Hong Kong
Special Administrative Region of the People's Republic of China
Geography

Capital
N/A

Global Positioning
Hong Kong is located in Southeast Asia, bordering China and the South China Sea. The climate is described as a subtropical monsoon, with cool, humid winters and hot/rainy summers.¹

Major Cities/Urbanisations
Western and Central Hong Kong are still considered to be the largest urbanization in the region, with a population of 7,012,738. The second largest urbanization is Kowloon City, Kowloon, with a population of 2,019,533.²

People & Society

Nationality
Chinese and/or Hong Konger
Ethnic Groups: Chinese 93.1%, Indonesian 1.9%, Filipino 1.9%, other 3% (2011 est.)

Languages
Cantonese (official) 89.5%, English (official) 3.5%, Mandarin (official) 1.4%, other Chinese dialects 4%, other 1.6% (2011 est.)

Religions
According to the World Factbook, there are a number of (unspecified) local religions, accounting for 90 percent of the Hong Kong population. Christianity is also somewhat prevalent in Hong Kong, accounting for the remaining 10 percent.

Population
7.347 million (2016)
The age group of men and women throughout the years.

The population growth rate was listed at 0.35% (country comparison to the world: 170).

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A legal limit has been placed on birth registration in Hong Kong, which requires that parents register their child(ren) within 42 days of the child’s birth. During the first 42 days, the registration process is free of change. After 42 days, but within the first year of the child’s life, parents can still register the child if they pay a fee of HKD140 (USD18). After the child’s first birthday, the price of registering a child is increased to HKD640 (USD82), and the government also requires an explanation as to the lateness of the registration process. Sources state that birth registration is strictly handled by the Immigration Department. Despite the government crackdown on late birth registration, the number of births registered after 42 days rose from 2,525 to 3,054 between 2013 and 2014. The rise in consented post-registration (after 1 year) was less drastic, with 28 unregistered children in 2013 and 32 unregistered children in 2014. The number of normally registered births (within 42 days) increased slightly between 2013 and 2014, with 55,098 registered births in 2013 and 58,236 in 2014. The Immigration Department has not released data concerning the birth registration rate of children under the age of 5.

- Conversion made 04/09/2017
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It comprises 70 members, with 35 elected directly by geographical constituencies and 35 elected by functional constituencies (including five elected by the District Council (second) functional constituency). Apart from its law-making function, the Legislative Council debates issues of public interest, examines and approves budgets, receives and debates the Chief Executive’s policy addresses, and endorses the appointment and removal of the judges of the Court of Final Appeal and the Chief Judge of the High Court.

In addition to the Legislative Council, there are also 18 District Councils. In total, the District Council is comprised of 458 members (431 elected members and 27 ex–government officials). The role of the District Councils is particularly important, as they are the government unit(s) in charge of designing and implementing improvement projects – including the promotion of community and cultural activities.

Finally, the Judiciary is described by the Hong Kong government as follows:

“The Basic Law ensures that Hong Kong remains within the common law system. The judiciary is independent from the legislative and executive branches of government, with the courts showing no bias. For the most serious types of criminal offences, a jury decides whether the accused is guilty or not, with a majority vote required. The Court of Final Appeal is the highest appellate court and is headed by the Chief Justice.”

Is the governing party likely to change in the next election?

The answer to this question is complicated given the current political situation faced by Hong Kong. In 1997, the British relinquished authority over Hong Kong back to China, thus terminating British rule over the region. China signed the 1984 agreement with Britain, which allowed for the current “One country, Two systems” political relationship between Hong Kong and China to form. The agreement stipulated that Hong Kong would be a largely autonomous region of China in all areas other than foreign affairs and defence for 50 years. Since the agreement was made, Hong Kong has developed its own legal system, constitution, rights laws, freedom of speech agreements, and more. However, the structure of the election committee has led to some political disagreements as to the definition of democracy. As the election system currently stands, the chief executive is elected by an election committee of 1,200 members – a majority of which are categorized as being “pro-Beijing.” Pro-Beijing members of the electoral committee can significantly sway the votes towards a candidate that would endanger Hong Kong’s autonomy.

This was known internationally as the Umbrella Movement (Chinese: 香港佔領). However, the police quickly took down the campsite, causing protests to slowly dissolve without any concessions made. Ultimately, the series of political events and protests led to the election of Carrie Lam in 2017. Lam is widely perceived as Beijing’s candidate, thus proving some Hong Konger’s suspicions of China’s reforms to the electoral system correct. Lam is now positioned to serve a 5 year term in office, but pro-democracy activists and residents of Hong Kong are unlikely to stop protesting the “sham democracy.” In light of these events, it is unclear as to whether there will be a change in the governing party in the next election. The answer to this question depends largely on China’s plans for Hong Kong’s level of political and economic autonomy.

What are the implications of change to the existing social care set-up? At this juncture, it is difficult to assess the changes that may ensue if China continues to leverage control over Hong Kong. As Carrie Lam’s term has only just begun, the motives of China and pro-Beijing advocates remain unclear. The extent of China’s aspiration for control over Hong Kong’s government affairs is yet to be determined. However, if China continues to heavily influence the government of Hong Kong, it is likely that the existing social welfare departments/systems would be altered based on China’s social welfare programmes. In essence, the social welfare system in Hong Kong may begin to mirror that of China.

Head of the region
Chief Executive Carrie Lam (since 1 Jul 2017).

The Chief Executive is elected by the Election Committee, and later appointed by the Central People’s Government. His/her primary responsibilities are to implement the Basic Law, oversee the government budget, oversee and sign legal documents, issuing Executive Orders, and policy making. He/she is assisted by the Executive Council throughout the aforementioned decision making processes. According to the Hong Kong Government website, the makeup of the Council includes 16 principal officials and 15 non-official members, all of whom are appointed by the Chief Executive. Members of the Council only serve for the duration of the Chief Executive’s term.

The region has appointed the Legislative Council as the main government body in charge of law development. The organization and structure of the Council is described by the government as follows:

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References:

Hong Kong is divided into 18 political districts; Central and Western, Eastern, Southern, Wan Chai, Sham Shui Po, Kowloon City, Kwan Tong, Wong Tai Sin, Yau Tsim Mong, Islands, Kowloon, North, Sai Kung, Sha Tin, Tai Po, Tsuen Wan, Tuen Mun, and Yuen Long. District Offices are headed by a District Officer, who acts as the leading political representative of the area. The responsibilities of a District Officer include overseeing the operation of the District Administration Scheme, implementing district-level programmes and services, advocating for and/or promoting resident participation in district affairs, and ensuring that any advice given by the District Council is heeded and followed up. Most importantly, the District Officer’s duty is to ensure that cross-sectoral and cross-departmental communication is maintained. Finally, in emergency situations, the District Officer is required to organize emergency relief services and provisions.

District Councils are of the utmost importance to the functionality of the government, as they provide the central government with advice that pertains to specific districts as well as Hong Kong as a whole. District Councils advise the government on the following matters:

- matters affecting the well-being of the people in the district;
- the provision and use of public facilities and services within the district;
- the adequacy and priorities of government programmes for the district;
- the use of public funds allocated to the district for local public works and community activities;
- environmental improvements within the district;
- the promotion of recreational and cultural activities within the district; and
- community activities within the district.

Each district also has a district management committee that is chaired by a district officer. The committees are comprised of representatives from the main departments within the district. The purpose of the district management committees is to provide a forum for the various departments to discuss current events/issues pertaining to their districts. The forum also allows for increased and improved communication between districts, which may better inform the districts and the central government as to the political reforms or minor changes that would advance Hong Kong as a whole.

Notably, the District Administration Scheme that is currently in operation was only first established and implemented in 1982, while Hong Kong was under British rule. Slight changes to the structural organization of the District Administration Scheme and related government units have occurred since the system was originally established. For a short period of time (1997-1998), district boards were replaced by provisional district boards. Then, in 2000, the provisional district boards were replaced with 18 district councils. During the making and evolution of the district divisions, only two major geographical district changes have occurred. In 1985, the Kwai Tsing District was separated from the Tsuen Wan district, and in 1994 the Yau Tsim District and Yuen Long. District Offices are headed by a District Officer, who acts as the leading political representative of the area.

According to the Hong Kong Government Budget 2016-2017, the total expenditure on social welfare has increased significantly from HKD58.4 billion (US$70.5 billion) in 2015-2016 to HKD72.4 billion (US$9.3 billion) in 2017. The estimated recurrent expenditure on social welfare for the fiscal year of 2016-2017 amounts to HKD66.2 billion (US$8.5 billion), which is equal to approximately 2.7% of the nominal GDP of 2016. Budget figures for 2016-2017 suggest that social welfare accounts for 19% of recurrent government expenditure, which is a 13.4% increase from the revised budget estimate from 2015-2016. The largest portion of social welfare expenditure goes towards funding the Comprehensive Social Security Assistance (CSSA) Scheme and the Social Security Allowance Scheme (including services for children with special needs, as well as rehabilitation services for the young and the elderly), accounting for approximately HKD42 million (US$5.4 million) of government expenditure. Included in the budget is a HKD2.9 billion (US$370 million) recurrent expenditure for launching the Low-income Working Family Allowance Scheme in 2016-2017. The Scheme is designed to relieve low-income families or a total of 700,000 recipients. Notably, the Scheme is particularly targeted at low-income working families with children, and the Scheme is designed to benefit at least 170,000 children/youth as well as their parents/family as a whole.111

Family and social services include welfare and social assistance, recreation and cultural affairs, and environmental affairs. The government aims to provide a comprehensive social protection system for all residents of Hong Kong. The government has implemented various policies and measures to address social issues and improve the quality of life for its citizens. Some of the key programs include the Comprehensive Social Security Assistance (CSSA) Scheme, which provides financial assistance to low-income families, and the Old Age Allowance, which offers a monthly income to eligible elderly individuals.

In terms of social security, Hong Kong has a well-developed system that includes a universal pension scheme, unemployment benefits, and various income support programs. The CSSA Scheme is designed to provide financial assistance to low-income families and individuals, while the Old Age Allowance Scheme is aimed at assisting elderly persons in their retirement years. In addition, the government has implemented policies to promote social inclusion and poverty reduction, such as the Low Income Working Family Allowance Scheme, which provides additional financial support to working families with children. These measures are crucial in ensuring that all residents have access to basic necessities and a decent standard of living.

In terms of education, Hong Kong has a high-quality education system that is admired worldwide. The government invests heavily in education, providing free primary and secondary education to all citizens. The education system is decentralized, with primary and secondary education managed by the Education Bureau, while tertiary education is largely under the control of universities and colleges. The government has also implemented policies to promote vocational education and provide financial assistance to students from low-income families.

The economy of Hong Kong is largely driven by its role as a global financial hub, with a strong focus on foreign investment, trade, and finance. The city is home to one of the world's largest financial centers, with a well-developed banking and insurance sector. Hong Kong is also a major hub for international trade, with a large port and an efficient transport system. The government has implemented policies to promote economic diversification, including the development of high-tech industries and knowledge-based sectors.

In terms of healthcare, Hong Kong has a highly advanced and comprehensive healthcare system. The government has implemented policies to improve healthcare access, quality, and efficiency, including the establishment of a universal healthcare coverage system and the expansion of healthcare facilities. The city has a well-developed network of hospitals, clinics, and healthcare professionals, with a strong focus on public health and disease prevention.
The Social Welfare Department of the Hong Kong Government (SWD) is responsible for developing and implementing social services/programmes for persons with disabilities, the elderly, children, youth and families, as well as offenders. The SWD is broken down into 12 headquarter branches:

1) Elderly Branch  
2) Family and Child Welfare Branch  
3) Rehabilitation and Medical Social Services Branch  
4) Social Security Branch  
5) Youth and Corrections Branch  
6) Clinical Psychological Service Branch  
7) Licensing and Regulation Branch  
8) Administrative Branch  
9) Finance Branch  
10) Information Systems and Technology Branch  
11) Subventions Branch  

Family and child welfare services offered by the SWD are delivered and/or provided by NGOs as well as SWD units/agencies/offices. There are 65 Integrated Family Service Centres operated by both the SWD and NGOs across Hong Kong. The SWD states that these services are provided with the objective of strengthening and preserving the family unit. Therefore, the range of services by the SWD and child/family-focused NGOs include counselling, outreach services, family life (and parenting) education, as well as parent-child activities and programmes. In cases where there are abusive family dynamics, child custody disputes, child abuse and/or domestic violence, there are a number of SWD and NGO operated crisis/refuge shelters and intervention support programmes which can be utilised as temporary refuge. For families that may be in need of economic and/or psychosocial support, the SWD and various NGOs have also established short term child care centres i.e. day care, community activities, etc. However, longer term residential care options for vulnerable children (or children in need of special protection) are also made available. Because the SWD is primarily focused on strengthening and preserving the family unit as a whole, long term residential care for children would generally be used as a last resort.

The SWD and NGOs also provide residential and outpatient programmes for persons (including children) with disabilities. The rehabilitation services offered include special child care day care centres, activity centres, vocational training and supported employment services, small-scale group homes for mildly handicapped children and physically disabled children, and early education programmes. For adults and elderly persons with disabilities, similar programmes and services are offered, such as: on the job training, work extension services, halfway homes and long term residential care, as well as hotels and hostels for persons who are mentally and/or physically handicapped. All residential care facilities for persons with disabilities are licensed and overseen by the Licensing Office of Residential Care Homes for Persons with Disabilities (LORDCH).


Institutional Care

Boys'/Girls' Hostel; Boys'/Girls' Home with School; Children's Home; Children's Reception Centre; Day Care Children's Centres; Foster Care: Small Group Homes (SGHs); Residential Child Care Centres; Residential Creches; Residential Homes for Children (RHCs); Residential Nursery

The SWD has not yet implemented an official definition of institutional care. In most cases, the term institutional care refers to alternative care services in the form of medium-long term placement in an orphanage or group home. According to the SWD website, the most common forms of institutional care used in Hong Kong are residential creches, residential child centres and children's reception centres, children's homes, boys'/girls' homes and boys'/girls' hostels. Foster care is also considered to be a form of residential care, alongside small group homes (SGHs) (short-term care). While foster care and SGHs are listed as residential care options, they are not listed as forms of institutional care. Therefore, it appears as though the SWD has separate definitions and criteria for residential care and institutional care, although these definitions are not stated outright.

The application procedure for placement in residential or institutional care requires that an official referral is made by the social worker responsible for the child/family's case. Applications are free of charge. Once filled out by the social worker, the form is entered into the Central Referral System portal. There are multiple Central Referral Systems, depending on the child or family's respective needs. For instance, applications submitted on behalf of children with disabilities would be sent to the Central Referral System for Rehabilitation services (CRSRehab). The Central Referral System(s) manage(s) waiting lists for care placement and ensure that there is monitored uniformity in the referral process and service admission criteria. All residential and institutional placement is made through the Central Referral System(s), but access to community support services and programmes is not granted through the Central Referral System. Families in need of community support services are able to approach community support agencies, organizations, programmes etc. without a referral from their case worker.

NOTE: Kindly refer to Annexes 1 & 2 for Central Referral System for Residential Child Care Services Forms.

2.1 Government / state-run child care facilities

The SWD offers residential care placement for children and young persons under the age of 21 who are unable to remain under the care of their families. Institutional placement is primarily for children who are in need of alternative care i.e. children/young people who have experienced behavioural problems, emotional problems, family crises, parental death or desertion. Due to the wide range of needs that children in vulnerable family situations may have, the SWD offers a variety of institutional care programmes and services.

Younger children appear to be separated from older children in residential and institutional child care facilities. There are residential child care centres known as Residential Creches for children under the age of 3. For slightly older children (age 3-5), the residential child care centres are called Residential Nurseries. Finally, there is a Children's Reception Centre for children under the age of 18. It is unclear as to whether children between the ages of 18 and 21 would be able remain under the care of a residential centre.

Other forms of institutional care offered by the Hong Kong Government include Children's Homes (for children and young persons between ages 6 and 21), boys' homes (ages 7-21) and girls' homes (ages 7-21) for children and young persons with behavioural problems, Schools for Social Development (generally run within the boys' and girls' homes), and boys'/girls' hostels for young persons with emotional/behavioural issues who are working or studying ages 14-21.

Exceptionally in Hong Kong's context, foster care is categorized as institutional care by the SWD. Regular and/or emergency placement in a foster family is listed under the institutional care services offered by the SWD. According to the SWD website, children and young persons in need of foster care provision could also be placed in a small foster care group home. The small group homes are defined as units comprising of eight children and usually care for children above the age of 10.
2.2 Private child care facilities

While there may be a number of private institutional care facilities in Hong Kong, it appears as though these centres are more concerned with short term care. For example, a number of organizations offer private crèche day care for infants. Research yielded minimal information on the presence of private facilities that offer long-term alternative care to vulnerable children and youth.

2.3 Non-profit (NGO, INGO, etc.)/community child care facilities

There are a number of NGOs and charitable organizations offering institutional care services in Hong Kong. The Hong Kong Society for the Protection of Children (HKSPC) is recognized as one of the largest child care/welfare organizations operating in the region. Various short term and long term residential care programmes are offered by the HKSPC:

<table>
<thead>
<tr>
<th>Residential Child Care Services (government registered facilities)</th>
<th>Foster Care Placement</th>
<th>Small group home (under foster care)</th>
<th>Residential Creches</th>
<th>Residential Nursery</th>
<th>Children's Reception Centre</th>
<th>Children's Home</th>
<th>Boys'/Girls' Hostel</th>
<th>Boys'/Girls' Home with School</th>
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</thead>
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</tbody>
</table>

Table 1. Based on Social Welfare Services in Figures 2016 Edition Report – Social Welfare Department

List of registered children’s homes, boys’ and girls’ homes, boys’ and girls’ hostels, foster care agencies, small group homes, residential child care centres and children’s homes in Hong Kong: http://www.swd.gov.hk/en/index/site_pubsvc/page_family/sub_listofserv/id_residchildcare/

While there is limited information regarding the government’s involvement in funding the organization’s long term residential care centre, all of the day care centres run by HKSPC are subsidized by the Hong Kong Government. Despite the fact that these services are partly government funded, the cost of HKSPC’s infant day care plan for working parents is listed at HK$72,096 (USD9,200) per year (in monthly installments). Families in need of financial assistance can apply for the Kindergarten and Child Care Centre Fee Remission Scheme. Approval for the Kindergarten and Child Care Centre Fee Remission Scheme is based on the family’s financial situation, and full or partial financial assistance may be granted.²³

Mother’s Choice, a local charity organization providing care services to mothers, infants, children, young people and families, also offers institutional placement options. In keeping with the structure of HKSPC’s institutional care services, Mother’s Choice Child Care Home offers infant and/or developing baby care. There is typically space for 32 babies in the charity’s Wee Care (infant care) housing. Additionally, the Child Care Home can accommodate 12 children with disabilities or special needs in the Wee Care unit. In total, Mother’s Choice Child Care Home serves approximately 100 children per year. Programmes and services offered by Mother’s Choice are funded primarily by donation. According to the charity’s website, 23% of their funding comes from the SWD and the remaining 77% of their funding is raised through public donations.²⁴

2.4 Faith-based child care facilities

Faith based organizations, charities and groups appear to be major contributors to the institutional care sector as a whole. The vast majority of faith-based care institutions are Christian. However, there are no data to show the ratio of faith based care institutions to non-faith based care institutions. A relatively large number of faith-based care centres were opened by missionaries during the mid-1900s. The sudden rise in faith-based institutional care is reportedly due to the high number of abandoned babies in the late 1940s and early 1950s, in which approximately 15,000 babies in Hong Kong were abandoned per year. Sources also indicate that there is a network of Christian-based care facilities for children across the region.²⁵

One of the most prominent Christian care institutions in Hong Kong is Fanling Babies Home. According to the Fanling website, the Home was originally established by an English missionary in 1936. Upon changing location, the name of the Home has also changed to Pine Hill Babies Home (or Hong Chi Pinehill Village), although the original name of the Home is still used in certain contexts.²⁶ Pine Hill operates a number of children’s schools and other educational/recreational programmes for children, as well as a Home for children (from 6 to 15 years old) with mild intellectual disabilities. The Pine Hill website states that the Home operates as a Children’s Hostel, but it is unclear as to whether the facilities are meant for temporary or long-term use. In keeping with the standard size of institutional care centres, Pine Hill Children’s Home has a maximum capacity of 32 children.

The staff to child ratio is not indicated. The majority of Fanling/Pine Hill’s funding is provided by the Christian Children’s Fund and the Hong Kong Government.²⁷

There are a number of Christian child care institutions that have a similar structure to that of Fanling/Pine Hill Children’s Home. As stated previously, it appears as though a strong network of Christian care organizations and facilities is maintained in Hong Kong. Through the Christian Children’s Fund and other major religious organizations/charters operating in Hong Kong, Fanling/Pine Hill has remained part of a larger network of Christian carers across the region, including: Shatin Babies Home, Precious Blood Babies Home in the New Territories, Evangel Children’s Home, Ling Yuet Sin Infants Home, St Paul’s Crèche, Yuen Long Children’s Home, Eric Bruce Hammond M. Orphanage, St. Christopher Home and Po Leung Kuk.²⁸

2.5 Are there any cartels/strategic alliances?

A group under the child rights organization Against Child Abuse formed to make The Hong Kong Committee on Children’s Rights, in order to lobby for the implementation of the UNCRC. The Hong Kong Committee on Children’s Rights has been operating under Against Child Abuse since 1992, with the primary goals of promoting children’s rights and pursuing the development of community services/activities for children who are left unattended by their parents (due to work, etc.). After the UNCRC was ratified by the government of Hong Kong in 1994, the group moved on to become an official organization in 1995. The Committee is now host to the secretariat office of Kid’s Dream, which acts as the regions first child-led organization for the promotion of children’s rights. Now, Against Child Abuse, the Hong Kong Committee on Children’s Rights and Kid’s Dream work collaboratively, with an emphasis on mentorship and secretarial support services.63

Despite the efficiency of the Social Welfare Department of Hong Kong, there is an overarching problem of child representation in matters concerning children's rights. In order to include children in the process of establishing children’s rights and alternative child care, the Hong Kong Committee for Children’s Rights, Against Child Abuse, the Hong Kong Committee for UNICEF and a group of children have been advocating for the creation of a Children’s Council. Due to the collaborative efforts between the three groups, Hong Kong’s first Children’s Council was established in 2002. The Council was sponsored by the Home Affairs Bureau, and it was considered to be an extension of the UNICEF Child Ambassadors’ Scheme, directly linking the council to the international promotion of children's rights. The Council relies on 70 Child Councillors between the ages of 11 and 17, all of whom are recruited annually.64

The Hong Kong Children's Rights Committee has also directly advocated for Chi-Wai, a child who was neglected by his parents and the SWD until he died at age 5 (see section 3.2). Following Chi-Wai’s death, the Committee composed a full appeal to the Hong Kong Government, as well as a list of recommendations to prevent future cases of abuse and neglect.65

3.1 What is the current political stance/approach to care?

The SWD considers family units to be a vital component of society, and the stated objective of the Family and Child Welfare department is to provide services that strengthen the family as a whole. Although the Hong Kong care system relies heavily on institutional care, the number of institutional care facilities is relatively low in comparison to the number of children in need of alternative care. Due to the high occupancy rates of Hong Kong’s alternative care institutions, children in need of immediate alternative care are often placed on waitlists. This ultimately causes children who are in need of emergency care to remain in abusive or vulnerable environments at home, as space in institutional care facilities is limited.66 In this regard, the alternative care in Hong Kong differs from most other Southeast Asian counties in that there is a lack of institutional or residential care options for children. With such a strong focus on prioritizing family-based care, the social welfare system has neglected to include a sufficient amount of residential care facilities for those who are not able to continue living with their parents. During 2016, there were 4,497 cases of child/spouse abuse and/ or battering being handled by the Family and Child Protective Services Units (FCPSU). According to the SWD, there are only 11 FCPSUs in all of Hong Kong, making it a highly used family strengthening programme. The Integrated Family Service Centres under the SWD also handled 24,515 cases in 2016. In keeping with the FCPSUs, Integrated Family Service Centres offer preventative, supportive/strengthening, and remedial services to vulnerable families. The Family Aide Service, another family strengthening service offered by the SWD, reached over 2,139 families/children in 2016. Based on these numbers from the Social Welfare Services in Figures Report, perhaps the Hong Kong social welfare system is overly focused on providing community and family-based care. Residential and/o r institutional care services have not been developed to the same degree as community-based family preservation programmes, and the social welfare department has faced difficulty with a lack of room in institutional facilities for children or families in crisis situations.67

Some concerns have also been raised in regard to the government’s indisposition to residential homes for children. Statistics from 2016 show that the 3,427 residential facilities for children without disabilities have reached an occupancy rate of 87%. While the residential care facilities for children with disabilities are at 98% occupancy. Some child care specialists in Hong Kong have stated that there is a strong need for the government to be more financially supportive of non-government run homes/facilities for children with and without disabilities. While there has been some critique of this aspect of the alternative care system for children, there is no available commentary or response on the part of the government. Therefore, it is unclear as to whether the Hong Kong government will make the structural changes necessary in order to expand the range of services/service centres available to children in need.68

3.2 What is the social policy agenda and how advanced are developments?
- what policies exist and how important are they perceived within the country?

Research has yielded minimal information on the child protection policies that are being implemented in Hong Kong. There seems to be little information published on Hong Kong’s national child protection/alternative care policies. However, when child protection policies are discussed, it tends to be in terms of the United Nations Convention on the Rights of the Child (UNCRC).

China ratified the Convention on the Rights of the Child (UNCRC) in 1992. Following China’s ratification of the UNCRC, the United Kingdom extended the ratification to Hong Kong (1994). Upon ratifying the UNCRC, Hong Kong’s child care/legal systems were significantly informed and influenced by the terms stipulated in the UNCRC. Still, a child protection policy that is specific to the needs of Hong Kong’s children and families has yet to be drafted. It should be noted that the Hong Kong Committee on Children’s Rights has strongly advocated for child-focused community campaigns. The Committee has also suggested that the Central Policy Unit of Hong Kong should be mandated to uphold a Child Policy that focuses on prevalent issues such as poverty and housing crises.

With the introduction of the United Nations Millennium Development Goals (MDG), many countries launched campaigns and formed committees in order to construct development plans for the betterment of children’s lives. China’s Mainland Authorities were significantly informed and influenced by the terms stipulated in the UNCRC. Still, a child protection policy that is specific to the needs of Hong Kong’s children and families has yet to be drafted. It should be noted that the Hong Kong Committee on Children’s Rights has strongly advocated for child-focused community campaigns. The Committee has also suggested that the Central Policy Unit of Hong Kong should be mandated to uphold a Child Policy that focuses on prevalent issues such as poverty and housing crises.

Family and Child Protective Services Units (FCPSUs) under the SWD are responsible for providing services to children and families who are affected by the following abusive or harmful circumstances: 1) child abuse, 2) spouse/cohabitant battering, 3) custody/guardianship disputes including international child abduction matters. FCPSUs are also responsible for conducting investigations, facilitating early interventions, implementing statutory protection, handling casework services for victims of abuse as well as abusers and/or other family members who may be personally affected by the abuse. Services made available to families and children who have experienced abuse include child care services, psychological support services, child care services, residential child care services, shelter/residential care for abused women, as well as family aid. The services provided are based on a comprehensive evaluation of the families’ needs, and abuse or battering cases are handled with a multi-disciplinary approach. This approach requires that the SWD hold multi-disciplinary conferences on cases of abuse, in which doctors, teachers, social workers, clinical psychologists, and the child’s family meet to discuss the case and determine a care plan that meets the needs of the children/families involved. Child Protection Special Investigation Teams, made up of police from the Child Abuse Investigation Units, clinical psychologists from the SWD and FCPSU social workers, may also intervene in abuse cases for the sake of joint investigation.

