



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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



PHILHEALTH CIRCULAR

No. 02, s-2008
July

TO : ACCREDITED HEALTH CARE PROVIDERS AND MEMBERS OF THE NATIONAL HEALTH INSURANCE PROGRAM

SUBJECT : Clarification on the Implementation of PhilHealth Circular No. 7, s - 2007 as amended by Circular No. 12, s - 2007 re: Member Data Record (MDR) as primary document in the availment of PhilHealth benefits

As PhilHealth aims to provide greater quality services to its members, PhilHealth Circular No. 7 as amended by Circular No. 12, have been issued effective 01 September 2007 admissions.

As we embark towards a faster and convenient way of transacting business to PhilHealth by its members and accredited health care providers, the Corporation endeavors to have an accurate database of members, thus, the Member Data Record (MDR) has been identified as the **primary or first document** to be submitted when a member claims his/her PhilHealth benefits. ***This document should be emphasized foremost to the employed members.***

However, in consideration of the member's need to register/update/secure his/her MDR, ***a member who could not submit his/her MDR to the accredited health care provider can avail of the benefits, provided, he/she submits/attached a secondary document as prescribed in PhilHealth Circular No. 26, s-2006 (Updated Summary of Documentary Requirements) to the properly accomplished PhilHealth Claim Form 1:***

Examples:

| <i>Particulars</i> | <i>Secondary Documents in the Absence of MDR</i> |
|--|---|
| A. MEMBER – PATIENT 1. Sponsored Member 2. Individually Paying Member 3. Overseas Workers Program (OWP) Member 4. Retirees/Pensioners (NPM) | Clear copy of valid PhilHealth Membership Identification Card or original copy of PHIC CE 1 Form issued by PhilHealth Clear copy of Official Receipts covering one (1) full quarter payment within six (6) month/nine (9) months within twelve (12) months prior to the month of confinement whichever is applicable. Clear copy of Official Receipts/e-Receipt covering qualifying contribution of one (1) year Clear copy of PhilHealth ID |

Philippine Health Insurance Corporation
 RECORDS & LIBRARY MNGT. SECTION
[Signature]
MARIA TERESA A. QUIAGIT *PK*
 Administrative Officer - RLS - RELSIS
 Date: 1/23/08
CERTIFIED TRUE COPY

| | |
|--|---|
| <p>DEPENDENT – PATIENT <i>(including dependent/s of unregistered/ registered employed member)</i></p> <ol style="list-style-type: none"> 1. Legal Spouse 2. Children below 21 years old 3. Parents 60 years old and above | <p>Clear copy of Marriage Contract/Certificate with registry number</p> <p>Clear copy of Birth Certificate with registry number or Baptismal Certificate wherein the name of parents are indicated therein</p> <p>Birth Certificate or Marriage Certificate/ Contract with registry number of member-child or Baptismal Certificate wherein the name of the parent is indicated therein; AND Birth Certificate with registry number of dependent-parents, “in its absence, copy of either passport/driver’s license/senior citizen’s ID or a notarized affidavit of two disinterested persons attesting to the date of birth of parent , attach to the Certificate of No Record found from NSO or Local Civil Registry”.</p> |
|--|---|

In the light of the abovementioned clarification, all members of the National Health Insurance Program are encouraged to update and secure their copy of their MDR from any PhilHealth office nationwide to ensure a more convenient way of availing of the benefits.

All PhilHealth Regional Offices (PROs), NCR Branches and Service Offices (SOs) shall accommodate the request for the reprinting/issuance of MDR, regardless of member category and area of jurisdiction.

SOs that are not yet connected to the *PhilHealth Re-engineered Membership Information System (PReMIS)* shall immediately coordinate with their respective PROs for the issuance of the needed MDR to members, especially those who are availing the PhilHealth benefits.

Further, all accredited health care providers’ personnel in-charge with Medicare/PhilHealth transactions are enjoined to ensure the proper implementation of this Circular and provide quality service to the NHIP members.

For information and compliance.

Lorna O. Fajardo
LORNA O. FAJARDO
 Acting President and CEO

Date: JAN 23 2008

