



牧群關愛會有限公司

2020年週年報告



但那等候耶和華的必從新得力。
他們必如鷹展翅上騰；他們奔
跑卻不困倦，行走卻不疲乏。

以賽亞書40：31

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I. 前言

易嘉濂博士 行政總監

2020年可算是院牧事工及本會服務面對極為艱巨的一年！年初因社會運動影響，引致同工及義工提供的服務稍受阻礙；繼而新冠肺炎疫情洶湧而來，醫院全面進入緊急防疫狀態。一切恆常探訪、小組聚會等不是受著人數限制，就是完全停止。「限聚令」的頒布也影響著義工各項的活動。總的來說，院牧服務無法以正常的情況運作。因此，對病者的探望，對家屬的關懷，對醫護人員的支持與及對義工的維繫，也受著嚴重的影響。

在此形勢下各項事工都無法以實體推展，院牧服務不得已需透過另一種形式進行，藉著網上或各種不同媒體接觸服務對象；對病患者以電話慰問，也定時透過視像通話作鼓勵。對家屬的關懷也是採用同一方式進行，期間深感家屬的支援極為需要！由於醫院在實施高度緊急防疫狀態下，家人無法到醫院探望病者以清楚他們的情況，另外更無法聯絡醫護人員瞭解病者的治療進展，他們心中的煩擾、無奈是可以明白，也是需要疏導的。至於醫護人員面對此疫情承擔的壓力甚大，本會只能透過臉書（Facebook）傳遞神的話語及詩歌等作激勵。義工們更在容許的範圍內製作崇拜活動，運用各種方式廣傳予病患者、家屬與醫護人員。此外，在疫境下院牧協助家屬辦理殯葬事宜也增多。

社區服務方面與院牧服務情況大致相同。陪診及家訪的服務受著疫情影響及限制，多以電話或視像進行慰問及關懷工作；又按個別特殊情況向有需要人士提供有限度服務如陪診及購買日常必須品等。此外，我們亦製作電子心意卡，藉着訊息傳遞，表達對病者及照顧者的關懷和鼓勵，盼望能在此艱難的時刻互相守望、扶持與鼓勵！

雖然各項事工的進展不太理想，但本會仍存著感恩的心堅守崗位。在整年的服事上，多所教會（包括一些非會員堂）也主動關心本會事工進展及財政狀況，並適時提供援助，使我們深深感受到神的看顧與帶領。

II. 2020年組織成員名單

顧問	李炳光牧師	蕭壽華牧師	吳馬太醫生
	陳漢鏗醫生	老兆雄醫生	林泰忠醫生
	陳以誠醫生	陳漢威醫生	

核數師 吳孫劉會計師事務所

義務法律顧問 梁思明律師 曾約瑟律師

會員 (排名不分先後)

基督教宣道會北角堂	基督教宣道會西環堂	基督教宣道會尊主堂
基督教宣道會華基堂	基督教宣道會華貴堂	基督教宣道會利福堂
基督教宣道會海怡堂	基督教宣道會香港仔堂	香港浸信教會
香港仔浸信會	上環浸信會	北角福音堂
基督教頌主堂(香港分堂)	崇真會救恩堂	香港靈糧堂
循理會西營盤堂	循道衛理聯合教會(香港堂)	中國佈道會香港迦南堂
中華基督教會合一堂	中華基督教會灣仔堂	中華基督教會公理堂
華富邨潮人生命堂	瑪麗醫院基督徒團契	葛量洪醫院基督徒團契

董事會成員 湯頌年牧師 林炯燊先生 張錦華先生 鍾偉添先生
黃耀良先生 張立民傳道 陳國棟先生 李銳民牧師
廖釗華先生 (10月1日上任)
周古筠姑娘 劉香蘭女士 郭志英姑娘 岑美興姑娘
吳燕萍姑娘 鄭綺文姑娘 歐陽平姑娘 (10月1日上任)
陳秀敏姑娘 (10月1日離任)

同工團隊 行政總監： 易嘉濂博士
院 牧： 黃健華院牧 倪驚群院牧 黃偉光院牧
梁婉珊院牧 楊麗好院牧 廖天順院牧
杜魯華院牧 (2月3日上任) 張麗娟院牧 (部份時間)
中心主任： 伍綺華姑娘
社區幹事： 鄺啟賢先生
行政助理： 雷美娟姑娘 (12月10日上任)
行政幹事： 黎永良先生
行政幹事： 王慧敏姑娘 (部份時間)

各服務單位同工名單

(一) 駐院院牧服務

1. 瑪麗醫院 — 梁婉珊 (隊長)、楊麗好、廖天順
2. 葛量洪醫院 — 杜魯華
3. 黃竹坑醫院 — 張麗娟
4. 東華東院 — 黃健華
5. 東華三院馮堯敬醫院、大口環根德公爵夫人兒童醫院、麥理浩復康院—黃偉光
6. 東華醫院 — 倪鷺群

(二) 社區服務

伍綺華、鄭啟賢

(三) 各服務單位聯絡電話

	單位	直線	傳呼
1	瑪麗醫院	2255 3770	8208 1714
2	葛量洪醫院	2580 7253	8208 1716
3	黃竹坑醫院	2873 7271	7472 7611
4	東華東院	2162 6362	5928 6106
5	東華三院馮堯敬醫院	2872 7413	8208 1718
6	大口環根德公爵夫人兒童醫院	—	8208 1718
7	麥理浩復康院	—	8208 1718
8	東華醫院	2589 8386	8208 1720
9	社區服務	3460 3891	8102 7223

III. 醫院概況及人力配置

(一) 醫院概況

根據醫管局 2019-2020 年年報，本會服務之八間醫院病床、病人入住率及病人平均住院時間如下：

醫院	病床數目	病床住用率	平均入住人數	平均住院日數
瑪麗醫院	1691	74.9%	1267	4.4
葛量洪醫院	389	83.6%	325	12.7
黃竹坑醫院	160	95%	154	455.6
東華東院	265	86%	228	15.3
東華三院馮堯敬醫院	272	70.1%	191	17.3
大口環根德公爵夫人兒童醫院	133	59.2%	79	8.9
麥理浩復康院	110	58.8%	65	19.9
東華醫院	532	78.4%	417	13.6

八院總病床數目	: 3552 張
病人平均入住率	: 75.75%
平均住院人數	: 2726 人
病人平均最長住院日數	: 455.6 日 (黃竹坑醫院)
病人平均最短住院日數	: 4.4 日 (瑪麗醫院)
院牧人力與病床比例	: 約 1 : 444
院牧人力與平均住院人數比例	: 約 1 : 341

(二) 人力配置

直至 2020 年底，駐院服務同工有 8 位，計算全年人事調整情況，實際全年駐院服務平均人力為 8 位。

IV. 院牧事工報告

(一) 瑪麗醫院

梁婉珊院牧、楊麗好院牧、廖天順院牧

1. 醫院簡介

瑪麗醫院是一間地區性的急症醫院，設有 24 小時急症室服務、專科及復康服務。負責診治複雜和需高科技治理的病例，包括器官及骨髓移植、初生嬰兒深切治療服務、輔助生育等。是香港指定的肝臟移植中心、心臟/心肺移植及小兒心臟外科中心。

2. 疫情下的院牧服務

因應醫院防疫措施，緊急轉介個案須經院方批准才可跟進；非緊急轉介則以電訊關顧。全年心靈關顧病人共 426 人次及家屬 456 人次，轉介共 396 次，獲批轉介 105 次，恩恤探訪 14 次，緊急轉介共 117 次，院內轉介 93 次及院外轉介 303 次。另 14 人決志信主、15 人床邊水禮、15 人床邊道別禮、5 人安息禮及 3 人轉介至教會。寧養中心探訪、全院節期探訪及每週寧養會議須暫停。每月癌關小組改以視像進行了 8 次及借用教會場地聚會 2 次，共接觸病人 136 人次及家屬 15 人次。

3. 關顧病患者或家屬

2020 年度有 224 次心靈評估及支持、154 次牧養關懷、106 次哀傷輔導、39 次臨終關懷、101 次面對死亡、30 次手術前後關懷、18 次危機介入、272 次情緒困擾、16 次宣告噩耗、32 次家庭/婚姻/人際關係、47 次宗教信仰問題、13 次自殺傾向關懷、5 次突然死亡介入等。緊急轉介包括緊急床邊水禮、道別儀式、胎兒惜別禮等。電話關顧病人 100 人次及家屬 70 人次；約見病人 3 位及家屬 7 位。

4. 牧養醫護員工

全年牧養員工共 39 人次，個別關顧 3 人及團契牧養 32 人次。1 月實體崇拜接觸共 4 人；2 月暫停聚會；3 月起改用錄播進行，由醫院公關部在醫院員工群組發放錄播連結給員工收看，同時亦透過本會臉書發放，全年共接觸 629 人次。員工節期活動及祈禱會須暫停。另設員工心靈關顧服務熱線，牧養醫護員工靈性。

5. 牧養義工

現有院牧義工 19 人及教會義工 17 人，共計 36 人。原義工實體探訪時段改為每月義工視像聚會，主要分享聖經、近況及祈禱，共 54 人次參與。另定期為義工報讀預防感染證書課程及續辦義工證。

6. 與教會連繫

伙伴教會計有基督教宣道會北角堂、基督教宣道會華基堂、中華基督教禮賢會香港堂及西環平安福音堂。因全年節期探訪暫停，故主要向教會宣傳院牧事工、義工網上講座及活動。

7. 展望

預計來年醫院繼續實施緊急防疫措施，所有院牧服務仍須暫停。除以新常態模式服事外，癌關小組亦探索借用教會場地的可行性，並以實體方式進行。另將重整院牧部行政文書系統，加強鼓勵同工持續進修學習。

(二) 葛量洪醫院

杜魯華院牧

1. 醫院簡介

葛量洪醫院專門提供專科服務包括老人科、心臟內科、心肺綜合療養、眼科、紓緩醫學科、結核及胸肺內科、風濕及臨床免疫科。又設立了李嘉誠基金會寧養服務計劃寧養中心，為癌症者及家人提供全人照顧。

2. 疫情下的院牧服務

- 疫情期間緊急轉介個案多來自紓緩病房，每位接觸院友都可能是最後見面的機會。個案多是嚴重或臨終病者，除了牧養關懷外，還帶領院友和家屬進行道別儀式，哀傷輔導；協助家屬處理殯葬事宜；又以視像、電話跟進關心家屬及分享福音。
- 老人科病房沒有做緊急轉介，院方卻提供院友電話給院牧去關懷。在電話中帶領院友決志祈禱，藉着居於海外的女兒安排在港的教會牧者，在院友出院後為他施浸。

3. 牧養醫護員工

疫情下未能在醫院內進行員工聚會或一起午膳，故無法定期接觸他們，只可透過媒體發放訊息鼓勵及代禱，同時把握在醫院碰面的機會去了解員工近況。由於員工十分忙碌，很多時匆匆食完午飯便要回到崗位工作，只能個別牧養。在得知有醫護退休，約會一些對方友好伙伴共進午膳歡送。

4. 牧養義工

疫情初期邀請義工以視像開組，但義工們對採用線上開組反應冷淡。院牧繼續以電話關懷義工，他們表示當醫院恢復開放後，會繼續參與義工探訪服務。當中好些已續辦了義工證，其他的則表示待恢復服務時才報名上課。有決志信主的院友在11月29日於新生命城市教會洗禮，義工們也派代表出席，以示鼓

勵。院牧亦透過短訊發放院友的代禱事項、經文分享等給義工，藉以互相聯繫。

5. 與教會連繫

因疫情嚴峻，教會和義工服務全部停擺，但仍然保持與教會牧者聯繫。透過分享，教牧們表示理解目前情況，並樂意繼續支持院牧事工。同時，若院方有最新特別探訪安排，可隨時承接籌辦醫院的活動。

本年度應邀為以下教會證道／查經班／栽培班／專題講座：

- 葵芳浸信會
- 和樂浸信會
- 圓洲角浸信會福溢堂
- 神召會石硤尾堂

共計 25 次。

6. 展望

- 盼望疫情早日穩定下來，院牧室可以回復正常運作，同時協助本會開拓更多院外事工。

- 在疫情持續下，相信於 2021 年開辦義工訓練班的機會較微，因缺乏實習場地。然而我們可透過視像開辦講座和訓練課程，回應各個群體的需要。期望匯聚院牧們的力量和智慧，運用機構整體資源來服事社區。

(三) 黃竹坑醫院

張麗娟院牧

1. 醫院簡介

黃竹坑醫院是一所提供延續護理服務的醫院，主力為年老病人提供護理調養及復康服務。

2. 疫情下的院牧服務

- 事工方面主要關顧病人、探訪慰問、情緒支持、心靈關顧、信仰及禮儀。但因疫情緣故，醫院姑娘在2020年1月中通知黃竹坑醫院啟動S2嚴重應變級別，及後升級到嚴重應變級別，故院牧常規探訪及義工服務要全面暫停直至另行通知。院方也表示如有病人轉介或臨終需要院牧服務，姑娘會請感染控制小組評估後才轉介給院牧。
- 鄰舍東華三院余振強紀念護理安老院，保良局的探訪及義工服務也全面暫停。在環境限制下，關心在病室外做運動的病人及電話關心家屬有84人次，醫護員工個別關心10人次。

3. 關顧病患者或家屬

因疫情漸趨嚴峻，未能上病室探訪，及於一月尾遵從政府實施的防疫措施，安排在家工作，故只可藉着電話或視像關心家屬或義工。過程中，可以與家屬成為同路人，彼此勉勵，在關顧牧養上可達至全人的果效。

4. 牧養醫護員工

過往每月逢第2週四定期與員工聚會，主要是在午飯時間彼此關心問候。但因疫情關係及實施限聚令，聚會已停止，故安排個別約談關顧，建立員工靈命，一同禱告互勉。

5. 牧養義工

往常每月逢第3週的週六及日，院牧及教會義工分別前往黃竹坑醫院及保良局黃竹坑安養院作床邊關懷及進行福音聚會，當中參與的有百德浸信會及香港仔浸信會。在疫症期間，醫院實施了隔離措施，所以除了用電話關心員工及家屬外，也傳送一些圖片及鼓勵字句，為他們打氣加油。同工們每日為不同醫院的需要代禱，一同交托主！

6. 與教會連繫

不時透過媒體聯絡教會傳遞醫院的訊息，彼此代禱！

7. 展望

因疫情持續不穩定，面對每月安排的探訪及事工都未能進行，甚至義工的核心課程證書過期亦未能更新辦理。若疫情放緩，院方表示義工探訪服務或有新的安排，我們將密切與院方接觸溝通，盼2021年事工可順利進行！

(四) 東華東院

黃健華院牧

1. 醫院簡介

東華東院是港島東醫院聯網旗下一間社區醫院，為該社區居民提供質量兼備的服務，與及貫徹連貫性的社區醫療護理的目標。服務範圍包括住院服務和門診服務，並有日間醫療服務。

2. 疫情下的院牧服務

在疫情下，牧養重點是病人、義工和醫護人員；牧養特色是使用電子科技多媒體，按不同群體的需要來牧養。還有，每日透過經文為疫情撰寫禱文和在院牧室每月張貼鼓勵海報。

3. 關顧病患者或家屬

需經醫護人員批准才能探望和跟進病人狀況。今年實體關懷病人和家屬共有 354 人次，非實體有 41 人次；當中院內轉介個案有 56 個；院外轉介的有 28 個；緊急傳呼 2 個；決志信主 6 位；施行聖禮亦有 6 位。

4. 牧養醫護員工

經常出席由港島東醫院聯網舉辦的“新型冠狀病毒講座”，藉此了解醫護人員如何面對當前的處境。院牧透過內聯網和派發鼓勵卡去關懷、祝福與支持醫院的各病房經理和其他部門，也個別接觸和關懷員工。在疫情放緩時，曾邀約員工一起晚膳 2 次，共有 6 位出席。12 月，院牧部得到防感染組的許可，實行每星期一次的員工團契。全年牧養員工實體有 31 人次，非實體有 1 人。

5. 牧養義工

透過短訊關懷有需要的院牧義工。此外，由 6 月開始逢單週六上午舉行“院牧義工祈禱會”，為疫情、個人、義工服務禱告。參與的情況理想，全年共有 73 人次出席。

6. 與教會連繫

➤ 就着醫院的防疫措施安排，院牧不定時聯絡個別堂會更新相關資訊，並關懷堂會的需要；又參與筲箕灣教牧同工團契，彼此激勵、禱告，並協助教牧同工探望在醫院被轉介的病人。

- 教會及本會透過送贈禮物包表達對醫護人員的支持和鼓勵。4月份有懷恩浸信會、12月份有香港循道衛理聯合教會香港堂及本會。在疫情放緩時，7月4日院牧部在中國佈道會香港迦南堂舉行“義工分享祈禱會”。聖誕節期，院牧部和病人資源中心合辦“普天同慶賀聖誕”報佳音活動，邀請基督教信義會救恩堂負責製作聖誕節祝賀短片，讓病房內增添了節日氣氛，醫護人員也「讚好」。

7. 展望

若醫院解除緊急應變級別，院牧部將回復所有義工服務，期望能作義工培訓，並多關懷病人。若義工服務仍須暫停，院牧部便強化牧養員工，嘗試舉辦啟發課程，與及策劃員工牧養小組。

(五) 東華三院馮堯敬醫院

黃偉光院牧

1. 醫院簡介

醫院專門提供老人科延續護理服務，為內科和骨科的長者病人提供復康和療養服務；此外，亦設立了社區老人評估小組以及老人科日間醫院。

2. 疫情下的院牧服務

- 受疫情影響，院牧常規服務和探訪需要暫停，因而開展線上事工服務包括培訓課程、查經小組及探訪，更與醫務社工和家屬聯繫建立視像探訪。
- 1月初仍有探訪服務，至月中，接獲醫院通知所有服務暫停。疫情急轉直下，機構在3月23日安排家居工作。受着種種環境限制，啟發院牧部跳過高牆，運用視像進行線上義工訓練、專題講座、義工小組聚會；使用各種媒體開設查經小組、電話及醫務社工的視像探訪，成為與病人、家屬，義工的接觸渠道。

3. 關顧病患者或家屬

- 因跌倒或意外引致骨折入院的病人，大多年老體弱，留院時間較長，在復康過程中有很多憂慮，需要有恆常的關懷、陪伴、鼓勵和支持。
- 5月開始接到家屬的轉介個案，院牧部開始了電話探訪服事。接獲家屬個案共有25次、病人或社工的轉介個案，探訪病人共72人次，家屬47人次、員工3人次。為需要的病人進行基督教禮儀，惜別和火葬禮2次、洗禮1次、抹油1次和道別禮1次。雖然只是微小的服務，院牧在這個逆境中珍惜和看重每一位病人和家屬的服事。

4. 牧養醫護員工

縱受疫情影響，院牧部仍然維持實體和視像聚會。每月中舉行一次員工團契聚會，內容有唱詩、分享和禱告，讓員工在疫境下，仍然有一個彼此餵養、互相支持和守望的聚會。又按個別需要提供約談、關顧、牧養與禱告守望。

5. 牧養義工

- 在院牧義工服務暫停期間，院牧部舉辦網上「基本義工訓練課程」，共有4位義工參加。又定時致電關心義工和更新義工核心課程的有效資格，為下一里路做好服事的準備。為增進彼此關心和學習機會，6月開始「義工小組」成立，每月一次聚會，內容有專題講座、探訪技巧和近況分享，合共58人次出席。
- 5月為教會義工進行4次床邊關懷基本培訓。8月舉辦「2020—心靈情緒講座之壓力篇」，課程及講座合共80人次出席。

6. 與教會連繫

- 教會是院牧部合作的重要伙伴，縱使在疫情下探訪服務被逼暫停，然而，院牧部與病人資源中心合辦「義工送暖迎聖誕—聖誕卡設計及填色」活動，邀請幾間伙伴教會製作100張聖誕卡，送給醫院病人，作為聖誕節的問候卡。
- 出席南區教牧團契，與南區教會保持聯繫，了解教會在疫情下面對的問題和處理方式，分享院牧部有關情況和需要，讓教會和院牧部互相合作，彼此支持和互相關顧。

(六) 大口環根德公爵夫人兒童醫院

黃偉光院牧

1. 醫院簡介

醫院現時為全港兒童病人提供專科服務，包括矯形及創傷外科、兒童腦科體智發展康復，並為十八歲以上脊柱出現問題的骨科病人，提供治療、康復和住院服務。

2. 疫情下的院牧服務

- 按院方緊急級別措施安排，院牧部在1月16日暫停一切常規服務。對一群入院進行矯形或創傷手術的病人和家屬帶來十分不便，為關顧有需要的病人和家屬，院牧部開展電話探訪服務。院牧定時以電話關心和為病人禱告，讓病人在困擾的環境下心靈獲得安慰。

- 院牧部使用網絡平台進行探訪、義工訓練、開辦專題講座、設立定期義工小組聚會及查經小組。珍惜每一位身體軟弱、心靈需要的病人，成為他們的同行者。

3. 關顧病患者或家屬

雖然未能親身來到病人面前關懷和禱告，透過電話探訪服務，將關心帶給病人和家屬，更重要是有禱告的承托和安慰。電話探訪服務共有 10 次來自家屬、病人或社工的轉介個案，探訪病人共 59 人次，家屬 12 人次。

4. 牧養醫護員工

疫情對員工團契聚會沒有太大的影響，院牧部採用現場和線上 2 種方式進行，內容有唱詩，工作和生活分享，代禱支持。又定時傳遞聖經信息牧養員工，成為員工的同行和支持者。

5. 牧養義工

- 為服事眾多長期住院的病者，在院牧義工服務暫停期間，院牧部於 3 月開辦 4 節網上「基本義工訓練之旅」課程，有 2 位新義工加入。6 月開設「義工小組」，每月一次聚會，內容包括專題講座，探訪技巧和近況分享，合共有 58 人次出席。
- 4 月份為教會義工舉辦 4 節的「床邊關懷基本培訓」課程，8 月及 9 月分別舉辦 2020—心靈情緒講座之壓力及情緒篇，合共有 61 人次出席。

6. 與教會連繫

服事醫院的五間教會義工因着疫情持續，未能進行床邊關懷探訪服務，為加強彼此溝通，藉著開辦床關培訓、專題牧養，成為與教會的橋樑。

(七) 麥理浩復康院

黃偉光院牧

1. 醫院簡介

麥理浩復康院是一間腦外科、骨科、內科及老人科復康專科醫院，設有各種密集式的復康運動及物理治療，為病人提供全面和貼身的復康計劃。

2. 疫情下的院牧服務

- 疫症下，院牧與病房和病人資源中心建議採用電話探訪服務，關顧有需要的病人和家屬，讓未能探訪的腦外科病人和骨科病人獲得一點點的心靈關懷和支持。

- 原定逢週一及五舉行的午間小聚查經聚會，受疫情影響暫停，由5月開始，改為週三上午的網上查經小組，歡迎病人和家屬參加，出席病人共46人次，家屬共59人次。
- 素常與南區三間教會的醫院服事、節期性活動、病人探訪或聚會等都要停止。為加強與教會連繫及表達對義工的關心和支持，舉辦「2020—心靈情緒講座之壓力篇」，共有40人次出席。

3. 關顧病患者或家屬

探訪服務由實體轉為電話方式進行，由於病人上午和下午都有康復治療，院牧需要在特定時間以電話聯絡探訪他們，病人長時間留在院內，心靈容易感到不安和憂慮，更需要院牧的關顧和支持。服事共有17次來自家屬、病人或社工的轉介個案；探訪病人共71人次，家屬19人次、員工5人次。

4. 牧養醫護員工

疫情對每月的員工團契聚會未有帶來太大的影響，聚會安排以實體和視像雙線進行，內容有唱詩，工作和生活分享，代禱支持等，出席員工共有67人次。

5. 牧養義工

- 為加強院牧義工的牧養和探訪技巧，3月開辦4節網上「基本義工訓練之旅」課程。6月開設「義工小組」聚會，每月一次，內容有專題講座、探訪技巧和近況分享，合共有58人次出席。
- 為建立與教會義工的溝通和牧養關係，舉辦「2020—心靈情緒講座之壓力篇」，共計30人出席。

6. 與教會連繫

- 服事麥理浩醫院的三間教會因疫情關係，未能進行床邊探訪。院牧部加強彼此之間溝通，藉著床關培訓、專題牧養，成為與教會的橋樑，增加探訪技巧，在疫情下加強關心義工的心理壓力和情緒。
- 出席南區教牧團契共6次，以現場或線上方式進行。參與者有牧師、傳道、機構員工和院牧，合共84人次出席。又與各教會分享冠狀病毒座談會的資訊，在疫情期間彼此支持和守望。

7. 展望

- 希望疫情儘快過去，恢復院牧事工服務，與服事的教會保持緊密溝通。同時，繼續發展線上服務，讓出院的病人可以參加網上查經小組的牧養，為單身長者提供關懷的渠道。

- 初步計劃大口環三間醫院發展離院病人的電話關懷服務暨義工成長栽培訓練，期望透過服事，讓義工的靈命得以成長，同時建立義工團隊的使命；加強與院內員工的牧養和支持。

(八) 東華醫院

倪鶯群院牧

1. 醫院簡介

東華醫院以社區為本，為中環及港島西區居民提供多種住院、門診和復康日間服務。病人主要來自瑪麗醫院，是一間半急症全科醫院，不設急症室服務。

2. 疫情下的院牧服務

- 由2020年1月4日因應醫管局實行緊急應變措施後，1月16日起院牧常規服務暫停。
- 主要關顧轉介個案、接觸病人及家屬。透過視像、電話進行家訪。與員工會面及於午膳時間進行員工團契。院牧義工則個別家訪關懷。還有每月一次出席中西區教牧視像祈禱會，讓彼此支持了解堂會的爭扎及困難。
- 向院方爭取接緊急轉介服務。於3月20日接到通告，如有彌留及臨終病人，必須獲醫院行政總監批准，再經相關部門通知緊急轉介個案。全年緊急轉介病人有13人次，實體及視像探訪病人有353人次，共帶領4位病人信主。

3. 關顧病患者或家屬

- 在緊急轉介個案中，向一位年長病人傳福音，對方表示願意決志信主，得其兒子教會牧者授權院牧施行洗禮，病者在幾天後離世。
- 今年分別主領安息禮及花園葬禮各一次，協助儀式2次，另有2次聖禮以個人名義出席。
- 收到家屬及教會牧者轉介個案，當中院外有11人次，院內有14人次，透過院方協助，提供約15分鐘視像探訪，祈禱關懷服事。時間雖短，卻帶給病人及家屬無比安慰。
- 因應病者家屬情況進行家訪，他們大都是身患癌症，並受情緒困擾。
- 全年家訪21次，家人約談及電聯共465人次。

4. 牧養醫護員工

個別關心了解員工工作難處，透過視像，員工團契共進行了25次聚會，全年關顧員工共426人次。

5. 牧養義工

由8-12月期間透過視像，與義工分享近況及祈禱共4次，每次出席約有5位，彼此坦誠分享。院牧特別家訪一位患癌義工，聆聽她生命中的掙扎。全年關心義工共193人次。

6. 與教會連繫

透過每月一次中西區教牧視像祈禱會，彼此支持了解堂會掙扎和挑戰。

7. 展望

期盼疫情過後，恢復院牧服務。積極加強宣傳服事緊急轉介個案的需要性，為生命彌留或離世病者服事；維持與病人、家屬、員工及義工聯繫，加深與教牧關係。推廣本會生死教育課程，加強義工探訪技巧的培訓，及員工的工作使命課程。

V. 社區關懷事工報告

伍綺華姑娘／鄺啟賢先生

受疫情影響，社區關懷事工也因此受到限制。恆常的小組活動、健康講座、戶外活動等也都暫停，只能靜待疫情好轉才作安排。因此，在這期間主要以電話或視像定時進行慰問及關懷工作；了解離院病患者近況，亦有因應個別需要提供有限度的陪診安排、協助購買生活必須品等；同時也為照顧者提供身心的支援。此外，同工及義工亦一起製作心意卡，印上鼓勵字句，傳遞關愛訊息，讓我們成為在疫情下的心靈加油站。

(一) 社區服務中心

1. 病友小組

- 由於疫情嚴峻，為避免因互相接觸而交叉感染，小組活動因此暫停或取消，轉為以電話溝通的方式進行，藉此保持緊密的連繫，互相扶持鼓勵。
- 2月期間，得悉「融樂無窮」小組中的一位老友記在家中不慎跌倒，損壞了假牙，導致不能進食固體食物，只能選擇鬆軟或流質食物。在探望期間，為伯伯送上食物及補充了一些防護口罩以表慰問。及後到附近社區中心了解如何可以協助伯伯申請援助重新裝配假牙。

2. 媒體創作關懷卡

- 3月開始，每週製作一張電子「傳心、傳意」關懷卡，圖片由同心行攝影會提供，印上特選聖經經文或人生雋語，透過各式電子媒體發放給醫護員工、病友、家屬、義工以及身邊有需要人士，彼此支持、一起同行，抵抗疫症。
- 10月開始，鼓勵同工或義工以視像錄影或語音訊息，分享生活見證、感言、個人經歷、經文等。經悉心整理，配合後期畫面及音樂製作後，以短片形式在互聯網上發放給相關群組。資訊亦透過手機應用程式傳遞，把觸動人心的個人經歷及見證與大家分享，盼望感染更多社會人士投入院牧事工的發展。

3. 與教會聯繫

社區服務中心分別在5月及7月，參加由基督教宣道會香港區聯會舉辦的「基層家庭支援計劃」。首階段的「友·愛」飯券計劃，派送由7-11便利店推出的「同心互助」飯券給予合資格的基層家庭，紓緩生活上開支壓力，同時，向此計劃的家庭進行探訪及慰問。

4. 支援義工的需要

一位社區老友記暨本會義工，於5月尾不慎在家中跌倒，被玻璃碎片刺傷手指，經醫生檢查後需要縫針及進行物理治療。由於她是獨居長者，為免再生意外，本會社區服務中心一直為她提供陪診服務，往返醫院及診所進行清洗傷口及物理治療，直至6月中患處漸漸康復。

5. 晚情關懷活動推廣

原定於4-7月期間，本會院牧部及社區服務中心聯合推行「欣賞·生命：表達藝術與生死教育」小組，透過不同表達藝術的媒介如視覺藝術、音樂、舞動、戲劇、創意寫作...等，啟發大家思考及表達對生命、死亡的想法。但由於疫情影響及在限聚令之下，小組仍有待2021年推行。

此小組乃按照香港大學行為健康教研中心“賞生大使”專業培訓課程內容進行

(二) 離院病人關顧事工

1. 愛心網絡護社區計劃

本年度繼續參與港島西醫院聯網「愛心網絡護社區」計劃，服事院外經常進出醫院之病人。鑑於疫情，只能以電話跟進及慰問病人及其家屬的身、心、社、靈的需要，給予關懷、鼓勵及照顧。全年共接47個新病人轉介；累積個案共計991個；仍在積極跟進的則有47個；全年共進行166次電話跟進。

2. 非住院病人家居院舍關懷服務

全年未有接獲任何轉介個案，累積個案共計437個；仍在積極跟進的則有5個；全年共進行69次電話跟進及8次家訪。

VI. 行政事務報告

(一) 機構推廣

1. 年度籌款活動

原定於11月14日舉行的步行籌款活動，受疫情影響，活動被逼延期至2021年2月以「新常態·新嘗試」(自選創意活動)方式進行，籌款時段為期一個月至3月7日。目的是在這變幻時刻，仍能透過此另類籌款方式維繫彼此間情誼，互相關顧。

2. 主領醫療主日、訓練、聚會、事工分享

本會於2020年應邀為以下13間教會／機構／團體主領院牧事工主日、訓練聚會、事工分享、祈禱會、講座、查經、工作坊、宗教禮儀：

- a) 瑪麗醫院院牧事工部
- b) 基督教宣道會華基堂
- c) 基督教宣道會華貴堂
- d) 基督教宣道會海怡堂
- e) 基督教宣道會北角堂
- f) 基督教香港崇真會救恩堂
- g) 基督教佈道中心華恩堂
- h) 東方基督教會聖光堂
- i) 中華傳道會祐寧堂
- j) 中華基督教禮賢會香港堂
- k) 中國佈道會香港迦南堂
- l) 西環平安福音堂
- m) 港島敬拜會

3. 出席教牧同工團契

本會同工出席「南區教牧同工團契」、「中西區教牧同工團契」及「筲箕灣區教牧同工團契」，以加強與教會聯繫，推動事工。

(二) 人事動態

1. 職務變動

- a) 2020年2月3日聘任杜魯華院牧負責葛量洪醫院院牧事工。黃健華院牧則調往東華東院接替去年11月31日離職的同工。
- b) 2020年12月10日聘任雷美娟姊妹擔任行政助理一職。
- c) 卓世盈社區服務總監因個人理由於9月1日離職。

2. 同工團隊

2019 新型冠狀病毒肺炎疫情下，本會採取防疫措施，安排同工居家工作。服務中心同工可因應事務需要或性質，按班次輪值照常回辦公室執行運作，全年共4次：

- a) 第一波疫情 — 1月29日至3月1日
- b) 第二波疫情 — 3月23日至4月26日
- c) 第三波疫情 — 7月14日至9月13日
- d) 第四波疫情 — 12月2日至12月31日

3. 同工進修

- a) 梁婉珊院牧及伍綺華姑娘繼續參加於去年12月至2020年1月期間，由香港大學舉辦「欣賞·生命：表達藝術與生死教育」計劃之「賞生大使」4天專業培訓課程。
- b) 梁婉珊院牧及楊麗好院牧於1月參加由賽馬會安寧頌主辦的「安寧義工核心課程2021」，共4堂課。
- c) 梁婉珊院牧及楊麗好院牧於2-3月參加由賽馬會安寧頌主辦的「『賽馬會安寧頌』社區安寧全人照顧課程—基礎單元」網上課程，共7堂課。
- d) 倪鷺群院牧於6月6至20日參加基督教輔導學院舉辦的「朋輩輔導基礎課程」，共3堂課。
- e) 黃偉光院牧及倪鷺群院牧參加分別在6月8日至7月27日及10月19日至11月16日於環球天道傳基協會舉辦「創傷治療」基礎及進深課程，共13堂課。
- f) 8月11及12日一連兩天，伍綺華姑娘及鄺啟賢先生修讀由賽馬會新生精神康復學院舉辦之「由身入心的情緒調節」工作坊。
- g) 黃偉光院牧於9月1日至11月24日參加由拉撒路會舉辦「生死教育、紓緩關懷」課程，共13堂課。
- h) 9月15日院牧部同工出席瑪麗醫院心靈小聚—個案分享會。
- i) 院牧參加由香港醫院院牧事工聯會提供全年7次在職院牧個案研習。

4. 同工退修日

本會於1月16日舉行一年一度同工退修日，當天透過八福匯劉達芳博士分享本地的宣教工作，啟發我們如何尋求從神而來的領受、召命、異象，從而推動我們思考如何向貧苦病患者及其家庭實踐關懷事工。另外，亦透過參觀八福匯，認識本土不同的宣教事工，拉闊各同工的視野、誘發我們思考，在醫院及社區關懷病患者的服事，實踐神所賜予我們的召命及異像。

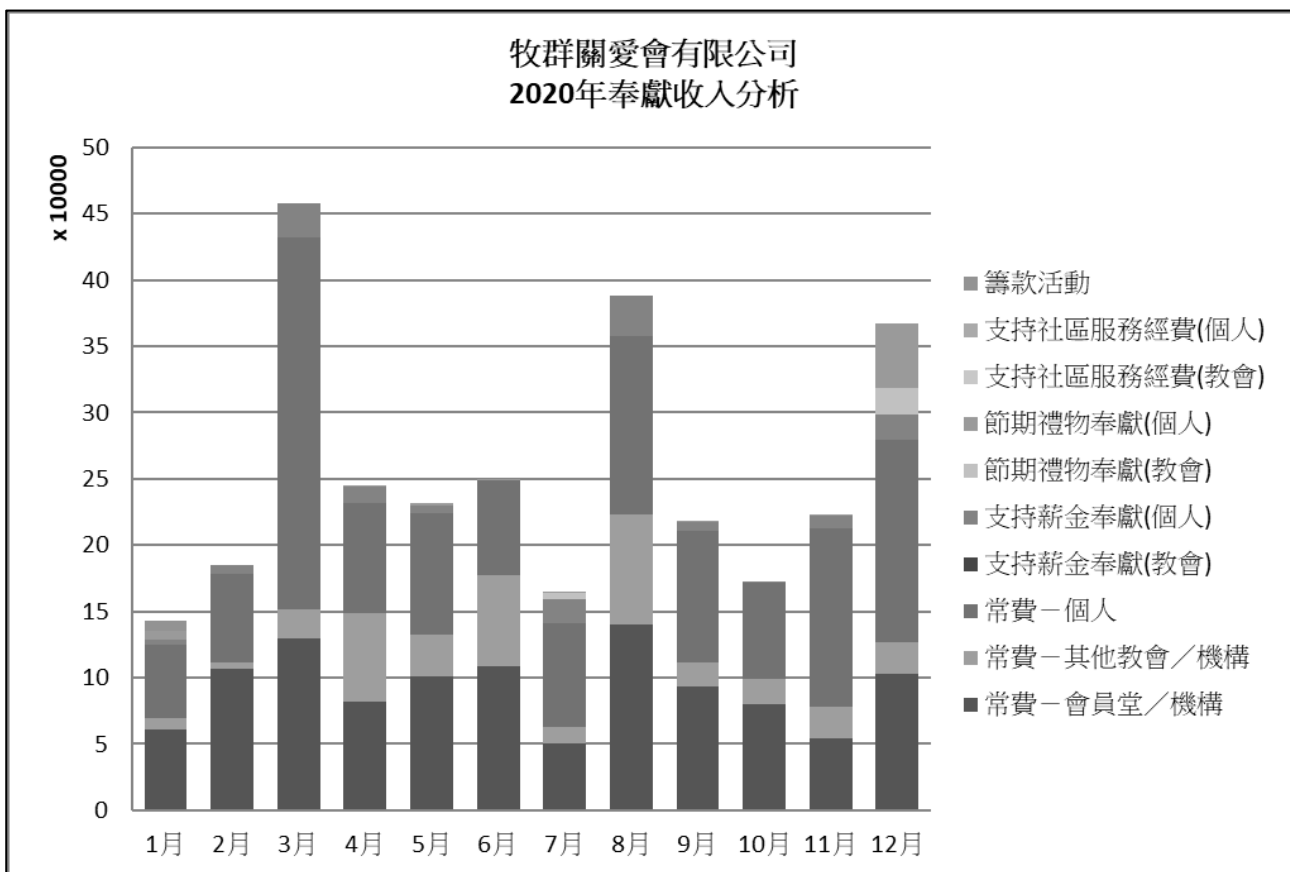
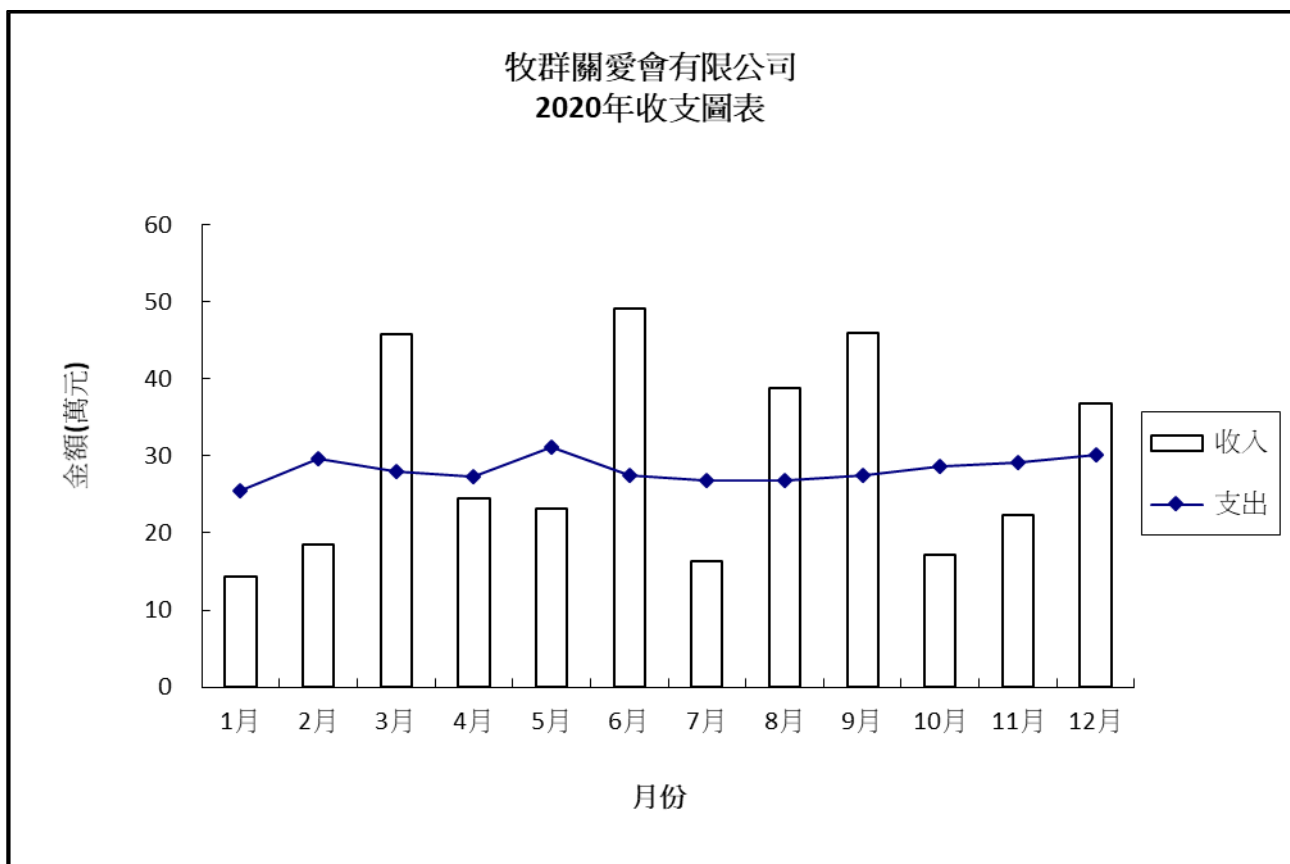
附錄

2020 年全年收支表

月份	收入	支出	結算
一	143,400.00	255,620.29	(112,220.29)
二	185,080.00	296,573.57	(111,493.57)
三	458,300.00	280,283.56	178,016.44
四	244,075.50	273,854.64	(29,779.14)
五	231,340.00	311,123.39	(79,783.39)
六	491,405.11	274,863.80	216,541.31
七	163,950.00	268,352.56	(104,402.56)
八	387,780.00	268,018.72	119,761.28
九	459,798.00	273,991.35	185,806.65
十	171,661.00	285,749.97	(114,088.97)
十一	223,524.50	291,413.52	(67,889.02)
十二	367,230.91	300,913.28	66,317.63
總數	3,527,545.02	3,380,758.65	146,786.37

2020 年全年收支及奉獻分析圖表

附錄



附錄

**SOCIETY OF PASTORAL CARE COMPANY LIMITED
(LIMITED BY GUARANTEE)**

REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

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SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

DIRECTORS' REPORT

The directors present their annual report and the audited financial statements of the Society for the year ended December 31, 2020.

PRINCIPAL ACTIVITIES

During the year, the Society continued to provide holistic care for the patients as well as their families in accordance with the Christian faith.

BUSINESS REVIEW

The Society falls within reporting exemption for the financial year. Accordingly, the Society is exempted from preparing a business review.

PROPERTY, PLANT AND EQUIPMENT

Movements in property, plant and equipment during the year are set out in note 4 to the financial statements.

RESULTS

The result of the Society for the year ended December 31, 2020 and the state of the Society's affairs at that date are set out in the financial statements on pages 6 to 15.

DIRECTORS

The directors of the Society during the year and up to the date of this report were:

Chan Kwok Tung
Chau Ku Kwan, Clara
Cheng Yee Man
Cheung Kam Wah
Cheung Lap Man
Chung Wai Tim
Kwok Che Ying
Lam Kwang Sang Louis Aloysius
Lau Heung Lan, Eling
Lee Yui Man
Ng Yin Ping
Sum Mei Hing
Tong Chung Lin
Wong Yiu Leung
Au Yeung Ping
Liu Chiu Wah
Chan Sau Man

(Date of appointment: October 1, 2020)
(Date of appointment: October 1, 2020)
(Date of cessation: October 1, 2020)

In accordance with Article 34 of the Society's Articles of Association, all the remaining directors shall hold office for a term of two years and retire, but being eligible, offer themselves for re-election.

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

DIRECTORS' REPORT - CONTINUED

DIRECTORS' INTERESTS IN CONTRACTS

Save as the transactions disclosed in note 6 to the financial statements for which the directors have beneficial interests, no other contracts of significance in relation to the Society's business to which the Society was a party and in which any directors of the Society had a material interest, whether directly or indirectly, subsisted at the end of the year or at any time during the year.

ARRANGEMENTS TO ACQUIRE SHARES OR DEBENTURES

At no time during the year was the Society a party to any arrangement to enable the directors of the Society to acquire benefits by means of the acquisition of shares in or debentures of the Society or its associated corporations.

EQUITY-LINKED AGREEMENTS

No equity-linked agreements were entered into during the year.

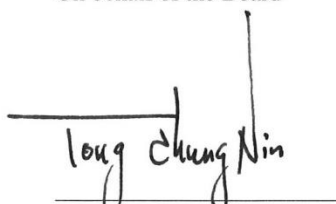
INDEMNITY OF DIRECTORS

No permitted indemnity provision (as defined in section 469 of the Hong Kong Companies Ordinance) for the benefit of the directors of the Society has in force in the Society.

AUDITORS

A resolution will be submitted to the annual general meeting of the Society to re-appoint Messrs. Ng, Suen, Lau C.P.A. Limited.

On behalf of the Board


Tong Chung Lin

Hong Kong, **17 MAY 2021**



NG, SUEN, LAU C.P.A. LIMITED

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吳孫劉會計師事務所有限公司

PARTNERS 合夥人：
Sylvia Ng 吳秀華會計師
FCCA, CPA
Gary Suen 孫文輝會計師
FCCA, CPA

INDEPENDENT AUDITOR'S REPORT

To the members of
SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Incorporated in Hong Kong with liability limited by guarantee)

Opinion

We have audited the financial statements of Society of Pastoral Care Company Limited (the "Society") set out on pages 6 to 15, which comprise the statement of financial position as at December 31, 2020, and the statement of comprehensive income, statement of changes in reserves and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements give a true and fair view of the financial position of the Society as at December 31, 2020, and of its financial performance and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standard for Private Entities ("HKFRS for Private Entities") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have been properly prepared in compliance with the Hong Kong Companies Ordinance.

Basis for Opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSAs") issued by the HKICPA. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the HKICPA's *Code of Ethics for Professional Accountants* ("the Code"), and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Statements and Auditor's Report Thereon

The directors are responsible for the other information. The other information comprises the information included in the directors' report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



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INDEPENDENT AUDITOR'S REPORT - CONTINUED

To the members of
SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Incorporated in Hong Kong with liability limited by guarantee)

Responsibilities of Directors and Those Charged with Governance for the Financial Statements

The directors are responsible for the preparation of financial statements that give a true and fair view in accordance with HKFRS for Private Entities issued by the HKICPA and the Hong Kong Companies Ordinance, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the Society or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. This report is made solely to you, as a body, in accordance with section 405 of the Hong Kong Companies Ordinance, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of the report.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with HKSAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



NG, SUEN, LAU C.P.A. LIMITED

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INDEPENDENT AUDITOR'S REPORT - CONTINUED

To the members of
SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Incorporated in Hong Kong with liability limited by guarantee)

Auditor's Responsibilities for the Audit of the Financial Statements - Continued

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink, appearing to read 'Ng Suen, Lau C.P.A. Limited', written in a cursive style.

Ng, Suen, Lau C.P.A. Limited
Certified Public Accountants (Practising)

Hong Kong, **17 MAY 2021**

Ng Sau Wa, Sylvia
Practising Certificate Number: P01895

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

STATEMENT OF FINANCIAL POSITION

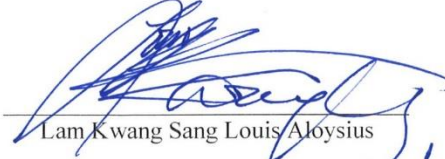
AS AT DECEMBER 31, 2020
(Expressed in Hong Kong Dollars)

	<u>Note</u>	<u>2020</u>	<u>2019</u>
ASSETS			
Non-current asset			
Property, plant and equipment	4	-	-
Current assets			
Deposits and prepayments		55,211	63,051
Bank balances		1,298,415	1,143,789
		<u>1,353,626</u>	<u>1,206,840</u>
Total assets		<u>1,353,626</u>	<u>1,206,840</u>
RESERVES			
Reserves			
Accumulated fund		992,038	845,252
Capital assets reserve fund		202,390	202,390
Web development fund		32,000	32,000
Long service payment reserve		30,000	30,000
Service development fund		97,198	97,198
Total reserves		<u>1,353,626</u>	<u>1,206,840</u>

The accompanying Accounting Policies and Explanatory Notes form an integral part of, and should be read in conjunction with, these financial statements.

Approved on behalf of the Board by:


Tong Chung Lin


Lam Kwang Sang Louis Aloysius

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

	<u>Note</u>	<u>2020</u>	<u>2019</u>
Income			
Offerings and contributions	5	3,043,693	4,110,295
Bank interest income		18	326
Activities income		-	98,000
Subsidy under Employment Support Scheme		483,834	-
		<u>3,527,545</u>	<u>4,208,621</u>
Expenditure			
Activities expense		31,938	173,303
Advertising and promotion		4,782	11,827
Annual subscription fee		2,000	2,000
Bank charges		2,113	1,820
Computer expenses		5,418	10,960
Electricity		3,131	7,848
Insurance		17,103	17,615
Local travelling		1,165	1,809
Mandatory provident fund contribution		163,549	163,014
Office expenses		6,769	9,767
Postage		32,849	40,374
Printing and stationery		21,989	39,385
Rent and rates		309,600	304,148
Salaries and allowances		2,584,156	2,564,004
Service fee		120,000	190,000
Staff training		3,855	19,550
Staff welfare		33,593	37,848
Sundry expenses		12,383	35,432
Telephone and pager		24,361	24,296
Training for volunteers		5	3,416
		<u>3,380,759</u>	<u>3,658,416</u>
Surplus and total comprehensive income for the year		<u>146,786</u>	<u>550,205</u>

The accompanying Accounting Policies and Explanatory Notes form an integral part of, and should be read in conjunction with, these financial statements.

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

STATEMENT OF CHANGES IN RESERVES

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

	Accumulated fund	Capital assets reserve fund	Web development fund	Long service payment reserve	Service development fund	Total
<u>Year 2019</u>						
Balance as at January 1, 2019	295,047	202,390	32,000	30,000	97,198	656,635
Total comprehensive income for the year	550,205	-	-	-	-	550,205
Balance as at December 31, 2019	<u>845,252</u>	<u>202,390</u>	<u>32,000</u>	<u>30,000</u>	<u>97,198</u>	<u>1,206,840</u>
<u>Year 2020</u>						
Balance as at January 1, 2020	845,252	202,390	32,000	30,000	97,198	1,206,840
Total comprehensive income for the year	146,786	-	-	-	-	146,786
Balance as at December 31, 2020	<u>992,038</u>	<u>202,390</u>	<u>32,000</u>	<u>30,000</u>	<u>97,198</u>	<u>1,353,626</u>

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2020
(Expressed in Hong Kong Dollars)

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities		
Cash receipts from donors	3,043,693	4,178,295
Cash receipts from government	483,834	-
Cash paid to employees and suppliers	<u>(3,372,919)</u>	<u>(3,673,142)</u>
Net cash generated from operating activities	<u>154,608</u>	<u>505,153</u>
Cash flows from investing activity		
Bank interest income received	<u>18</u>	<u>326</u>
Net cash generated from investing activity	<u>18</u>	<u>326</u>
Net increase in cash and cash equivalents	154,626	505,479
Cash and cash equivalents at beginning of the year	<u>1,143,789</u>	<u>638,310</u>
Cash and cash equivalents at end of the year	<u><u>1,298,415</u></u>	<u><u>1,143,789</u></u>
Analysis of the balance of cash and cash equivalents		
Bank balances	<u><u>1,298,415</u></u>	<u><u>1,143,789</u></u>

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

1. GENERAL

The Society was incorporated under the Hong Kong Companies Ordinance on March 27, 1998 as a company limited by guarantee and not having a share capital. The liability of each member is limited to the extent of HK\$100. The address of its registered office is Room 2004, 20/F., Lucky Commercial Centre, 103 Des Voeux Road West, Hong Kong.

The principal activities of the Society are to provide holistic care for the patients as well as their families in accordance with the Christian faith.

2. BASIS OF PREPARATION AND ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Hong Kong Financial Reporting Standard for Private Entities issued by the Hong Kong Institute of Certified Public Accountants. These financial statements also comply with the applicable requirements of the Hong Kong Companies Ordinance. They have been prepared using the historical cost convention.

a. Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight line method at the rate of 33⅓% per annum.

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of an asset, the depreciation of that asset is revised prospectively to reflect the new expectations.

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

2. BASIS OF PREPARATION AND ACCOUNTING POLICIES - Continued

b. Impairment of assets

At each reporting date, property, plant and equipment is reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (group of related assets) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss.

c. Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and short-term highly liquid investments with original maturities of three months or less. Bank overdraft is shown within borrowings in current liabilities on the statement of financial position.

d. Revenue recognition

Offerings and contribution are recognised upon actual receipt of money.

Activities income are recognised when the services are rendered.

Interest income is recognised using the effective interest method.

Government grants are recognised as income over the periods to match with the related costs which the grants are intended to compensate. Grant related to assets is deducted in arriving the carrying amount of the asset and the grant is recognised as income over the life of a depreciable asset by way of a reduced depreciation charge. Grant related to income is recognised as income in the profit or loss upon actual cash receipt.

e. Leases

Rentals payable under operating leases are charged to profit or loss on a straight-line basis over the term of the relevant lease.

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

2. BASIS OF PREPARATION AND ACCOUNTING POLICIES - Continued

f. Foreign currency translation

(a) Functional and presentation currency

Items included in the financial statements are measured using the currency of the primary economic environment in which the entity operates (“the functional currency”). These financial statements are presented in Hong Kong Dollars, which is the Society’s functional and presentation currency.

(b) Transactions and balances

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in profit or loss.

g. Employee benefits

Salaries, annual bonuses, paid annual leave and contribution to defined contribution retire retirement plans are accrued in the year in which the associated services are rendered by employees. Where payment or settlement is deferred and the effect would be material, these amounts are stated at their present values.

The Society operates a defined contribution Mandatory Provident Fund retirement benefit scheme (the “MPF Scheme”) under the Mandatory Provident Fund Schemes Ordinance, for those employees who are eligible to participate in the MPF Scheme. Contributions are made based on a percentage of the employees’ relevant income and are charged to profit or loss as the Society become payable in accordance with the rules of the MPF Scheme. The assets of the MPF Scheme are held separately from those of the Society in an independently administrated trust fund. The Society’s employer contributions vest fully with the employees when contributed into the MPF Scheme.

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

3. CRITICAL ACCOUNTING ESTIMATES AND JUDGMENT

Estimates and judgment are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Society makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Useful lives of property, plant and equipment

The Society's directors determine the estimated useful lives and related depreciation for its property, plant and equipment. The estimates are based on the historical experience of the actual useful lives of property, plant and equipment of similar nature and functions.

4. PROPERTY, PLANT AND EQUIPMENT

	<u>Computers and equipments</u>	<u>Furniture and fixtures</u>	<u>Total</u>
<u>Cost</u>			
As at 01.01.2020 and 31.12.2020	<u>17,546</u>	<u>6,080</u>	<u>23,626</u>
<u>Accumulated depreciation</u>			
As at 01.01.2020 and 31.12.2020	<u>17,546</u>	<u>6,080</u>	<u>23,626</u>
<u>Carrying amount</u>			
As at 31.12.2020	<u>-</u>	<u>-</u>	<u>-</u>

5. OFFERINGS AND CONTRIBUTIONS

	<u>2020</u>	<u>2019</u>
Individual donors	1,518,812	2,207,532
Institutional donors	1,517,031	1,595,816
Community section donors	7,850	306,947
	<u>3,043,693</u>	<u>4,110,295</u>

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

6. DIRECTORS' REMUNERATION

Directors' remuneration disclosed pursuant to section 383(1) of the Companies Ordinance is as follows:

	<u>2020</u>	<u>2019</u>
Directors' fee	-	-
Other emoluments	-	-
Contributions to defined contribution plan	-	-
	<u>-</u>	<u>-</u>

7. INCOME TAX EXPENSE

No provision for Hong Kong Profits Tax has been made in the financial statements as the Society is a charitable institution under Section 88 of the Inland Revenue Ordinance (Chapter 112) and is therefore exempted from taxes levied under this Ordinance.

8. LEASE COMMITMENTS

At the year end date, the Company had outstanding commitments under non-cancellable operating leases in respect of rented premises. Total commitments to be payable are as follows:

	<u>2020</u>	<u>2019</u>
Within one year	109,026	309,600
In the second to fifth years inclusive	-	109,026
	<u>109,026</u>	<u>418,626</u>

SOCIETY OF PASTORAL CARE COMPANY LIMITED
(Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

(Expressed in Hong Kong Dollars)

9. EVENTS AFTER THE END OF THE REPORTING PERIOD

After the outbreak of Coronavirus Disease 2019 (“COVID-19 outbreak”) in early 2020, a series of precautionary and control measures have been implemented by countries worldwide and have affected global businesses and economic activities to some extent. Accordingly, the assessment of the recoverability of the Society’s assets carrying amounts are based on conditions existing as at December 31, 2020 and does not include the effects from the COVID-19 outbreak after December 31, 2020.

Given the macro-economic uncertainties experienced after the reporting period, developments in the COVID-19 outbreak could affect the Society’s earnings, cash flows and financial conditions in the next financial period. The extent of the impact cannot be determined at this juncture.

10. APPROVAL OF FINANCIAL STATEMENTS

These financial statements have been approved and authorised to issue by the Board of Directors on

17 MAY 2021

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