



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
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**PHILHEALTH CIRCULAR**

No. 2018-0018

**TO : ALL EMPLOYEES IN THE GOVERNMENT AND PRIVATE SECTOR**

**SUBJECT : PAYMENT OF PREMIUM CONTRIBUTIONS IN ALL PHILHEALTH COLLECTING OFFICES**

In line with the directive under Department of Finance Circular No. 01-2017 entitled, “Amended Guidelines on Authorized Government Depository Banks” and pursuant to PhilHealth Board Resolution No. 2383, s. 2018 to ensure accessibility and convenience of members in paying PhilHealth contributions, all PhilHealth Regional Offices (PRO)/Branches and Local Health Insurance Offices (LHIOs) with over-the-counter collection services shall accept PhilHealth premium contributions from all member categories, including employers regardless of number of employees effective October 1, 2018.

To guarantee the protection and security of PhilHealth Collecting Officers and the transacting public, the tellering services to the members will be from 8:00 a.m. to 4:30 p.m., Monday to Friday.

Further, to make check transactions faster and secured, the following checks are acceptable for payment of premium contributions:

1. Check issued only by the member in payment for his/her premium contributions and is payable to “Philippine Health Insurance Corporation” or “PhilHealth” or “PHIC”;
2. Check issued by the Organized Group/iGroup in payment of their members’ premium contributions;
3. Checks with new features complaint to the Philippine Clearing House Corporation’s Check Image Clearing System (CICS); and,
4. Checks without any alteration/s or erasure/s without missing relevant information, such as date, payee, amount in words and figures and signature.

This Circular shall take effect after its publication in any newspaper of general circulation and shall be deposited with the National Administration 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.

**ROY B. FERRER, M.D., MSc.**  
 Acting President and Chief Executive Officer

Date signed: 9/19/18

MASTER COPY  
 DC: Me/S Date: 9/20/18