

Compulsory Testing for RCHE and RCHD Staff
List of Staff Issued with the
Certificate of Exemption from Payment of Testing Expenses (Round _____)

(Page no. _____)

For filing by the
RCHE/RCHD

Name of the RCHE/RCHD: _____

We have issued the Certificate of Exemption from Payment of Testing Expenses to grant exemption for the _____ round of compulsory testing to the following persons (including full-time, part-time and relief staff) who are employed by and on duty at the premises of the aforementioned RCHE/RCHD, or who provide services to residents of the RCHE/RCHD through a hire-of-service contract with the RCHE/RCHD.

Issue Date of the Certificate of Exemption from Payment of Testing Expenses	Name	Post	Those eligible for the Certificate of Exemption from Payment of Testing Expenses			
			(1) Those who are unfit to receive COVID-19 vaccination due to medical conditions supported by a valid medical certificate ¹ and have presented the certificate to the RCHE/RCHD (Please specify the validity period ² of the medical certificate)	(2) Those who have received their first dose of a COVID-19 vaccine and presented their COVID-19 vaccination record/electronic vaccination record to the RCHE/RCHD (Please specify the date of receiving the first dose of a COVID-19 vaccine)	(3) Those who have received two doses of a COVID-19 vaccine less than 14 days before and presented their COVID-19 vaccination record/electronic vaccination record to the RCHE/RCHD (Please specify the date of receiving the second dose of a COVID-19 vaccine)	(4) Those who have received two doses of a COVID-19 vaccine at least 14 days before, chose to undergo the test voluntarily and presented their COVID-19 vaccination record/electronic vaccination record to the RCHE/RCHD (Please specify the date of receiving the second dose of a COVID-19 vaccine)
1.						
2.						
3.						
4.						
5.						
6.						

Declaration:

- We/I undertake to keep proper filing of all documents and records relating to the issue of the Certificate of Exemption from Payment of Testing Expenses, including but not limited to the List of Staff Issued with the Certificate of Exemption from Payment of Testing Expenses for at least 7 years for future inspection by the Social Welfare Department.
- We/I have checked the relevant supporting documents and confirmed that the staff members are eligible for the Certificate of Exemption from Payment of Testing Expenses before issuing the certificate.
- All information submitted and the relevant supporting documents maintained are true and correct. I understand that I shall be liable if I knowingly submit/maintain any false information or withhold any particular, and/or mislead the Government into processing exemption from payment of testing expenses for this round. I also understand that the Government reserves all rights to take further actions, including but not limited to recovering the testing expenses from the RCHE/RCHD and/or the person having been exempted.

Stamp of the RCHE/RCHD

Signature of Operator/Home Manager of RCHE/RCHD : _____

Name of Operator/Home Manager of RCHE/RCHD : _____

Post : _____

Date : _____

¹ A valid medical certificate should bear the staff's full name and HKID number, the assessments/recommendations of the medical officer/practitioner, the issue date, and must either be issued by a Government/Hospital Authority (HA) medical officer or registered private medical practitioner. The list of registered medical practitioners can be accessed at <https://www.mchk.org.hk>. For the avoidance of doubt, medical certificates issued by registered Chinese medicine practitioners and other healthcare professionals (e.g. chiropractors and physiotherapists), irrespective of whether they are issued by HA, Government or private hospitals/clinics, will not be accepted for proving the medical conditions of the staff.

For medical certificates with a specified validity period regarding the staff's unfitness for receiving COVID-19 vaccination or with a specific timing by which the staff's unfitness should be re-examined or re-assessed, the relevant medical assessments/recommendations will be considered valid throughout such specified period or up to the specified timing. In the event that no validity period is specified in the medical certificate but a recall appointment/re-appointment has been scheduled, the relevant medical assessments/recommendations will be considered valid from the issue date of the medical certificate until the recall appointment/re-appointment date. The staff concerned should submit to the RCHE/RCHD the medical certificate together with the proof of recall appointment/re-appointment scheduled, e.g. the relevant appointment slip issued by the Department of Health (DH)/HA or the letter of recall appointment/re-appointment signed off by a registered private medical practitioner. In the case that neither a validity period regarding the staff's unfitness for receiving COVID-19 vaccination is specified in the medical certificate nor any recall appointment/re-appointment is scheduled, the medical assessments/recommendations will be considered valid for 3 months from the issue date of the relevant medical certificate (first and last days inclusive).

² The validity period of the medical certificates shall have at least 1 day falling within the testing period specified for this round of Compulsory Testing for RCHE and RCHD Staff.