

Records Destruction Information of Department of Health in 2017

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	144.11	<ul style="list-style-type: none"> • Administration • Accommodation and Facilities • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	1,747.87	<ul style="list-style-type: none"> • Cervical Screening Service • Child Assessment Service • Child Health Service • Dental Service • Disease Prevention • Drug Safety • Elderly Health Care Voucher Scheme • Elderly Health Service • Family Planning Service • Health Clearance Service • Health Manpower Survey • Health Promotion • Health Statistics Survey • Maternal Health Service • Professional Development and Quality Assurance • Public Health Service • Radiation Licensing Service • Regulation of Private Healthcare Facilities • Special Preventive Programme

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
		<ul style="list-style-type: none"> • Student Health Service • Tuberculosis and Chest Service • Woman Health Service • Records Relating to Waiver of Medical Charges • Request Forms for Laboratory Tests • Routine Records Relating to Laundry Service • Routine Records Relating to Patient Attendance • Routine Records Relating to Prescription • Routine Records Relating to Receipt Forms • Routine Records Relating to Repair Service
Total	1,891.98	

For enquiries concerning the above destruction information, please approach Department of Health at enquiries@dh.gov.hk.