



Social Welfare Department

Brief on Special Subsidy Scheme for Persons with Permanent Stoma (Special Subsidy Scheme)

1. Background and Objectives

The “Pilot Scheme on Providing Special Subsidy for Persons with Permanent Stoma from Low-income Families for Purchasing Medical Consumables” was launched by the Community Care Fund (CCF) in September 2017, providing persons with permanent stoma from low-income families with a special subsidy to relieve their financial burdens. The Social Welfare Department (SWD) has regularised the programme and renamed as “Special Subsidy Scheme for Persons with Permanent Stoma Scheme” (Special Subsidy Scheme) with effect from March 2021(Note1) to provide continuous support (i.e. special subsidy, say “subsidy”) for the eligible persons in need.

2. Eligibility Criteria

A beneficiary shall be a Hong Kong permanent resident and meet ALL of the criteria set out below:

- (i) the applicant must be a person with permanent stoma (excretory stoma) as assessed by a Medical Officer/ Nurse of a public hospital/clinic/Surgical Specialist on the Specialist Register of the Medical Council of Hong Kong (MCHK) (applicable only to applicants having not received the surgical treatment in a public hospital/clinic) (Note 2);
- (ii) the applicant must not be a recipient of Comprehensive Social Security Assistance (CSSA);
- (iii) the monthly household income must not exceed 150% of the relevant Median Monthly Domestic Household Income (MMDHI) (Annex 1);
- (iv) the household net asset value must not exceed the asset limits for public rental housing application under the Housing Authority (Annex 2);
- (v) without receiving any relevant subsidy for purchasing medical consumables for the stoma from other funding sources (Note 3) in the past one year; and
- (vi) Not being hospitalised at the time of application.

3. Application Procedures

- (a) Eligible persons can submit applications for the Special Subsidy Scheme to the SWD direct. If the applicant is aged below 18 or has been medically certified to be unfit to make a statement, the application should be made by the parent/guardian or the appointee on the applicant’s behalf.
- (b) Applicant/applicant’s parent/guardian/appointee should submit the completed application form [which can be downloaded from the SWD Homepage (www.swd.gov.hk)] together with a copy of the following documents by post or in person to the SWD:
 - (i) a copy of the applicant’s identification documents, e.g. Hong Kong Identity Card;



- (ii) a copy of the Hong Kong Identity Card of the applicant's parent/guardian/ appointee (if applicable but not necessary for the application made by a social worker of the SWD who is the public guardian/appointee of the applicant);
- (iii) an original copy of "Authority For Payment To A Bank" (GF179A) ; and
- (iv) copies of proof of household income and asset.

4. Vetting of Application

- (a) Upon receipt of the completed application form and all the required documents by the SWD, a written reply will be issued to the applicant.
- (b) Application will be processed by the SWD on the basis of the information provided by the applicant and the SWD will obtain the supporting documents in relation to the medical assessment of his/her permanent stoma from a recognised specialist of the medical and health profession.
- (c) Upon completion of the vetting procedure, the SWD will disburse the subsidy to eligible persons on a quarterly basis at the earliest.

5. Payment of Subsidy

- (a) Applications under the Special Subsidy Scheme are assessed on a household basis with specific average monthly income and asset limit for different household sizes. For calculation of household income and asset limit, please refer to Guide on Reporting Income and Net Asset Value (**Annex 3**).
- (b) The rate of subsidy for eligible persons is based on the average monthly household income for the three months preceding the month of submission of application. Full grant subsidy is at \$1,000 per month. The amount of subsidy to be granted to eligible persons are set out as follows:

Household income in relation to the relevant MMDHI	Grant of subsidy (Note 4)
At or less than 100%	Full grant
From more than 100% to 125%	Three-quarters grant
From more than 125% to 150%	Half grant

- (c) Subsidy will be calculated from the date of receipt of the completed application and relevant supporting documents by the SWD or the date of eligibility, whichever the later.
- (d) The eligible beneficiaries will receive the subsidy on a quarterly basis, i.e. in every February, May, August and November of the year.
- (e) The SWD will conduct checking regularly during the period of receiving the subsidy to verify the eligibility of the beneficiaries for the subsidy through conducting interviews, visits or obtaining required information from relevant departments/organisations/persons.
- (f) In case of any change(s) of the beneficiary relating to the eligibility criteria, the beneficiary should report the change(s) to the SWD as soon as possible. If the beneficiary no longer meet any one of the eligibility criteria set out in the paragraph 2 above, the SWD may suspend the payment of subsidy. Besides, the SWD reserves the right to cease the payment of subsidy in the following situations, including the beneficiary fails to provide information or supporting documents as required, passed away, lost trace or absence from the scheduled interview without reason, etc., till re-confirmation of their eligibility.



- (g) If overpayment is confirmed by the SWD, the beneficiary is required to return the overpaid subsidy to the SWD.

6. Enquiries

Rehabilitation and Medical Social Services Branch (Oi Kwan Road Office)/Social Welfare Department

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44 Oi Kwan Road, Wan Chai, Hong Kong
Telephone: 3468 2756
Fax: 2151 0434
Email: acorm5@swd.gov.hk
Office hours: Monday to Friday from 9 am to 5 pm (lunch break from 1 pm to 2 pm)
SWD website: www.swd.gov.hk

- Note 1:** In general, subsidy will be calculated from the date of receipt of the completed application and relevant supporting documents by the SWD or the date of eligibility, whichever the later. However, if an eligible person has been assessed to be a person with permanent stoma (excretory stoma) during the period from September 2020 to February 2021 and possesses valid medical supporting documents, he/she may submit an application to the SWD for special consideration **on or before 31 August 2021**.
- Note 2:** Under the Special Subsidy, “stoma” refers to colostomy, urostomy and ileostomy, where the patients are required to wear stoma bags to collect wastes from the body. A stoma is regarded as permanent if there is no plan for closure as confirmed by Medical Officer/Nurse of public hospital/clinic/Surgical Specialist on the Specialist Register of the MCHK (applicable only to applicants who have no received surgical treatments in a public hospital/clinic). A Medical Officer of a public hospital/clinic refers to one in a Specialist Out-patient Clinic (Surgery) under the Hospital Authority (HA), while a nurse of a public hospital/clinic refers to one in a Stoma and Wound Care Clinic under the HA.
- Note 3:** Other funding sources include cash subsidy of Integrated Support Service for Persons with Severe Physical Disabilities or subsidy from such charitable funds as Samaritan Fund, Ho Kam Yung Foundation, Yan Chai Tetraplegic Fund and Yan Chai Caring Fund for Severely Disabled, etc., for purchasing medical consumables for excretory stoma.
- Note 4:** Prevailing amount of monthly subsidy is set as follows: Full grant = \$1,000; Three-quarters grant = \$750; Half grant = \$500.



Special Subsidy Scheme for Persons with Permanent Stoma

Monthly Household Income Limit

(The income limit is set with reference to 150% of the Median Monthly Domestic Household Income published in the Report on General Household Survey for Third Quarter 2020 by Census & Statistics Department.) (Note 1)

Household Size (Note 2)	Monthly Household Income Limit (\$) (Note 3)
1	14,700
2	28,950
3	45,600
4	60,750
5	80,550
6 or above	94,950

Note 1: Prevailing amount of monthly subsidy to be granted to eligible persons is set out as follows:

Household income in relation to the relevant MMDHI	Grant of subsidy
At or less than 100%	Full grant
From more than 100% to 125%	Three-quarters grant
From more than 125% to 150%	Half grant

The SWD reserves the right to adjust the relevant monthly household income and net asset limits of the Special Subsidy Scheme.

Note 2: The household size includes the applicant and his/her father, mother, son, daughter, husband/wife and siblings aged below 18 or aged 18-25 receiving full-time education, or disabled adult siblings (i.e. receiving Disability Allowance under the Social Security Allowance Scheme) living in the same premises in Hong Kong. Legally recognised adoptive parents/children or illegitimate children with proof of parentage are also included. Such household member(s) must be Hong Kong resident(s).

Note 3: The monthly household income refers to the income of the applicant and his/her family members mentioned in Note 2 above living in the same premises in Hong Kong, and is determined by the average monthly income for the three months preceding the month of submission of application (for income not paid on monthly basis (e.g. double pay), it should be spread over the period concerned for calculation) and includes the following –

- (i) Earnings from employment: salary, double pay/leave pay, job allowance, bonus/prize/commission/ tips/gratuity, income from rendering services, profits from business, etc.
- (ii) Other income: maintenance from children, contribution from relatives/friends, alimony, monthly pension/widow's and children's compensation, profits from investment, interests from fixed deposits, stock and shares, rental income, etc.

but **excludes** employees' mandatory contributions to the Mandatory Provident Fund scheme, financial assistance provided by the Government, charitable donations, subsidies from other assistance programmes under the Community Care Fund, etc.



Special Subsidy Scheme for Persons with Permanent Stoma

Household Net Asset Limit

(Note 1 & 2)

(The values are set with reference to the total net asset limits for public rental housing applications effective from 1 April 2020 under the Housing Authority)

Household Size	Total Net Asset Limit (\$) (Note 3)
1	266,000
2	360,000
3	469,000
4	548,000
5	609,000
6	659,000
7	703,000
8	737,000
9	815,000
10 or above	878,000

Note 1: The asset limit of the Special Subsidy Scheme is set with reference to the latest net asset limits for public rental housing applications under the Housing Authority. Household asset value refers to the net value as at the day prior to the submission of application but the self-occupied property in which the applicant is residing with his/her household member(s) in Hong Kong and their tools of trade are excluded from the calculation of household asset.

Note 2: The SWD reserves the right to adjust the relevant monthly household income and net asset limits of the Special Subsidy Scheme.

Note 3: The asset limit of the Special Subsidy Scheme is set with reference to the total net asset limit for public rental housing applications effective from 1 April 2020 under the Housing Authority. If all member(s) of a family is/are elderly person(s) of age 60 or above, the total net asset limit for the family will double the amount as shown in the table (i.e. the total net asset limits for elderly families with 1 to 10 or more persons are \$532,000, \$720,000, \$938,000, \$1,096,000, \$1,218,000, \$1,318,000, \$1,406,000, \$1,474,000, \$1,630,000 and \$1,756,000 respectively).



Special Subsidy Scheme for Persons with Permanent Stoma

Guide on Reporting Income and Net Asset Value

I. Income reportable period and the cut-off date for the calculation of net asset value:

Monthly household income and net asset value refer to the average income of the applicant and the household member(s) residing with him/her in Hong Kong (please refer to **Annex 1** for the definition of household member) of the three months preceding the month of submission of application and the net asset value as at the day prior to the submission of application. For example, if an applicant submits his/her application on 2 March 2021, the actual income received by the applicant and the household member(s) residing with him/her in Hong Kong (who must be Hong Kong resident(s)) from December 2020 to February 2021 must be counted as household income. Income received outside the reportable period will be excluded. The net value of the household asset as at 1 March 2021 will be counted. Examples of reportable period/cut-off date are set out below:

Month of application submission	March 2021	April 2021	May 2021
Reportable period	December 2020 to February 2021	January to March 2021	February to April 2021
Cut-off date for the calculation of net asset value	The day prior to the submission of application		

II. Reportable income:

1. Employment earnings: salary, double pay/leave pay, work allowance, bonuses/prize/commission/tip/contract gratuity, income from rendering services, business profits, etc.; and
2. Other income: contributions from children, financial assistance from relatives/friends, alimony, monthly pension/widows' and orphans' payments or pensions, investment profits, interest income from fixed deposits, dividends, rental income, etc.

For income not paid on a monthly basis, e.g. double pay, bonus, contract gratuity, it should be apportioned over the period concerned. Reportable income **excludes** employees' mandatory contributions to the Mandatory Provident Fund (MPF) scheme (i.e. the 5% mandatory contributions made by employees to an MPF scheme), financial assistance provided by the Government, charitable donations, financial assistance from other assistance programmes under the Community Care Fund, etc.

III. Reportable net asset value:

Net household asset value refers to the cash owned by the applicant and the household member(s) residing with him/her in Hong Kong as at the day prior to the submission of application and such which have been accrued through past savings from any sources or which have just been acquired, investments in stocks and shares, insurance (including the cash value, cumulative dividend and interest under an insurance policy), landed property (e.g. land, car park and flat owned in and outside Hong Kong), business operation, other realisable assets (e.g. vehicle and taxi/public light bus licenses), etc. The property in which the applicant resided with all his/her household member(s) in Hong Kong and the tools of trade owned by the applicant's household are excluded from the calculation. (Please refer to **Annex 2** and Part 6 of the application form)



IV. Calculation of income:

1. **Regular monthly income:** the average income of the three months preceding the month of the submission of application (calculated by dividing the total income received in the 3-month reportable period by 3).
2. **Regular periodic income/irregular income:** the income received within one of the months during the reportable period is calculated by dividing the total income received by length of the period covered. Income received outside the above period is not counted.
3. Income in foreign currency is calculated at the exchange rate of the currency to Hong Kong Dollars prevailing on the date of receipt of such income.

V. Examples of income and net asset value calculation:

The applicant, CHAN Tai-man, resides with his father, father-in-law, wife, son (2 years old), elder sister (with full-time work), elder brother (a recipient of Disability Allowance) and younger brother (a 19-year-old receiving full-time education). As CHAN Tai-man's father-in-law and elder sister are not defined as household members under the Special Subsidy Scheme, **the number of household members** of CHAN Tai-man including himself and those residing with him in Hong Kong is **6**.

Assuming that CHAN Tai-man submits his application on **2 March 2021**, the income **reportable period should be from December 2020 to February 2021** and the net asset value as at **1 March 2021** (the day prior to the submission of application) will be calculated. The table below sets out the household income of CHAN Tai-man during the period:

	December 2020	January 2021	February 2021
CHAN Tai-man	<ul style="list-style-type: none"> Full-time salary: HK\$8,500 	<ul style="list-style-type: none"> Full-time salary: HK\$7,700 Year-end bonus HK\$6,000 	<ul style="list-style-type: none"> Full-time salary HK\$0
	Average monthly income = average monthly value of the salary + average monthly value of the year-end bonus = [(HK\$8,500 + HK\$7,700 + HK\$0) ÷ 3] + [HK\$6,000 ÷ 12] = <u>HK\$5,900</u>		
	Net asset value = HK\$45,000 (private car for own use) + HK\$30,000 (deposits with bank) = <u>HK\$75,000</u>		
Wife	<ul style="list-style-type: none"> Rental income: HK\$1,500 	<ul style="list-style-type: none"> Rental income: HK\$1,500 	<ul style="list-style-type: none"> Rental income: HK\$1,500 Profit of HK\$2,400 from selling shares of Company B
	Average monthly income = average monthly rental income + average profit from selling shares of Company B = [(HK\$1,500 + HK\$1,500 + HK\$1,500) ÷ 3] + (HK\$2,400 ÷ 3) = <u>HK\$2,300</u>		
	Net asset value = HK\$200,000 (car park) + HK\$72,000 [Renminbi deposit RMB¥60,000 x 1.2 (assuming an exchange rate of RMB¥1 = HK\$1.2 on that day)] = <u>HK\$272,000</u>		
Son	Average monthly income = <u>HK\$0</u> Net asset value = <u>HK\$0</u>		



	December 2020	January 2021	February 2021
Father	<ul style="list-style-type: none"> Full-year dividends of HK\$1,200 received from Company A Contribution of HK\$500 from children/relatives living apart 	<ul style="list-style-type: none"> Half-yearly interest payment of RMB¥1,000 received from Renminbi fixed deposit Contribution of HK\$500 from children/relatives living apart 	<ul style="list-style-type: none"> Contribution of HK\$500 from children/relatives living apart
	<p>Average monthly income = dividend income (average monthly value of dividends from Company A) + fixed deposit income (average monthly value of interest payments from Renminbi fixed deposit) + monthly contribution of HK\$500 from children/relatives living apart = (HK\$1,200 ÷ 12) + [interest from Renminbi fixed deposit RMB¥1,000 x 1.2 (assuming an exchange rate of RMB¥1 = HK\$1.2 on that day) ÷ 6] + [(HK\$500 + HK\$500 + HK\$500) ÷ 3] = HK\$100 + HK\$200 + HK\$500 = <u>HK\$800</u></p>		
	<p>Net asset value = HK\$50,000 (Net value of shares of Company A) + HK\$48,000 [Renminbi deposit RMB¥40,000 x 1.2 (assuming an exchange rate of RMB¥1 = HK\$1.2 on that day)] + HK\$28,000 (deposits with bank) = <u>HK\$126,000</u></p>		
Elder brother	<ul style="list-style-type: none"> Monthly Disability Allowance which does not regard as income. 		
	<p>Average monthly income = <u>HK\$0</u></p> <p>Net asset value = <u>HK\$0</u></p>		
Younger brother	<ul style="list-style-type: none"> Part-time salary: HK\$2,000 	<ul style="list-style-type: none"> Part-time salary: HK\$1,500 	<ul style="list-style-type: none"> Part-time salary: HK\$2,200
	<p>Average monthly income = average monthly value of the salary = (HK\$2,000 + HK\$1,500 + HK\$2,200) ÷ 3 = <u>HK\$1,900</u></p>		
	<p>Net asset value = <u>HK\$9,500</u> (Cash)</p>		

Total average monthly income of applicant CHAN Tai-man and the household members residing with him:

= average monthly income of CHAN Tai-man (\$5,900) + average monthly income of the wife (\$2,300) + average monthly income of the son (\$0) + average monthly income of the father (\$800) + average monthly income of the elder brother (\$0) + average monthly income of the younger brother (\$1,900)
 = **HK\$10,900**

Total net asset value of applicant CHAN Tai-man and the household members residing with him:

= net value of personal asset of CHAN Tai-man (\$75,000) + net value of personal asset of the wife (\$272,000) + net value of personal asset of the son (\$0) + net value of personal asset of the father (\$126,000) + net value of personal asset of the elder brother (\$0) + net value of personal asset of the younger brother (\$9,500)
 = **HK\$482,500**



Note: The Social Welfare Department (SWD) will conduct random checks in the course of processing the application or releasing subsidy payment. The applicant must retain all relevant supporting documents (including detailed information/proof of income of the applicant and his/her family members residing with him/her in Hong Kong of the three months preceding the month of submission of application and detailed information/proof of household asset as at the day prior to the submission of application) for the purpose of comprehensive assessment. If the applicant cannot provide SWD with the required information for verification, SWD shall have the right to disqualify the applicant and/or request the applicant's full or partial repayment of the subsidy. Any deliberate provision of false information or omission of information in order to obtain the subsidy under the Special Subsidy Scheme by deception is a criminal offence. In addition to rendering himself/herself ineligible for the subsidy under the Special Subsidy Scheme, the applicant is liable to prosecution and, on conviction, imprisonment for a maximum of 14 years under the Theft Ordinance (Cap. 210).

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