



April 2, 2013

PHILHEALTH CIRCULAR

NO. 007-S-2013

Shirley

TO : ALL PRIMARY CARE BENEFIT 1 (PCB1) PROVIDERS
PHILHEALTH REGIONAL OFFICES, BRANCHES AND
LOCAL HEALTH INSURANCE OFFICES (LHIOs) AND ALL
OTHERS CONCERNED

SUBJECT : GUIDELINES FOR PAYMENT OF PRIMARY CARE BENEFIT 1
(PCB1) PER FAMILY PAYMENT (PFP) FOR 4TH QUARTER OF
2012 AND CY 2013

To provide sufficient time for the completion of profiling of members and dependents eligible for Primary Care Benefit 1 (PCB1), and to facilitate the implementation of PCB 2 (outpatient medications for diabetes, hypertension and dyslipidemia) the following guidelines are issued to:

1. Clarify the computation for the Per Family Payment Rate (PFPR) for the 3rd Quarter 2012, and to
2. Provide guidance in computing the PFPR for the 4th Quarter of 2012 and for CY 2013.

I. PFP for the 3rd and 4th Quarters of CY 2012

1. The computation of the Per Family Payment (PFP) Rate for the 4th tranche of CY 2012 shall be the cumulative number of enlisted members (Sponsored or SP, Organized Group/iGroup or OG/IG, Overseas Workers Program or OWP) entitled for Primary Care Benefit 1 (PCB1) as of the end of the 4th Quarter multiplied by one hundred and twenty five pesos (P125.00). This is the same way of computing the PFP for the 3rd Quarter of CY 2012.
2. The PFP Rate for Q4 shall be based on the number of enlisted members as of December 31, 2012 as reflected in the masterlists submitted to PHIC through the Local Health Insurance Office (LHIO). Therefore, the formula below shall apply:

$$\# \text{ of enlisted members as of December 31, 2012} \times \text{P } 125.00 = 4^{\text{th}} \text{ Quarter PFPR}$$

3. Enlistment of each member in each PCB1 provider is done only once, especially through the locked-in period, for CYs 2012 to 2013. The updated masterlist of enlisted members and dependents shall reflect the cumulative number of members and dependents enlisted starting January 1, 2012.



4. The PCB1 provider will be paid the PFP for the 3rd Quarter for members who were enrolled in PhilHealth before September 30, 2012, but were enlisted within October to December 2012. This will be included in the subsequent release of PFP. (Annex 2. Sample computation # 1.A and 1.B).
5. The PCB1 providers will be paid PFP on applicable quarter/s in 2012 for SP, OG/IG and OWP members with valid effectivity of membership, whether, renewed, extended or new, in CY 2012. Computation for Q1 and Q2 CY 2012 shall be based on the number of enrolled/assigned members multiplied by P125.00 while for 3rd and 4th quarters shall be based on the total number of enlisted members multiplied by P125.00 per quarter. Additional P100 shall apply for profiled members and dependents for the 3rd and 4th quarters of 2012 (See Section II of this Circular).

II. P100 PFP

1. To acknowledge the effort of our PCB1 providers who have done early profiling of PHIC members and dependents assigned in their facility, the P100 PFP incentive for the CY 2012 for electronic submission of reports stated in PhilHealth Circ. 10 s. 2012, as amended by PhilHealth Circ. 42. S. 2012, shall be paid instead to PCB1 providers based on the total cumulative number of members and dependents who were profiled by the end of the 4th quarter of CY 2012.

