



FAMILY HEALTH SERVICE

DEPARTMENT OF HEALTH

衛生署家庭健康服務

Application for Replacement of Immunisation Record

申請補領免疫接種記錄

Particulars of Child 兒童資料：

Name of Child:

姓名

English 英文

Chinese 中文

Birth certificate no.:

出世紙編號

Date of Birth:

出生日期

MCHC Record no.:

母嬰健康院記錄編號

Name of Centre:

健康院名稱

Types of information requested:

索取資料類別：

- Replacement of Immunisation Card (DH 6) – under 6 years old only
補領免疫接種記錄 (針卡) (DH 6) – 只限 6 歲以下

Please read the following notes before you sign the application form:

簽署申請表格前，請閱讀以下須知事項：

1. For children born on or after 6th May 1997, the Immunisation Record will be kept by Maternal and Child Health Centre until the child reaches 21 years old.

母嬰健康院會保存 1997 年 5 月 6 日或之後出生的兒童的免疫接種記錄至兒童二十一歲。

Date of Birth 出生日期	Record Kept till 記錄保存至	Types of information to be provided 可提供資料類別	Charge 收費
Born on or after 6 th May 1997 1997年5月6日或以後出生	21 years old 二十一歲	Aged under 6: Replacement of Immunisation Card (DH6) 六歲以下：可補領免疫接種記錄(針卡) (DH6)。	Free of charge 免費
		Aged from 6 to 21: Certified true copy of MCHC Immunisation Record 六至二十一歲： 母嬰健康院儲存的免疫接種記錄副本 (由醫生認證) (Please complete form DH2797) (請填寫表格 DH2797)	HKD160 港幣一百六十元
		Aged over 21: No information will be provided 二十一歲以上： 無法提供任何資料	Not applicable 不適用
Born before 6 th May 1997 1997年5月6日以前出生	13 years old 十三歲	No information will be provided 無法提供任何資料	Not applicable 不適用

2. If the child is under 18 years old, the applicant must either be the parent or the legal guardian of the child. When the child has reached 18 years old or above, the application can be filed by himself/herself.

當兒童未滿十八歲，申請人必須是兒童的父親、母親或法定監護人。到十八歲及以後，該人士可自行提出申請。

3. The applicant needs to produce the following documents when applying for:
- the HKID card of the applicant (either original or photocopy)
 - the child's birth certificate (either original or photocopy) if the child is under 18 years old
 - documentary evidence showing the applicant's relationship with the child if he/she is the legal guardian or a parent of the child whose name is not shown on the child's birth certificate

申請人須提供以下之文件：

- 申請人的身份證（正本或副本）
- 有關兒童之出世紙(正本或副本)（適用於 18 歲以下兒童）
- 若申請人是兒童的法定監護人或父親／母親而其姓名並沒有顯示於兒童的出生證明書上，請出示能證明申請人與兒童關係的證明文件

4. The applicant may be requested to provide additional information in connection with the application. Our department may not be able to process the application if insufficient information is provided.

申請人或需提供更多資料，以便本署處理有關申請。如申請人未能提供足夠資料，本署可能無法作出跟進。

5. The personal data provided by the applicant are mainly used for processing the application and record management within the Department of Health. They may also be disclosed to other government departments or agencies for the same purpose.

申請人所提供的個人資料，本署將用作處理相關的申請及管理記錄用途，亦可能於有需要時轉交其他政府部門或有關機構作同樣用途。

6. The duly completed application form with the relevant documents can be returned by mail or in person to the Maternal and Child Health Centre (MCHC) concerned. For the addresses of MCHCs, please visit our website at www.fhs.gov.hk.

請填妥申請表格，並連同有關文件正本或副本，以郵寄或親身遞交方式，交回所屬的母嬰健康院。有關母嬰健康院的地址，請瀏覽本署網頁 www.fhs.gov.hk。

7. The applicant will be notified when the document is ready for collection. He/she may collect the document in person or authorise a representative to collect it on his/her behalf (on production of Authorisation for collection of copy of health record / medical report (FHS 123) and proof of the individual's identity e.g. Hong Kong identity card.). If the document is not collected **within 3 months** after the notification, it will be destroyed without further notice and no refund would be made.

收到本署通知後，申請人必須於三個月內親自或授權他人(代取人須出示授權書(FHS 123)及其身份證明文件，例如香港身份證)領取所申請的文件，否則文件將被銷毀而所收款項亦不會退回。

8. If payment is required, it should be made upon collection of the document. Please note that only cash and Octopus will be accepted.

如需繳費，請於領取文件時付款，並注意只限現金及八達通繳費。

9. Each child should hold ONE Immunisation Card (DH6) only. Applicant should only apply for replacement of Immunisation Card (DH6) when the original is lost. In case the original card is found after a replacement has been issued, the applicant should bring both the original and the replacement cards back to the MCHC for further management.

每名兒童只應持有一張免疫接種記錄(針卡) (DH 6)。申請人只應在遺失針卡正本後才可申請補領。如在獲發補領的針卡後尋回正本，申請人應將兩份記錄交回母嬰健康院處理。

10. Please make a copy of this application form for personal retention if necessary.

如有需要，請自行影印此申請表格，以作保存。

I have read and understood the above notes (please tick the box on the left).
我已閱讀並明白以上須知事項 (請於方格內劃上「√」號)。

I declare that the child's original Immunisation Card (DH6) is lost.
本人聲明兒童的免疫接種記錄 (針卡) (DH 6) 正本已遺失。

Signature of applicant:
申請人簽署 _____

Name of applicant:
申請人姓名 _____

HKID/ Travel Document no.:
香港身份證/旅遊證件號碼 _____

Relationship to child:
與兒童關係 _____

Address:
地址 _____

Contact telephone number:
聯絡電話 _____

Date:
日期 _____

To be completed by staff:
職員填寫：

Date of application received:	Name & Signature:
Date of notification:	Name & Signature:
Date of *completion/withdrawal:	Name & Signature: