

Quick Guide for Annual Co-payment Adjustment

Points to note



Family Doctors can **input co-payment adjustments** from **1-19 August 2025**



The revised co-payments will be effective on **1 September 2025**



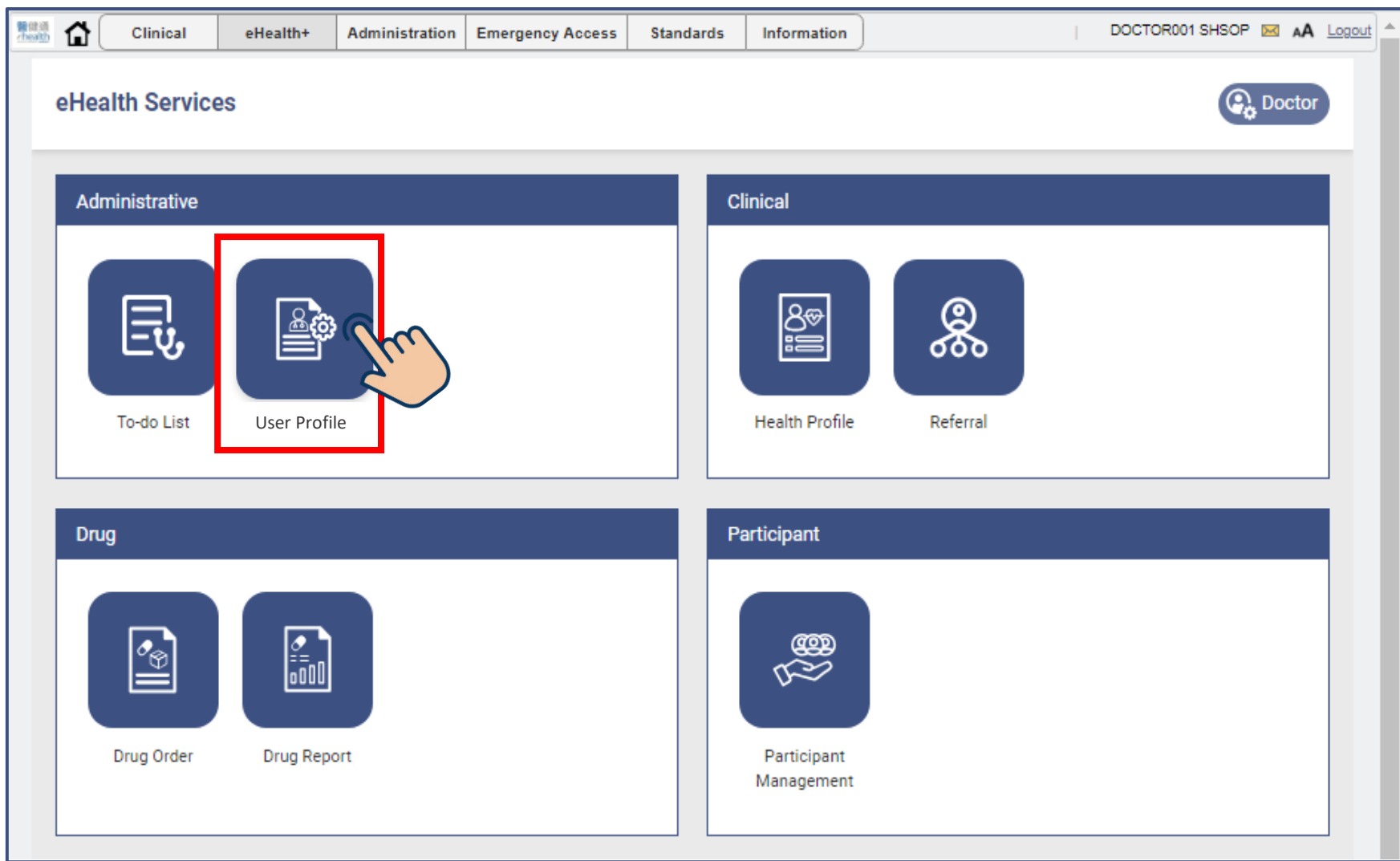
Should you have difficulty accessing the IT Platform to make the adjustment, please contact the Programme Office for assistance



- ✓ You can specify different co-payments for your various clinics
- ✓ Screening consultation co-payments can range from \$0-\$120

1

Select User Profile



2

In HCP & HSL tab, click “Edit”

eHealth Services > Update User Profile

Update User Profile

Personal Particulars **HCP & HSL** Bank Information

HSL Name [Chi. Name] (HSL ID) VIRTUAL UNIT (47)

Address (English) 16/F, ONE KOWLOON, ONE KOWLOON, 1 WANG YUEN ST, KOWLOON BAY, KWUN TONG DISTRICT, KLN

Address (Chinese) 九龍, 觀塘區, 九龍灣

Clinic Tel No. 98095678

Contact No. to Receive Urgent Notifications Clinic Tel No. 12321313

Status Active

Co-payment set up for the HSL

Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase^① HK\$ 120

^① The Co-Payment fee is a one-off payment with maximum amount up to \$120 in Screening Phase (The Government recommended Co-Payment amount is HK\$120.)

Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase^① HK\$ 150

^① The Government recommended Co-Payment amount is HK\$150.

☒ I understand that I may adjust the Co-Payment amount on an annual basis and such adjustments shall not take effect until written confirmation by the Government or its representative has been provided.

< Back Next > Save Edit Cancel Close

3

A reminder message appears, click “OK”

eHealth Services > Update User Profile

Update User Profile

Personal Particulars — **HCP & HSL** — Bank Information —

HSL Name [Chi. Name] (HSL ID)

Address (English) 16/F, ONE KOWLOON, ONE KOWLOON, 1 WANG YUEN ST, KOWLOON BAY, KWUN TONG DISTRICT, KLN

Address (Chinese) 九龍, 觀塘區, 九龍灣

Clinic Tel No.

Contact No. to Receive Urg

Status

Co-payment set up for

Please input your co-payment adjustment, if any,
from 1-Aug-2025 to 19-Aug-2025.
The revised co-payment will be effective on 1-Sep-2025.

OK Cancel

Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase^① HK\$

^① The Co-Payment fee is a one-off payment with maximum amount up to \$120 in Screening Phase (The Government recommended Co-Payment amount is HK\$120.)

Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase^② HK\$

^② The Government recommended Co-Payment amount is HK\$150.

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< Back Next > Save Edit Cancel Close

4

Input new co-payment amounts, then “Save”

eHealth Services > Update User Profile

Update User Profile

Personal Particulars — **HCP & HSL** — Bank Information —

HSL Name [Chi. Name] (HSL ID) VIRTUAL UNIT A(7999503147)

Address (English) 16/F, ONE KOWLOON, ONE KOWLOON, 1 WANG YUEN ST, KOWLOON BAY, KWUN TONG DISTRICT, KLN

Address (Chinese) 九龍, 觀塘區, 九龍灣

Clinic Tel No. 98095678

Contact No. to Receive Urgent Notifications Clinic Tel No. 12321313

Status Active

Co-payment set up for the HSL

Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase ⓘ

HK\$ 120

① The Co-Payment fee is a one-off payment with maximum amount up to \$120 in Screening Phase (The Government recommended Co-Payment amount is HK\$120.)

Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase ⓘ

HK\$ 150

② The Government recommended Co-Payment amount is HK\$150.

☒ I understand that I may adjust the Co-Payment amount on an annual basis and such adjustments shall not take effect until written confirmation by the Government or its representative has been provided.

< Back Next >

3 Save Edit Cancel Close

The screenshot shows a web form for updating a user profile. The 'HCP & HSL' tab is active. Under the 'Co-payment set up for the HSL' section, there are two input fields. The first field, labeled 'Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase', has a value of '120' and is highlighted with a red box and the number '1'. The second field, labeled 'Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase', has a value of '150' and is highlighted with a red box and the number '2'. Below these fields are informational notes. At the bottom of the form, there is a 'Save' button highlighted with a red box and the number '3'. Navigation buttons 'Back', 'Next', 'Edit', 'Cancel', and 'Close' are also visible.

Final check of your adjustments

Update User Profile

Personal Particulars — HCP & HSL — Bank Information —

HSL Name [Chi. Name] (HSL ID) VIRTUAL UNIT A(7999503147)

Address (English) 16/F, ONE KOWLOON, ONE KOWLOON, 1 WANG YUEN ST, KOWLOON BAY, KWUN TONG DISTRICT, KLN

Address (Chinese) 九龍, 觀塘區, 九龍灣

Clinic Tel No. 98095678

Contact No. to Receive Urgent Notifications Clinic Tel No. 12321313

Status Active

Co-payment set up for the HSL

Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase^① (Last Update: 2025-08-05)

^① The Co-Payment fee is a one-off payment with maximum amount up to \$120 in Screening Phase (The Government recommended Co-Payment amount is HK\$120.)

Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase^② (Last Update: 2025-08-05)

^② The Government recommended Co-Payment amount is HK\$150.

☒ I understand that I may adjust the Co-Payment amount on an annual basis and such adjustments shall not take effect until written confirmation

Previous Co-Payment Fee: \$120

HK\$ 100

HK\$ 120

< Back Next >

Save Edit Cancel Close

1 "Last Update" date appears

2 Mouse over to show previous co-payment

3 Close the window

Co-payment adjustment completed



**The finalised amount as on 19 August 2025
will be effective on 1 September 2025**

Update User Profile

Personal Particulars — HCP & HSL — Bank Information —

Clinic Tel No. 98095678

Contact No. to Receive Urgent Notifications Clinic Tel No. 12321313

Status Active

Co-payment set up for the HSL

Participant's co-payment fee for CDCC Medical Consultation in the Screening Phase[Ⓢ] (Last Update: 2025-08-05) HK\$ 100

ⓘ The Co-Payment fee is a one-off payment with maximum amount up to \$120 in Screening Phase (The Government recommended Co-Payment amount is HK\$120.)

Participant's co-payment fee for each CDCC Medical Consultation in the Treatment Phase[Ⓢ] (Last Update: 2025-08-05) HK\$ 120

ⓘ The Government recommended Co-Payment amount is HK\$150.

☒ I understand that I may adjust the Co-Payment amount on an annual basis and such adjustments shall not take effect until written confirmation by the Government or

< Back Next > Save Edit Cancel Close