The computation for the **P100 PFP for 2012** shall be as follows (See Annex 2. Sample computation #2.A):

As of December 31, 2012

$$\frac{\text{\# of enlisted members and dependents who were profiled} \times \text{P100} \times \text{\# of enlisted members}}{\text{\# of enlisted members and dependents}} = (\text{P100})\text{PFP}$$

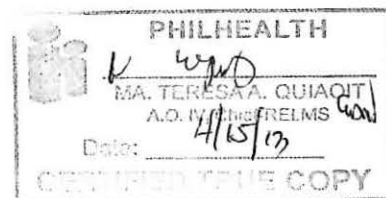
2. The P100 PFP shall be released along with the release of the 4th quarter PFP.
3. Disposition of the P100 PFP remains the same as stated in PhilHealth Circular 42 s. 2012

III. Computation of Additional PFP for CY 2012 and 2013 (for additional enrolled members)

1. For newly enrolled members, the PCB provider shall be paid the 1st tranche of PFP based on the number of newly assigned members multiplied by P 125.00 on the applicable quarter that they were enrolled. Therefore, the formula below shall apply:

$$\text{\# of assigned members for nQuarter} \times \text{P125.00} = \text{nQuarter PFP}$$

2. The PFP for succeeding quarters shall be based on the current rules for the applicable quarter. (Annex 2. Sample computation # 2.B)



IV. Computation of PFP for CY 2013

1. The PFP for the 1st to 4th quarter of CY 2013 shall be based on the number of PCB1 entitled members who are enlisted and the number of PCB1 enlisted members and dependents who were profiled. To encourage profiling, the amount allotted for the profiling shall be prorated and it will be based on the percentage of members and dependents that were profiled.

To get the percentage of profiled members and dependents, the computation shall be:

$$\frac{\text{Total number of PMD}}{\text{Total number of EMD}} \times 100 = \text{percentage of PMD}$$

Where PMD = profiled members and dependents
EMD = enlisted members and dependents

Table 1. Amount allotted on the percentage of profiled members and dependents

Percentage of Profiled Members and Dependents (% PMD)	Amount allotted
80% - 100 %	Php 75.00
70% - 79%	Php 50.00
50% - 69%	Php 25.00
Less than 50% profiled	Php 0.00

2. The formula for computing the PFP for 2013 shall be:

[number of enlisted members x P 50.00] +
[number of enlisted members x the amount allotted on the percentage of profiled members and dependents]

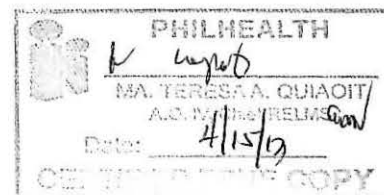
Thus, computation is as follows:

A. Q1 2013

$$\text{PFPR} = [\text{EM} \times \text{P50.00}] + [\text{EM} \times \text{A}]$$

Where A = $\text{PMD} \div \text{EMD} = \% \text{ PMD}$

A = % PMD. Use Table 1 to identify the amount allotted for the % PMD



If the PCB1 provider has 1,000 enlisted members and 5,000 dependents and they were able to profile 1,000 members and 3,000 dependents, the PFPR for 1st quarter 2013 shall be:

Computation:

$$\begin{aligned}\text{Q1 PFP} &= [\text{EM} \times \text{P50.00}] + [\text{EM} \times \text{A}] \\ &= [1,000 \times \text{P50.00}] + [1,000 \times (4,000/6,000)] \\ &= [50,000.00] + [1,000 \times (66.6\%)] \\ &= [50,000.00] + [1,000 \times \text{P25.00}] \text{ where } 66.6\% \text{ of PMD is equivalent to P25.00} \\ &\quad (\text{see table A}) \\ &= 50,000.00 + 25,000.00 \\ &= \text{P } 75,000.00\end{aligned}$$

B. Q2 – Q4 2013

$$\text{PFP} = [\text{cumEM} \times \text{P50.00}] + [\text{cumEM} \times \text{A}]$$

Where $\text{A} = \text{cumPMD} \div \text{cumEMD} = \% \text{PMD}$

A = refer to table 1 the amount allotted for computed %PMD

Where:

EM = number of **enlisted members**, including SP, OG/IG and OWP members.

Source of data: Masterlist of enlisted members

EMD = number of **enlisted members** and their **dependents**

PMD = number of **profiled members** and **dependents** (Source of data: Annex A2 Table II)

cumEM = cumulative number of enlisted member, including SP, OG and OWP members.

Source of data: Masterlist of enlisted members for the current quarter and the preceding quarter/s of the current year.

cumEMD = cumulative number of enlisted member and dependents

Source of data: Masterlist of enlisted for the current quarter and the preceding quarter/s of the current year.

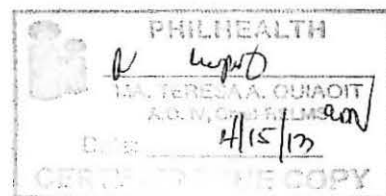
cumPMD = cumulative number of profiled member and dependents

Source of data: Annex A.2 Table II for the current quarter and the preceding quarter/s of the current year.

The PCB 1 Manual of Procedure for Providers and PHIC shall be amended to reflect the changes in PFP calculation accordingly.

V. Clarification of Requirement for Submission of Performance Commitment:

Only those who submitted the Performance Commitment on or before December 31, 2012 can avail of the PFP for 1st and 2nd quarters of 2012, which is based on the number of members assigned in PCB1 providers.



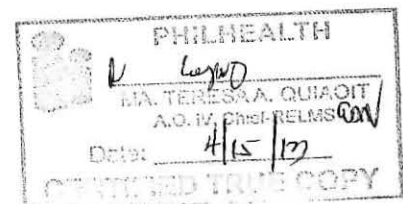
VI. Requirements for the processing of PFP for the applicable quarter.

1. The following documents shall be submitted by the PCB1 provider to the Local Health Insurance Office (LHIO) within fifteen (15) days from the last day of the preceding quarter. Delayed submission may result to delay in processing of their PFP for the said quarter. An electronic copy of items b and c can be downloaded from www.philhealth.gov.ph/downloads. Except for the updated masterlist of enlisted PCB1 members (item # 1), Annexes A.2 and A.4 shall be submitted electronically (accomplished downloaded forms/scanned) via the official email address of LHIO. Manually submitted reports of A.2 and A.4 shall no longer be accepted.
 - a. Updated Masterlist of enlisted PCB1 members and dependents
 - b. PCB Provider Clientele Profile (Annex A.2 of Circ. 10 s. 2012)
 - c. Summary of Benefits Availment (Annex A.4 of Circ. 10 s. 2012)

The District Health Information System 2 (DHIS) shall be the repository of PCB1 data once the training for PCB1 providers is attained. With this system PCB1 providers shall encode their respective A.2 and A.4 information into the DHIS2. Guidelines for the use of this information system shall be issued in a separate Circular. In the meantime, the Corporation shall accept electronic submission of reports of A2 and A4.

Starting the June 2013, PhilHealth shall only accept soft copies of updated Masterlists of enlisted PCB1 members and dependents and a Certification of the number of enlisted and profiled members and dependents (Annex 4) instead of hard copies of the previously required masterlists.

2. Only the following documents shall be attached to the **disbursement voucher** for the processing of the PFP. It shall be prepared by the LHIO and forwarded to the PhilHealth Regional Office (PRO)/Health Care Delivery and Management Division (HCDMD) or PRO Branch (NCR and PRO 3) for processing of the PFP for the concerned quarter.
 - a. Certification by the LHIO on the total number of enlisted and profiled members and dependents for the concerned quarter based on the updated masterlist of enlisted members and dependents for the concerned quarter.
 - b. Certification issued by the PRO that PCB1 services were provided, if applicable (Annex 1).
 1. This certification is necessary to allow the release of the 1st to the 3rd Quarter PFP of newly accredited or engaged PCB1 providers or for those with gap in accreditation but with NHTS/SP members enrolled within the same year **prior to the validity of their participation**. The PFP shall only be released to engaged/accredited PCB1 providers.
2. The PRO may issue such certification under the following conditions:
 - a. For CY 2012, the Performance Commitment (PC) was received by PHIC **on or before December 31, 2012**. However, for newly engaged/accredited or re-accredited PCB1 providers up to December 31, 2012, the submission of the PC may be beyond December 31, 2012 but within 30 days from the receipt of notice of approval of application as PCB1 provider (PhilHealth Circ. 31 s. 2012).
 - b. The PRO's certification is supported by a certification from the LGU/PHO/MHO that services were rendered, or as recommended based on its monitoring findings of the PRO.



- c. PCB 1 providers have enrolled sponsored members prior to its engagement/accreditation as a PCB1 provider. These providers may be paid PFP for the current calendar year only.

Ex. Engaged/or accredited in October 2012, may avail of PFP of all applicable quarters of CY 2012. Likewise, A PCB1 provider engaged/ accredited anytime within CY 2013 may be paid for PFP of all applicable quarters of CY 2013 only, there shall be no more PFP for CY 2012.

The Accreditation and Quality Assurance Section (AQAS) shall furnish the Health Care Delivery Management Division (HCDMD) the list of engaged PCB1 providers on a quarterly basis. The Certificate of Eligibility to Participate/Certification of such shall no longer be required as an attachment to the disbursement voucher for the PFP. The signature of the BAS Head/HCDMD Head on the applicable box shall signify that the PCB1 provider is engaged during the concerned quarter.

VII. Signatories in the Disbursement Vouchers for Processing of PFP:

1. The HCDMD Head shall affix their signature in Box A – to certify engagement of PCB1 provider, and that document is valid, proper and legal based on data from the LHIO.
2. The Heads of the Benefits Administration Section (BAS) may sign Box A, in lieu of the HCDMD, for PFP disbursement vouchers amounting to not more than fifty thousand pesos (P50,000.00).

VIII. Target Setting on Obligated services

Target setting on the obligated services shall be determined on the 3rd Qtr of 2013 based on cumulative data received from CY 2012 up to the 2nd Qtr of CY 2013. The guidelines on the computation of PFP based on targets for obligated services shall be issued in another circular.

IX. Amendment of Honoraria to Professional Fee:

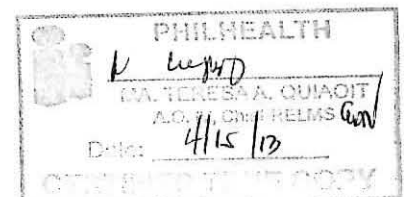
In reference to the disposition and allocation of the PFP, the remaining twenty percent (20%) exclusively used as **honoraria** (PhilHealth Circ. 10 s. 2012 Section V.G) for personalities involved in directly providing the health services is hereby amended and shall be **professional fees for health services** rendered to members and dependents eligible for PCB1.

X. Annexes:

1. Certification of Services Rendered (for the PRO)
2. Sample computations
3. Sample Disbursement Voucher
4. Certification on Total # of Members and Dependents Served (for the PCB1 provider)

XI. REPEALING CLAUSE

All other existing issuances inconsistent with this circular are hereby repealed and/or amended accordingly.



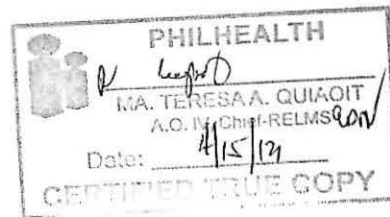
XII. EFFECTIVITY

This shall circular shall take effect immediately and shall be published in the official gazette or any newspaper of general circulation.



