



ST. TERESA'S HOSPITAL 聖德肋撒醫院

FEE SCHEDULE OF CHARGES FOR MEDICAL REPORTS / MEDICAL RECORDS 申請醫療報告 / 醫療記錄之收費詳情

Item 項目		Charge 收費	
Medical Report 醫療報告	Per Request 每份	\$250 +	Doctor's Fee* 醫生收費*
Copies of Inpatient Record 住院記錄影印本	Per Attendance 每次住院	\$310	
		- Included 30 pages, additional \$2 per page for the 31 st page onwards - 包括 30 張紙，其後每張\$2	
		- Discharge Date over 2 years need to pay additional fee \$200 - 出院日期超過 2 年的記錄要另加\$200	
		- Only provide the record within 7 years - 只能提供 7 年內之記錄	
Copies of Examination Report(s) 檢查報告影印本	Per Attendance 每次住院	\$310	
Inpatient Insurance Claim Form 住院保險索償表	Per Attendance 每次住院	Within THREE months after discharge 出院後三個月內	
		Free 免費 +	Doctor's Fee* 醫生收費*
		THREE months after discharge 出院其後三個月	
		\$250 +	Doctor's Fee* 醫生收費*
Outpatient Insurance Claim Form 門診保險索償表	Per Request 每份	\$300	
Copies of Outpatient Record 門診記錄影印本	Per Request 每份	\$280	
		- Included 15 pages, additional \$2 per page for the 16 th page onwards. - 包括 15 張紙，其後每張\$2。	
		- Consultation Date over 2 years need to pay additional fee \$200 - 診症日期超過 2 年的記錄要另加\$200	
		- Only provide the record within 7 years - 只能提供 7 年內之記錄	
EEG, X-Ray films etc 腦電圖、X 光片等等	Per sheet / per modality 每張或每種形式	\$200	
Other Information Enquiries 其他申請事項	Per Request 每份	Please contact Medical Record Office	

Remarks 備註

- The *Doctor's Fee may be varied, please contact Medical Record Office.
*個別醫生收費各異，查詢請聯絡醫療記錄室。
- We regret that we would not handle the insurance claim form and medical report for patients under the care of our Visiting Doctor(s). Please contact the attending Visiting Doctor(s) directly.
本院不會處理非駐院醫生的住院賠償表及醫療報告，請自行聯絡有關醫生。
- All photocopies are SINGLE SIDE PRINTED in Black & White on a size A4 paper.
影印副本以單面黑白 A4 紙計算。
- Application will only be processed after the payment. No refund will be made if the request is cancelled.
申請會在收到所需費用後處理。如果取消申請，已繳費用將不會發回。

For Enquiry 查詢 (Medical Record Office 醫療記錄室)

Tel 電話：2200 3179 Fax 傳真：2200 3199

E-mail 電郵：recordoffice@sth.org.hk

WhatsApp: 9856 2033

Effective Date 生效日期：2025 年 1 月 1 日