Republic of the Philippines
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UNIVERSAL HEALTH CARE

PHILHEALTH CIRCULAR
No. 2021-0021

TO : ALL PHILHEALTH ACCREDITED SARS-CoV-2 TESTING LABORATORIES, PHILHEALTH MEMBERS AND ALL OTHERS CONCERNED

SUBJECT : Benefit Packages for SARS-CoV-2 Testing Using RT-PCR Tests (Plate-based and Cartridge-based)

I. RATIONALE

In line with the PhilHealth's mandate to provide mechanism for Filipinos to have financial access to essential health services especially in this time of COVID-19 pandemic, the PhilHealth Board approved on March 31, 2020 through PhilHealth Board Resolution (PBR) No. 2516 s. 2020 a set of benefit packages for the spectrum of care for COVID-19, including a benefit package for SARS-CoV-2 Testing using Reverse Transcription – Polymerase Chain Reaction (RT-PCR) which at that time was done as plate-based test. Subsequently, PhilHealth Circular No. 2020-0010[1] was issued to provide guidelines for the implementation of the SARS-CoV-2 benefit packages for testing using RT-PCR, which was later revised thru PhilHealth Circular Nos. 2020-0017[2] and 2021-0001[3].

As new methodologies emerged for COVID-19 testing, the PhilHealth Board approved on July 23, 2020 through PBR No. 2534 s. 2020, a benefit package for SARS-CoV-2 test using cartridge-based RT-PCR, the implementing guidelines of which were provided on PhilHealth Circular No. 2021-0003[4].

PhilHealth continues to monitor and review the implementation of its benefit packages. Thus, based on the revised costing estimates and rates prescribed by Department of Health (DOH) and Department of Trade and Industry (DTI), the PhilHealth Board on September 15, 2021 approved PBR No. 2654 s. 2021 that prescribed the new rates for the SARS-CoV-2 testing benefit packages.

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II. OBJECTIVES

This PhilHealth Circular aims to establish the policy for the implementation of the benefit packages for the SARS-CoV-2 tests using cartridge-based and plate-based RT-PCR.

[1] PC No. 2020-0010 Benefit package for testing for SARS-CoV-2
[2] PC No. 2020-0017 Benefit Package for SARS-CoV-2 Testing Using RT-PCR (Revision 1)
[3] PC No. 2021-0001 Benefit Package for SARS-CoV-2 Testing Using RT-PCR (Revision 2)
[4] PC No. 2021-0003 Benefit Package for SARS-CoV-2 Testing Using Cartridge-based PCR

III. SCOPE

This PhilHealth Circular shall apply to PhilHealth beneficiaries tested for SARS-CoV-2 by RT-PCR (cartridge-based or plate-based) as prescribed by the DOH, and to DOH-licensed PhilHealth-accredited SARS-CoV-2 testing laboratories.

IV. DEFINITION OF TERMS

A. **SARS-CoV-2** – refers to severe acute respiratory syndrome coronavirus 2 that is responsible for coronavirus disease (COVID-19)[5].

B. **SARS-CoV-2 Reverse transcription polymerase chain reaction (RT–PCR) Test** – as defined on PhilHealth Circular 2021-0001, it is a test for detecting the presence of SARS-CoV-2 that is covered by the PhilHealth benefit package for COVID-19 testing[6]. On technical terms, it is a molecular test to detect for the presence of SARS-CoV-2 genetic material known as ribonucleic acid (RNA). The test involves reverse transcription of viral RNA to complementary deoxyribonucleic acid (cDNA) and the amplification of the cDNA by polymerase chain reaction (PCR). The test is done in real time PCR with the use of fluorescent probes, which means that the amplification can be monitored while the process is ongoing. The term may be used interchangeably with COVID-19 RT-PCR Test.

C. **Cartridge-based RT-PCR Test** – is an RT-PCR test that uses an automated instrument system which integrates sample preparation, nucleic acid extraction and amplification, and detection of the target sequence. It requires a single-use cartridge that contains the RT-PCR reagents and hosts the RT-PCR process. The self-contained cartridge shall then be loaded to a specific instrument to run the test and view the result. SARS-CoV-2 test using this method is covered by PhilHealth through its benefit package for SARS-CoV-2 testing using cartridge-based PCR and is referred in PC No. 2021-0003 as cartridge-based PCR test[7].

D. **Plate-based RT-PCR Test** – is an RT-PCR test that entails distributing RT-PCR reagents at the proper concentrations and mixing them with individual samples in tubes arranged in a plate. This plate can then be sealed and put in an instrument called thermocycler so the reaction can proceed, and the target genetic sequence can be detected. SARS-CoV-2 test using this method is covered by PhilHealth as provided in PhilHealth Circular No. 2021-0001[6].