Enrique T. Ona, MD

Sec. of Health/Chairman of the Board
OIC, President & CEO



Annex 1

PCB CERTIFICATION

I. Province:

II. Municipality:

III. Name of PCB Provider:

IV. Complete Address:

PCB Provider	Applicable Quarter	Number of assigned families per masterlist	Number of enlisted members	Number of profiled members	Number of profiled dependents	Amount

This is to certify that the foregoing data and information are true and correct based on the reports submitted by the PCB1 Provider

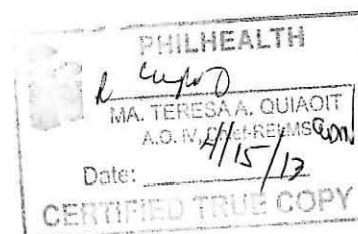
Prepared by:

Noted by:

LHIO Staff

LHIO Head

Date:



ANNEX 2. SAMPLE COMPUTATIONS

1 Ex. A. Enrolled/assigned in Jan 1, 2012 = 200 members
of enlisted members for 3rd Quarter = 100
of enlisted members for 4th Quarter = 100
total # of enlisted members as of Dec. 31, 2012 = 200

PFPR for 3rd quarter = 100 members x P 125.00 = P 12,500.00
+ 100 members (enlisted in 4th Qtr) x P 125.00 = P 12,500.00
P 25,000.00

PFPR for 4th Quarter = total no. of enlisted members X P 125.00
= 200 members x P 125.00
= P 25,000.00

PFPR for 3rd and 4th tranche CY 2012 = P 50,000.00

B. Computation if the PFP for the 3rd Quarter 2012 was already paid:

Additional PFP for 3rd Qtr
= total number of additional enlisted members in 4th Qtr. X P 125.00
= 100 members x P 125.00
= P 12,500.00

PFP for 4th Qtr = P 25,000.00

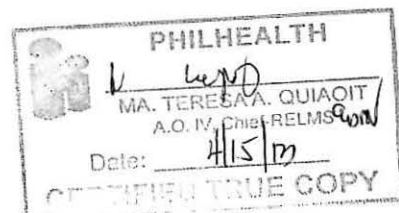
Total amount of PFP release for the 4th tranche = P 37,500.00

2 Ex. A. Enrolled/Assigned: July 2012 = 1000 members
Enlisted: December 2012 = 800 members + 4000 dependents
Profiled: December 2012 = 400 members + 2000 dependents

P100 for CY 2012 (for profiled members)

of enlisted members and dependents who were profiled x P100 x #of enlisted members = (P100)PFPR
of enlisted members and dependents

$$\frac{400 + 2000}{800 + 4000} \times P100.00 \times 800 = \frac{2,400}{4,800} \times P 100.00 \times 800$$
$$= 0.5 \times P 100.00 \times 800$$
$$= P 40,000.00$$



B. Enrolled/Assigned: July 2012 = 1000
Enlisted: December 2012 = 800 members + 4000 dependents
Profiled: December 2012 = 400 members + 2000 dependents

Q3 PFP (July - Sept as 1st tranche for 2012)

1000 enrolled or assigned X P125.00 = P125,000.00

Q4 PFP (Oct - Dec as 2nd tranche for 2012)

800 enlisted members X P125.00 = P 100,000.00

P100 PFP : Compute as Sample 2.A = P 40,000.00

Total PFP for CY 2012:

= Q3 PFP (P 125,000.00) + Q4 PFP (P 100,000.00) + P100 PFP (P 40,000.00)
= P 265,000.00

C. Enrolled/Assigned: October 2012 = 1000

Enlisted: December 2012 = 0

Profiled: December 2012 = 0

Q4 PFP (Oct - Dec as 1st tranche for 2012)

1000 X P125.00 = P 125,000.00

Q1 PFP (Jan – Mar as 1st tranche for 2013)

See Sample # 3

D. Enrolled/Assigned: January 2012 (locked – in) = 1000, January 2013 (additional) = 50

Enlisted: March 2013 = 250

Profiled: December 2013 = 0

PFP Jan – Mar (1st tranche 2013)

