



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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PhilHealth



Ka-Familya Mo!

24 January 2005

PHILHEALTH CIRCULAR

No. 03, s. 2005

FOR : **ALL LOCAL GOVERNMENT UNITS, LOCAL SOCIAL WELFARE AND DEVELOPMENT OFFICERS, BARANGAY CAPTAINS, PHILHEALTH ACCREDITED HEALTH CARE PROVIDERS AND ALL CONCERNED**

SUBJECT : **Issuance of Certificate of Eligibility or PHIC Form CE1**

I. RATIONALE

The Certificate of Eligibility or PHIC Form CE1 is issued to PhilHealth indigent members and its dependents to ensure accessibility of hospitalization benefits. The Form is a substitute document in the absence of required documents evidencing membership and/or dependency of claimants.

The authorized PhilHealth Office staff, Local Social Welfare Development Officer (LSWDO) or Punong Barangay may issue the Form to certify membership and/or dependency status under the following conditions:

1. Non-availability of the PhilHealth ID Card or photocopied documentary requirements;
2. Loss of PhilHealth ID Card; and
3. Expiration of PhilHealth ID Card validity but under the following conditions:
 - a. the member has been favorably endorsed for membership renewal by the LGU; and
 - b. the member's new ID with current validity is in transit.

However, it has been observed that there is an increasing issuance of PHIC Form CE1 to non-members of the Sponsored (Indigent) Program. Hence, this Circular is issued to guide all concerned on the issuance of the said Form.

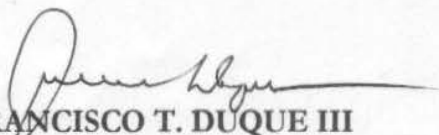
II. GUIDELINES

1. The Revised Certificate of Eligibility or the PHIC Form CE1 (*Annex "A"*) shall only be issued under the following conditions:
 - a. Loss of PhilHealth ID Cards; and
 - b. Non-availability of the PhilHealth ID Card or photocopied documentary requirements

2. The PHIC Form CE1 shall no longer be issued to indigent members whose membership coverage have expired. The LGU should submit to PhilHealth Regional Office the list of members for renewal within the prescribed period of at least one (1) month prior to membership expiration for encoding to the membership database, ID generation and distribution.
3. Lost PhilHealth IDs shall be replaced and released immediately.
4. All issued PHIC Form CE1 shall be certified by an authorized PhilHealth personnel of the PhilHealth Regional Office or Service Office based on the updated Masterlist of Members and Dependents.

III. EFFECTIVITY

This Circular shall take effect 15 days after publication in two widely circulated daily paper. This issuance shall supercede PhilHealth Circular No. 20, series of 2001 on PHIC Form CE1.


FRANCISCO T. DUQUE III
Secretary
President and CEO



Note: This form can be reproduced but is NOT FOR SALE

PHIC Form CE1
Revised 2005



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
(Local PhilHealth Office)

CERTIFICATION

Section A:

This is to certify that _____ born on _____
(Name of Member)
_____, is an eligible member of **Sponsored (Indigent) Program**
Month Day Year
whose PhilHealth ID Card bears the following information:

PhilHealth Number: _____ Address: _____
Validity Period: _____

Section B *(to be filled up only in case of hospitalization of a qualified dependent):*

This further certifies that _____, born on _____
(Name of Dependent)
_____, is the _____ of the
Month Day Year (Relationship of Dependent with Member)
abovementioned member.

Section C:

This certification is issued upon request due to *(please check the appropriate box/es)* :

1. Non-availability of a photocopied supporting documents evidencing the relationship of hospitalized dependent with said member.
2. Lost PhilHealth ID Card by member.

Name and Signature of Authorized Official

Position

Date