

ANNEX A.
MINIMUM REQUIREMENTS FOR ACCREDITATION OF PHILHEALTH
KONSULTA PROVIDERS

I. Service Capability

- A. Ability to conduct preventive/screening services and health education
 - 1. Consultation
 - 2. Blood pressure and vital signs measurements
 - 3. Clinical breast examination
 - 4. Digital rectal examination
 - 5. Risk profiling for hypertension and diabetes

- B. Capable of providing services for required laboratory and radiologic services (See Annex B.3, “Checklist of PhilHealth Konsulta Laboratories and Diagnostic Services”)¹

- C. Capability to dispense required medicines (See Annex B.2, “Checklist of PhilHealth Konsulta Drugs and Its Preparations”)²

II. Technical Standards

- A. General Infrastructure
 - 1. Clear sign bearing the name of the health facility
 - 2. Signage, that is illuminated at night, as applicable, indicating:³
 - a. It is a PhilHealth Konsulta provider;
 - b. PhilHealth Konsulta facility operating hours; and,
 - c. Available services with corresponding fees/co-payment schedule and maximum co-payment cap (if applicable), posted in a conspicuous area in the consultation room/area.
 - 3. Generally clean environment, with prohibition for smoking
 - 4. Adequate lighting and electric supply
 - 5. Adequate clean water supply
 - 6. Sufficient seating for patients in a well-ventilated area
 - 7. Consultation area with:
 - a. Structures for assuring that patients’ privacy is respected; and,
 - b. Provision for an examination area
 - 8. Functional Toilet
 - 9. Adequate signage for entrance and exit
 - 10. Fire safety provisions
 - 11. Non-slippery floors
 - 12. Safe storage of laboratory reagents, if applicable
 - 13. Has adequate infection control and risk management, including:
 - a. Availability of a sink, with adequate water and soap for handwashing
 - b. Use of puncture proof receptacles for disposed sharps and needles
 - c. Use of gloves, masks

¹ may be outsourced

² may be outsourced

³ Complied within one month after approval of accreditation

- d. Staff observes handwashing techniques
 - e. Area for cleaning instruments
 - f. Properly segregated and marked waste bins
 - g. Well ventilated sputum collection area, if applicable
- B. Infection control and prevention during pandemics
- Compliance to the minimum health requirements for Outpatient Primary Care as defined by DOH (See A.O. 2020-0016, “Minimum Health System Capacity Standards for COVID-19 Preparedness and Response Strategies”; and See Annex B, “Minimum Health Requirements for Health Settings”). These include:
- a. Availability and encouraging the use of personal hygiene inputs (e.g. soap and water, hand disinfectants, etc.)
 - b. Observation of Environmental hygiene (e.g. disinfecting surfaces and objects)
 - c. Physical distancing requirements
 - d. Requirement on wearing cloth mask for general public and/ or surgical mask for symptomatic individuals
 - e. Requirement on wearing medical grade protective apparel for health care workers
 - h. Requirements on engineering control and administrative control, as applicable
- C. Equipment and Supplies
1. Standard
- | | |
|---------------------------------|---|
| a. Non-mercurial BP apparatus | i. Lubricating jelly |
| b. Non-mercurial thermometer | j. Disposable gloves |
| c. Stethoscope | k. Decontamination solutions |
| d. Weighing scale (adult) | l. 70% Isopropyl alcohol |
| e. Weighing scale (infant) | m. Sterile cotton balls/ swabs |
| f. Tape measure | n. Storage cabinet for sterile instruments and supplies |
| g. Nebulizer | |
| h. Sterilizer or its equivalent | |
2. Diagnostic and Laboratory⁴
- a. Disposable needles and syringes
 - b. Applicator stick
 - c. Specimen cups
 - d. Vaginal speculum (big)
 - e. Vaginal speculum (small)
 - f. Glass slides
 - g. Glucometer with compatible glucometer strips
 - h. Electrocardiogram machine with paper and its peripherals

III. Human Resource

- A. The following health human resources should have valid PRC licenses for the period of their accreditation:
- 1. Full-time or full-time equivalent Physician (1:20,000 beneficiaries) – PhilHealth accredited

⁴ not required if diagnostics are outsourced

2. Two (2) support staff - a nurse and another allied medical staff, either a nurse or a midwife.

IV. Functional Health Information System

- A. Installation of PhilHealth-certified Electronic Medical Record (EMR)
- B. Complete and functional computer set-up with the following specifications:
 1. OS Supported: Win7 x64, Win7 x32, Win10 x32, Win10 x64, Windows 10
 2. Memory: Minimum 64MB RAM
 3. Storage Capacity: Minimum 500GB
 4. printer
 5. face capturing device (e.g. webcam/mobile phones)
- C. Back-up for interruptions in power supply such as generator or offline compatible solution
- D. Individual health profiles in EMR or equivalent

V. Documentary Requirements

- A. Updated Mayor/business permit/PTR of Primary Care Physician or Department of Health (DOH) License of the PhilHealth Konsulta provider
- B. Updated DOH license of laboratory services of the PhilHealth Konsulta provider or referral facility
- C. Updated DOH license of radiologic services of the PhilHealth Konsulta provider or referral facility
- D. Updated DOH license of pharmacy services of the PhilHealth Konsulta provider or referral facility
- E. Certificate/s of Service Delivery Support (if applicable) (see Annex D.1 and D.2, “Certification of Service Delivery Support (Laboratory and Diagnostic Services)” and “Certification of Service Delivery Support (Medicines)”)
- F. Signed performance commitments of the PhilHealth Konsulta Provider and Primary Care Workers
- G. Training certificate on Direct Sputum Smear Microscopy (DSSM)⁵
- H. Schedule of duties
- I. Emergency preparedness plans (exit, evacuation plans)
- J. Adequate and appropriate information materials (e.g. flyers, brochures, posters, audio visual presentation) on health and wellness such as anti-smoking, and promotion of proper diet, exercise, immunization, and proper infection controls.

⁵ may be complied within three (3) months upon accreditation