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[5] https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/naming-the-coronavirus-disease-(covid-2019)-and-the-virus-that-causes-it
[6] PC No. 2021-0001 Benefit package for testing for SARS-CoV-2 (Revision 2)
[7] PC No. 2021-0003 Benefit Package for SARS-CoV-2 Testing Using Cartridge-based PCR

V. POLICY STATEMENTS

A. Accreditation Guidelines of SARS-CoV-2 Testing Laboratories

1. PhilHealth shall accredit DOH-licensed SARS-CoV-2 testing laboratories (Annex A: "Guidelines on Accreditation of SARS-CoV-2 Testing Laboratories").

2. For currently accredited health facilities that are DOH-licensed as SARS-CoV-2 testing laboratories, PhilHealth shall automatically include the said service in their accreditation records with validity based on the DOH license issued to them as SARS-CoV-2 Testing Laboratory.

3. Non-hospital-based testing laboratory for SARS-CoV-2 or laboratory of a non-accredited health facility shall submit the following requirements:
   a. Valid DOH License as SARS-CoV-2 testing laboratory;
   b. Accomplished Provider Data Record[8];
   c. Performance Commitment[9] (signed on each page); and
   d. Fully accomplished Auto Credit Payment System[10] (ACPS) form.

4. Upon effectivity of this PhilHealth Circular, the validity of accreditation of facilities applying for initial and reaccreditation shall start from the date of submission of the complete documents.

5. The validity of accreditation of these facilities shall be until December 31 of the current year. Health facilities shall submit required documents for renewal/continuous accreditation following the process as prescribed by the Corporation.

B. Benefit Availment

1. Entitlement of PhilHealth beneficiaries to the benefit package for SARS-CoV-2 testing by RT-PCR shall be based on applicable DOH guidelines (Annex B: "Sub-groups of at-risk individuals for SARS-CoV-2 testing") or its revisions/amendments in consideration of the evolving clinical management for COVID-19. PhilHealth shall disseminate updates accordingly.

2. Filipinos who are not registered in PhilHealth shall automatically be covered, provided that they complete member registration upon availment of the benefit package. During the state of national emergency, the Case Investigation Form (CIF)[11] as required for claims filing and reimbursement shall serve as the basis for

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[8] PC No. 2012-0054 Provider Engagement Through Accreditation And Contracting For Health Services
[9] PC No. 2015-0013 Revisions in the Performance Commitment For Health Care Institutions and Professionals
[10] PC No. 2017-0020 Implementation of Auto-Credit Payment Scheme (ACPS) To All Health Care Institutions
[11] Department Memorandum No. 2020-0512 Revised Omnibus Interim Guidelines on Prevention, Detection Isolation, Treatment, and Reintegration Strategies for COVID-19

the PhilHealth Identification Number (PIN) assignment, provided however, that the CIF should include the contact number and/or email address for purposes of validation and verification. The requirement for PhilHealth Member Registration Form (PMRF)[12] for registration and PIN assignment shall resume upon lifting of the state of national emergency.

3. With the enactment of the Universal Health Care (UHC) Act, all Filipinos are eligible to avail of all PhilHealth benefits. Thus, the single period of confinement and 45-day annual benefit limit shall not be applied in the benefit package for SARS-CoV-2 test using RT-PCR.

4. PhilHealth accredited testing laboratories are required to have an electronic health record of all patients who underwent the SARS-CoV-2 testing by RT-PCR. If this is not available, a manual record of patients who underwent the SARS-CoV-2 testing by RT-PCR shall be acceptable during the state of national emergency.

5. The complete services or minimum standards included in this benefit package are the following:

   a. Screening
   b. Specimen collection
   c. Specimen handling
   d. Conduct of RT-PCR testing (including the test kit and other supplies)
   e. Analysis and reporting of results

6. Upon effectivity of this PhilHealth Circular, the revised package rates for SARS-CoV-2 RT-PCR shall be applied to all testing claims based on the date of specimen collection. For purpose of filing claims, the date of specimen collection will be considered as the date of admission. The revised package rates are as follows:

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Package Code	Condition for payment	Services covered by PhilHealth	Package Amount (Php)
Package Rates for Plate-based RT-PCR Test			
C19T1	All services and supplies for the testing are procured and provided by the testing laboratory	Complete services or minimum standards	2,800.00
C19T2	Test kits are donated to the testing laboratory	Screening, specimen collection and handling, conduct of RT-PCR testing and analysis of results	1,200.00

[12] PC 2020-0001 The Revised PhilHealth Member Registration Form (PMRF)

