PHILHEALTH CIRCULAR
No. ___2016 - 0013 ___ _

TO	:	**ALL ACCREDITED PRIMARY CARE BENEFIT (PCB)1 PROVIDERS, PHILHEALTH OFFICES AND ALL OTHERS CONCERNED**
SUBJECT	:	**PER FAMILY PAYMENT (PFP) PROCESSING USING THE AUTOMATED PAYMENT UTILITY in THE PHILHEALTH HCI PORTAL (U-PCM) AND OTHER CERTIFIED ELECTRONIC MEDICAL RECORD (EMR)**

I. RATIONALE

One of the objectives of the Primary Care Benefit (PCB) Package is to incentivize providers who have afforded access to care to assigned eligible members through enlistment, profiling and provision of services. The incentives are paid out by PhilHealth through a Per Family Payment (PFP) scheme.   In order to facilitate release of PFP, the Corporation has automated the payment process.

In order to promote transparency, these guidelines shall be used as reference by PCB1 providers in the computation of their PFP reimbursements.

II. OBJECTIVES:

1. To provide a single standard formula in the computation of Per Family Payment (unless amended by PhilHealth as a result of benefit policy enhancements)

2. With the automation of the PCB process from assignment to payment, this allows the Corporation to improve operational efficiency and turnaround time for paying health care providers. This will also reduce   errors due to manual computation.

III. GUIDELINES:

1. For services rendered beginning January 2016, all accredited PCB1 providers, including Accredited DepEd clinics, shall be required to use the Updated Primary Care Module (U- PCM) through the HCI portal or other Electronic Medical Record (EMR) system certified by Department of Health (DOH) and PhilHealth for their enlistment and profiling. These EMRs are as follows:

   - I-Clinicsys
   - CHITS
   - WAH
   - eHATID
   - SHINE
   - Segworks

2. The basis for PFP reimbursement shall only be PCB1 eligible members who were enlisted, profiled and given the necessary services as provided in PhilHealth Circular 0007, s.2013. PCB eligible members shall include Sponsored members, NHTS identified, land-based OFWs, organized groups, and DepEd personnel.

3. PFP computation shall be based on all transactions/patient encounters for enlisting, profiling with corresponding basic services during the applicable quarter for the year.

4. The number of transactions/patient encounters shall automatically be reset the following year and computation shall start again with the number of PCB1 eligible members who are enlisted, profiled and given the necessary services every quarter for the applicable year.

5. All profiles done in the previous year shall be required updated entries to be entitled for profiling reimbursement in the succeeding year.

6. Eligibility of PCB1 members shall be established and verified through the electronic system. Only members who have satisfied the PCB1 eligibility requirements electronically shall be included in the PFP computation.

7. PCB1 eligible members such as 4Ps card holders whose membership data have not been updated in the system shall be required to accomplish a PhilHealth Membership Registration Form (PMRF). These forms shall be made available in all accredited PCB1 providers. All accomplished PMRFs shall be submitted to the LHIO for verification and updating of membership status. The concerned PCB provider shall be reimbursed for services rendered **to these families only when membership status has been updated in the system.**

8. Reduction or non-payment for enlistment during the applicable quarter may occur in the following circumstances:

    a) member is eligible but was not assigned to the claiming PCB provider;

    b) an LGU sponsored member with expired validity/effectivity;

    c) 4Ps card holder but has not been registered/identified by DSWD through the NHTS;

    d) enlistment and profiling done beyond the applicable quarter;

    e) OFW/OG with no qualifying contribution

9. Manual submission of PFP claims shall no longer be processed except in fortuitous events as per PhilHealth Circular No. 0006 s. 2014 under Section III, item B. Otherwise, the affected provider shall still be required to submit an appeal letter to their respective PhilHealth Regional Office.

10. The PCB provider shall generate the Billing Statement (BS) using the Automated Payment Utility in the PhilHealth HCI Portal (U-PCM) not later than 5th day after the end of every quarter.

11. The billing statement shall be signed by the authorized officer/s of the provider and submit to LHIO handling the PCB account not later than 15th day after the end of the quarter.

12. The said BS should be taken-up in the books of accounts of the PCB provider.

13. The PCB provider, upon receipt of the payment, shall issue an official receipt to PhilHealth.
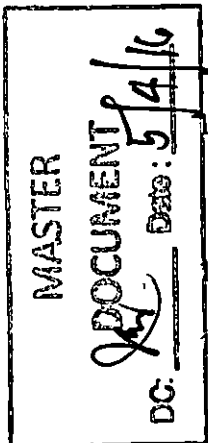
IV. FORMULA FOR COMPUTING THE PFP

The Per Family Payment (PFP) shall be computed by the number of enlisted members and the number of profiled members and dependents.

Computation is as follows:

PFPR = [EM X P50] + [EM X A]

Where A = (PMD/EMD) x 100 = % PMD

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

Table1. Amount allotted on the percentage of profiled members and dependents

Percentage profiled MM and DD (%PMD)	Amount Allotted
80%-100%	P 75
70%-79%	P 50
50%-69%	P 25
Less than 50%	P 0

Where:
A = Amount Allotted
EM = number of enlisted members
EMD = number of enlisted members and their dependents
PMD = number of profiled members and dependents

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 2016 shall be:

Sample Computation:

1st Quarter 2016

PFP = [EM x P50] + [EM x A]
    = [1,000 x P50] + [1,000 x ((4,000/6,000 x 100)]
    = [P50,000] + [1,000 x (66.66%)], where 66.6% of PMD is equivalent to P25(see table 1)
    = [P50,000] + [1,000 x P25]
    = P50,000 + P25,000
    = P 75,000

2nd Quarter 2016

Additional enlistment of 500 members and 1,000 dependents
Additional profiling of 500 members and 2,000 dependents

PFP = [EM x P50] + [EM x A]
    = [1,500 x P50] + [1,500 x ((6,500/7,500) x 100)]
    = [P75,000] + [1,500 x 86.6%], where 86.6% of PMD is equivalent to P75 (see Table 1)
    = [P75,000] + [1,500 x P75]
    = P75,000 + P112,500
    = P187, 500
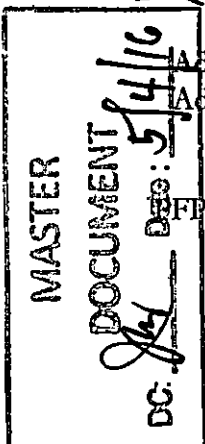
3rd Quarter 2016

Additional enrolment/assignment of 500 members with 1,000 dependents but they were able to enlist the 500 members and 500 dependents within the quarter.

$$PFP = [EM \times P50] + [EM \times A]$$
$$= [2,000 \times P50] + [2,000 \times ((7,500/9,000) \times 100)]$$
$$= [P100,000] + [2,000 \times (83.3\%)], \text{ where } 83.3\% \text{ of PMD is equivalent to P75 (see Table 1)}$$
$$= [P100,000] + [2,000 \times P75]$$
$$= P100,000 + 150,000$$
$$= P250,000$$

4th Quarter 2016

No additional enlisted and profiled members and dependents

$$PFP = [EM \times P50] + [EM \times A]$$
$$= [2,000 \times P50] + [2,000 \times (7,500/9,000) \times 100]$$
$$= [P100,000] + [2,000 \times (83.3\%)]$$
$$= [P100,000] + [2,000 \times P75.00] \text{ where } 83.3\% \text{ of PMD is equivalent to P75}$$
$$= P100,000 + 150,000$$
$$= P250,000$$

V. REPEALING CLAUSE:

All provisions of previous issuances, circulars, and directives that are inconsistent with any of the provisions of this Circular for this particular circumstance wherein the same is exclusively applicable, are hereby amended, modified or repealed accordingly.

VI. EFFECTIVITY

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

ALEXANDER A. PADILLA
President & CEO

Date Signed: _5/2/2016_

MASTER DOCUMENT
Date: 5/4/16
DC: