



本署檔號 Our Ref. : (4) in DH/ERPMB/PMVD/VS/SIVOP/P1-8/1
電話 Tel : 2125 2128
圖文傳真 Fax : 2984 9608

3 November 2022

Dear Supervisors/ Principals/ Teacher-in-Charge of Secondary Schools,

2022/23 Seasonal Influenza Vaccination
School Outreach (Free of Charge) Programme

Following the Department of Health's recent invitation to all secondary schools on the 2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme (SIVSOP), we would like to appeal for your support and early reply on Programme participation:

1. Under the Programme, all school students of the participating schools can receive free seasonal influenza vaccination, through Public-Private-Partnership (PPP) vaccination teams. Your school is strongly encouraged to enrol in SIVSOP to protect your students from seasonal influenza via School Outreach vaccination activities. Please refer to **Annex** for details. 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**.

In addition, regarding the two online briefing sessions held on 28 October, we would like to provide you with following information for reference:

2. Please refer to the School Guide for detailed arrangement of vaccination activities to facilitate your early preparation (accessible at https://www.chp.gov.hk/files/pdf/schoolguide_eng.pdf).
3. Presentation materials for the briefing sessions have been uploaded on to the Centre for Health Protection website (accessible at <https://www.chp.gov.hk/en/features/101927.html>).

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. : (4) in DH/ERPMB/PMVD/VS/SIVOP/P1-8/1
電話 Tel : 2125 2128
圖文傳真 Fax : 2984 9608

4. Upon receiving the matching results, please liaise early with your vaccination teams to schedule the dates of vaccination activities and facilitate their relevant logistics preparation.

Thank you very much for your support to the Programme and we look forward to receiving your replies.

Yours Sincerely,
Programme Management and Vaccination Division
Centre for Health Protection
Department of Health

Information Sheet

2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge)

Programme (SIVSOP)

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 arrangement for 2022/23 influenza season, all secondary schools (including secondary section of special schools) can join the SIVSOP 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>.

✧ *DH-matching*

- i. For schools which have not selected a private doctor/ medical organisation, DH can 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. Under SIVSOP, the outreach vaccination activity should be conducted from 8AM to 3PM on school days (Monday to Friday) and completed within TWO days.

Types of vaccines being used: The Department of Health (DH) will provide Inactivated Seasonal Influenza Vaccines (Injectable Type) for school outreach under SIVSOP.

Delivery arrangement: DH will arrange the delivery of 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 the vaccine dose within 2 days)
- 5) Assisting in the operation of the vaccination team during the vaccination activities;
- 6) Cooperating with vaccination team to implement Infection Control measures for COVID-19; and
- 7) 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 mid-November 2022**.

Other channels to receive Seasonal influenza vaccination

For schools that choose not to join SIVSOP (free of charge) or have missed the application deadline of SIVSOP, 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 such 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. For eligible students who do not receive SIV at schools, they can receive subsidised SIV at private clinics enrolled in VSS (website: <https://www.chp.gov.hk/en/features/46199.html>).

Enrolment Form A

2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge)

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) on or before 1 November 2022.*

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

1. Will your school apply for the 2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge) Programme?

☐ Yes (Please continue to **Question 3**)

☐ No. Reason of not joining: _____

(Please continue to **Question 2**)

2. Will your school arrange school outreach influenza vaccination through Vaccination Subsidy Scheme School Outreach (Extra Charge Allowed)

(<https://www.chp.gov.hk/en/features/100634.html>)?

☐ Yes (Application form ends. Please provide school information, sign below and **return Form A** and please liaise directly with Doctor on the VSS doctor list:

https://www.chp.gov.hk/files/pdf/list_of_doctors_providing_vaccination_at_non_clinic_settings_en.pdf)

☐ No. (Application form ends. Please provide school information, sign below and **return Form A**)

3. 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. :

Name of School Representative:

Rank of School Representative:

Date :

School Chop :

Enrolment Form B

2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge)

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) on or before 1 November 2022.

Name of School: _____

Part I - To be filled by school

Our school **agrees** to join the 2022/23 Seasonal Influenza Vaccination School Outreach (Free of Charge) 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 :

Contact person:

Rank of Contact person:

Telephone number of
doctor/medical organisation:

**Clinic/ Medical
Organisation Chop :**

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

Signature of School Representative :

Name of School Representative

Rank of School Representative:

Telephone Number:

Date:

School Chop: