



**Minutes of Hospital Authority
Administrative & Operational Meeting
held on Thursday 26 October 2023 at 2:30 pm
in Conference Hall, 2/F, HA Building, 147B Argyle Street, Kowloon**

Present :

Mr Henry FAN Hung-ling, SBS, JP	(Chairman)
Mr Lawrence CHAN Man-yiu	(via web conference)
Prof CHAN Wai-yee	
Mr CHAN Wing-kai	(via web conference)
Ms Margaret CHENG Wai-ching, JP	(via web conference)
The Hon Duncan CHIU	(via web conference)
Mr Howard CHU Ho-yan Representing Permanent Secretary for Health	(via web conference)
Mr Ambrose HO, SBS, SC, JP	
Ms Maisy HO Chiu-ha, BBS	(via web conference)
Ms Mary HUEN Wai-yi, JP	(via web conference)
Mr JAT Sew-tong, SBS, SC, JP	(via web conference)
Dr Tony KO Pat-sing, JP Chief Executive	
Mrs Sylvia LAM YU Ka-wai, SBS	
Prof LAU Chak-sing, BBS, JP	
Dr LEUNG Wing-cheong	
Dr Teresa LI Mun-pik Representing Director of Health	(via web conference)
Mr Aaron LIU Kong-cheung, JP Deputy Secretary for Financial Services and the Treasury (Treasury)1	(via web conference)

Prof David SHUM Ho-keung

Prof Agnes TIWARI Fung-yee *(via web conference)*

Mr Philip TSAI Wing-chung, BBS, JP

Dr Thomas TSANG Ho-fai, BBS *(via web conference)*

Mr WAN Man-yee, BBS, JP

Mr Andy LAU *(Secretary)*
Head of Corporate Services

Absent with : Prof Francis CHAN Ka-leung, SBS, JP
apology

(*Out of Ms Anita FUNG Yuen-mei, BBS, JP
Hong Kong)

Mr Henry TONG Sau-chai, MH, JP

Mr Anthony TSANG Hin-fun

* Ir Billy WONG Wing-hoo, BBS, JP

In attendance : Mr Anita CHAN
Director (Finance)

Dr K H CHAN
Representing Cluster Chief Executive (Hong
Kong West)

Dr N T CHEUNG
Head of Information Technology and Health
Informatics

Dr W K CHING
Director (Strategy and Planning)

Dr K L CHUNG
Cluster Chief Executive (New Territories East)

Dr K H LAU *(via web conference)*
Deputising Cluster Chief Executive (Hong
Kong East)

Dr C B LAW *(via web conference)*
Cluster Chief Executive (Kowloon West)

Dr Larry LEE
Deputising Director (Cluster Services)

Dr Y C LI *(via web conference)*
Representing Cluster Chief Executive
(Kowloon Central)

Mr David MAK
Head of Human Resources

Dr Michael WONG
Director (Quality and Safety)

Dr Deacons YEUNG *(via web conference)*
Cluster Chief Executive (Kowloon East)

Dr WONG Yiu-chung *(via web conference)*
Cluster Chief Executive (New Territories West)

Mr Frankie YIP
Chief Manager (Corporate Communication)

Dr Jeffrey LAI
Chief Manager (Clinical Effectiveness & Technology Management)
[For discussion of AOM Paper No.1901]

Dr Catherine CHONG
Senior Manager (Medical Grade)
[For discussion of AOM Paper No.1890]

Mr Jeffrey TONG
Senior Manager (Remuneration & HCM System)
[For discussion of AOM Paper No.1890]

Mr Ambrose LAU
Chief Manager (Staff Development & Wellbeing)
[For discussion of AOM Paper No.1891 and Senior Executive
Appointments under Any Other Business]

Mr Peter LEUNG
Senior Manager (Staffing & Grade Management)
[For discussion of AOM Paper No.1892]

Ms Barbara CHENG
Senior Manager (Benefits, Performance Management & Discipline Team)
[For discussion of AOM Paper No.1893]

Ms Doris HO
Executive Director, Hospital Authority Provident Fund Scheme
[For discussion of AOM Paper No.1894]

Mr William CHAN
Chief Systems Manager (Clinical Systems Product & Quality)
[For discussion of AOM Paper No.1895]

Ms Rowena WONG
Chief Manager (Chinese Medicine)
[For discussion of AOM Paper No.1896]

Mr Kenny WONG
Senior Manager (Quality & Standards)
[For discussion of AOM Paper No.1898]

Dr Flora TSANG
Chief Manager (Integrated Clinical Services)
[For discussion of AOM Paper No.1898]

Ms Rita HO
Senior Manager (Technology Management)
[For discussion of AOM Paper No.1898]

Dr Vivien CHUANG
Chief Manager (Infection, Emergency & Contingency)
[For discussion of AOM Paper No.1898]

Dr Sherman Chow
Senior Manager (Elderly Care)
[For discussion of AOM Paper No.1898]

Ms Natalia LI
Chief Manager (Boards & General)

Ms Michele LIU
Senior Manager (Boards & Support)

Ms Joanna KOO
Manager (Boards & Support)

In attendance : Mr Jason LO
(Attachees of Systems Manager (Institute of Health Information Technology)
the Corporate Exposure Programme)
Mr Cedric MOK
Senior Pharmacist, Yan Chai Hospital

Ms Jasper WONG
Senior Pharmacist, Hong Kong Children's Hospital

Ms Pinky WONG
Department Operations Manager (Paediatric Intensive Care Unit),
Hong Kong Children's Hospital

Mr C K YIP
Department Operations Manager (Department of Medicine),
Queen Mary Hospital

Dr Emily YIP
Consultant (Orthopaedics & Traumatology), Tuen Mun Hospital

Declaration of Interest

The Chairman invited Members to declare conflict of interest, if any, arising from the agenda items of, or discussion at, the meeting. There was no declaration from Members.

Welcome Remarks

2. The Chairman welcomed the six sit-in colleagues, who were attachees from the Allied Health, Nursing and the Administrative disciplines under the Corporate Exposure Programme of the Hospital Authority (HA) Head Office (HO).

Confirmation of Minutes

3. The draft minutes of the last Administrative & Operational Meeting (AOM) held on 21 September 2023 were confirmed without amendment.

Matters Arising

Expansion of Special Honorarium Scheme (Special Duties) for Weekday Elective Operating Theatre Sessions in Hospitals with Severe Manpower Deficiency (Restricted AOM Paper No.1901)

(The subject was discussed and Members approved the proposed expansion of the Special Honorarium Scheme (SHS) (Special Duties) to include weekday elective Operating Theatre sessions in hospitals facing a severe shortage of Anaesthesiologists. The detailed deliberations were separately recorded in paragraphs 4 to 7.)

Proposed Employment Package for Full-time Visiting Doctors from Macao for Specialist Training (Confidential AOM Paper No.1890)

(The subject was discussed and Members approved the proposed employment package for full-time visiting doctors from Macao for completion of their specialist training in hospitals of HA. The detailed deliberations were separately recorded in paragraphs 8 to 14.)

Review on Training Undertakings (Confidential AOM Paper No.1891)

(The subject was discussed and Members approved the proposed revision of the undertaking arrangements for training outside Hong Kong as one of the staff retention strategies, subject to further external legal advice to

Action by

be obtained. The detailed deliberations were separately recorded in paragraphs 15 to 21.)

(Dr Tony KO left at this juncture, and Dr W K CHING represented the Chief Executive to attend the meeting.)

Proposed Enhancement Measures to Attract and Retain Supporting Staff

(Confidential AOM Paper No.1892)

(The subject was discussed and Members noted the manpower situation of supporting staff and the staff retention measures planned for implementation by HA; approved the proposals on merging of IIIA and IIIB levels and changes in entry pay for Patient Care Assistant / Operation Assistant / Executive Assistant to attract and retain supporting staff; and supported the extended scope of SHS to cover non-clinical projects. The detailed deliberations were separately recorded in paragraphs 22 to 25.)

Annual Report on Hospital Authority Mandatory Provident Fund Scheme and Proposal on Way Forward

(Confidential AOM Paper No.1893)

(The subject was discussed and Members noted the Annual Report of the Hospital Authority Mandatory Provident Fund Scheme (HAMPFS) as at 31 March 2023; the way forward for engaging additional service provider(s) for HAMPFS; and the change in sponsorship for Invesco Strategic Mandatory Provident Fund Scheme, and suggested further reviewing the appropriate number of service providers required by HA. The detailed deliberations were separately recorded in paragraphs 26 to 35.)

Hospital Authority Provident Fund Scheme Annual Operation Report 2022/23

(Restricted AOM Paper No.1894)

(Members noted the HA Provident Fund Scheme Annual Operation Report 2022/23. The detailed deliberations were separately recorded in paragraphs 36 to 37.)

Annual Update on Electronic Health Record Programme Undertaken by the Hospital Authority

(Restricted AOM Paper No.1895)

(The subject was discussed and Members noted the annual update on the progress of the Electronic Health Record (eHR) Programme undertaken by HA as the Government's technical agency and the implementation progress in respect of HA as a healthcare provider participating in eHR

Sharing System. The detailed deliberations were separately recorded in paragraphs 38 to 45.)