Package Code	Condition for payment	Services covered by PhilHealth	Package Amount (Php)
C19T3	Test kits are donated to the testing laboratory; cost of running the laboratory and the RT-PCR machine for testing are subsidized by the government	Screening, specimen collection and handling	800.00
Package Rates for Cartridge-based PCR Test			
C19X1	All services and supplies for testing are procured and provided by the testing laboratory	Complete services or minimum standards	2,450.00
C19X2	PCR cartridges are donated to the testing laboratory	Screening, specimen collection, and handling, the conduct of cartridge-based PCR testing and analysis of results	700.00
C19X3	PCR cartridges are donated to the testing laboratory; the cost of running the cartridge-based PCR test is subsidized by the government	Screening, specimen collection, and handling; facility costs for staff time and PPE	500.00

Table 1: Revised package rates for RT-PCR tests (Plate-based and Cartridge-based)

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7. PhilHealth shall update these rates as necessary based on the review of costing, changes in market prices of supplies and commodities, current protocols, and applicable DOH standards and guidelines.

8. Per PhilHealth Circular No. 2021-0012[13], PhilHealth shall pay based on the actual charges (after mandatory discounts were deducted), or the package rates whichever is lower.

9. Government facilities shall charge no co-payment to PhilHealth beneficiaries who are eligible for coverage of SARS-CoV-2 testing benefit packages, except for home service as may be allowed by the applicable DOH and/or DTI guidelines

[13] PC 2021-0012 Modification on the Payment Rules of Benefit Packages under All Case Rates (ACR) Policy including COVID-19 Benefit Packages

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10. Private facilities may charge co-payment up to 20% of the full package rates and additional fee for home service based on the rates as prescribed by applicable DOH and/or DTI guidelines.[14]

11. PhilHealth shall pay the package amount for services for SARS-CoV-2 test by RT-PCR directly to the PhilHealth-accredited testing laboratories.

12. The accredited testing laboratories shall be responsible for the reimbursement of the swabbing centers or referring facilities for the screening, specimen collection and handling. Meanwhile, swabbing centers should ensure that the documents needing information from the patients are completely filled-out and forwarded to the testing laboratories. Allocation of professional fee shall be arranged between the facility and the accredited health care professional.

C. **Claims Filing and Reimbursement**

1. All claims for SARS-CoV-2 testing shall be filed via the eClaims system certified by PhilHealth.

2. Subject to the requirements for claims filing, all claims shall be filed by the PhilHealth-accredited SARS-CoV-2 testing laboratories. Claims with specimen collection from February 1, 2020 to April 14, 2020, shall be paid based on the services rendered within the validity period of the DOH license of the PhilHealth accredited SARS-CoV-2 testing laboratories.

3. Members may directly file claims and reimburse the amount not exceeding the corresponding benefit for SARS-CoV-2 test if this benefit was not availed of or was not deducted from the actual charges, by submitting to the nearest PhilHealth office the documents listed on Section V.C.8 of this PhilHealth Circular.

4. The basis for the payment of claims shall be the package codes for the specific SARS-CoV-2 testing package availed of, which shall be indicated in the SARS-CoV-2 Claims Summary Form (Annex C: "SARS-CoV-2 Claims Summary Form"). Claims shall be subject to monitoring and post audit.

5. Applicable mandatory discounts (i.e., Senior Citizens, PWDs) shall be computed based on the total charges for the services rendered. They shall be deducted first from the charges before applying the appropriate PhilHealth benefit.

6. Claims for SARS-CoV-2 testing by RT-PCR shall be filed separately from other claims including COVID-19 claims for inpatient, testing (if repeated), and home and community isolation packages.

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[14] DOH Department Circular No. 2021-0374 Price Cap for Covid-19 Reverse Transcription polymerase Reaction (RT-PCR) Testing; https://doh.gov.ph/sites/default/files/health-update/DC2021-0374%20FOR%20WEB%20POSTING.pdf

7. To file a claim for reimbursement, the accredited testing laboratories shall submit the following documents to PhilHealth:

   a. Properly accomplished SARS-CoV-2 Claims Summary Form (Annex "C") (preferably in MS Excel format or CSV file);
   b. Scanned copy of the properly accomplished CIF that is prescribed by the DOH (preferably in PDF format);
   c. Itemized billing statement, which includes the readers' fees (preferably in MS Excel format or CSV file) which shall be required for admitted patients only;
   d. Original, photocopy or printed scanned copy (preferably in PDF format), of Annex E: "Certificate of classification of at-risk individuals and actual charges for SARS-CoV-2 test", which shall be required starting October 1, 2021 unless revised by other issuances. This form shall also be considered as an equivalent to Statement of Account (SOA) as it contains the actual charges, discounts, and amount of PhilHealth benefits.