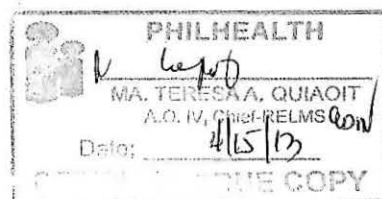
For the locked-in: See sample # 3

Additional January 2013:

50 members assigned/enrolled X P 125.00 = P6,250.00

PFP April to June (2nd tranche 2013)

See sample # 3



3: Sample computation for 2013 PFP

1. Q1 PFP = [EM x 50] + {[PMD/EMD] x EM] x 75}

PCB Provider	Applicable Quarter	Number of assigned members	Number of enlisted		Number of enlisted members & dependents	Number of profiled		Total number of profiled members & dependents
			Members	Dependents		Members	Dependents	
RHU San Pedro	1 st Qtr 2013	2,000	1,000	4,000	5,000	500	2,000	2,500

Where:

- Total number of PMD (Profiled members and dependents) is reflected in Annex A2. Table II Age-Sex Distribution on the total number
- Total number of enlisted members and dependents as reflected in Masterlist of Enlisted Members for PCB1

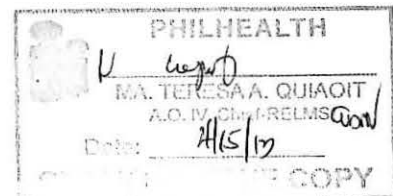
$$\begin{aligned}
 \text{Q1 PFP for 2013} &= [1,000 \times P50.00] + \{[(2,500/5,000) \times 1,000] \times 25\} \\
 &= P 50,000.00 + \{[0.5 \times 1,000] \times P 25.00\} \\
 &= P 50,000.00 + \{500 \times P 25.00\} \\
 &= P 50,000 + P 12,500.00 \\
 &= P 62,500.00
 \end{aligned}$$

2. Q2 – Q4 PFP = [cumEM x 50] + {[cumPMD/cumEMD] x cumEM] x 75}

PCB Provider	Applicable Quarter	Number of assigned members	Number of enlisted		Number of enlisted members & dependents	Number of profiled		Total number of profiled members & dependents
			Members	Dependents		Members	Dependents	
RHU San Pedro	1 st Qtr 2013	2,000	1,000	4,000	5,000	500	2,000	2,500
	2 nd Qtr 2013		1,000	2,000	3,000	800	1,800	2,600
Cumulative Total for 2 nd Qtr 2013		2,000	2,000	6,000	8,000	1,300	3,800	5,100

$$\begin{aligned}
 \text{Q2 2013 PFP} &= [2,000 \times P50.00] + \{[(5,100/8,000) \times 2,000] \times P 25.00\} \\
 &= P 100,000.00 + \{[0.63 \times 2,000] \times P 25.00\} \\
 &= P 100,000.00 + \{1,275 \times P 25.00\} \\
 &= P 100,000.00 + P 31,875.00 \\
 &= P 131,875.00
 \end{aligned}$$

+



Example for PFP computation:

Given: Members enrolled/assigned November 2012 = 2000

Additional members August 2013 = 100

Quarter	# of assigned members	Number of enlisted		Total Number of EMD	cumulative	Number of profiled		Total Number of PMD	cumulative
		Members	Dependents			Members	Dependents		
Q1	2,000	1,000	4,000	5,000	5000	500	2,000	2,500	2,500
Q2	0	1,000	2,000	3,000	8000	1,500	4,000	5,500	7,500
Q3	100	0	0	0	8000	0	0	0	7,500
Q4	0	100	500	600	8600	100	500	600	8,100

PFP Q4 2012:

1st tranche (Q4 2012):

