



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

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**PhilHealth**



**Ka-Pamilya Mo!**

November 22, 2004

**PHILHEALTH CIRCULAR**

NO. 29, s. 2004

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**TO : ALL ACCREDITED INSTITUTIONAL HEALTHCARE PROVIDERS, PHILHEALTH REGIONAL OFFICES, SERVICE OFFICES, ACCREDITATION DEPARTMENT AND ALL OTHERS CONCERNED**

**SUBJECT : REVISED GUIDELINES FOR ACCREDITATION FOR YEAR 2005**

I. The Department of Health has implemented Administrative Order 147 s. 2004 effective May 15, 2004. Based on service capability, hospitals are now categorized as Infirmiry, Primary Care, Secondary Care and Tertiary Care. PhilHealth will still follow the old categorization as Primary, Secondary and Tertiary categories for all accredited hospitals.

For guidance of everyone concerned the equivalent categories for DOH and PhilHealth are as follows:

DOH	PhilHealth
Birthing Homes (Primary)	Primary Category
Birthing Homes (Secondary)	Secondary Category
Infirmiry	Primary Category
Primary Care	Secondary Category
Secondary Care	Tertiary Category
Tertiary Care	Tertiary Category

II. Per PhilHealth Board Resolution No. 723, s. 2004, the Board resolved to approve the increase in accreditation fees.

A. The Fees for Initial Accreditation and Re-accreditation are as follows:

TYPE of INSTITUTIONAL HEALTH CARE PROVIDERS	FEE
Primary Care Benefit or OPB Providers (inc. RHUs/HCs)	P1,000
TB-DOTS Providers	P1,000
Non-Hospital Maternity Care Providers (inc. Birthing Homes)	P1,500
Infirmiry (formerly primary hospitals)	P3,000
Primary Care Hospitals (formerly secondary hospitals)	P5,000

Ambulatory Surgical Centers	P5,000
Free Standing Dialysis Centers	P5,000
Secondary Care Hospitals ( <i>formerly tertiary hospitals</i> )	P8,000
Tertiary Care Hospitals ( <i>formerly tertiary hospitals w/ teaching &amp; training programs</i> )	P10,000

**B. The Fees for Renewal of Accreditation are as follows:**

TYPE of INSTITUTIONAL HEALTH CARE PROVIDERS	FEE
Primary Care Benefit or OPB Providers ( <i>inc. RHUs/HCs</i> )	P1,000
TB-DOTS Providers	P1,000
Non-Hospital Maternity Care Providers ( <i>inc. Birthing Homes</i> )	P1,000
Infirmery ( <i>formerly primary hospitals</i> )	P2,000
Primary Care Hospitals ( <i>formerly secondary hospitals</i> )	P4,000
Ambulatory Surgical Centers	P4,000
Free Standing Dialysis Centers	P4,000
Secondary Care Hospitals ( <i>formerly tertiary hospitals</i> )	P8,000
Tertiary Care Hospitals ( <i>formerly tertiary hospitals w/ teaching &amp; training programs</i> )	P10,000

1. All government owned institutional health care providers shall be granted a 20% discount on the initial accreditation fees.
2. All institutional health care providers shall be granted a 25% discount on the accreditation renewal fees provided that all renewal requirements are submitted 60 days prior to the date of expiration or of the date of renewal of accreditation.
3. All institutional health care providers shall be granted a 10% discount on the accreditation renewal fees provided that all renewal requirements are submitted 30 days to 59 days prior to the date of expiration or of the date of renewal of accreditation.
4. The increase in accreditation fees and the rules on the application of discounts on fees shall take effect on all applications for initial accreditation, re-accreditation, or renewal of accreditation filed beginning January 1, 2005.
5. In case the hospital is licensed as Tertiary under the old DOH classification, the renewal fee shall be set at Secondary Care Hospital which is Php 8,000 until such time that the hospital is issued a new DOH license using the new DOH classification.

**III. Schedule in Filing of Applications for the Renewal of Accreditation of Hospitals and ASCs for the Year 2005-2006**

A. It is reiterated that the current accreditation of Hospitals and Ambulatory Surgical Clinics (ASCs) will expire on the following dates:

<b>Region</b>	<b>Expiry Date</b>
Regions VII, VIII, IX, X, XI, XII, CARAGA and CAR	April 30, 2005
Region V	June 30, 2005
National Capital Region (Rizal Province included)	September 30, 2005
Regions I, II, III	October 31, 2005
Regions IV-A, IV-B and VI	November 30, 2005

B. To facilitate processing of applications for renewal of accreditation and the availment of discounted accreditation fee for the year 2005, hospitals and ASCs are enjoined to strictly adhere to the filing period as follows:

<b>Region</b>	<b>Filing Period</b>	<b>Period of Validity</b>
Regions VII, VIII, IX, X, XI, XII, CARAGA and CAR	January 1- 31, 2005	May 1, 2005 to April 30, 2006
Region V	March 1- 31, 2005	July 1, 2005 to June 30, 2006
National Capital Region (Rizal Province included)	June 1-30, 2005	October 1, 2005 to September 30, 2006
Regions I, II, III	July 1-31, 2005	November 1, 2005 to October 31, 2006
Regions IV-A, IV-B and VI	August 1-31, 2005	December 1, 2005 to November 30, 2006

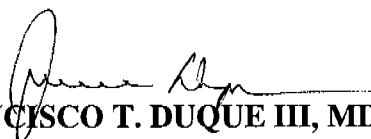
1. Please note that accreditation takes effect on the date of recommended approval by the Accreditation Committee. Claims for confinements before this date shall be automatically denied payment. However, if the application for renewal is submitted within the above stated filing periods then the privileges of accreditation of the institutional health care providers shall not be attended by a gap notwithstanding the actual date of approval of the application for renewal.
2. The timely submission of applications with the full compliance to accreditation requirements shall facilitate the approval of providers' accreditation and the continuous reimbursements of filed claims. In case the hospital cannot fully comply with the requirements for the renewal of accreditation for reasons beyond the control of the facilities, such application is deemed acceptable based on the decision of the AVP for PhilHealth Regional Office concerned.
3. Procedures in filing of applications for renewal of accreditation of hospitals and Ambulatory Surgical Clinics (ASC) including the schedule are the same as in CY 2004.

4. Pursuant to PhilHealth Circular No. 15, s. 2004, the hospital is required to submit updated financial statements in the application for renewal of accreditation of hospitals. Again, it is reiterated that this is to determine the financial capability of hospitals in the delivery of quality health care services.

**IV. Schedule in Filing of Applications for the Renewal of Accreditation of other health care facilities for the Year 2005-2006**

The renewal of accreditation of other health care providers shall follow the expiry date of current accreditation.

For guidance and strict implementation.



**FRANCISCO T. DUQUE III, MD, MSc**  
**Secretary**  
**President and CEO**