Multi-disciplinary case conferences (MDCCs) on child abuse occur within 10 working days of the case referral being made. With the input of a variety of professionals in child care and family assistance services, the MDCCs act as knowledge sharing forums in which welfare plans are arranged for the child/family. In the process of formulating a welfare plan, members of the MDCC take the following into consideration:

- the nature of the incident;
- the level and nature of risk to the child and, if any, other children of the family;
- risk of recurrence of the incident;
- welfare planning to protect the child upon multi-disciplinary collaboration, including post abuse therapeutic counselling service at pre-trial stage; and
- welfare planning on the welfare plan of the child and where necessary, the welfare need of other family members related to the protection and well-being of the child victim.

Once the case has been fully assessed by the MDCC, conference members must agree on the method by which the child’s parents/family should informed of the outcome of the conference. The MDCC is also responsible for identifying the Key Social Worker assigned to the case, and defining his/her role in carrying-out the child’s welfare plan.

In recent years the efficacy of Hong Kong’s child protection legislation has come into question. This was prompted by the death of Chi-wai, a 5 year old child with Down Syndrome who consumed approximately seven times the lethal dose of methamphetamine. Legal authorities suspect that the child found crystal meth somewhere in his family’s home and ingested it unknowingly. Prior to his death, Chi-wai was in the social welfare system due to reports of abuse and neglect after his school teachers noticed bruises and marks on his body. Journalists have pointed to the fact that Chi-wai’s case had gone through a multidisciplinary case conference (MDCC), at which his case managers decided that the child must be removed from his home due to his parents’ drug addiction. The decision to place Chi-wai in alternative care was made a month before he died, but he was unable to leave his family due to the lack of residential care facilities.
Following his death, lawyers and child protection specialists began to speak out on the underdeveloped state of child protection laws where even the term ‘child abuse’ is vague. Also, Hong Kong’s child protection laws are at least 30 years old, and there is no legal obligation for social workers or police to investigate child abuse cases. Moreover, there are no laws in Hong Kong that find carers at fault in cases where they do not protect their child.

**Child Trafficking**

Child trafficking is another major child protection concern in Hong Kong, as the region has been categorized as the second largest market for Nepali women and children (mainly girls) being trafficked. Very few children are trafficked from Hong Kong, however it is a destination and/or place of transit. In some cases, girls as young as 13 may be trafficked across the Chinese border for the purpose of sexual exploitation. There have also been cases of child smuggling and/or trafficking for the purpose of reuniting parents with their children. Reports show that 1,500 children were illegally transported from mainland China to Hong Kong in order to regulate and monitor social workers, to establish and maintain a register for social workers, to establish and further develop social work standards/ qualifications, to handle all matters pertaining to registration (including renewal of registration), and to monitor the behaviour/actions of social workers.Persons who are not listed on the Ordinance’s Register are not able to receive the title of social worker.

The Social Workers Registration Board is comprised of 15 members, including eight registered social workers and 6 members appointed by the Chief Executive. The final member of the Board is the Director of Social Welfare. The Board members do not receive monetary compensation for their services, as the work done by the Board is voluntary.

In order to be an official social worker, one must complete the Board’s application for registration. There is an application fee of HK$500 (USD65), as well as a fee of HK$400 (USD50) for renewal of registration once the initial registration has expired. Other potential fees apply to the processes of re-registration, re-issuance of certificate for registration, as well as its renewal. Cards expire eventually, the exact length of certificate for registration, as well as a fee of HK$400 (USD50) for registration. The Board reserves the right to disqualify a social worker for vague offenses such as “misconduct” or a “criminal offence.” Social workers who have participated in political marches, rallies, etc. risk losing their jobs, depending on the makeup of the Board. For this reason, the Social Workers’ General Union has been forced to strategize ways to occupy the 8 available seats on the Board, in order to protect social workers’ rights to their own political stance(s).

**Corporal Punishment**

The use of corporal punishment on children is also particularly common in Hong Kong. A survey was conducted by Against Child Abuse, in which 1,562 children (between the ages of 11 and 13) were interviewed about their experiences of physical abuse. The study found that 54% of the children interviewed had experienced corporal punishment at the hands of their parents. Although Hong Kong passed a law in 1991 that banned the use of corporal punishment in schools, the law does not prohibit the use of corporal punishment within homes. There is minimal available information on the ramifications of the corporal punishment law in children’s homes and other alternative caring environments.

4.1 Who/ which agencies are offering social work qualifications?

There are about 21 learning institutions which offer a range of social work certifications ranging from sub-degree to post-graduate. A complete list of approved learning institutions and social work qualifications is posted on the Social Workers Registration Board website. It can be accessed using the following link: https://www.swrb.org.hk/en/hs/asa.aspx. It is noted that the institutions and programmes listed on the website are subject to change, depending on alterations made to the curricula. The Board can make revisions to the list of approved social work qualifications, and some institutions are subject to deletion while others may be added to the list over time.

A Social Work Training Fund had been established since 1961 to facilitate the knowledge acquisition.

4.2 Is there an association/accreditation body for the social workers?

Hong Kong was ahead of many in the region to form the Hong Kong Social Workers’ Association in 1947. Thou, the Social Workers Registration Board (otherwise known as the Board) which acts as the statutory body responsible for registering and monitoring social workers in Hong Kong was only established in 1998, while the Social Workers Registration Ordinance was established previously in 1997. Ultimately, the Ordinance was enacted in order to regulate and monitor social workers in the region. The functions of the board as dictated by the Ordinance are:

- to establish and maintain a register for social workers, to establish and further develop social work standards/qualifications, to handle all matters pertaining to registration (including renewal of registration), and to monitor the behaviour/actions of social workers.
- Persons who are not listed on the Ordinance’s Register are not able to receive the title of social worker.

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**Hotlines**

The public could approach either approach any of the Family and Child Protective Services Units of SWD in their districts or make a direct call to SWD hotline 2243 2255 to report on the suspicious child abuse. The calls are attended by on duty social workers from 9-5pm (Mon to Fri) and 9-12noon (Sat) who would then investigate and assess the alleged matter. If deemed necessary for need of protection, the child would be sent for medical examination and treatment, or arrange temporary safe place for the child. The case would then be presented at the MDCC for necessary plan of action (i.e. appropriate services for child and family). It was reported that SWD attended to 147,372 calls in 2015-2016. A similar support line is also offered by Against Child Abuse (NGO).

**Corporal Punishment**

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alternative care

5.1 What is the definition of alternative care of children?
The SWD has not yet established a definition of alternative care that is particular to the social welfare system of Hong Kong. Based on information made available by the SWD, it seems as though the Hong Kong Government considers alternative care of children to include institutional/residential care and family-based care (foster care, kinship care). A child is considered to be in need of alternative care services in some cases of neglect, abuse or abandonment that cannot be resolved through family-strengthening/preservation services. While there are a wide range of community service programmes made available to vulnerable children and families, it is unclear as to whether community-based care would be included in the definition of alternative care for children. Community-based services do not generally require that the child is cared for by someone other than the parents on a full time basis, which may cause community-based services to be categorized as preventative care rather than alternative care.

Statistics of children in alternative care

Total number of children in alternative care (total)
Data unavailable.

Total number of children in foster care
There were 933 foster children in placement, and 821 placed in 108 small group homes across Hong Kong in the period 2015-2016.

Total number of children in institutional care
There are currently over 4,000 children in residential care facilities. The figure cited is based on the assumption that it would likely include children in foster care, SGHs and RHCs as in Table 1. Excluding children in conflict with law placed in detention or probation hostel (estimated 2,000); placed in temporary emergency crisis shelter; undergoing special rehabilitation programmes as well as those children residing in care facilities operated by private, non-profit and faith-based providers.

Total number of children in kinship care
Data unavailable.

Total number of children adopted
According to SWD statistics, the department facilitated 73 local adoptions and 14 intercountry adoptions in 2015-2016.

Legal age of leaving care
The legal age of leaving care in Hong Kong changes depending on form of care being used. For most residential care services, the legal age of leaving care is 21. However, some institutional care facilities only care for children up to the age of 18, while other facilities only offer care to children within a specific age group (i.e. age specific créches and children’s reception centres).10

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The Education Bureau offers a range of programmes and services for children and young persons in need of special education assistance. In order to properly assess the needs of the child, referral and placement services are available through the Education Bureau. In cases where the child may have severe and/or multiple disabilities, they may be referred to special schools that are structured to provide the child with the support he or she requires. An audiological service is also made available to children with impaired hearing. The service includes training and counselling to parents and teachers/school personnel, in order to ensure that children with impaired hearing are receiving care that meets their needs. Speech therapy service is also provided by the Education Bureau, and it includes support services for children with speech impediments and other language-related difficulties. Children with learning, emotional and/or behavioural difficulties can seek assistance through the Educational Psychology Service. Psycho educational assessments are also offered to children with moderate to severe mental and/or physical handicaps. Autistic children and children with severely impaired vision and/or hearing are also offered specialized care programmes through the Special Child Care Centre. Based on the list of SCCCs provided by the SWD, it appears as though some of the facilities offer short term care, while others may offer long term care instead. In order to gain access to these facilities, a social worker can submit a referral on behalf of the child in need of support services. The application for SCCCs is free of charge. However, there is a monthly fee of HK$354 (USD45). According to the 2016 Social Welfare Service Figures, the SWD offers financial assistance to families with children with disabilities through the Comprehensive Social Security Assistance Scheme. The monthly subsidy provided by the SWD may vary, depending on the level of assistance and rehabilitation that the child requires. The rate also fluctuates depending on whether the applicant is a single person or a family member. Children who are 50 per cent disabled would receive HK$3,760 (USD480) if they apply as a single applicant while children who apply as family members would receive HK$3,280 (USD420). Children who are deemed to be 100 percent disabled may receive HK$4,460 (USD570) for single person applicants or HK$4,390 (USD510) for family member applicants. Children who require round-the-clock assistance may be entitled to a monthly subsidy of HK$6,095 (USD780) for single person applicants, or HK$6,630 (USD 20) for family member applicants.53

6.1 What is the definition of family-based care? How is it defined? Is there emphasis on priority on it? A formal definition of family based care is not provided by the SWD or any other child care/protection based government unit. Moreover, the term family based care is seldom used in the context of Hong Kong’s alternative care system. While family based care services such as foster care and adoption are utilized within the region, these forms of care are rarely discussed in relation to the deinstitutionalization movement that has become popularized in other parts of Southeast Asia. In this sense the term “family-based care” is not given priority by the Hong Kong care system, but the services that would generally comprise of a well-structured supportive family-based care system are indeed made available to vulnerable families. In fact, it seems as a given practice and viewpoint that the family preservation/ strengthening form the core of the alternative care of children in Hong Kong and institutional care is seen as last resort (needless to say). However, the lack of residential care centres is also a major factor. There are waitlists for all forms of alternative child care in Hong Kong, which is ultimately more than a capacity issue – it is a serious threat to the region’s child protection system and the child’s right for a family as well as place of safety. The pace at which applications for formalized alternative care are processed must be increased, as the year long waiting period has proven to be unsatisfactory for children in abusive or neglectful families.57

6.2 Is there a real need for family-based service? Justify answer; what indicators suggest this? Recent articles and reports on the Hong Kong alternative care system have highlighted the fact that vulnerable children are now rarely cared for by their extended family. This stands in contrast to previous generations’ family structures, and it has left a significant gap in the care system. In fact, the current structure of the care system may have been designed with some cultural expectation of reliance on the use of kinship care. Without the possibility of being cared for by extended family members or friends, children in need of alternative care are often forced to remain in their parents’ care (i.e. whom could be perpetrators of abuse) for at least a year before being placed in an institution or a foster family. With these issues in mind, there is a pressing need for a stronger family-based care system in supporting birth/extended families as well as buttressing other alternative care options to ‘house’ the children while in transition towards more permanent care placement.

6.3 Is there poor practice or short-fall of service? are standards very high; is the sector strong? If there is a need; then why? – Short-falls come from; Govt/Private/NGO? Reports on Hong Kong’s child care system have shown that some forms of family-based care, particularly foster care, have received little recognition or appreciation. The benefits of foster care and other forms of family-based care are seldom discussed or promoted in Hong Kong. Due to a general lack of awareness of the need for family-based care, foster care services have not been prioritized. Additionally, the strict criteria for potential foster carers has likely prohibited families from caring for children in need. In the past, foster caring NGOs only considered couples in their 30s with one child to be suitable foster parents/families. Over time, this criteria has evolved to a different set of standards and restrictions that prioritize mature adults whose children have left home. While the shift in foster care qualifications is partly due to changes and developments in the care sector, the high cost of living in Hong Kong has negatively impacted people’s ability to provide a proper caring environment for vulnerable children. Reports show that younger families and/or couples cannot afford to rent or own the space required to meet the needs of a foster child.59

6.4 If there is a need, then is this politically and professionally acknowledged? Or is the need resented and concealed?

The need for family-based care appears to be primarily addressed by journalists and other news sources, rather than by policymakers in Hong Kong. The government’s stance on family-based care is seldom discussed in recent articles on the care system. The government’s intentions for the development of family and community-based care remain largely unpublicized.

Some sources have stated that the Social Welfare Department has not prioritized permanent planning or long-term planning. Moreover, there is currently no government child care policy. In many respects, the child care services offered by the government may actually dissuade families from caring for children in need of alternative care by negating the need for foster/ adoptive parents the support they need. Reports also show that foster parents are provided with notably low monthly subsidies and little to no support from the government. While the flaws of the alternative care system have been well documented and addressed by international child rights/care organizations such as Save the Children, the government has not yet implemented the suggested reforms. Save the Children highlighted the needs of children with disabilities in foster care, but no action was taken by the SWD, and the foster system has not been reformed to accommodate the needs of children with disabilities. Due to the aforementioned gaps in Hong Kong’s social welfare system, child care experts have suggested that Hong Kong is in need of a comprehensive study to locate the gaps in knowledge, experience, availability and provision of alternative child care services.16

6.5 What models of family based care is used?

Family strengthening / strengthening i.e. encouraging admission into institutional care

A variety of preventative, supportive and remedial care services are funded by the Hong Kong government, and delivered by the Family and Child Welfare Unit of the SWD to meet the needs of families in the community.17 Perhaps the most family-centred care facilities under the SWD are the Integrated Family Service Centres (IFSCs). IFSCs offer a spectrum of family-based and community-based support programmes to those who are in need of family strengthening services. Each IFSC unit has three essential components: a family resource unit, a family counselling unit and a family support unit. A guiding principle of the IFSCs is accessibility, which is evidenced by the extensive network of 65 IFSC units across Hong Kong. According to the Service Description of IFSCs, the placement of the units is designed to meet the needs of families and children in specific localities. Two service centres have also been established in Tung Chung, outside of the Hong Kong territory. The services provided by IFSCs include family life education, enquiry services, volunteer training, group activities, outreach services, as well as counselling and referral services. IFSCs also stress the importance of preventative services, particularly parent-child activities that facilitate bonding and inter-personal communication. Although IFSCs are government-run, they also receive support from non-government organizations.18

Family Aide Service is another initiative by the SWD that provides cost free home-based training to parents and caregivers. Household management and training for the provision of care to children/persons with disabilities are included as some of the main components of the Family Aide Service. According to the SWD website, this service is targeted at individuals and families who are already recipients of integrated family service. Notably, the application procedures for Family Aide Service state that families/individuals do not need to be referred by a social worker in order to qualify for the programme. Rather, persons who have not been referred to the programme can request the same services at family service centres and NGOs across the region.19

For individuals and families in need of financial support, the SWD offers the Comprehensive Social Security Assistance (CSSA) Scheme. While the CSSA Scheme is made available to anyone in state of financial hardship the Scheme is designed to assist persons who suffer from a disability, illness, old age, unemployment or low earnings. The Scheme provides families/ individuals with enough financial stability to encourage financial independence and stability, by meeting the basic needs of its beneficiaries. In order to qualify for the CSSA Scheme, applicants must undergo multiple financial tests, including an income test as well as an asset test. The grant can only be given if the combined income of the entire household is deemed insufficient to meet the needs of the family. Persons under the age of 18 are considered unfit to apply for the Scheme.20 Recent reports show that there were 242,903 cases taken on by the CSSA Scheme in 2016, with a total of HK$221,314 million(U$28.5 mil) in government disbursements.21

For emergency cases, a Family Crisis Support Centre was set up by Caritas Hong Kong in 2008 offering families in distress or near immediate relief. The Centre is open 24 hours a day and admits cases at any time. The Caritas Family Crisis Line <8288> is an integral part of the its operation alongside with other dedicated service lines such as Extra-Marital Affairs Hotline; Debt and Financial Capability Hotline; Children Hotline; Love Hotline; and Addiction Hotline. Other services provided through the Centre include: short-term emergency intervention (with overnight accommodation services built-in), temporary retreat, and other easily accessible service packages. Applications for emergency/crisis support can be submitted through CSSA and SWD hotlines, as well as integrated family service centres.22

The SWD subsidizes various NGOs that offer short term child care services. This service is mainly made available to parents who have work schedules that prevent them from being able to care for their child(ren) during the day. In order to make this service available to low income households, a Child Care Centre Fee Remission Scheme (KCFRS) has been implemented. Special Child Care Centres for children with disabilities are also provided through the SWD and affiliated NGOs. In addition parents caring for children with disabilities are eligible for the Social Security Assistance (SSA) Scheme amounting between HK$3,865 -5,790 (US$495-740) dependent on the disabilities.23

Family assistance i.e. family tracing / reunification etc.

Researchers and reporters have found that the alternative care system, and particularly the foster care system, does not prioritize contact between the child and their birth family. Without maintaining parent-child contact in the first 6 months of alternative care placement, the chances of reunification are significantly lowered. The care system’s lack of sensitivity towards the needs of the family as a whole seems to be an overarching issue, as the number of separated families continues to rise. Sources say that the most pressing concern may be the upsurge in parents who suffer from severe depression and anxiety. Families are not offered the preventative services and support required to keep from separating, and once forcefully separated from their children by the authorities, parents may not have the courage to assume the role of parent again.

In response to the crisis of a shortage of non-residential/institutional care, one local non-profit charity called Mother’s Choice has recently launched a programme that uses alternative family methods and adoption methods. The charity actively recruits foster families that they deem to be suitable for providing care to vulnerable children, but they do not offer an allowance or subsidy to Foster carers.

Mother’s Choice’ fostering method is also reliant on determining the chances of family reunification early in the alternative care placement process, in order to ensure permanency planning. If the child’s reunion with their birth family is not realistically viable, the charity may suggest adoption early on. This method of conducting a placement assessment differs from the standard protocol, which involves a fair amount of back and forth about putting the child up for adoption versus facilitating a family reunification. The programme is not currently backed by the government, but Mother’s Choice hopes to receive government support in order to make the programme accessible to more families in need.24

Research indicates that a foster care placement with regular contact with the birth parents within the first six months creates a much higher possibility of the child returning to the birth parents.

**Kinship care**

There is insufficient information on the structure and organization of kinship care placement, as it appears there are a limited number of agencies and/or organizations offering kinship care services in Hong Kong. It was noted that kinship care services are not included in the SWD's list of Child and Family Welfare Services. However, they are taking efforts in enabling other family members to be caregivers with recent launch of a 2-year pilot project (2016-2017) on Child Care Training for Grandparents with the aim to strengthen intergenerational family ties as well as scaling up child caring skills. Targeting grandparents of children aged from birth to under 6 or grandparents-to-be (i.e., those who will become grandparents in six months or so) with a total provision of 540 training places.

While, International Social Service Hong Kong (ISSHK) offers a wide range of kinship care placement services. ISSHK's kinship care services include: counselling prospective carers, providing social reports on prospective carers, intervention services, conducting follow up integration reports, escorting the child in care back to his/her hometown and family and conducting post-placement reports.

**Foster care**

Historically, foster care in Hong Kong is what now to be known as ‘child sponsorship’. The Foster Parents Plan (1959 to 1973) was initiated by PLAN International in response to the influx of the refugees from mainland China nationalist-communist civil war. International donors were sought then to assist with educational, nutrition support, healthcare as well as setting up of shelters; the programme benefitted 12,000 children. Present day, the SWD defines foster care as the provision of residential family care to infants/children under the age of 18. Foster care is described by the SWD as a form of temporary care for children who cannot remain under the care of their parents for various (unspecified) reasons. Foster care law has not yet been established in Hong Kong, but the practice is currently governed by the Guardianship of Minors Ordinance.

The main government unit concerned with foster care training and placement is the Central Foster Care Unit (SWD). Overseeing 11 other foster agencies that assign children to their family homes. SWD reported that there were 933 (2015-2016) children placed in foster care placement & supervision; slightly lower than in 2014-2015 at 941. Foster caring arrangements are meant to include some form of permanency planning, which may ultimately mean that the foster child is reunited with his/her family or he/she joins an adoptive family. In some cases where the child reaches adulthood while in foster care, she/he may go on to live independently, depending on the circumstances.

The SWD states that foster children should be normal in health and intelligence or mildly mentally handicapped, which implies that children with disabilities may never have the opportunity to live with a foster family. The stated criteria for foster parents is also relatively limiting, as prospective foster parents should have the following qualities: good health, a stable emotional state, an education (at least primary education), hygienic/safe living habits and sufficient space, experience in child care and the ability to arrange a care plan for the foster child. Foster parents must also be willing to comply with the investigation requests and general guidance from social workers. However, the application process for foster caring is free of charge, which may encourage more potential carers to apply despite the SWD’s somewhat limiting criteria.

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69 https://www.swd.gov.hk/en/index/site_pubsvc/page_family/sub_listofserv/id_projectcct/


Average length of time a child in Hong Kong spends in foster care is 56 months, with around 20% of children staying over eight years in the system.

If a foster parent is approved he/she/they will receive a monthly stipend called Foster Care Allowance, which is meant to cover the child’s expenses. The SWD does not state the exact amount of the allowance provided to foster parents, but secondary sources claim that is approximately HKD6,000 (USD765) per child, per month.15 It covers the following:

i. Maintenance Allowance – to cover normal expenses of foster child
ii. Incentive Payments for foster parents to encourage them to provide such voluntary service
   “the listed incentive payments are non-taxable.”

In order to assist foster parents in providing foster children with a safe, caring environment, the Central Foster Care Unit offers training programmes. It appears as though these training programmes are subject to change, but the current programmes listed include a foster parent and child bonding workshop, as well as a workshop on understanding learning disabilities. It is unclear as to whether prospective foster parents are required to undergo any form of training prior to caring for a child.16

Emergency foster care is also used as a form of alternative care for children in Hong Kong. In essence, the structure of emergency foster care is near identical to regular foster care. However, emergency foster care arrangements are only meant to last for a maximum of 6 weeks. This service is mainly intended to be utilized by children in crisis situations who have the ability to return to their biological families in the near future. It is unclear as to whether emergency foster carers also receive monthly stipends or require specific training to fulfil their position as a temporary carer.17

Adoption

The adoption process in Hong Kong is fairly straightforward. The SWD is the primary unit concerned with facilitating both domestic and inter-country adoptions. All adoptions are governed by the Adoption Ordinance, as well as the Hague Convention on Protection of Children and Cooperation in Respect of Intercountry Adoption. Notably the Convention requires that Hong Kong attempt to place a child with a family in-country before determining that a child is eligible for intercountry adoption. The Director of Social Welfare has accredited only three non-governmental organizations to assist them with in relation to the adoption of children in Hong Kong. According to statistics from the SWD, the department facilitated 73 local adoptions and 14 intercountry adoptions in 2015-2016. Majority of children were either abandoned or have parents who are unmaried, mentally ill or mentally handicapped, or have a history of drug addiction.18 Often considered as “hard to place” including children with special needs, older children, or children who are part of a sibling group.19

The adoption process in Hong Kong requires applicants to undergo a home assessment. The Home Study Assessment Reports are conducted by the social worker assigned to the adoption case. Social workers are required to assess the prospective adoptive parents’ marital stability and eagerness to adopt, as well as the parents’ overall ability to provide a safe and nurturing environment for a child. Background checks i.e. via criminal records system are a standard component of the domestic adoption process, and applicants who have lived in Hong Kong for less than five years are required to provide two overseas referees as well as one local (HK) referee. The prospective parents’ financial records, medical records and references are required by the SWD in order to process the application. Single prospective parents that meet Hong Kong’s adoption criteria have also qualified to adopt a child upon approval. In keeping the guidelines stipulated by the Hague Convention, Hong Kong gives priority to place adoptive children with parents of the same cultural and ethnic background where/when possible.

The Adoption Unit (SWD) does not charge for the assessment on the suitability of adoption applicants. Thou an administrative fee of HKD3,550 (USD455) is charged to the successful applicants for acting as guardian ad litem for the prospective adoptive child in domestic adoption proceedings. Whereas inter-country adoptions of Hong Kong children, the estimated fee is approximately USD 25,000.

Upon meeting the criteria and passing the home assessment, the SWD will formally approve the application. From this stage, the matching process begins where a matching panel comprised of social workers involved in the adoption process review the case files and identify the suitable adoptive parents to meet the needs of the children on the waiting list. Also taking into account the adopter’s preference and at times the child’s wishes/opinions on adoption arrangement will be considered in light of the child’s age and degree of maturity. After the match has been made, prospective parents can visit the child for two weeks in order to initiate the bonding/attachment process. The adoptive child is then placed in the care of the adoptive parent for a 6 month trial period, after which the adoption order is legally granted. Notably, the adoptive parent and child are monitored over the course of those 6 months, and they are subject to frequent interviews and visits from the assigned social worker(s). After the adoption has been officially approved, a wide range of post-adoption support services are made available to adoptive parents.20

Accredited adoption agencies

Mother’s Choice
(local and intercountry adoptions)
www.motherschoice.org/en/

Po Leung Kuk
(local adoption services)
www.poleungkuk.org.hk/

International Social Services
Hong Kong (ISSHK)
www.isshk.org/en-us

Guardianship

Guardianship does not appear to be a common form of alternative care for children in Hong Kong. The Guardianship of Minors Ordinance (Cap 13) simply stipulates the terms for custody of the child and administration of any inheritance i.e. property / trust left behind by deceased parents. Though it should be lauded for it progressive insertion of Sections 6(1) and 6(2) of the Ordinance enabling parents and current guardians to appoint other people to act as future guardians for their children who are still minors in the event of their death/s. Interestingly, the court under Section 8(h) of the Ordinance could also authorize for the guardian to be paid with a remuneration in taking up the role.

NOTE: Kindly refer to Annex 3 for the Appointment of Guardian/s Form

---

7.1 How does the operator of the alternative care service provisions set-up/register? Would they need a legal mandate? The registration of child care service providers is governed by the Child Care Services Ordinance of 1997 (Chapter 243, Laws of Hong Kong). The Child Care Services Ordinance prioritizes the well-being and safety of children in care. The Ordinance also requires that care centres meet the standards necessary to provide children with care that supports social, emotional and academic/intellectual development. The law also stipulates that all child care centres must be registered and compliant with the requirements of the Child Care Services Ordinance. Child care centres that operate without proper registration are subject to imprisonment for 2 years and a fine of HKD100,000.

