



社會福利署

Social Welfare Department

Our Ref. : SWD 230/980/87

Tel. No. :

Fax No. : 2893 6983

Rehabilitation & Medical  
Social Services Branch  
9/F, Wu Chung House  
213 Queen's Road East  
Wan Chai, Hong Kong

14 February 2006

Chairpersons/Agency Heads  
Subvented Non-governmental Organizations  
Operating Rehabilitation Services

Dear Sir/Madam,

**Invitation of Proposals  
on Community Rehabilitation Day Centre (CRDC)  
at Tang Shiu Kin Hospital**

As announced in Chief Executive's Policy Address 2005-06, the Government will strengthen the community support services to people with disabilities and their families by providing community rehabilitation day centres to discharged patients with mental, neurological or physical impairments. The CRDC at Tang Shiu Kin Hospital covered in the attached service specification is the first one to be set up. This CRDC aims at providing, short-term and time-defined rehabilitation service to the discharged patients who are referred by professional staff of Hospital Authority (HA) in Hong Kong Island. Improvement to the patients' functional level is expected after completion of the training packages so as to prevent them from becoming home bound, to postpone premature institutionalization and to minimize the need for long term care.

I am pleased to invite you to submit proposal for operating this CRDC. Your application will be evaluated in accordance with the guidelines for the service proposal contained in the Information to be Included in the Proposal of the Service Specification. To facilitate your preparation of the application, I attach the Summary of Service Specification of the CRDC (Appendix 1) for your quick reference. For full set of the Service Specification and related Annexes, you may download from the "What's New" section of the Social Welfare Department Homepage: <http://info.gov.hk/swd>.

A Vetting Committee will be set up by the Department to assess the applications. Applicants may be invited to present their proposals to the Vetting Committee if needed. Service will be awarded to the suitable operating agency on the recommendation of the Vetting Committee upon approval by the Director of Social Welfare. Successful agency will be informed by April 2006 and expected to commence service operation in October 2006.

If you are interested in operating this CRDC at Tang Shiu Kin Hospital,



please submit your proposal of **not more than 50 pages** (of font size at 12 and in 5 hard copies and 1 soft copy) in sealed envelope **by hand, on or before 22 March 2006 (Wednesday) 5:00p.m.** to the following address:

Rehabilitation and Medical Social Services Branch  
(Attn : Mr Charles LEUNG)  
Social Welfare Department  
**Room 901**, Wu Chung House,  
213 Queen's Road East, Wan Chai,  
Hong Kong

**Late application will not be considered.**

Site visit and a briefing session will be held on **22 February 2006 (Wednesday)** with schedules as follows :

- i. 9:30a.m. to 10:30a.m. – Site visit to the identified premises (1/F., Community Ambulatory Care Centre, Tang Shiu Kin Hospital)
- ii. 10:45a.m. to 12:00 noon – Briefing session at Lecture Room, A&E Training Centre, 3/F., Tang Shiu Kin Hospital

Please indicate your intended presence at these sessions by returning the completed reply slip by fax (fax no. : 2893 6983) on or before **noon of 18 February 2006 (Saturday)**. For enquiries, you may contact the following :

- On project: Mr. Charles LEUNG (Tel No: 2892 5114)
- On site visit and briefing session: Miss Yondy LAI (Tel No: 2892 5655)

Thank you for your attention and looking forward to your enthusiastic response.

Yours sincerely,

(Mrs Agnes LI)

for Director of Social Welfare

Encl.

c.c. HKCSS (Attn : Mr Philip YUEN, Chief Officer)  
DSWO(E/W)

### Reply Slip

To : Miss Yondy LAI, S(RM)6/SWD  
Fax no. : 2893 6983  
From \_\_\_\_\_  
(name of Agency): \_\_\_\_\_

Site Visit and Briefing Session for  
Community Rehabilitation Day Centre at Tang Shiu Kin Hospital

I would like to inform you that my agency will have the following numbers of staff to attend the site visit and the briefing session on **22 February 2006 (Wednesday)**:

	Session	Number of Persons (not more than <b>three</b> persons per agency)
1.	Site visit to the identified premises (1/F., Community Ambulatory Care Centre, Tang Shiu Kin Hospital) from 9:30a.m. to 10:30a.m.	
2.	Briefing session at Lecture Room, A&E Training Centre, 3/F., Tang Shiu Kin Hospital from 10:45a.m. to 12:00 noon	

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Post : \_\_\_\_\_

Agency : \_\_\_\_\_

Contact Tel. No. : \_\_\_\_\_

Date : \_\_\_\_\_