



醫院管理局

HOSPITAL
AUTHORITY

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Quality Patient-Centred Care Through Teamwork

BY HAND

SARS LegCo Select Committee

The following documents are submitted pursuant to the Select Committee's request at Dr. C H Leong's hearing on 9 March 2004 :

- | <u>Items</u> | <u>Information required by LegCo</u> | |
|---------------------|--|-----------------|
| 1. | Dr William Ho's letters dated 13 March 2003 and 17 March 2003. | - H130 |
| Answer: | See Appendix I. | |
| 2. | Dr C H Leong's letter to Board Members and Staff | - H131 |
| | - Dr C H Leong's letter dated 24 March 2003 to staff | |
| | - Dr C H Leong's letter dated 29 April 2003 to H A Board Members | |
| | - Dr C H Leong's letter dated 10 June 2003 to colleagues | |
| Answer: | See Appendix II(a)-(c). | |
| 3. | Notes of meeting of the following: | |
| Answer: | I) Administrative and Operational Meeting on 27 February 2003 | - H11(C) |
| | Items discussed at the meeting: | |
| | (i) Revision of fees and charges | |
| | (ii) Membership of Hospital Governing Committee of a hospital | |
| | (iii) HA Annual Planning 2003/2004 | |
| | (iv) Population-based internal resource allocation | |
| | (v) Chief Executive's report on topical issues. One of items reported was on measures taken by HA to handle the potential risk arising from the high incidence of pneumonia cases in Guangzhou | |
| | (vi) Report on progress of work of the Human Resources Committee | |
| | The attached Appendix III(a) sets out the meeting notes in respect of the measures taken by HA to handle the potential risk arising from the high incidence of pneumonia cases in Guangzhou. | |
| | II) Planning Committee Meeting on 20 March 2003 | - H132 |
| | Items discussed at the meeting: | |
| | (i) 2003/2004 Hospital Authority Budget | |
| | (ii) Measures to address budget reduction | |
| | (iii) Any other business: | |
| | (a) Postponement of discussion of matters arising from HA Board Workshop held on 25 January 2003 | |
| | (b) Update on outbreak of Severe Acute Respiratory Syndrome (SARS) | |
| | The following sets out the meeting notes on the discussion on item (iii)(b) "Update on outbreak of SARS": | |
| | <i>"Dr William Ho briefed members on the latest update on the outbreak</i> | |

Items Information required by LegCo

- and development of SARS"*
- III) Hospital Authority Board Meeting on 27 March 2003 (a public meeting) - H133**
- Items discussed at the meeting
- (i) Voluntary early retirement
 - (ii) Revision of fees and charges
 - (iii) Report on progress of work of the Hospital Authority Committees
 - (iv) Progress report of the Public Complaints Committee
 - (v) Hospital Authority Annual Plan 2003/2004
 - (vi) Chief Executive's progress report – Outbreak of Severe Respiratory Syndrome
 - (vii) 2003/2004 Hospital Authority Budget
- The attached Appendix III(b) sets out the meeting notes on item (vi) "Chief Executives Progress Report - Outbreak of Severe Respiratory Syndrome".
- IV) HA Board Meeting on 26 April 2003 - H12(C)**
- See Appendix III(c)
- Note : Except for the meeting held on 27 March 2003 which was a public meeting; the minutes of the above meetings are treated as "CONFIDENTIAL".

4. Whether the SARS Roundup notes of meeting were sent to the HA Board members. - **H134**

Answer: The notes of the SARS Roundup meeting were only sent to those who participated in the meeting.



Hospital Authority
13 April 2004