Q4 PFP (Oct - Dec as 1st tranche for 2012)

$$2,000 \times P125.00 = P 250,000.00$$

1st tranche (Q1 2013):

$$Q1 \text{ PFP} = [EM \times P 50.00] + \{[(PMD/EMD) \times EM] \times P 25.00\}$$

$$\begin{aligned} Q1 \text{ PFP for 2013} &= [1,000 \times P50.00] + \{[(2,500/5,000) \times 1,000] \times P 25.00\} \\ &= P 50,000.00 + \{[0.5 \times 1,000] \times P25.00\} \\ &= P 50,000.00 + \{500 \times P 25.00\} \\ &= P 50,000.00 + P 12,500.00 \\ &= P 62,500.00 \end{aligned}$$

2nd tranche (Q2 2013)

$$Q2 \text{ PFP} = [cumEM \times P 50.00] + \{[(cumPMD/cumEMD) \times cumEM] \times P 75.00\}$$

$$\begin{aligned} Q2 \text{ PFP for 2013} &= [2,000 \times P50.00] + \{[(7,500/8,000) \times 2,000] \times P 75.00\} \\ &= P 100,000.00 + \{[0.94 \times 2,000] \times P75.00\} \\ &= P 100,000.00 + \{1,875 \times P 75.00\} \\ &= P 100,000.00 + P 140,625.00 \\ &= P 240,625.00 \end{aligned}$$

3rd tranche (Q3 2013)

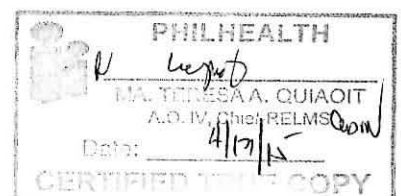
$$Q3 \text{ PFP} = [cumEM \times P 50.00] + \{[(cumPMD/cumEMD) \times cumEM] \times P 75.00\}$$

$$\begin{aligned} Q3 \text{ PFP for 2013} &= [2,000 \times P50.00] + \{[(7,500/8,000) \times 2,000] \times P 75.00\} \\ &= P 100,000.00 + \{[0.94 \times 2,000] \times P75.00\} \\ &= P 100,000.00 + \{1,875 \times P 75.00\} \\ &= P 100,000.00 + P 140,625.00 \\ &= P 240,625.00 \end{aligned}$$

PFP for Additional enrolled/assigned

$$100 \times P125.00 = P 12,500.00$$

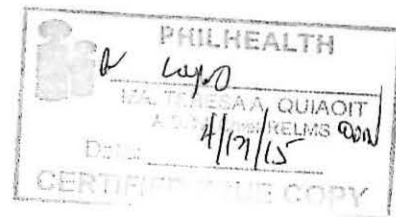
$$\text{Total PFP} = P 240,000.00 + P 12,500.00 = P 252,500.00$$



4th tranche (Q4 2013)

$$\text{Q4 PFP} = [\text{cumEM} \times \text{P } 50.00] + \{[(\text{cumPMD}/\text{cumEMD}) \times \text{cumEM}] \times \text{P } 75.00\}$$

$$\begin{aligned}\text{Q2 PFP for 2013} &= [2,100 \times \text{P } 50.00] + \{[(8,100/8,600) \times 2,100] \times \text{P } 75.00\} \\ &= \text{P } 105,000.00 + \{[0.94 \times 2,100] \times \text{P } 75.00\} \\ &= \text{P } 105,000.00 + \{1,977.91 \times \text{P } 75.00\} \\ &= \text{P } 105,000.00 + \text{P } 148,343.02 \\ &= \text{P } 253,343.02\end{aligned}$$



DISBURSEMENT VOUCHER

DV NO.

Date _____

PARTICULARS OF PAYMENT

Printed Name and Signature of Auditor

Annex 4

CERTIFICATION ON THE NUMBER OF PHIC MEMBERS AND DEPENDENTS SERVED

I. Province:

II. Municipality:

III. Name of PCB Provider:

IV. Complete Address:

PCB Provider	Applicable Quarter	Number of assigned families per masterlist	Number of enlisted members	Number of profiled members	Number of profiled dependents	Amount

This is to certify that the foregoing data and information are true and correct.

Prepared by:

Noted by:

PCB1 Provider Staff

Date:

