

香港特別行政區政府  
衛生署  
項目管理及疫苗計劃科  
九龍紅磡德豐街 18-22 號  
海濱廣場二座 3 樓



THE GOVERNMENT OF THE HONG KONG  
SPECIAL ADMINISTRATIVE REGION  
DEPARTMENT OF HEALTH  
PROGRAMME MANAGEMENT &  
VACCINATION DIVISION  
3/F, TWO HARBOURFRONT, 18-22 TAK FUNG  
STREET, HUNG HOM, KOWLOON

本署檔號 Our Ref. : (1) in DH/ERPMB/PMVD/VS/SIVOP/P1-4/4  
電話 Tel : 2125 2128  
圖文傳真 Fax : 2320 8505

20 June 2023

Dear Supervisors/ Principals of all Secondary Schools (including Secondary Section of Special Schools),

**Invitation to participate in the**  
**2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme**

Thank you very much for your support towards the Seasonal Influenza Vaccination (SIV) School Outreach (Free of Charge) Programme. The Government free Seasonal Influenza Vaccination Programmes was first introduced in secondary schools in 2022/23. With the keen support of over 270 secondary schools, more than 55,800 secondary school students benefited from school outreach services and were vaccinated in the last academic year.

Vaccination is one of the most effective ways to prevent seasonal influenza and its complications. According to local study, vaccination reduces the risk of influenza-like illness (ILI) in school children by half. Scientific data and research showed that the majority of paediatric cases of influenza-associated severe complication/death did not receive influenza vaccination.

According to local experience, school outreach can double vaccination coverage rates to an average of 70%, effectively strengthening the immunity barrier of school children. SIV can reduce school absenteeism, and also lower influenza transmission in the community.

We cordially invite all secondary schools to participate in the 2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme. Under the Programme, all school children of the participating schools can receive free seasonal influenza vaccination, through Public-Private-Partnership (PPP) vaccination teams.

Schools can choose their service doctor by School Self-selection of Doctors, or they can have the Department of Health (DH) match a service doctor with the school. Please refer

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aspire to be an internationally renowned public health authority***

to **Annex** for details of the Programme. We hereby remind schools to stay clear of associating with any improper financial (or advantage) transactions when choosing your service doctor through School Self-selection of Doctor.

Please return the completed **Form A**. **Nil return is required** (Please return Form A even if your school is not joining). For schools joining through **School Self-selection of Doctors**, please **also return completed Form B**. All relevant forms should be returned to Programme Management and Vaccination Division of the Centre for Health Protection **on or before 30 June 2023** by fax to **2320 8505**, or by email to [sivop@dh.gov.hk](mailto:sivop@dh.gov.hk)

We will inform the schools of the application results in late July 2023. For any enquiries, please call our programme hotline at 2125 2128.

Yours faithfully,



(Dr. WL YIM)  
for Director of Health

**Information Sheet**  
**2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge)**  
**Programme**  
**Secondary School Outreach**

**Objectives of the Programme:** The Programme aims to facilitate secondary schools in arranging outreach vaccination, so as to increase the seasonal influenza vaccination coverage for school children, to reduce school absenteeism, influenza related complications, hospitalisations and deaths, and to reduce influenza transmission in the community.

**Eligibility to join :** Under the Programme, all secondary schools (including secondary section of special schools) can join the Programme. All school children of the participating schools can receive free seasonal influenza vaccination, through Public-Private-Partnership (PPP) vaccination teams\*. School may choose their PPP vaccination team through either *School Self-selection of Doctors* or by *DH-matching*.

✧ *School Self-selection of Doctors*

- i. Schools can choose a private doctor/ medical organisation from the list posted on the Centre for Health Protection website: <https://www.chp.gov.hk/en/features/101414.html>.
- ii. Schools with prior outreach vaccination activities may continue the partnership with the previous doctors/ medical organisations.

✧ *DH-matching*

- i. For schools which have not selected a private doctor/ medical organisation, DH would match a service doctor\* with the school.

\*For schools in remote areas (e.g. out-lying islands) or areas requiring Closed Road Permit or Closed Area Permit (e.g. Lantau Island, Sha Tau Kok), DH may arrange DH Vaccination Team to provide the outreach vaccination service.

**Schedule of the vaccination activities:** The school should fix the dates of vaccination activities with the service doctor. The vaccination should be completed within TWO days. The outreach vaccination activity should be conducted from 8AM to 3PM on school days (Monday to Friday).