The registration process is facilitated by the Child Care Centres Advisory Inspectorate of the Department. Once an institution or agency is registered, the Child Care Centres Advisory Inspectorate of the Department is required to monitor the establishment. In some cases, such as child care centres providing educational services and alternative care to children between the ages of 3 and 6, the establishment must be monitored and registered by Joint Office for Kindergartens and Child Care Centres of the Education Bureau.79

7.2 What are the regulations/standards/policies/guidelines governing practice? The implementation of these policies and legislation is monitored by the Legislative Council (LegCo), the Ombudsman, the media and the public at large.

National Laws, Policies, Regulations, Codes Etc.

Basic Law
Cap 13  Guardianship of Minors Ordinance
Adopted 1990, put into effect 1997
Amended 2012 (date of enactment unclear)

Cap 16  Separation and Maintenance Orders Ordinance
Enacted 1997, amended 2004
Enacted 1986, amended 2009

Cap 20  Adoption Ordinance
Enacted 1997, amended 2004

Cap 189  Domestic and Cohabitation Relationships
Violence Ordinance
1997
1972

Cap 179  Matrimonial Causes Ordinance (MCO)
1997

Cap 192  Matrimonial Proceedings and
Property Ordinance (MPO)
Amended 1972
Amended 1950

Cap 200  Crimes Ordinance
Enacted 1951
Amended 1993
1959
1955

Cap 212  Offences Against the Person Ordinance
1972
1976

Cap 213  Protection of Children and Juveniles Ordinance
1918, amended 2004
Enacted 1992, amended 2017
1993

Cap 225B  Reformatory School Rules
1986

Cap 226D  Remand Home Rules
1987, amended 2004

Cap 239A  Detention Centres Regulations
1993

Cap 243  Child Care Services Ordinance
2007

Cap 290  Adoption Ordinance
Enacted 1971, amended 1991

Cap 424  Toys and Children’s Products Safety Ordinance
2001
Enacted 1992, amended 2017

Cap 429  Parent and Child Ordinance
1993
Amended 2014

Cap 512  Child Abduction and Custody Ordinance, and Protecting the Rights of Children
Adoption Rules

Regulation 58 of the Education Regulations

Rehabilitation Centres Regulation

International Treaties/Acts/Conventions

Signatory date unavailable

Signatory date unavailable
Central Referral System CRSRC 1
for Residential Child Care Services
(to be sent with CRSRC 3)

From: ________________________________
(Name of referring office)

________________________________________
(Name of organisation)

Tel: ______________ Fax: ______________

To: Central Referral System
for Residential Child Care Services
Social Welfare Department
7/F, Wu Chung House
213 Queen’s Road East,
Wan Chai.
Tel: 28925164 Fax: 28335840

Date: __________________

Application for Residential Child Care Services

Name of child: ________________________________

Sex: _____ Date of Birth: ________________________________

Referring office ref.: ________________________________

With reference to the above-named child’s application for residential child care services, I attach the Referral Form for Placement in Residential Child Care Services (CRSRC 3) and the following papers for your information:

☐ School Report
☐ Medical Report
☐ Psychological Report
☐ Other papers (please specify) ________________________________

________________________________________

Signature: ________________________________

Name: *Mr./ Mrs./ Ms ________________________________

Post: ________________________________

* delete where appropriate
(Rev. 10/98)
From: __________________________________________________________________________

(Name of referring office)

______________________________________________________________________________

(Name of organisation)

Tel: ______________ Fax: ______________

To: 

☐ Officer-in-charge,
Central Foster Care Unit,
Social Welfare Department,
4/F, Harbour Building, 38, Pier Road, Central, HK.
Tel.: 28524596 Fax: 25819545

☐ Superintendent,
Chuk Yuen Children’s Reception Centre,
Social Welfare Department,
1, Lung Fung Street, Wong Tai Sin, Kowloon
Tel.: 23202044 Fax.: 23210400

☐ Officer-in-charge,
Po Leung Kuk Newcomers’ Ward,
Po Leung Kuk,
66, Leighton Road, Causeway Bay, Hong Kong.
Tel: 25763386 Fax: 25041316

☐ Superintendent,
Wai Yee Hostel,
Social Welfare Department,
22, Yeung Tsing Road, Tuen Mun, New Territories.
Tel: 24533111 Fax: 24533058

☐ Superintendent,
Sha Kok Children’s Home,
Social Welfare Department,
G/F, 1-18, Bean Goose House, Sha Kok Estate,
Shatin, New Territories.
Tel: 26497622 Fax: 26359584

Date: __________________________

Application for Residential Placement in *Foster Care Service/
SWD Residential Homes/ PLK Newcomers’ Ward

Name of child: ________________________________________________________________

Sex: _____ Date of Birth: ______________________________________________________

Referring office ref.: __________________________________________________________

With reference to the above-named child’s application for residential placement in *foster care service/ Chuk Yuen Children’s Reception Centre/ Sha Kok Children’s Home/ Wai Yee Hostel/ Po Leung Kuk Newcomer’s Ward, I attach the Referral Form for Placement in Residential Child Care Services (CRSRC 3) and the following papers for your information:

☐ School Report
☐ Medical Report
☐ Psychological Report
☐ Other papers (please specify) _______________________________________________

Signature: ____________________________

Name: *Mr./ Mrs./ Ms ______________________

Post: ________________________________________________________________________

c.c. Central Referral System for Residential Child Care Services

*Delete where appropriate
Confidential

Referral Form for Placement in Residential Child Care Services

A. **Case particulars**

1. **Name of Child:**
   
   
   
   (In English, surname first) (In Chinese)

2. **Sex:** □ Male □ Female

3. **Date of birth:** __________ (day/month/year)

4. **Document type:** □ Birth Certificate □ HK Juvenile IC □ Other documents (please specify) ________

5. **Document no.:** ______________

6. **Schooling/Occupation:** □ Studying □ Non-attendance □ No school placement □ Employment, please specify __________ □ Unemployment

7. **Last class attended:** □ Kindergarten □ Primary School □ Secondary School □ Vocational Training □ Others, Please specify __________
   
   Class Level: __________

8. **Family income:** ______________ □ Recipient of CSSA

9. **Year arrived in HK:** __________ □ since birth

10. **Address of family or child:**

    (English) __________________________

    (Chinese) __________________________

11. **Telephone number:** ____________ (home) ____________ (parent/guardian, if different)

12. **Type of accommodation:** __________________________

13. **Name of parent/guardian*:**

    (In English, surname first) (In Chinese)

    (HKIC No.: ____________)

B. **Particulars of family members and relatives significant to the child**

   (Mark "#" before the names to indicate those who are living apart)

<table>
<thead>
<tr>
<th>Name (in English &amp; Chinese)</th>
<th>Relationship to child</th>
<th>Sex</th>
<th>Age/Date of birth</th>
<th>Occupation/schooling</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

*Delete where appropriate* (eight pages)

(Rev. 10/1998)
C. **Particulars of referrer**

1. Name of referring officer: *Mr./ Mrs./ Ms ____________________________________________

2. Type of referring office:    ☐ SWD    ☐ NGO    ☐ ED    ☐ Hospital Authority
    ☐ Others: (please specify)________________________________________________________

3. Office name: ________________ ☐ FSC   ☐ CPSU   ☐ CCSU   ☐ PO   ☐ MSS other:_______

4. Name of agency and address: ____________________________________________________
   ____________________________________________________

5. Tel. No. _______________       6. Fax No. _______________

7. File ref. in referring office: __________________________

D. **Placement choice**

1. Indicate 4 placement choices at most by entering the respective codes. Select either type of service e.g. C000 or specific home(s) e.g. C001, C002.

   1st choice ______ 2nd choice ______ 3rd choice ______ 4th choice ________

   (Please refer to residential child care services codes on p. 8)

2. Indicate district preference, **if absolutely necessary**, for small group homes service and foster care service only:

   (Please refer to district codes on p. 8. Please also note that district preference is not encouraged as this may significantly slow down the referral process when there is no vacancy at the preferred district.)

3.a. Please enter name(s) of sibling(s) residing/ having referred for residential child care services:

<table>
<thead>
<tr>
<th>Name</th>
<th>CRSRC No. (if any)</th>
<th>Name of residential unit (if any)</th>
<th>Admitted</th>
<th>Referred</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td></td>
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<td></td>
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<tr>
<td>b.</td>
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<tr>
<td>c.</td>
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<td></td>
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<tr>
<td>d.</td>
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</tr>
</tbody>
</table>

3.b. Are sibling placements required?    ☐ No ☐ Yes
   (Please enter name(s) of sibling(s) involved)

4.a. Is urgent placement required?    ☐ No ☐ Yes, the reason(s) being:____________________
   ____________________________________________________

4.b. If urgent placement could not be secured, please elaborate the possible outcome:____________________
   ____________________________________________________
5. Placement of child at time of referred: (tick one only)

- a. At home
- b. At relative’s home
- c. In hospital
- d. Under the care of child-minder
- e. In remand home/place of refuge/emergency foster care/reception centre
- f. In residential creche
- g. In residential nursery
- h. In foster home
- i. In small group home
- j. In children’s home
- k. In boys’/girls’ home
- l. In boys’/girls’ hostel
- m. Others

Please specify (for item e to z) ____________________________________________

E. Family background

1. Nature of immediate family: (tick one only)

- a. Single-parent (natural) family
- b. Single-parent (not natural) family
- c. Two-parent (both natural) family
- d. Two-parent (one natural) family
- e. Two-parent (both not natural) family
- f. Adoptive family
- g. Grandparents’ family
- h. Relatives’ family
- i. Child is abandoned or an orphan
- j. Split family (with 1 parent not in HK)
- z. Others: (please specify) ____________________________________________

2. Are the child’s parents new arrivals (i.e. having stayed in HK for less than 1 year)?
   - Yes, both
   - Yes, one of them
   - No

3. Is the child a new arrival?   - Yes   - No

4. Is the child a ward?   - No
   - Yes, the child is
      - a. DSW’s ward
      - b. Ward of Court

   - Pending application

5. Is the child a subject of Care or Protection Order?   - Yes
   - No
   - Pending application

F. Circumstances leading to need for out-of-home care

1. Child's conditions: (may tick more than one)

- a. Behaviour problems
- b. Emotional problems
- c. Health problems
- d. Indecent employment
- e. Mental problems
- f. Missing from home
- g. Personality problems
- h. Relationship problems with family members
- i. Sibling of victim of abuse/suspected abuse
- j. Study/schooling problems
- k. Undesirable peer influence
- l. Victim of abuse/suspected abuse
- m. Being signed off
- n. Child with limited intelligence
- o. No specific problem
- z. Others: (please specify) ____________________________________________

The main one being: (please enter code) ________
2. Parents'/ carers' conditions: (may tick more than one)
   - a. Away from Hong Kong
   - b. Broken marriage
   - c. Criminal background
   - d. Drug abuser
   - e. Emotional problems
   - f. Health problems
   - g. Hospitalization
   - h. In prison
   - i. Inadequate parenting/ care
   - j. Long working hours
   - k. Mental problems
   - l. Parental death
   - m. Parents' whereabouts not known
   - n. Personality problems
   - o. Victim of loan shark
   - p. Child abuser/ suspected child abuser
   - q. Marital problem
   - r. Unmarried mother
   - s. Financial problem
   - t. Housing problem
   - u. No specific problem
   - v. Others: (please specify)
   
   The main one being: (please enter code) ________

3. Other conditions:
   - Is the request for placement a statutory requirement?  
     □ Yes  □ No
   - Is the child awaiting adoption?  
     □ Yes  □ No
   - Is the request for placement related to breakdown of family?  
     □ Yes  □ No
   - Is the previous placement unsuccessful?  
     □ Yes  □ No  □ N.A.
   - Is the child's health condition suitable for care in a home-like setting?  
     □ Yes  □ No

G. Involvement of child
1. Has the child been involved in the decision-making process?  
   □ Yes  □ No, the reason being: (tick one only)
     - a. Child is too young (under 4 years old)
     - b. Child has not been seen because ________________
     - z. Others: (please specify)______________________________

2. Child's reaction in the decision of out-of-home care: (tick one only)
   □ a. Accepted readily
   □ b. Accepted with counselling
   □ c. Cannot accept but continuous counselling will be given
   □ d. Cannot accept even with counselling
   □ x. Not known
   □ z. Others
   Please specify ______________________________________

H. Involvement of parents/ carers
   (Name of carer: __________________________)
   (Relationship with the child:____________________)
1. Have the *parents/ carers been involved in the decision-making process?  
   □ Yes  □ No, the reason being: (tick one only)
     □ a. DSW is the only legal guardian
     □ b. Parents/ carers are not available for discussion because ______
     □ c. Parents/ carers are unwilling to hold discussion because ______
     □ z. Others: (please specify)______________________________

*Delete where appropriate
2. *Parents’/ Carers’/ Legal guardian's reaction in the decision of out-of-home care: (tick one only)
   □ a. Accepted readily
   □ b. Accepted with counselling
   □ c. Cannot accept but continuous counselling will be given
   □ d. Cannot accept even with counselling
   □ x. Not known
   □ z. Others

   Please specify ________________________________
   ________________________________

I. Case details

1. Reasons for referral:

2. Significant events in the family history leading to the need for placement:

3. Current family relationship:

*Delete where appropriate
4. **Appearance of child:**

5. **Development history of child** (please specify general physical, mental condition and any disability on all health of the child. If relevant, please include family health history):
   a. indicate whether the child is:
      - Mental retardation, specify IQ score / grading: ____________________
      - Physical handicapped, specify details: ____________________
      - Visually impaired, specify details: ____________________
   b. medical assessment and/or psychological assessment report is:
      - Attached
      - Not attached
      - Not available
   c. State the health condition of the child
   d. elaborate on the development history:

6. **Social, emotional or behavioural performance of the child:**

7. **School history and adjustment:**
   a. latest school report is:
      - Attached
      - Not attached
      - Not available
   b. School history (in chronological order) and adjustment:
8. Work experience (if applicable):

9. Interest and activities:

10. Record of previous placement, if any

<table>
<thead>
<tr>
<th>Name of Residential Unit</th>
<th>Date of Admission</th>
<th>Date of Discharge</th>
<th>Reasons for Discharge</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

11. History of abscondence (if applicable):

12. Future plan for the child (please specify duration of placement, short term and long term goal):

Signature of Referring Worker: _______________________

Countersigned by: _________________________________

Date: ________________

Name in BLOCK LETTERS: (                                )

Post Title/ Rank: _______________________

Date: ____________
### Residential Child Care Services Codes

**Residential crèches (A000)**
- HKSPC Portland Street Residential Creche (A001)
- Po Leung Kuk Babies Section (A002)

**Residential nurseries (B000)**
- Po Leung Kuk Kinder Section (B001)
- St. Christopher's Home Kinder Section (B002)

**Children's homes (C000)**
- Evangel Children's Home (C001)
- Mark Memorial Home (C002)
- Po Leung Kuk Children's Section (C003)
- Wan Tsui Home for Boys (C004)
- Precious Blood Children's Village (C005)

**Boys' homes with school on site (D000)** (please refer case to CCRM as this service is not covered by CRSRC at this moment)
- HKJCC Bradbury Hostel (D001)
- Island Hostel (D002)
- Chak Yan Centre (D003)
- Shing Tak Centre (D004)

**Girls' homes with school on site (E000)** (please refer case to CCRM as this service is not covered by CRSRC at this moment)
- Marycove Centre (E001)
- Pelletier Hall (E002)

**Boys' homes without school on site (F000)**
- Holland Hostel (F001)
- Cheung Hong Hostel (F002)
- Un Chau Hostel (F003)

**Girls' hostels (G000)**
- Yue Wan Hostel (G001)

**Newcomers' Ward (I000)** (please copy the referral to CRSRC upon referral sent to Po Leung Kuk Newcomers' Ward)
- Po Leung Kuk Newcomers' Ward (I001)

**Small group homes (J000)**

**Foster care service (K000)** (please copy the referral to CRSRC upon referral sent to Central Foster Care Unit of SWD)

**SWD Homes (S000)** (please copy the referral to CRSRC upon referral sent to the respective Home)
- Chuk Yuen Children's Reception Centre (S001)
- Sha Kok Children's Home (S002)
- Wai Yee Hostel (S003)

**Other services (Z000)** (please specify)

### District Codes

<table>
<thead>
<tr>
<th>District code</th>
<th>District</th>
<th>District code</th>
<th>District</th>
</tr>
</thead>
<tbody>
<tr>
<td>HK01</td>
<td>Central and Western</td>
<td>WN01</td>
<td>Kwai Tsing</td>
</tr>
<tr>
<td>HK02</td>
<td>Eastern</td>
<td>WN02</td>
<td>Tsuen Wan</td>
</tr>
<tr>
<td>HK03</td>
<td>Southern</td>
<td>WN03</td>
<td>Tuen Mun</td>
</tr>
<tr>
<td>HK04</td>
<td>Wan Chai</td>
<td>EN01</td>
<td>North</td>
</tr>
<tr>
<td>IS01</td>
<td>Islands</td>
<td>EN02</td>
<td>Sai Kung (except Tseung Kwan O area)</td>
</tr>
<tr>
<td>WK01</td>
<td>Kowloon City</td>
<td>EN03</td>
<td>Tseung Kwan O area</td>
</tr>
<tr>
<td>WK02</td>
<td>Mong Kok</td>
<td>EN04</td>
<td>Sha Tin (except Ma On Shan area)</td>
</tr>
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<td>WK03</td>
<td>Sham Shui Po</td>
<td>EN05</td>
<td>Ma On Shan area</td>
</tr>
<tr>
<td>WK04</td>
<td>Yau Tsim</td>
<td>EN06</td>
<td>Tai Po</td>
</tr>
<tr>
<td>EK01</td>
<td>Kwun Tong</td>
<td>EN07</td>
<td>Yuen Long (except Tin Shui Wai area)</td>
</tr>
<tr>
<td>EK02</td>
<td>Wong Tai Sin</td>
<td>EN08</td>
<td>Tin Shui Wai area</td>
</tr>
</tbody>
</table>
家長同意書

我們同意由社會福利署

為子/女________________________

(姓名)

安排寄養服務。

父親簽名: ________________  母親簽名: ________________

父親姓名: ________________  母親姓名: ________________

日期: ________________  日期: ________________
From: Central Referral System
for Residential Child Care Services
Tel: 28925164    Fax: 28335840

To:  
(Name of Residential Unit)

(Name of Organisation)

Date: ________________

Referral for Admission

Name of child: ____________________________

Sex: _____    Date of Birth: ______________

Referring office ref.: ______________________

CRSRC No.: _____________________________

I forward the application of the above-named child, received on __________, for admission to your unit for your consideration *of urgent placement.

Please let me know your decision, by completing CRSRC 12 for case of acceptance-in-principle or CRSRC 13 for rejected case as soon as possible. If decision could not be made within 28 working days after receiving this referrals, please complete CRSRC 18 to report the progress of processing.

*The child has been referred to ____________________________
and is rejected on _______________ on the following grounds: _______________

_____________________________________________________________

_____________________________________________________________

Signature: ______________________________

Name: *Mr./ Mrs./ Ms ______________________

Post: _________________________________

_____________________________  _______________________________
(Referring worker)           (Referring office)
(Referring worker should report the situation by completing CRSRC 8 in case the intake proceeding has to be delayed.)

* delete where appropriate
(Rev. 10/1998)
From: Central Foster Care Unit
Tel: 28524594  Fax: 25819545

To:  
   □ Hong Kong Christian Services
   □ Hong Kong Family Welfare Society
   □ Hong Kong Lutheran Social Services
   □ International Social Service Hong Kong Branch
   □ Mother’s Choice

Date: ____________________

Referral for Foster Care Placement

Name of child: ____________________________

Sex: _____  Date of Birth: ________________

Referring office ref.: ______________________

F.C. No.: ________________________________

I would like to refer the above case to you for foster care placement. The referral form is attached.

Please contact our Home Pool Worker at ______________ if you want to reserve homes in the available foster home pool for matching and please let me know the result of matching by completing CRSRC 14 for case of admission or CRSRC 13 for rejected case as soon as possible. If matching cannot be completed within 3 months after receiving this referral, please complete CRSRC 18 to report the progress of processing.

Signature: ________________________________

Name: *Mr./Mrs./Ms ________________________

Post: _________________________________

C.C.  ________________________________  ______________________________
(Referring worker)  (Referring office)
(Referring worker should report the situation by completing CRSRC 8 in case the matching proceeding has to be delayed.)

* delete where appropriate
From: __________________________
(Name of residential unit)

________________________
(Name of organisation)

Tel: ______________ Fax: ______________

To: __________________________
(Name of referring worker)

________________________
(Name of unit/organisation)

Date: ______________

Notification of Acceptance-in-principle

Name of child: __________________________

Sex: _____ Date of Birth: ______________

Referring office ref.: __________________________

CRSRC No.: __________________________

I am pleased to inform you that the above-named is accepted-in-principle for admission. Please effect admission as soon as possible.

If the case could not be admitted within a month, please provide the reason of the delay by completing CRSRC 8 and returning to CRSRC with copy sent to us for consideration.

Signature: __________________________

Name: *Mr./ Mrs./ Ms __________________________

Post: __________________________

c.c. Central Referral System
for Residential Child Care Services
From: ____________________________
(Name of *residential unit/ foster care agency)

______________________________
(Name of organisation)

Tel: ___________ Fax: ___________

To: ☐ Central Referral System
    for Residential Child Care Services
    Social Welfare Department
    7/F, Wu Chung House
    213 Queen's Road East, Wan Chai.
    Tel: 28925164 Fax: 28335840

☐ Officer-in-charge
    Central Foster Care Unit
    Social Welfare Department
    4/F, Harbour Building
    38 Pier Road, Central
    Tel: 28524596 Fax: 25819454

Date: _________________

Notification of Rejection

Name of child: ____________________________

Sex: _____ Date of Birth: ________________

Referring office ref.: ______________________

*CRSRC No./ F.C. No.: _____________________

I regret to inform you that the above-named child's application for admission is rejected on the following reasons:

________________________________________

________________________________________

________________________________________

Signature: _______________________________

Name: *Mr./ Mrs./ Ms _______________________

Post: _________________________________

Cc. _________________________________
(Referring worker) _______________________
(Referring office)

(In case the child is still in need of the residential child care services, referring worker is required to complete CRSRC 8 addressed to CRSRC to state the placement choices and update case situation, as appropriate.)
Central Referral System
for Residential Child Care Services
(to be completed immediately after child’s admission)

From: ________________________________
(Name of *residential unit/foster care agency)

____________________________________
(Name of organisation)

Tel: __________ Fax: ____________

#To: ☐ Central Referral System
☐ Officer-in-charge
for Residential Child Care Services
Social Welfare Department
7/F, Wu Chung House
213 Queen’s Road East, Wan Chai.
Tel: 28925164 Fax: 28335840

Central Foster Care Unit
Social Welfare Department
4/F, Harbour Building
38 Pier Road, Central
Tel: 28524596 Fax: 25819454

Date: ________________

Admission of Child
(For admission of foster care placement, please complete CRSRC 14 (supplementary))

Name of child: __________________________

Sex: _____ Date of Birth: ________________

Referring office ref.: ____________________

*CRSRC No./ F.C. No.: __________________

With reference to your referral of the above-named child to *my unit/foster home (FP No. ____________ ) on ______________, I wish to inform you that the child was admitted on ______________.

Signature: ____________________________

Name: *Mr./ Mrs./ Ms ____________________

Post: ________________________________

c.c. _______________________________
(Referring worker) ____________________
(Referring office)

# Tick where appropriate
* Delete where appropriate

(Rev. 10/1998)
(Only applicable for the application of Foster Care Placement)

SWD FC File No.: ________________________________
Name of foster child: ______________________________

Details of the foster care placement:

SWD FP File No.: ________________________________
Name of foster mother: ______________________________
Name of foster father: ______________________________
Address of foster home: ______________________________
Telephone Number: ________________________________

As agreed upon by the referring worker, natural parents, foster parents and us, the placement is scheduled to be effective for __________ years/months* subject to regular case review.

Please note that the above home * is/ is not selected from the Circulation List of Home Available for Matching. Reason(s) for not selecting homes from the Circulation List is (are) as follows:

1. Status of the home before the present matching
   - [ ] The home is fostering another child
   - [ ] The home is retained for matching by the agency after its last service
   - [ ] The home is retained for matching by the agency after the agency’s home study

2. Reason for selecting the home which is not on the Circulation List
   - [ ] There is no suitable home in the circulation list for the child.
   - [ ] The child has * physical/ health/ behavioural/ emotional problem. This is a home with capacity and experience in handling these kinds of children.
   - [ ] The child’s family background is complicated. This home has experience in working with such families.
   - [ ] The child’s sibling is already in this home.
   - [ ] The child is in urgent need of the placement and this home is available for immediate matching.
   - [ ] Others: __________________________________________

Signature: ________________________________________ Counter-signature: _______________________
Name of worker: *Mr./ Mrs./ Ms _______________________ Name of Supervisor: *Mr./ Mrs./ Ms
Name of agency: _________________________________

* Delete where appropriate

(Rev. 10/1998)
Central Referral System               CRSRC 15
for Residential Child Care Services (to be completed immediately after discharge)

From: ______________________________________
(Name of *residential unit/foster care agency)

__________________________________________
(Name of organisation)

Tel: _____________     Fax: _____________

#To: [ ] Central Referral System
       For Residential Child Care Services
       Social Welfare Department
       7/F, Wu Chung House
       213 Queen's Road East, Wan Chai.
       Tel: 28925164     Fax: 28335840
[ ] Officer-in-charge
       Central Foster Care Unit
       Social Welfare Department
       4/F, Harbour Building
       38 Pier Road, Central
       Tel: 28524596     Fax: 25819454

Date: ____________________

Discharge of Child

Name of child: ____________________________

Sex: _____   Date of Birth: ____________

Referring office ref.: _____________________

*CRSRC No./F.C. No: ____________________

I wish to inform you that the above-named child, admitted to my unit on
__________, was discharged on ____________. The child is:

☐ restored home

☐ transferred to __________________________
    (name of residential unit)

☐ discharged by my unit due to his/ her unsatisfactory performance.

☐ Others (please specify) __________________________

Signature: ____________________________

Name: *Mr./Mrs./Ms ________________

Post: ________________________________

C.C. _____________________________
    (Referring worker)          _____________________________
    (Referring office)

* Central Referral System for Residential Child Care Services, if issued to CFCU

(Rev. 10/1998)

# Tick where appropriate
* Delete where appropriate
Central Referral System for Residential Child Care Services (must be completed and forwarded to CRSRC before the 7th of each month or when requested by CRSRC) Preferably by FAX

From: ____________________________

(Name of residential unit)

______________________________

(Name of organisation)

Tel: _______________  Fax: _____________

To: Central Referral System for Residential Child Care Services
    Social Welfare Department
    7/F, Wu Chung House
    213 Queen's Road East,
    Wan Chai.
    Tel: 28925164  Fax: 28335840

Date: _______________

Notification of Vacancies

Please note the following details of vacancies in my unit:

(A) No. of vacancies available as at end of ________
    (month)

<table>
<thead>
<tr>
<th>Cap.</th>
<th>In Placement</th>
<th>No. of referral(s) approved and pending admission</th>
<th>No. of referral(s) under process</th>
<th>No. of referral(s) CRSRC can send</th>
<th>Age-range &amp; other requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>(b)</td>
<td>(c)</td>
<td>(d)</td>
<td>(e) = (a) - (b) - (c) - (d)</td>
<td></td>
</tr>
</tbody>
</table>

Boys

Girls

(B) No. of vacancies anticipated (excluding those reported in item (A))

<table>
<thead>
<tr>
<th>Vacancies</th>
<th>Available date(s)</th>
<th>Age-range &amp; other requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boys</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Girls</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Remarks: ____________________________________________

______________________________

Signature: _____________________

Name: *Mr./ Mrs./ Ms

Post: ___________________________

* delete where appropriate  (Rev. 10/1998)
Central Referral System for Residential Child Care Services  
(to be completed as soon as possible and no later than 7 working days, if placement is not needed)

From:  
(Name of referring office)

(Name of organisation)

Tel:  
Fax:  

#To: ☐ Central Referral System for Residential Child Care Services  
☑ Officer-in-charge  
Social Welfare Department  
7/F, Wu Chung House  
213 Queen's Road East, Wan Chai.  
Tel: 28925164  Fax: 28335840  

Officer-in-charge  
Central Foster Care Unit  
Social Welfare Department  
4/F, Harbour Building  
38 Pier Road, Central  
Tel: 28524596  Fax: 25819454

Date:  ____________________________

Notification of Withdrawal

Name of child:  ____________________________________________

Sex: _____  Date of Birth:  ____________________________

*CRSRC No./ F.C. No.:  ____________________________

I wish to withdraw the above-named child's application for residential child care services because:

☐ Child is missing from home and whereabouts unknown
☐ Change in child's behaviour
☐ Change in family circumstances
☐ The child and/or the parent(s) change(s) his/her/their mind and reject(s) residential placement
☐ Alternative placement would be arranged/ has been secured.
☐ Others

Please specify:  ____________________________________________

________________________________________

________________________________________

Signature:  ____________________________

Name: *Mr./ Mrs./ Ms

Post:  ____________________________

Please complete the following if referral has been sent to Residential Unit:

c.c.  
(Residential unit)  (Name of organisation)

* Central Referral System for Residential Child Care Services, if issued to CFCU

# Tick where appropriate
* Delete where appropriate

(Rev. 10/1998)
From: __________________________
*(Name of *residential unit/ foster care agency)

_______________________________
(Name of organisation)

Tel: ___________ Fax: ___________

#To: ☐ Central Referral System
    for Residential Child Care Services
    Social Welfare Department
    7/F, Wu Chung House
    213 Queen's Road East, Wan Chai.
    Tel: 28925164 Fax: 28335840

☐ Officer-in-charge
    Central Foster Care Unit
    Social Welfare Department
    4/F, Harbour Building
    38 Pier Road, Central
    Tel: 28524596 Fax: 25819454

Date: __________________________

**Progress of Processing**

Name of child: __________________________

Sex: _____ Date of Birth: ________________

Referring office ref.: __________________________

*CRSRC No./ F.C. No: __________________________

☐ I wish to inform that
    as agreed with _______________ on ________, application is to be withdrawn. (Please see note below)

☐ decision cannot be reached;

☐ admission cannot be effected;

☐ Please specify ______________________________________________________________________

____________________________________________________________________________________

Signature: __________________________

Name: *Mr./ Mrs./ Ms __________________________

Post: __________________________

C.C. __________________________, __________________________

(Referring worker) (Referring office)

Note: By copy of this notification, referring worker is requested to confirm the progress stated above in writing.

For case to be withdrawn, please complete CRSRC 17, if such has not been done.

Otherwise, please provide the updated information of the case leading to the delay of application by CRSRC 8.

# Tick where appropriate

* Delete where appropriate

(Rev. 10/1998)
From: Central Foster Care Unit  
Tel: 28524594  Fax: 25819545

To: Central Referral System for Residential Child Care Services  
Tel: 28925164  Fax: 28335840

Date: ______________

Notification of Progress of Referral for Foster Care Service

Name of child: ____________________________

Sex: _____  Date of Birth: ______________

Referring office ref.: ______________________________

F.C. No.: ______________________________

The above-named child who applied for foster care placement has been:

☐ placed in foster home on ______________ (date);

☐ assessed to be unsuitable;

☐ failed in matching;

☐ failed in trial placement; and

☐ self-withdrawn the application (by copy of this form, referring worker is required to report to CRSRC by using CRSRC 17)

(CR SRC is requested to process the next placement choice as indicated in the referral form copied to CRSRC earlier)

Regarding the case processing, the details are as follows:

Date of referral received by CFCU: ______________ (dd/mm/yy)

Date of screening completed: ______________ (dd/mm/yy)

Date of referral put on waiting list: ______________ (dd/mm/yy)

Date of referral sent to foster care agency: ______________ (dd/mm/yy)

* delete where appropriate
Date of formal placement started: ___________________ (dd/mm/yy)

Date of last matching failed: ___________________ (dd/mm/yy)

Date of last trial placement failed: ___________________ (dd/mm/yy)

Name of foster care agency:

☐ Hong Kong Christian Services
☐ Hong Kong Family Welfare Society
☐ Hong Kong Lutheran Social Services
☐ International Social Service Hong Kong Branch
☐ Mother’s Choice
☐ Central Foster Care Unit, Social Welfare Department

Reason for matching/ trial placement failed/ foster care being unsuitable:

☐ Child admitted to small group home.
☐ Child admitted to institution.
☐ Natural parents able to take care of child on their own.
☐ Natural parents had entrusted child to relatives/ childminder.
☐ Natural parents or foster child did not accept the service.
☐ Natural parents preferred to let child stay in institution.
☐ Natural parents preferred to let child stay at small group home.
☐ Child joined adopted home
☐ No suitable foster home for child
☐ Others, please specific ________________________________ 
   ________________________________

Signature: ________________________________

Name: *Mr. / Mrs. / Ms __________________________

Post: __________________________
A. **Case particulars**

1. **Name of Child:** 
   
   ________________________ (In English, surname first) 
   
   ________________________ (In Chinese) 

2. **Sex:**  
   - [ ] Male  
   - [ ] Female  

3. **Date of birth:** __________ (day/month/year) 

4. **Document type:**  
   - [ ] Birth Certificate  
   - [ ] HK Juvenile IC  
   - [ ] Other documents (please specify) 

5. **Document no.:** ________________________ 

6. **Schooling/Occupation:**  
   - [ ] Studying  
   - [ ] Non-attendance  
   - [ ] No school placement  
   - [ ] Employment, please specify ________________________  
   - [ ] Unemployment 

7. **Last class attended:**  
   - [ ] Kindergarten  
   - [ ] Primary School  
   - [ ] Secondary School  
   - [ ] Vocational Training  
   - [ ] Other, please specify ________________________  
   
   **Class Level:** ________________________ 

8. **Family income:** ________________________  
   - [ ] Recipient of CSSA 

9. **Year arrived in HK:** __________  
   - [ ] since birth 

10. **Address of family or child:** 
    
    (English) ________________________  
    
    (Chinese) ________________________ 

11. **Telephone number:** ________________________ (home)  
    
    ________________________ (parent/guardian, different) 

12. **Type of accommodation:** ________________________ 

13. **Name of parent/guardian*:**  
    
    ________________________ (in English, surname first)  
    
    ________________________ (In Chinese)  
    
    (HKIC No.: ________________________ )  

B. **Particulars of family members and relatives significant to the child**

(Mark "#" before the names to indicate those who are living apart)

<table>
<thead>
<tr>
<th>Name (in English &amp; Chinese)</th>
<th>Relationship to child</th>
<th>Sex</th>
<th>Age/Date of birth</th>
<th>Occupation/schooling</th>
</tr>
</thead>
<tbody>
<tr>
<td>( )</td>
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</tbody>
</table>

*Delete where appropriate
C. **Particulars of referrer**

1. **Name of referring officer:** *Mr./ Mrs./ Ms  ____________________________

2. **Type of referring office:** □ SWD □ NGO □ ED □ Hospital Authority
   □ Others: *(please specify)_______________________________

3. **Office name:** ________________ □ FSC □ CPSU □ CCSU □ PO □ MSS other:_____

4. **Name of agency and address:** ____________________________________________

5. **Tel. No. ______________________  6. Fax No. ______________________

7. **File ref. In referring office:** __________________________

---

D. **Placement choice**

1. Indicate 4 placement choices at most by entering the respective codes. Select either type of service e.g. C000 or specific home(s) e.g. C001, C0002.

   1st choice ______  2nd choice ______  3rd choice ______  4th choice _______
   *(Please refer to residential child care services codes on p. 8)*

2. Indicate district preference, **if absolutely necessary**, for small group homes service and foster care service only:

   *(Please refer to district codes on p.8. Please also note that district preference is not encouraged as this may significantly slow down the referral process when there is no vacancy at the preferred district.)*

3.a. Please enter name(s) of sibling(s) residing/ having referred for residential child care services:

<table>
<thead>
<tr>
<th>Name</th>
<th>CRSRC No. (if any)</th>
<th>Name of residential unit (if any)</th>
<th>Admitted (please tick either)</th>
<th>Referred (please tick either)</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
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<tr>
<td>b.</td>
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<tr>
<td>c.</td>
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<tr>
<td>d.</td>
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</tbody>
</table>

3.b. Are sibling placements required? □ No □ Yes __________________________

   *(please enter name(s) of sibling(s) involved)*

4.a. Is urgent placement required? □ No □ Yes, the reason(s) being: __________________________

4.b. If urgent placement could not be secured, please elaborate the possible outcome: __________________________

______________________________
5. Placement of child at time of referred: (tick one only)

☐ a. At home ☐ b. At relative’s home
☐ c. In hospital ☐ d. Under the care of child-minder
☐ e. In remand home/place of refuge/ emergency foster care/ reception centre
☐ f. In residential créche ☐ g. In residential nursery
☐ h. In foster home ☐ i. In small group home
☐ j. In children’s home ☐ k. In boys’/ girls’ home
☐ l. In boys’ girls’ hostel ☐ z. Others

Please specify (for item e to z) ________________________________________________

E. Family background

1. Nature of immediate family: (tick one only)

☐ c. Two-parent (both natural) family ☐ d. Two-parent (one natural) family
☐ e. Two-parent (both not natural) family ☐ f. Adoptive family
☐ g. Grandparents’ family ☐ h. Relatives’ family
☐ i. Child is abandoned or an orphan ☐ j. Split family (with 1 parent not in HK)
☐ z. Others: (please specify) __________________________________________________

2. Are the child’s parents new arrivals (i.e. having stayed in HK for less than 1 year)?

☐ Yes, both ☐ Yes, one of them ☐ No.

3. Is the child a new arrival? ☐ Yes ☐ No

4. Is the child a ward?

☐ No

☐ Yes, the child is

☐ a. DSW’s ward
☐ b. Ward of Court

☐ Pending application

5. Is the child a subject of Care or Protection Order?

☐ Yes

☐ No

☐ Pending application

F. Circumstances leading to need for out-of-home care

1. Child’s conditions: (may tick more than one)

☐ a. Behaviour problems ☐ b. Emotional problems
☐ c. Health problems ☐ d. Indecent employment
☐ e. Mental problems ☐ f. Missing from home
☐ g. Personality problems ☐ h. Relationship problems with family members
☐ i. Sibling of victim of abuse/ suspected abuse
☐ j. Study/ schooling problems ☐ k. Undesirable peer influence
☐ l. Victim of abuse/ suspected abuse ☐ m. Being signed off
☐ n. Child with limited intelligence ☐ x. No specific problem
☐ z. Others: (please specify) __________________________________________________

The main one being: (please enter code) ________________________________
2. Parents’/ carers’ conditions: (may tick more than one)
   - a. Away from Hong Kong
   - c. Criminal background
   - e. Emotional problems
   - g. Hospitalization
   - i. Inadequate parenting/ care
   - k. Mental problems
   - m. Parents’ whereabouts not known
   - o. Victim of loan shark
   - q. Marital problem
   - s. Financial problem
   - x. No specific problem
   - z. Others: (please specify)

The main one being: (please enter code) ________________

3. Other conditions:
   - Is the request for placement a statutory requirement?  
     - Yes  
     - No
   - Is the child awaiting adoption?  
     - Yes  
     - No
   - Is the request for placement related to breakdown of family?  
     - Yes  
     - No
   - Is the child’s health condition suitable for care in a home-like setting?  
     - Yes  
     - No  
     - N.A.

G. Involvement of child
1. Has the child been involved in the decision-making process?
   - Yes  
   - No, the reason being: (tick one only)
     - a. Child is to young (under 4 year old)
     - b. Child has not been seen because ____________________________
     - c. Others: (please specify) ____________________________

2. Child’s reaction in the decision of out-of-home care: (tick one only)
   - a. Accepted readily
   - b. Accepted with counseling
   - c. Cannot accept but continuous counselling will be given
   - d. Cannot accept even with counseling
   - x. Not Known
   - z. Others

   Please specify ____________________________

H. Involvement of parents/ carers
1. Have the *parents/ carers been involved in the decision-making process?
   - Yes  
   - No, the reason being: (tick one only)
     - a. DSW is the only legal guardian
     - b. Parents/ carers are not available for discussion because ____________________________
     - c. Parents/ carers are unwilling to hold discussion because ____________________________
     - z. Others: (please specify) ____________________________

*Delete where appropriate
2. *Parents’/ Carers’/ Legal guardian’s reaction in the decision of out-of-home care: (tick one only)
   □ a. Accepted readily
   □ b. Accepted with counselling
   □ c. Cannot accept but continuous counselling will be given
   □ d. Cannot accept even with counselling
   □ x. Not known
   □ z. Others

   Please specify
   
   *Delete where appropriate

I. Case details

1. Reasons for referral:

2. Significant events in the family history leading to the need for placement:

3. Current family relationship:

*Delete where appropriate
4. Appearance of Child:

5. Development history of child (please specify general physical, mental condition and any disability on all health of the child. If relevant, please include family health history):
   a. indicate whether the child is
      - Mental retardation □, specify IQ score / grading: _______________
      - Physical handicapped □, specify details: _______________
      - Visually impaired □, specify details: _______________
   b. medical assessment and/or psychological assessment report is:
      - Attached □
      - Not attached □
      - Not available □
   c. State the health condition of the child

D. elaborate on the development history:

6. Social, emotional or behavioural performance of the child:

7. School history and adjustment:
   a. latest school report is:
      - Attached □
      - Not attached □
      - Not available □
   b. School history (in chronological order) and adjustment:
8. Work experience (if applicable):

9. Interest and activities:

10. Record of previous placement, if any

<table>
<thead>
<tr>
<th>Name of Residential Unit</th>
<th>Date of Admission</th>
<th>Date of Discharge</th>
<th>Reasons for Discharge</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

11. History of abscondence (if applicable):

12. Future plan for the child (please specify duration of placement, short term and long term goal):

Signature of Referring Worker: ___________________________ Countersign by: ___________________________

Date: _______________ Name in BLOCK LETTERS: (______________)

Post Title/ Rank: ___________________________

Date: _______________
Residential child care services codes

<table>
<thead>
<tr>
<th>Residential crèches (A000)</th>
<th>Po Leung Kuk Babies Section (A002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HKSPC Portland Street Residential Creche (A001)</td>
<td>Po Leung Kuk Babies Section (A002)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residential nurseries (B000)</th>
<th>St. Christopher’s Home Kinder Section (B002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Po Leung Kuk Kinder Section (B001)</td>
<td>St. Christopher’s Home Kinder Section (B002)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Children’s homes (C000)</th>
<th>Mark Memorial Home (C002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evangel Children’s Home (C001)</td>
<td>Mark Memorial Home (C002)</td>
</tr>
<tr>
<td>Po Leung Kuk Children’s Section (C003)</td>
<td>Wan Tsui Home for Boys (C004)</td>
</tr>
<tr>
<td>Precious Blood Children’s Village (C005)</td>
<td>Wan Tsui Home for Boys (C004)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boys’ homes with school on site (D000)</th>
<th>Island Hostel (D002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(please refer case to CCRM as this service is not covered by CRSRC at this moment)</td>
<td>Island Hostel (D002)</td>
</tr>
<tr>
<td>HKJCC Bradbury Hostel (D001)</td>
<td>Island Hostel (D002)</td>
</tr>
<tr>
<td>Chak Yan Centre (D003)</td>
<td>Shing Tak Centre (D004)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Girls’ homes with school on site (E000)</th>
<th>Pelletier Hall (E002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(please refer case to CCRM as this service is not covered by CRSRC at this moment)</td>
<td>Pelletier Hall (E002)</td>
</tr>
<tr>
<td>Marycove Centre (E001)</td>
<td>Pelletier Hall (E002)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boys’ home without school on site (F000)</th>
<th>Cheung Hong Hostel (F002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(please refer case to CCRM as this service is not covered by CRSRC at this moment)</td>
<td>Cheung Hong Hostel (F002)</td>
</tr>
<tr>
<td>Holland Hostel (F001)</td>
<td>Cheung Hong Hostel (F002)</td>
</tr>
<tr>
<td>Un Chau Hostel (F003)</td>
<td>Cheung Hong Hostel (F002)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boys’ Hostel (G000)</th>
<th>Choi Wan Hostel (H002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yue Wan Hostel (G001)</td>
<td>Choi Wan Hostel (H002)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Girls’ Hostel (H000)</th>
<th>Choi Wan Hostel (H002)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caritas Morning Star Hostel (H001)</td>
<td>Choi Wan Hostel (H002)</td>
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<tr>
<td>Our Lady’s Hostel (H003)</td>
<td>Choi Wan Hostel (H002)</td>
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<tr>
<th>Newcomers’ Ward (I000)</th>
<th>Choi Wan Hostel (H002)</th>
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<tr>
<td>(please copy the referral to CRSRC upon referral sent to Po Leung Kuk Newcomers’ Ward)</td>
<td>Choi Wan Hostel (H002)</td>
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<td>Po Leung Kuk Newcomers’ Ward (I001)</td>
<td>Choi Wan Hostel (H002)</td>
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<th>Small group homes (J000)</th>
<th>Choi Wan Hostel (H002)</th>
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<th>Foster care service (K000)</th>
<th>Choi Wan Hostel (H002)</th>
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<td>(please copy the referral to CRSRC upon referral sent to Central Foster Care Unit of SWD)</td>
<td>Choi Wan Hostel (H002)</td>
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<td>(please copy the referral to CRSRC upon referral sent to the respective Home)</td>
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<tr>
<td>Chuk Yuen Children’s Reception Centre (S001)</td>
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<td>Sha Kok Children’s Home (S002)</td>
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<tr>
<td>Wai Yee Hostel (S003)</td>
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<th>Other service (Z000)</th>
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<td>(please specify)</td>
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家長同意書

我們同意由社會福利署

為子/女________________________

(姓名)

安排寄養服務。

父親簽名：______________    母親簽名：______________

父親姓名：______________    母親姓名：______________

日期：  ____________    日期：  ____________
**Appointment of Guardian(s)**

Parents and guardians, as care-givers of children, should make thoughtful arrangements for their children in the unfortunate event of their death. The appointment of guardians should be in children’s best interests. The Guardianship of Minors Ordinance (Cap. 13) governs court proceedings relating to the custody and upbringing of children, as well as the appointment and removal of guardians. The Government has amended the relevant legislation in accordance to the recommendations made by the Law Reform Commission of Hong Kong. The Guardianship of Minors (Amendment) Ordinance 2012 (the Amendment Ordinance) has come into operation on 13 April 2012.

To facilitate parents (and also guardians) in appointing guardians for children, a standard appointment form with explanatory notes is enclosed. Parents or guardians who wish to make guardian appointments may, upon referring to the relevant provisions of the Guardianship of Minors Ordinance, fill in and sign the appointment form, with their signatures attested by two witnesses. The form should also be signed by the proposed guardian as an indication of his / her acceptance of office as the guardian.

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Labour and Welfare Bureau  
Hong Kong Special Administrative Region Government  
April 2012
I. Appointment of Guardian

In accordance with section 6(1) or 6(2) of the Guardianship of Minors Ordinance (Cap. 13), whereas I/we……………………………………………………………………………….. 2 of ………………………………………………………………………………………………………………………………. 3, holder of *Hong Kong Identity Card / other identity document (please specify: ……….. ……………………………………………………………..) Number:……………………………………………… 3, *am/are the *parent(s)/guardian(s) of………………………………………………………………………………….. 4 holder of *Hong Kong Identity Card / Hong Kong Certificate of Birth / other identity document (please specify:………………………………………………………………………………..) Number:……………………………………. 4, *I/We hereby appoint…………………………………………………………………………………………………….. 5 of ………………………………………………………………………………………………………………………………. 6 holder of *Hong Kong Identity Card / other identity document (please specify: ……….. ……………………………………………………………..) Number:……………………………………………… 6 to act as guardian of the minor stated above upon my/our death 7.

(Please tick as appropriate)

☐ *I/We have not previously made other appointments for the same minor listed above.

☐ *I/We have previously made other appointment(s) for the same minor listed above. *My/our intention of making this appointment is to –

☐ revoke an earlier such appointment (including one made in an unrevoked will) made by *me/us in respect of the same minor listed above.

☐ appoint additional guardian(s) for the same minor listed above.

(*) Please delete as appropriate

1 One form for making guardian appointment for one minor only.

2 Name(s) of person(s) making the appointment.

3 Address(es) of the person(s) making the appointment.

4 Name of the minor for whom the guardian appointment is made vide this form.

5 Name(s) of the appointed person(s).

6 Address(es) of the appointed person(s).

7 Please refer to section 7 of the Guardianship of Minors Ordinance for when and how the guardianship will take effect after the death of the appointing parent(s)/guardian(s).
*I/We hereby declare that –

- the above appointment is made in the best interests of the minor listed above; and
- in making the appointment, *I/we have taken into account the views of the minor listed above as far as practicable having regard to the minor’s age and understanding.

The appointment was (please tick as appropriate) –

- [ ] signed by the person(s) making the appointment personally.

   Signature: ................................................ Date:...................................................

- [ ] signed by .............................................................................................................. 8, holder of *Hong Kong Identity Card / other identity document (please specify: ...........................................) Number: ...................................

   at the direction and in the presence of the person(s) making the appointment.

   Signature: .................................................. Date:...................................................

II. Witness

In the presence of –

First witness

Name:................................................................................................................................

Type and number of identity document: Hong Kong Identity Card / other identity document (please specify: ...........................................) Number: ..............................................

Signature: ........................................................... Date:...................................................

Second witness

Name:................................................................................................................................

Type and number of identity document: Hong Kong Identity Card / other identity document (please specify: ...........................................) Number: ..............................................

Signature: ........................................................... Date:...................................................

(*) Please delete as appropriate

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8 Name(s) of the person(s) signing the appointment on behalf of the person(s) making the appointment.
III. Acceptance of Appointment

*I/We.................................................................................................................................

of ..............................................................................................................................................

holder of *Hong Kong Identity Card / other identity document (please specify: ...........

.................................................................................................................) Number: ..................................................

hereby declare that *I/we accept the appointment made by

..............................................................................................................................................

holder of *Hong Kong Identity Card / other identity document (please specify: ...........

.................................................................................................................) Number: ..................................................

in accordance with section 6(1) or 6(2) of the Guardianship of Minors Ordinance
(Cap. 13) to be the guardian(s) of .........................................................................................

holder of *Hong Kong Identity Card / Hong Kong Certificate of Birth / other

identity document (please specify: .........................................................................................)

Number: .................................................

Signature: .......................................................... Date:.....................................................

(*) Please delete as appropriate

9 Name(s) of the appointed persons.
10 Address(es) of the appointed persons.
11 Name(s) of the person(s) making the appointment.
12 Name of the minor for whom the appointment is made vide this form.
Explanatory Notes

- These notes only serve as a general reference for those who wish to appoint guardian under the Guardianship of Minors Ordinance (the Ordinance) (Cap. 13). The person(s) making the appointment, the witnesses of the appointment and the appointed person(s) are strongly advised to refer to the Ordinance, in particular Part III which concerns the appointment, removal and powers of guardians.

Appointment of guardians under the Ordinance

- The appointment of a guardian is to ensure that someone takes legal responsibility for your child / child for whom you are acting as guardian and who is under the age of 18 when you die. In making the appointment, it is important to consider beforehand the relationship your child has with the person whom you intend to appoint as the guardian(s) and your child’s views on the person’s appointment as far as practicable.

- According to section 6(1) or 6(2) of the Ordinance, a parent of a minor or a guardian of a minor may appoint any person to be a guardian of the minor after that parent dies.

- According to section 6(7) of the Ordinance, an appointment of guardian under the Ordinance may be made by two or more persons acting jointly.

Points to note when making the guardian appointment

- According to section 6(3) of the Ordinance, the appointment form must be dated and –

  (a) signed either by the person(s) making the appointment or by another person at the direction, and in the presence, of the person(s) making the appointment; and

  (b) attested by two witnesses.

- According to section 6(6) of the Ordinance, an appointment made by parents / guardians under the Ordinance has no effect unless the appointed person(s) accept(s) the office either expressly or impliedly by conduct. The appointing person is thus strongly advised to have the appointment form signed by the appointed person(s) as an indication of his/her acceptance of the appointment.

- According to section 6(5) of the Ordinance, in appointing a guardian of a minor, a parent or guardian of the minor is required to take into account the views of the minor as far as practicable having regard to the minor’s age and understanding.
When and how guardianship takes effect

- According to section 7 of the Ordinance, a person appointed by a parent or guardian as the guardian of a minor under the Ordinance automatically assumes guardianship over the minor on the death of the appointing parent or appointing guardian (as the case may be) if—
  
  (a) the appointing parent or appointing guardian has a custody order over the minor immediately before he or she dies irrespective of whether anyone else has a custody order over the minor at that time; or
  
  (b) the appointing parent or appointing guardian lived with the minor immediately before dying and the minor does not have any surviving parent or surviving guardian when the appointing parent or appointing guardian dies.

- In other cases, the person appointed as the guardian of the minor under the Ordinance may, after the appointing parent or appointing guardian dies, apply to the court to assume guardianship over the minor and the court may order the person—

  (a) to act jointly with the surviving parent or surviving guardian;
  
  (b) to act as the guardian of the minor after the minor no longer has any parent or guardian;
  
  (c) to act as the guardian of the minor at a time, or after the occurrence of an event, specified by the court;
  
  (d) to be removed as a guardian; or
  
  (e) to act as the guardian of the minor to the exclusion of the surviving parent or surviving guardian.

Revocation of guardian appointment

- An appointment of guardian under the Ordinance revokes an earlier such appointment (including one made in a will) made by the same person in respect of the same minor, unless it is clear that the purpose of the later appointment is to appoint an additional guardian.

- An appointment under the Ordinance (including one made in a will) is revoked if the person who made the appointment revokes it by a written and dated document that is—

  (a) signed either by the person who made the appointment or by another person, at the direction, and in the presence, of the person who made the appointment; and
  
  (b) attested by two witnesses.
• An appointment under the Ordinance (other than one made in a will) is revoked if, with the intention of revoking the appointment, the person who made it –

(a) destroys the document by which it was made; or

(b) instructs any other person to destroy the document in the person’s presence.

• If an appointment under the Ordinance is made by two or more persons acting jointly –

(a) the appointment may be revoked by any of them; and

(b) the person who revokes the appointment must notify all other persons who jointly made the appointment of the revocation.

**Termination of guardian appointment**

• The guardian appointment made by parent or guardian under the Ordinance terminates when –

(a) the child concerned attains the age of eighteen years;

(b) the child concerned dies;

(c) the guardian dies; or

(d) the guardian is removed by the court.

• The guardian appointed by parent or guardian under the Ordinance may be removed by the court in its discretion on being satisfied that it is in the best interests of the minor to do so.

**Guardian to have parental rights and authority**

• A person appointed as the guardian of a minor has, on assuming guardianship, parental rights and authority with respect to the minor.
Hong Kong
Special Administrative Region of the People’s Republic of China

Written by Khadijah Madihi & Sahra Brubeck