



*Republic of the Philippines*  
**PHILIPPINE HEALTH INSURANCE CORPORATION**

Citystate Centre 709 Shaw Boulevard, Pasig City  
 Healthline 637-9999 www.philhealth.gov.ph



October 14, 2002

PhilHealth Circular  
 No. 31 s.2002

*to*

**TO :** ALL PROFESSIONAL HEALTH CARE PROVIDERS,  
 ASSISTANT VICE PRESIDENTS OF PHILHEALTH  
 REGIONAL OFFICES, ACCREDITATION  
 DEPARTMENT/UNIT AND ALL OTHERS  
 CONCERNED

**Subject :** Renewal of Accreditation of Health Care Professionals

Effective CY 2001 and onwards, the schedule of the renewal of accreditation of health care professionals shall be by birthmonth effectivity of which shall commence on the birthday up to the end of the birthmonth three (3) years after. As provided for in Section 70.h of the IRR of RA 7875 otherwise known as the National Health Insurance Act, a health care professional shall file his/her application for renewal of accreditation within the thirty (30) calendar days before the ninety (90) calendar days prior to the expiration of the existing accreditation.

Renewal of the accreditation of health care professionals shall have the following schedule:

BIRTHMONTH	APPLICATION PERIOD	PERIOD OF VALIDITY
January	September 1 to 30	3 years (expiration is the last day of the birthmonth)
February	October 1 to 30	-do-
March	November 1 to 30	-do-
April	December 1 to 31	-do-
May	January 1 to 31	-do-
June	February 1 to 29	-do-
July	March 1 to 31	-do-
August	April 1 to 30	-do-
September	May 1 to 31	-do-
October	June 1 to 30	-do-
November	July 1 to 31	-do-
December	August 1 to 31	-do-

Application with incomplete requirements shall be returned to the applicant, who should refile the same upon completion of documents within thirty (30) calendar days from receipt thereof. Failure to do so may result to a gap in the accreditation and subsequently non-payment of claims.



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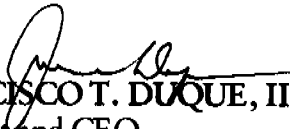
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Applicants for **initial/ upgrading** of accreditation may apply anytime. The validity of accreditation shall commence upon completion of the required documents and approval of the accreditation up to the end of the birthmonth three (3) years after.

Accreditation shall operate prospectively. Claims for services rendered before the effectivity of accreditation shall be denied except in emergency cases (Section 70.g, IRR of RA 7875).

For guidelines and implementation.

  
FRANCISCO T. DUQUE, III, M.D., MSc.  
President and CEO