助費用：所有輔助費用如藥物、化驗、放射診斷及手術室亦將按照所住之房間類別收取。如在星期六、公眾假期、非辦公時間或非預約時間內使用本院服務，本院將收取額外費用。詳情請參考本院之價目表。本院的辦公時間為星期一至星期五，上午八時三十分至下午五時及星期日上午八時三十分至中午十二時。

在主診醫生的一般/特殊指令下，或須接受診斷成像、實驗室檢驗及物理治療等程序，當中可能包括抽血、藥物或手術治療及來自其他醫院提供之服務等。

更換房間：轉房當日將以較高房租計算。閣下如欲轉換房間類別或病床，請通知當值護士，並向出入院登記處查詢有關費用。部份保險公司並不包括有關費用。我們將盡力安排以達至閣下的要求，但仍需視乎情況而定。此外，本院亦有權在必要時調遷病人床位或房間。

沒有參加手術套餐計劃的人士如需要更改房間類別，必須於48小時前通知本院。套餐計劃一旦確認，房間類別只能上調而不能下調，且所有相關的服務收費亦將隨房間類別調整。

按金：入院時必須預繳按金。按金可以現金、易辦事、銀行本票、銀聯或信用卡支付。

付款及結賬：中期住院費用每五天結賬一次或若費用超出港幣十萬時亦須繳交所有費用。請於收取中期賬單後兩日內結賬。一切費用須於出院前清付。如超過三十天仍未清付，本院將每月額外收取百分之二的費用。由於出院時主診醫生須要填寫病歷記錄、藥房調配出院藥物及須時處理住院單據等文件，大部份出院程序約需一小時方可完成。

貴重物品及大量現金：懇請閣下盡量將貴重物品或大量現金留在家中。如有必要，請將貴重物品或現金存放在本院提供之保險箱內。本院恕不負責任何遺失或損毀之責任。

閣下如有任何疑問或需要參考本院之價目表，請向出入院登記處查詢。