



Health Education Class Enrolment Form

Matilda International Hospital, 41 Mount Kellett Road, The Peak, Hong Kong
Health Education Department Tel: 852-2849 0357 Email: health@matilda.org

For Office Use

Date received:

Handled by:

Booking Guideline

1. Please complete this form in BLOCK LETTERS.
2. Please complete all the information required in the enrolment form and return to the Health Education Department by post or email. Incomplete forms will not be processed.
3. Before booking a class, please ensure spaces are available. You may check the class availability through our website or contact the Health Education Department.
4. Your application will be processed as soon as possible. When payment is received, a confirmation e-mail will be sent to you. The receipt will be posted to your postal address.
5. Each course requires at least four participants to run. If a course is cancelled due to insufficient number of participants, your booking will be deferred to the next scheduled course.

Terms & Conditions

Fees and bookings for courses cannot be transferred from one applicant to another. Only the registered applicant is allowed to attend the course. Unless otherwise stated, all courses run at the Matilda International Hospital and/or at Matilda Medical Centre will be conducted in English.

Cancellation Policy

A fee of \$200 will be charged for cancellations once booking has been confirmed.

Replacement Class

A replacement class can be arranged if a class is missed; however, it is subject to availability. For the Paediatric First Aid Course, a replacement class has to be taken within two months of the commencing date; otherwise, no certificate will be issued.

Bad Weather Arrangement

Classes will be re-scheduled if Typhoon Signal 8 and above, or the Black Rainstorm Warning, remains hoisted two hours before the class is due to start. If classes have to be cancelled, a replacement class will be organized. Participants should check their e-mail for the updates before attending the classes or check the website for updates: www.matilda.org.

Course Particulars

Courses	Fee	Date	No. of participants	Total Fee
Antenatal course	HKD 2,500/couple			
*Paediatric First Aid Course	HKD 1,500/person			
Courses for Domestic Helpers (A) - Child Care Course	HKD 1,200/person			
Courses for Domestic Helper (B) - *Paediatric Emergency First Aid	HKD 1,500/person			
Courses for Domestic Helper (C) - Special Package (A+B)	HKD 2,300/person			
#IAIM Infant Massage Instructor Course	HKD 7,500/person			
			TOTAL:	

*Certification by the First Aid International, valid for three years from date of completion # Certification by the IAIM

Personal Data

PLEASE COMPLETE THE BELOW IN **BLOCK LETTERS**.

Title: Mr Mrs Ms Miss

Surname: _____ First name: _____

HKID: _____ D.O.B: _____ (DD/MM/YY)

Name of domestic helper (for helper courses only): _____

Name of partner (only applicable if partner also participates in the course): _____

Postal address: _____

Contact number: _____ E-mail: _____

Expected due date (if applicable): _____ Matilda Patient Booking Number (if applicable): _____

Payment Methods

- In person at: (Note: Please inform the Health Education Department at 2849 0357 about this payment method before paying)
 - Matilda Medical Centre, Central** (Suite 502, Prosperity Tower, 39 Queen's Road Central, Hong Kong)
 - Matilda International Hospital, Outpatient Cashier** (41 Mount Kellett Road, The Peak)

Bank transfer:

- HSBC Account 002-233856-001, Account Name: Matilda & War Memorial Hospital
(Please submit the bank slip for our record)

Credit card

- Visa MasterCard American Express

Card number: _____

Expiry date (MM/YY): _____

Cardholder's name: _____

Signed by card holder: _____

(Please sign in the same way as shown on the credit card)

Please debit HKD _____ from my credit card

We are very sorry that we do not accept cheques.

Note

For the certified Paediatric First Aid Course and Paediatric Emergency First Aid Course, we hereby notify all participants that personal information (name and date of birth) will be provided to First Aid International (FAI) of the U.K so that FAI can process and record the certification. For more information, please go to www.firstaidinternational.co.uk.

Acknowledgment

- I understand and agree to abide by the terms and conditions of booking and cancellation policy and procedures.
- We will periodically send you hospital news or health information. If you would like to receive such information, please tick the box.

X

Applicant's Signature

Personal Data (Privacy) Ordinance Compliance Statement

Personal information will be shared with the credit card company for processing the payment, and to the First Aid International for issuing the first aid certificate. The individual named may request a copy of the data kept by Matilda International Hospital and to correct any of such personal data. The data will be kept for 12 months after which it will be destroyed. To access your personal data, please write to health@matilda.org