



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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PHILHEALTH CIRCULAR

No. 017-2015

TO : ALL EMPLOYERS IN THE GOVERNMENT AND PRIVATE SECTORS, AND ALL OTHERS CONCERNED

SUBJECT : ON-SITE VISITS OF AUTHORIZED PHILHEALTH PERSONNEL

Section 15.e of the Revised Implementing Rules and Regulations (RIRR) of the National Health Insurance Act of 2013 on the Obligations of the Employer states that *"All government and private employers are required to allow the inspection of its premises including its books and other pertinent records."*

Section 221 of the same RIRR on the Visitorial Powers of PhilHealth further states that *"Any representative of the Corporation as duly authorized by the President and CEO or by the concerned Regional Vice President shall have the power to visit, enter and inspect facilities of health care providers and employers during office hours, unless there is a reason to believe that inspection has to be done beyond office hours, and where applicable, secure copies of their medical, financial, and other records and data pertinent to the claims, accreditation, premium contribution and that of their patients or employees, who are members of the Program."*

Pursuant to the above mentioned provisions of the RIRR, all employers in the Government and Private Sectors are hereby enjoined to recognize and extend all necessary assistance and cooperation with duly-authorized PhilHealth personnel conducting site visits to perform the following activities:

1. Determination of compliance with regulations and other requirements, particularly in the payment of premium contributions and reportorial requirements.
2. Verification of the accuracy of submitted information.
3. Conduct of information education and dissemination of updates on the National Health Insurance Program.
4. Secure soft and hard copies of the payroll.

Authorized PhilHealth personnel conducting the visits should be able to present a valid ID and a Special Order clearly indicating the objective, period, and other pertinent details of the visit.

This Circular shall take effect 15 days after its publication in any newspaper of general circulation and shall be deposited at the National Administrative Register at the University of the Philippines Law Center.

All provisions of previous issuances which are consistent and were not affected by this Circular shall remain in full force and effect.

MASTER DOCUMENT
 DC: [Signature]
 Date: [Signature]
 Date signed: 7/20/15

ALEXANDER A. RAJOLLA
 President and CEO