



EMV 專題

## 社康職業治療

### 社

康職業治療是本會其中一項服務，這項服務是專為患有各種殘疾以致在日常起居或工作活動方面遇到困難的人士而設。服務的主旨是為這些肢體傷殘、感官障礙、精神病或智障人士提供社區復康服務。目前本會的社康職業治療服務的對象以長者居多，而服務的主要目標是提高患者在起居生活、工作及消閒方面的獨立性及活動能力，以協助患者提昇生活質素，並且重新投入社群。

一般而言，殘疾人士的復康過程源於醫院、復康中心及門診部。本會的社康職業治療服務乃是醫療過程的延續，亦是社區復康的落實。

基於肢體的缺陷或體能衰退，殘疾人士及長者在日常生活上，往往會遇到困難，使他們難於應付一般的自理活動例如穿衣、餵食、如廁及梳洗等。而年青患者在工作上亦可能遇到適應困難，例如未能操作普通電腦鍵盤等。本會社康職業治療師會探訪患者的居所或工作環境，了解及評估患者於適應環境上的問題，然後提供合適的訓練、輔助工具、以及改裝環境設施的建議。

綜合而言，本會的社康職業治療師所提供的服務可歸納為下列五點：

- 一、透過電話解答查詢或提供輔導
- 二、探訪家居及工作地點及進行環境適應的評估

- 三、家居訓練及跟進
  - 四、建議或安排改善起居或工作環境設施
  - 五、照顧者訓練及輔導
- 而本會所提供的職業治療服務範圍，則包括下列各方面：

- 一、活動能力訓練  
透過示範及講解，教導患者合適的復康運動，為患者訂立家居訓練計劃，提高患者的活動能力。
  - 二、自理訓練  
透過講解及訓練，提高患者的自我照顧能力，如進食及穿衣技巧訓練。
  - 三、環境改善建議  
在評估起居及工作環境後，根據患者的需要，建議並設計環境改善，以助患者適應並發揮潛能。
  - 四、設計及推薦輔助儀器  
按患者的需要去揀選合適的輔助工具或儀器，例如便椅及沖涼椅等。
  - 五、轉介服務  
當患者有其他的復康需要，職業治療師會按情況轉介患者往其他合適的服務，例如言語治療等。
- 本服務歡迎有需要的人士申請，如有任何查詢，請致電 2776 8569 與本會職業治療師聯絡。





## 探訪

### 「賽馬會復康科技中心」

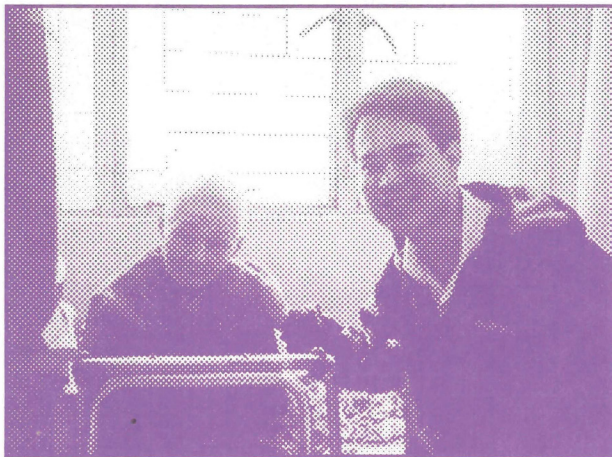
我們在三月廿五日（星期六）下午為義工們安排參觀香港理工大學的賽馬會復康科技中心，當日共有九位義工出席探訪，科技中心的譚先生為我們詳細介紹了各類復康器材的設計及製作情況，以配合殘疾人士在生活上、學習上、治療及訓練方面的不同需要，令義工們留下深刻印象，亦啟發了他們在設計及製作本會輔助儀器上多一點構思。



■ 賽馬會復康科技中心譚先生向義工講解各類復康儀器之設計及使用。

### 「家居照顧服務」

## 招募義工



■ 家居照顧服務隊長藍申明先生正探訪其中一名長者。

本會的「家居照顧服務」，旨在為長者、殘疾人士或家庭提供家居照顧及護理服務，使他們能繼續留在熟悉的環境中生活，現時的服務區域包括黃大仙、慈雲山及橫頭磡區。此服務需要各位專業義工的參與，其中包括醫生、護士、職業治療師、物理治療師等，以協助評估及跟進長者的復康需要，並安排本會職員作跟進及訓練工作。現誠邀各義工參與此服務，欲了解服務詳情，可致電 2776 8569 與區姑娘聯絡。

### 《新同事》

本會新聘請黃惠蘭小姐為職業治療師，黃惠芬小姐及劉桂芳小姐分別為家居照顧服務活動助理及文員。在此歡迎各新同事加入本機構，及預祝各人工作愉快。

## 捐贈物品

本會的「家居照顧服務」的服務對象主要是年老體弱的高齡人士，他們大多數是接受綜援的獨居長者，現正徵求一些小型家電，如電飯煲、電風扇或一些包裝食品，以贈予有需要的長者。若任何人士可捐贈上述物件，請致電 2776 8569 與本會聯絡。

### 「關懷獨居老人服務計劃」 招募義工

本會的「關懷獨居老人服務計劃」，主要是為獨居或缺乏照顧的老人提供預防性的醫療服務，透過義工的探訪，關注他們的健康情況，以便能及早發現任何健康問題，同時，義工亦會關注長者的日常需要，使長者在有需要時不致孤立無援。本服務正招募義工，定期探訪獨居長者，使他們感受到社會人士的關心及支持，有興趣參與這個服務或欲進一步了解服務詳情，可致電 2776 8569 與區姑娘聯絡。





特稿

## 輔助就業服務——服務質素標準

社會福利署及受資助機構由一九九九至二零零零年度開始，會分三年逐步實施十九項服務質素標準。本會於九九／零零年度已全面實施第一期服務質素標準的推行。第一期服務質素標準包括：

※標準一—  
服務單位確保製備說明資料，清楚陳述其宗旨、目標和提供服務的形式，隨時讓公眾索閱。

※標準二—  
所有職員、管理人員、管理委員會和／或理事會或其他決策組織的職務及責任均有清楚界定。

※標準三—  
服務單位採取一切合理步驟，以確保職員和服務使用者處身於安全的環境。

※標準四—  
服務單位確保服務使用者獲得清楚明確的資料，知道如何申請和退出服務。

※標準五—  
每一位服務使用者及職員均有自由申訴其對機構或服務單位的不滿，而毋須憂慮遭受責罰，所提出的申訴亦應得到處理。

因應各服務質素標準的要求，本會作出以下行動以作配合：

※標準一：本會印製一份新的輔助就業服務宣傳單張及服務指引，清楚陳述服務宗旨、目標和提供服務的形式。

※標準二：所有職員及管理委員會的職務及責任均清楚界定，並於會內張貼組織架構圖。

※標準三：

一、本會訂立每半年查察服務單位的現場及鄰近環境一次的政策，首次查察於3-1-2000 進行，需要改善的地方已於24-1-2000 跟進妥當。

二、本會於2-2-2000 進行火警演習，參與人數有13人，過程順利。

三、本會制定新的火警逃生路線圖，並張貼於服務單位內，於17-1-2000 邀請消防承辦商講解有關滅火筒的使用並即場作簡單的示範。

四、本會於金、木工場的機器上張貼警告字句，以免發生危險。

※標準四：本會工作員在首次面見服務使用者時，會向其派發【輔助就業服務】之「讓服務使用者申請接受服務和退出服務的程序」。

※標準五：

一、本服務制訂『處理投訴政策及程序』，工作員在首次面見服務使用者時，亦會向其派發。

二、本會設計了一份「輔助就業服務評估問卷」，以便於服務使用者退出服務時收集其對機構或服務單位的意見。

三、本會於服務單位內張貼告示，鼓勵任何人士對本會的服務或職員的態度提出意見。

四、本會於單位內增設意見箱，鼓勵任何人士提出意見。

本會於11-2-2000 進行內部評估，並於14-2-2000 向社會福利署遞交內部評估報告。本會在未來亦會繼續跟進有關「服務質素標準」的建議，期望提供更優質的服務予有需要之人士。

### 歡迎投稿

本刊之義工園地是專為義工而設，主要是報導一些義工動態，本版亦歡迎義工投稿，分享義工的喜與樂，互相交流心得，來稿約八百字為合，可用筆名，但需連同真實姓名、聯絡電話以及地址寄予本會「ENVY 季刊」收。凡刊登之文章，均獲致送紀念品一份。



# 年長人士的復康用具



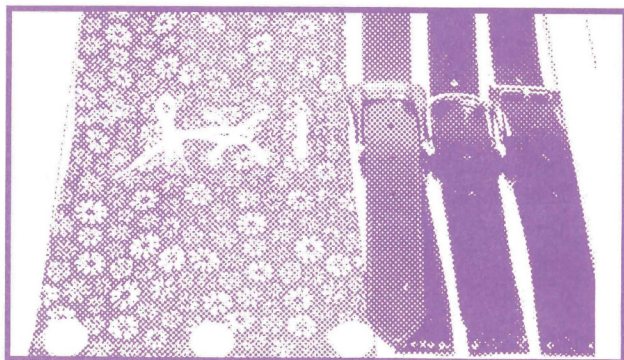
新產品速遞

隨著人口不斷老化，老年痴呆症患者及其他年紀老邁而體能逐漸退化的人士數目有上升的趨勢。以下是本會製作的其中四款適合年長人士使用的復康工具：

## 衣服鈕扣及縛帶訓練板

### Buttoning, Buckling and Shoe Lacing Training Board

年長者若能自行穿脫衣服，在日常生活中會倍添自我滿足感。鈕扣、縛鞋帶、扣皮帶是穿衣活動中，均要求兩手協調及手指靈活的項目，難度較高。部份體能退化的長者需要平日附加額外訓練，方可獨立完成整個穿衣步驟。本會製作的鈕扣及縛帶訓練板，可按不同長者需要而個別剪裁製作，使長者能善用餘暇時間，練習自行解扣的技巧。



Self-dressing brings satisfaction to the elderly in daily living. Buttoning, buckling and shoe lacing are small but relatively complicated procedures which require finger dexterity. Some elderly people need additional training with these fine motor tasks in order to achieve the goal of self-dressing. The Buttoning Buckling and Shoe Lacing Training Board is a putable equipment which provides opportunities for elderly people to practise self-dressing skills in different environments. The design and fabric used for equipment can vary according to individual needs or specific purposes.

## 筷子夾食輔助器

### Chopsticks Eating Gadget

傳統中國人習慣用筷子進食。然而，有些長者因年老或患病，以致手部活動的靈活性不足，無法像一般人使用筷子進食。本會特為有此需要人士製作筷子夾食輔助器。這輔助器可配合普通筷子使用，清洗亦甚為方便。

It is the traditional habit for Chinese people to eat with chopsticks. However, elderly people who suffer from disabilities or deterioration may be unable to manipulate a pair of chopsticks. To overcome this problem, EMV has devised and manufactured a Chopsticks Eating Gadget for the elderly. The gadget can be used with regular chopsticks. The cleansing procedure is also simple and easy.







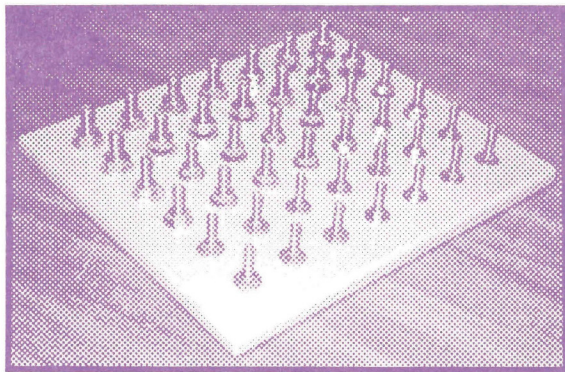
New Product Express

## Rehabilitation Equipment for the Elderly

Along with the growth of the aging population, the number of people suffered from dementia and/or physical disabilities is ever-increasing. In response to their need for rehabilitation, EMV has fabricated various therapeutic equipment and training aids for the elderly. Four of the items are listed as follows:

### 前三指互動螺絲板

#### Dynamic Tripod Grip Screwing Board

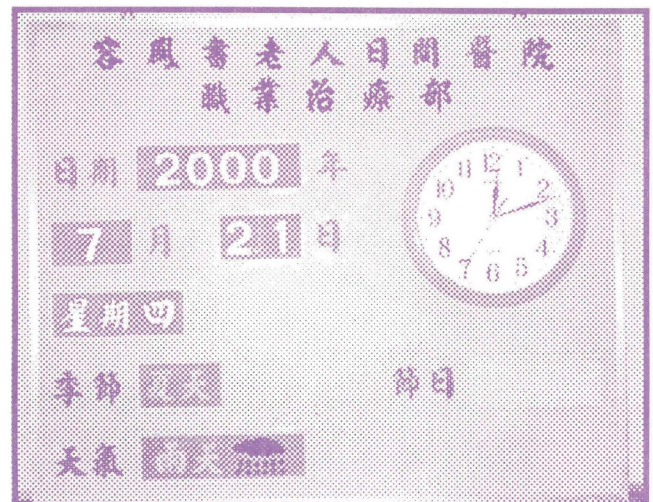


手指活動的靈活性，是依賴前三指(姆指、食指及中指)互動的能力發揮出來。本會設計及製作的前三指互動螺絲板，可在不同的環境中，為有需要的長者提供前三指互動訓練。此外，訓練員亦可按長者練習手指靈活性進展，由扭動大粒螺絲進升為扭動細粒螺絲，使長者亦能了解自己手指活動的進展。這螺絲板亦可作為訓練手眼協調之用。

One important element of finger manipulation skills is the dynamic tripod grip. EMV has fabricated the Dynamic Tripod Grip Screwing Board for training finger manipulation skills. The board consists of different sizes of screws which serves to upgrade the finger manipulation activity in training. The Dynamic Tripod Grip Screwing Board can be used for other therapeutic goals such as training eye hand coordination.

### 現實導向訓練提示板

#### Reality Orientation Training Cueing Board



這類提示板上除列有可隨時更換的日期及天氣情況報告，亦有一個大時鐘，能提示一些對現實環境意念不足的長者，協助他們了解切身環境的地點、日期及時間等資料。適合個人及小組訓練使用。

This is a cueing board which contains replaceable date and weather cues. It reminds the elderly about their immediate environment. There is also a big clock with a plain background and clearly identified numbers which tells the elderly the current date and time. This cueing board is suitable for use by both individual and group.





## Support Employment SERVICE (SES) – Service Quality Standards

**S**ocial Welfare Department and subvented organisations, will with effect from 1999/2000, implement 19 Service Quality Standards (SQSs) by phases over a period of three years. Our Association implements the phase 1 SQSs in 1999/2000. Phase 1 SQSs includes :

- \* SQS 1 - The service unit ensures that a clear description of its purpose, objectives and mode of service delivery is publicly available.
- \* SQS 4 - The roles and responsibilities of all staff, managers, the Management Committee and/or the Board or other decision making bodies should be clearly defined.
- \* SQS 10 - The service unit takes all reasonable steps to ensure that it provides a safe physical environment for its staff and clients.
- \* SQS 11 - The service unit ensures that clients have clear, accurate information about to enter and leave the service unit.
- \* SQS 18 - Each client and staff member is free to raise and have addressed, without fear of retribution, any complaints he or she may have regarding the agency or the service.

According to the requirements of the SQSs, we had put the followings into action :

- \* SQS 1 : A new pamphlet and a service guideline of SES were produced to give a clear description of our purposes, objectives and mode of service delivery.
- \* SQS 4 : The roles and responsibilities of all staff and the Executive Committee are clearly defined. An Organisational chart is posted on the notice board.

\* SQS 10 :

1. Regular environmental and safety audits are conducted twice per year. The last audit was conducted on 3-1-2000.
2. Fire drill was conducted on 2-2-2000, 13 staffs were involved.
3. A new floor plan on fire exit route is designed and posted on the notice board; a representative from the Fire Service Engineer Co. Ltd. was invited to demonstrate the operation of fire extinguishers.
4. Warning notice are posted on the machines in our workshop to prevent accidents.

\* SQS 11 : Our workers will provide information to each service user about entry and exit policy of our SES during the first interview.

\* SQS 18 :

1. The policy and procedures for handling complaints of our SE service has been established. The information is also provided to each service user during the first interview.
2. A questionnaire is designed for collecting views of the service users towards our SES after they exit the service.
3. Our Association has posted a notice on the notice board which encourages the public to give comments or suggestions on our service or our staff.
4. A Suggestion Box is put in our centre to collect comments from our service users.

We had conducted an Internal Assessment on 11-2-2000 and handed in the Internal Assessment report to the Social Welfare Department on 14-2-2000. We will continue to follow the requirements of SQSs and hope that these improvements can bring better services to our service users.

### 季刊與你 EMV Bulletin for You

請填妥回條寄回石硤尾村四十四座平台 207-212 室，工程及醫療義務工作協會收。

Please fill in the form and mail to EMV, 207-212, Podium Floor, Block 44, Shek Kip Mei Estate, Kowloon.

☐ 本人希望加入貴會成為義工

☐ I want to join your Association as a volunteer.

☐ 本人願意捐助 \$ \_\_\_\_\_ 支持貴會工作  
(支票抬頭為「EMV」)

☐ I wish to donate \$ \_\_\_\_\_ for supporting your Association  
(the bearer of the cheque is 'EMV')

姓 名 Name : \_\_\_\_\_

性 別 Sex : \_\_\_\_\_

職 業 Occupation : \_\_\_\_\_

電 話 Tel no. : \_\_\_\_\_

地 址 Address : \_\_\_\_\_

本會為政府認可的慈善機構，所有捐款可獲發免稅收據。

EMV is a registered charitable organization. All donation to us is tax deductible.





EMV News

## Jockey Club Rehabilitation Engineering Centre (REC) Visit

Nine Volunteers joined the visit which was held on the 25th of March. Mr Tam, staff of REC, introduced different kinds of rehabilitation equipment which were produced by the Centre to us. These equipment are designed to facilitate independent living for disabled persons in various aspects of their daily life. Their work impressed our volunteers and also enlightened them with more ideas on the design and fabrication of rehabilitation aids.

\* \* \* \* \*

### Recruitment of New Volunteers

#### *Home Care Service*

The service aims at providing support and assistance in daily living tasks to the elderly, disabled persons and families, so that they can continue living in their familiar environment. Our service covers Lower Wong Tai Sin, Tsz Wan Shan and Wang Tau Hom. Assessment and professional advice from volunteers who are in the profession of nursing, occupational therapy and physiotherapy are needed. Follow-up tasks and further training will be implemented by our staff. If you are interested in joining our volunteer team or want to get more information, please feel free to contact Miss Au at 2776 8569.

\* \* \* \* \*

### WANTED!!

#### Electronic Appliances for the aged

Majority of the service users of our Home Care Service are elderly who rely on Comprehensive Social Security Assistant and are financially very tight. If you have any electronic appliances, such as rice cooker and fan, and packed food which can be donated to them, please contact us at 2776 8569.



■ Mr Tam explained the use of rehab equipment to our volunteers

### New Colleagues

Ms Wong Wai Lan, Jacqueline, Ms Wong Wai Fong, Polly and Ms Lau Kwai Fong, Peggy, have joined the EMV as occupational therapist, program assistant and clerk respectively. We would like to welcome them and hope they all enjoy their work.

\* \* \* \* \*

### Care for the Elderly Living Alone

#### *Volunteers Wanted*

The service aims at providing preventive medical care to living alone elderly. Home visits are conducted by volunteers to assess the physical and social needs of these elderly. Professional consultation will be sought to advice on follow-up services which will be provided by the volunteers. Volunteers are needed to pay regular visits and give social support to these elderly. For details on the service, please contact Miss Au at 2776 8569.

由於篇幅有限，部份版位可能只以中文出版，敬希見諒。

Due to the limited spacing, some columns may only be published in Chinese. We apologize for any inconvenience caused.





## PRINTED MATTER



EMV Focus

# Community Occupational Therapy

Community Occupational Therapy (COT) is one of the many services we provide. The aim of the service is to provide community-based rehabilitation programmes to persons with physical disabilities, sensory deficits, mental illness, mental handicap and multiple handicap. Meanwhile, the recipients of COT are in majority elderly persons who face adaptation problems in their daily living functions at home, work and in leisure environment. Similar to the treatment goals for other clientele, COT for the elderly aims at helping them to improve the quality of independent living and enhance reintegration into the society.

Usually, a rehabilitation process starts at hospital, rehabilitation centre or out-patient clinic. The COT service provided by EMV is a carryover of the rehabilitation process, which aims ultimately at improving the quality of independent living in the community and facilitating reintegration into the society.

The aims of COT service includes the rehabilitation of daily living functions such as feeding and toileting; home living skills such as cooking, laundry and other household management activities; work and/or workplace adaptations such as keyboard adaptations and work desk modifications.

To conclude, the programmes provided by our COT usually involve the followings:-

1. Telephone Consultation / Counselling
2. Home / Workplace Assessment
3. Home Training and Follow Up
4. Home / Workplace Adaptation, Advice and/or Arrangement

5. Training and/or Counselling for Family Members, Carers and Caretakers

The types of COT treatment models are generally categorized as follows:-

1. *Sensory-motor Training* - This is to demonstrate and provide guidelines to service users and/or their carers on rehabilitation exercises and the regimes e.g. upper limbs mobilization and strengthening exercises.
2. *Self-Care Training* - This is the kind of training programmes and/or advice provided to service users, which aims at improving daily living skills and self care functions. For example, dressing skills training.
3. *Home Adaptations* - This is to advise and/or arrange environmental modifications so as to optimize the service user's functions or reduce risks of accidents, e.g. installation of bathroom handrails.
4. *Rehabilitation Aids and Gadgets* - This is the prescription and/or purchase of suitable rehabilitation aids for promoting individual functions e.g. customized bathing chairs and toilet chairs.
5. *Referral for Appropriate Professional Support* - When a service user requires services which are beyond the scope of COT, referrals will be made to related government or non-governmental organizations e.g. speech therapy.

The COT welcomes both individual applications or referrals from other agencies. For enquiries, please contact our occupational therapist at 2776 8569. ☎