**2022/23 Annual Service Report on Chinese Medicine Clinics cum Training and Research Centres and Integrated Chinese-Western Medicine Programme
(Restricted AOM Paper No.1896)**

(Members noted the annual service report of the on Chinese Medicine Clinics cum Training and Research Centres and Integrated Chinese-Western Medicine Programme for 2022/23. The detailed deliberations were separately recorded in paragraphs 46 to 48.)

**Corporate Communication Work Plan
(Restricted AOM Paper No.1897)**

(The subject was discussed and Members noted the corporate communication plan of HA for 2023/24. The detailed deliberations were separately recorded in paragraphs 49 to 55.)

**Hospital Authority's Action Items under The Chief Executive's 2022 Policy Address
(Restricted AOM Paper No.1898)**

(without presentation)

56. Members noted the second bi-annual report on the implementation of the action items to take forward specific healthcare-related items relevant to HA as set out in the Hong Kong Special Administrative Region Chief Executive (HKSAR CE)'s 2022 Policy Address (2022 PA). Some of the action items had been completed and others continued to be in good progress.

**The Chief Executive's 2023 Policy Address
(AOM Paper No.1899)**

57. Mr Andy LAU highlighted the key aspects from relevant extracts of the HKSAR CE's 2023 Policy Address (2023 PA), Policy Measures, and Indicators for Specified Tasks announced on 25 October 2023, covering public hospital services, primary healthcare and Chinese Medicine (CM) development, healthcare manpower, health technology, etc.

58. On HA, directions were laid down in the Policy Address to enhance healthcare services, specifically to shorten the waiting time of stable new cases of two specialties, namely Ear, Nose and Throat, and Orthopaedics and Traumatology; promote ICWM programmes; optimise the ratio of case manager to patients with severe mental illness under the

Action by

Case Management Programme; establish Hong Kong's first Chest Pain Centre in Queen Mary Hospital in 2025 in accordance with national accreditation standards; set up a breastmilk bank; increase public service quota for assisted reproductive services; establish "Cluster Clinical Research Support Office" to promote clinical research and trials in public healthcare system; keep attracting more healthcare talents and strengthening exchange and co-operation through different programmes; resume the hospital accreditation programme and adopt the "International Hospital Quality Accreditation Standards (China)" to ensure that public hospitals were up to international hospital quality standards. More details of the measures and indicators were set out in the Policy Address, with relevant extracts reproduced on the paper.

59. Action plan was being formulated to implement the initiatives for the benefit of patients. In accordance with the prevailing mechanism for the progress reporting on HA action items for 2022 PA, progress on the implementation of HA's actions items for 2023 PA would be reported to the Executive Committee (EC) on quarterly basis and to the HA Board bi-annually to facilitate monitoring and follow up.

60. Without particular comment, Members noted the relevant contents of the HKSAR CE's 2023 PA and Policy Measures that were related to HA, public hospital services, primary healthcare and CM development, healthcare manpower, health technology, etc., and the monitoring of various indicators for specified tasks related to HA.

**Progress Reports of Committees of the Hospital Authority Board
(Restricted AOM Paper No.1900)**

(without presentation)

61. Members noted the key agenda items discussed by the Supporting Services Development Committee, annual briefing of the Main Tender Board (MTB), joint meeting of Finance Committee (FC) and Human Resources Committee (HRC), HRC, Medical Services Development Committee, EC, and FC in September and October 2023; and the detailed progress reports from the Information Technology Services Committee, EC, Audit and Risk Committee and MTB in September 2023.

Any Other Business

Senior Executive Appointments

62. Members noted the following appointments:

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- (a) Dr Joyce CHAN Ka-yin (陳嘉賢醫生), currently Senior Health Informatician (Clinical Systems), as Chief Manager (Health Informatics) with effect from 12 October 2023;
- (b) Dr Anna TONG Yee-ha (唐綺霞醫生), currently Senior Health Informatician (Public Health & Information Service), as Chief Manager (eHealth) with effect from 22 November 2023;
- (c) Dr Flora TSANG Hau-fung (曾巧峰醫生), currently Chief Manager (Integrated Clinical Services), as Hospital Chief Executive (Grantham Hospital & Tung Wah Hospital) with effect from 1 January 2024; and
- (d) Mr William CHUI Chun-ming (崔俊明先生), currently Clinical Stream Coordinator (Pharmacy) of Hong Kong West Cluster / Department Manager (Pharmacy) of QMH, as Chief Pharmacist with effect from 2 April 2024.

Date of Next Meeting

63. The next AOM was scheduled for Thursday, 23 November 2023 at 2:30 pm in the Conference Hall, HA Building.

64. There being no other business, the meeting was adjourned at 4:20pm.

Hospital Authority
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13 November 2023