

# **PROVISION OF BASIC HEALTH SERVICES**

Frontline Service

**Municipality of Bacolor**

**RURAL HEALTH UNIT**

Office

**MUNICIPAL HEALTH OFFICER**

Head of Office

## **A. ABOUT THE SERVICE:**

The Municipal Health Office/ Rural Health Unit is in charged with the delivery of basic health services, impact programs such as Maternal Child Health (MCH), Family Planning, National Tuberculosis Program (NTP), Leprosy, Control of Diarrhea Diseases (CDD) etc. and other medical, nursing, midwifery, dental, environmental, laboratory services and thus mandated to issue medical/ health certificate for work/job, school and for general purposes

## **B. WHO CAN AVAIL OF THE SERVICE:**

Total catchment population with particular emphasis on those facing the greatest health risk

## **C. REQUIREMENTS:**

1. Patient's record
2. Laboratory results
3. PhilHealth MDR (Sponsored/ NHTS) if available

## **D. FEES:**

No consultation fee

P50.00- Medical Certificate Fee (paid directly to Municipal Cashier)

## **E. AVAILABILITY OF SERVICES:**

Monday to Friday from 8:00 am to 5:00 pm and as per request during medical mission/ first aid

## **F. HOW TO AVAIL THE SERVICES:**

<b>STEP Applicant/ Client</b>	<b>Department Activity</b>	<b>Processing Time</b>	<b>Person/s Responsible</b>	<b>Fees</b>	<b>Forms</b>
1. Registration/ consultation on general health services	a. Get patient chief complaint b. Take vital signs c. Physical examination- child care d. Laboratory exam if needed 1. Hemoglobin 2. Urinalysis	10 minutes  20 minutes	RHM/ PHN  Med Tech		Medication Dispensing Log Book, Individual Treatment Record

	3. Fecalysis 4. FBS e. Diagnosis and treatment	20 minutes	MHO		
<b>END OF TRANSACTION: (TOTAL) MINUTES- 50 minutes</b>					
2. Application for medical certificate	Same as above Issuance of Medical certificate if needed	5 minutes	MHO		
	Payment of Medical Certificate Fee	5 minutes	Cashier	50.00 php	
	Advise or instruct patient for follow-up checkup Record medicines given to patient	10 minutes	PHN/ RHM		
<b>END OF TRANSACTION: (TOTAL) MINUTES- 20 minutes</b>					

### **HOW TO COMPLAIN? WHERE TO COMPLAIN?**

Visit the Office of the Municipal Health Officer and ask for the Municipal Health Officer.

# **PROVISION OF LABORATORY SERVICES**

Frontline Service

Municipality of Bacolor

## **RURAL HEALTH UNIT**

Office

### **MUNICIPAL HEALTH OFFICER**

Head of Office

#### **A. ABOUT THE SERVICE:**

The Municipal Health Office / Rural Health Unit is in charge with the delivery of basic health services including the laboratory services like the provision of urinalysis, fecalalysis, blood sugar, hemoglobin, bile test, pregnancy test, sputum exam, Hepatitis B test, syphilis and HIV Testing

#### **B. WHO CAN AVAIL OF THER SERVICE:**

Total catchment population of Bacolor RHU I and II

#### **C. REQUIREMENTS:**

1. Patient's record
2. Laboratory request or referral slip
3. PhilHealth MDR (Sponsored/ NHTS) if available

#### **D. FEES:**

Based on actual purchased of medicines/ supplies by RHU

P30.00- urinalysis and fecalalysis

P40.00- pregnancy test and random blood sugar

#### **E. AVAILABILITY OF SERVICES:**

Monday and Thursday from 8:00 am to 5:00 pm and as per request during medical mission/ first aid

Direct Smear Sputum Microscopy (DSSM)- Monday and Thursday 8:00 to 10:00 am, releasing of result in the same day as the test (3:00 pm)

Tuesday, Wednesday and Friday- Field consultation/duty to different barangays of RHU I and RHU II

#### **F. HOW TO AVAIL THE SERVICES**

<b>STEP Applicant/ Client</b>	<b>Department Activity</b>	<b>Processing Time</b>	<b>Person's Responsible</b>	<b>Fees</b>	<b>Forms</b>
1. Personal appearance	Register the patient. Perform requested	20 minutes	Med Tech	P30.00- urinalysis and fecalalysis	Laboratory log book, Tuberculosis Laboratory

	laboratory examination			P40.00- pregnancy test and random blood sugar	Registry
	Record and prepare the report/ result	2 hours	Med Tech		
	Release/ issuance of result	1 minute	Med Tech		
<b>END OF TRANSACTION: (TOTAL) MINUTES- 2 hours and 21 minutes</b>					

**G. HOW TO COMPLAIN? WHERE TO COMPLAIN?**

Visit the Office of the Municipal Health Officer and ask for the Municipal Health Officer.

# **PROVISION OF DENTAL SERVICES**

Frontline Service

**Municipality of Bacolor**

## **RURAL HEALTH UNIT**

Office

### **MUNICIPAL HEALTH OFFICER**

Head of Office

#### **A. ABOUT THE SERVICE:**

The Municipal Health Office/ Rural Health Unit is in charged with the delivery of dental health services, like mouth examination and tooth extraction, thus mandated to issue dental health certificate for work/job, school and general purposes

#### **B. WHO CAN AVAIL OF THER SERVICE:**

Total catchment population with particular emphasis on those facing the greatest health risk

#### **C. REQUIREMENTS:**

1. Patient's record
2. PhilHealth MDR (Sponsored/ NHTS) if available

#### **D. FEES:**

Based on actual purchased of medicines/ supplies by RHU  
P100.00 tooth extraction (Alcohol, Cottonballs, Gloves, Facemask, Syringe and Lidocaine)

#### **E. AVAILABILITY OF SERVICES:**

Monday and Thursday at Main Rural Health Unit from 8:00 am to 5:00 pm and as per request during dental mission

Tuesday, Wednesday and Friday- Field consultation/ duty to different barangays of RHU I, RHU II and different day care center

#### **F. HOW TO AVAIL THE SERVICES:**

<b>STEP Applicant/ Client</b>	<b>Department Activity</b>	<b>Processing Time</b>	<b>Person's Responsible</b>	<b>Fees</b>	<b>Forms</b>
1. Dental Client	a. Take patient's data (chief complaint, vital signs)	5 minutes	Dentist	P100.00 tooth	Patient Treatment Record (log book), Medication dispensing log book
	b. Mouth Examination	5 minutes	Dentist		
	c. Diagnosis and treatment	8 minutes	Dentist		

				extraction (Alcohol, Cottonballs, Gloves, Facemask, Syringe and Lidocaine)	
	d. Recording	3 minutes	Dental Aide		
<b>END OF TRANSACTION: (TOTAL) MINUTES- 21 minutes</b>					

**G. HOW TO COMPLAIN? WHERE TO COMPLAIN?**

Visit the Office of the Municipal Health Officer and ask for the Municipal Health Officer.