**Types of vaccines being used:** The Department of Health (DH) will provide Inactivated Seasonal Influenza Vaccines (Injectable Type) for Secondary School Outreach.

**Delivery arrangement:** DH will arrange the delivery of the vaccines directly to the Secondary Schools.

**Roles and responsibilities of schools:** Since schools are provided with vaccination services free of charge, they do not need to conduct tendering or quotation exercise when choosing a doctor. Schools are reminded to stay clear of associating with any improper financial (or advantage) transactions when choosing your service doctor through School Self-selection of Doctor.

Schools are responsible for:-

- 1) Distributing and collecting consent forms;
- 2) Verifying the particulars of the students provided in the consent forms;
- 3) Arranging vaccination venue;
- 4) Preparing the flow for vaccination day(s) (complete vaccination within 2 days);
- 5) Assisting in the operation of the vaccination team during the vaccination activities; and,
- 6) Providing locked cabinet(s) for temporary storage of clinical waste in case same day collection of clinical waste cannot be arranged.

#### **Announcement of the application results**

The schools will be informed the **application and the matching results in July 2023**.

#### **Remarks**

For schools that are not interested in joining the 2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme or wish to provide SIV to students after the application deadline of the Programme, they can invite private doctors from the Vaccination Subsidy Scheme (VSS) School Outreach (Extra Charge Allowed) (website: <http://www.chp.gov.hk/en/features/101452.html>) to provide outreach vaccination at schools. All school children of the participating schools can receive seasonal influenza vaccination with subsidy from the Government. Private doctors under the Scheme may impose **extra charges**. Schools can discuss with the private doctors for the type of vaccine to be used. School staff and students' family members can also receive vaccination under the outreach vaccination activity, but the Government only provides subsidy to persons of VSS eligible groups. Non-eligible persons can join the activity via self-payment.

# **Enrolment Form A**

## **2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme** **Secondary School Outreach**

Please return this Form A to Programme Management and Vaccination Division, Emergency Response and Programme Management Branch of the Centre for Health Protection **by fax or email** (Fax Number: 2320 8505/ Email Address: [sivop@dh.gov.hk](mailto:sivop@dh.gov.hk)) on or before 30 June 2023.

Please put “✓” into the appropriate box(es).

**1. Will your school apply to the 2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme?**

- Yes (Please continue to **Question 2**)  
 No (Application form ends. Please provide school information, sign below and return **Form A**)

**2. Will your school select vaccination team by yourself?**

- Yes, we opt for School Self-selection of Doctors (Please provide information and sign below and proceed to **Form B**. Please return **both Form A and Form B**.)  
 No (Please provide school information, sign below and **return Form A**. DH will match a service doctor with the school.)

Name of School :

School Address :

Number of Students:

Region of the School:

Hong Kong/ Kowloon/  
New Territories East/ New Territories West

Telephone Number:

Email Address :

Fax no. :

Signature of School  
Representative:

Name of School Representative:

Rank of School Representative:

Date :

**School Chop :**

# **Enrolment Form B**

## **2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme** **Secondary School Outreach**

### **Information of Selected Service Doctor**

Once your school has selected a service doctor and reached mutual agreement, please complete this **Form B** and return to Programme Management and Vaccination Division, Emergency Response and Programme Management Branch of the Centre for Health Protection **by fax or email (Fax Number: 2320 8505/ Email Address: [sivop@dh.gov.hk](mailto:sivop@dh.gov.hk)) on or before 30 June 2023.**

Name of School: \_\_\_\_\_

#### **Part I - To be filled by school**

Our school **agrees** to join the 2023/24 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme and has contacted the following doctor/medical organisation to provide free influenza vaccination to students.

Name of doctor: \_\_\_\_\_

Name of medical organisation: \_\_\_\_\_

#### **Part II – To be filled by the service doctor**

I **agree** to provide outreach vaccination services to the above school under School Self-selection of Doctors.

Signature of Enrolled Doctor :	_____	<b>Clinic/ Medical Organisation Chop :</b>
Contact person:	_____	
Rank of Contact person:	_____	
Telephone number of doctor/medical organisation:	_____	

**To be submitted by school representative** after completing Part I and Part II

Signature of School Representative :	_____	<b>School Chop:</b>
Name of School Representative	_____	
Rank of School Representative:	_____	
Telephone Number:	_____	
Date:	_____	