



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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PHILHEALTH CIRCULAR

No. *10* / s-2006

TO : ACCREDITED HOSPITALS, AMBULATORY SURGICAL CLINICS (ASCs), NON-HOSPITAL BASED FACILITIES AND ALL OTHERS CONCERNED

SUBJECT : Amendment to PhilHealth Circular No. 25, s-2005 (Revised and Updated Guidelines on Logbooks)

For a more detailed recording in the manual and/or computerized admission logbooks, the following field number/data (*in italics*) are added/inserted therein.

I. For Hospitals

Field Number/ Data	Description
10 <i>Date and Time of Discharge</i>	• <i>the complete discharge date (month, day and year) including AM (for morning) and PM (for afternoon)</i>
11 <i>Disposition</i>	• <i>the status of the patient upon discharged</i>
12 <i>Final Diagnosis</i>	• <i>the physician's final diagnosis after other diseases have been eliminated through further investigations or consultations</i>

II. For Non-Hospital Based Facilities

Field Number/ Data	Description
1 Case Number	• the unique number assigned by the hospital to each patient regardless of the number of confinements
2 <i>Date and Time of Admission</i>	• <i>the date and time of admission to be entered in chronological order</i>
3 Name of Patient	• the complete first, middle and last names of patients (middle initial is not allowed)
4 Date of Birth	• the complete year, month and day of birth
5 Address	• the complete residential address of the patient
6 Membership	• "NH" for NHIP beneficiaries whether members or dependents • "NN" for Non-PhilHealth beneficiaries
7 Admitting Diagnosis	• the physician's initial impression upon admission (chief complaint should not be indicated in lieu of diagnosis upon admission)
8 <i>Date and Time of Discharge</i>	• <i>the complete discharge date (month, day and year) including AM (for morning) and PM (for afternoon)</i>

It is also reiterated that the revised and updated guidelines on logbooks including the addendum/insertion shall take effect on **April 1, 2006**.

All previous issuances inconsistent with the above are hereby considered repealed or amended.

Lorna O. Fajardo
LORNA O. FAJARDO, CESO III
 Officer-in-charge
 Office of the President & CEO
 Date signed: MAR 06 2006