



Dear Client,

We extend our heartfelt gratitude for selecting Hong Kong Adventist Hospital-Stubbs Road Outpatient Services. If you have had any clinical laboratory or diagnostic imaging tests within our Outpatient department, please be aware of the following details:

1. Our hospital has implemented a "**Report Auto-Send System**" specifically for outpatients. All clinical laboratory results or diagnostic imaging reports (except pathology reports) will be automatically sent to the email address registered in our clinic system **within 7 working days after the report is generated. Please note that the actual report delivery date depends on the required test items.**
2. Please ensure that the email address you provided during registration is correct. If you have any questions or need to make changes, please contact the Outpatient Registration Office by email or phone.
3. The report files dispatched to your email are secured with a password. To access these files, please enter your date of birth in the format (DDMMYEAR) to open the attachment.
4. **The automatically sent report should not be treated as a substitute for a follow-up consultation by the attending physician.** For any **clinical inquiries** regarding your laboratory or radiology results, we recommend scheduling a consultation appointment with your attending physician through the Outpatient Registration Office. Your attending physician should be the one to interpret and explain your test results.

Outpatient Registration Office

Email: regdesk@hkah.org.hk

Tel: (852) 3651-8808

5. Should you need an additional copy of your report, please reach out to the Medical Records Department during office hours. Please note that there might be a charge for this service.

Email: med.records@hkah.org.hk

Tel: (852) 3651-8809

Medical Records Office Hours:

Monday to Friday: 09:00 to 17:30

Sunday: 09:00 to 13:00

Saturday & Public Holiday: Closed