8. For directly filed claims, the following documents are required:
   a. Original copy of the official receipt;
   b. Original, photocopy or printed scanned copy of the Annex D: "Waiver for directly filed claims for SARS-CoV-2 testing package" issued by the PhilHealth-accredited SARS-CoV-2 testing laboratory that the member paid the full amount for the SARS-CoV-2 testing and no PhilHealth deduction was made. The member shall bear the responsibility of keeping the said copy of the waiver for validation purposes during case investigation or domiciliary monitoring; and
   c. Original, photocopy, or printed copy of the Case Investigation Form.

9. Claims with discrepancies and incomplete attachments shall be returned to the testing laboratory following the existing rule on Return to Sender (RTS);

10. All claims for the testing for SARS-CoV-2 by RT-PCR shall be filed within sixty (60) calendar days from the date of specimen collection, except for claims covered by separate issuance.

11. PhilHealth shall reimburse repeated tests if done based on prescribed DOH guidelines. Dates of repeat tests shall be indicated in the SARS-CoV-2 Claims Summary Form (Annex "C").

12. Rules on late filing shall apply. However, for claims submitted via eClaims prior to September 13, 2021 with dates of specimen collection starting June 25, 2020 for RT-PCR (plate-based) tests and from July 23, 2020 for cartridge-based PCR tests respectively, shall be processed.

13. Claims applications shall be processed by PhilHealth within the prescribed period for claims processing provided that all requirements are complied with.

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D. **Monitoring**

1. All PhilHealth-accredited SARS-CoV-2 testing laboratories claiming for this benefit package shall be subject to the rules on monitoring set by PhilHealth.

2. Feedback mechanisms on the package implementation shall be established to address implementation issues and concerns.

3. PhilHealth shall coordinate with the DOH for data sharing on the list of patients availing of the SARS-CoV-2 testing benefit package. PhilHealth shall develop its own claims registry/database of facilities accredited by PhilHealth for SARS-CoV-2 testing.

4. For monitoring purposes, accredited facilities receiving donation of testing kits shall submit quarterly utilization report to the PhilHealth Regional Office (Annex F: "Template of Utilization Report of Donated Kits") on or before the end of the following month.

E. **List of Annexes**

1. Annex A: Guidelines on the Application for Accreditation of SARS-CoV-2 Testing Laboratories
2. Annex B: Sub-groups of at-risk individuals for SARS-CoV-2 testing
3. Annex C: SARS-CoV-2 Claims Summary Form
4. Annex D: Waiver for Directly Filed Claims for SARS-CoV-2 testing benefit package
5. Annex E: Certificate of classification of at-risk individuals and actual charges for SARS-CoV-2 test
6. Annex F: Template of Utilization Report of Donated Kits

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VI. PENALTY CLAUSE

All adverse monitoring findings regarding non-compliance to the relevant provisions of this policy such as, but not limited to co-payment, and other related issuance shall be validated and subjected to health care provider performance assessment system without prejudice to filing of appropriate legal action.

VII. TRANSITORY CLAUSE

All accredited SARS-CoV-2 testing laboratories shall be eClaims compliant by December 31, 2021. While the PhilHealth SARS-CoV-2 accredited testing laboratories is transitioning to

eClaims, the facility may manually submit the required documents for claims reimbursement and shall upload the itemized billing through file transfer protocol (FTP).

VIII. SEPARABILITY CLAUSE

If any provision of this PhilHealth Circular shall be declared invalid, unconstitutional, or unenforceable, the validity of the remaining provisions shall not in any way be affected and shall remain enforceable.

IX. REPEALING CLAUSE

PhilHealth Circular No. 2021-0001 titled "Benefit package for SARS-CoV-2 testing using RT-PCR (Revision 2)" and PhilHealth Circular No. 2021-0003 titled "Benefit Package For SARS-CoV-2 Testing Using Cartridge-Based PCR" and other issuances inconsistent with the provisions of this Circular are hereby repealed accordingly.

X. DATE OF EFFECTIVITY

This PhilHealth Circular shall take effect immediately upon publication in a newspaper of general circulation or Official Gazette. A copy shall thereafter be deposited with the National Administrative Register, University of the Philippines Law Center.

ATTY. DANTE A. GIERRAN, CPA
President and Chief Executive Officer (PCEO)

Date signed: 11/25/2021

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Guidelines on the Application for Accreditation of SARS-CoV-2 Testing Laboratories

1. All currently accredited health facilities with valid DOH license for SARS-CoV-2 testing laboratory do not need to apply for accreditation. PhilHealth shall automatically includethe said service in their accreditation records with validity starting on the date that the DOH granted its license. Accredited testing laboratory for SARS-CoV-2 in currently accredited health facility shall submit a fully accomplished Auto Credit Payment System (ACPS) form ONLY IF payment for the laboratory benefit shall be separate from regular claims of the accredited health facility.

2. Requirements for non-hospital-based testing laboratory for SARS-CoV-2 or laboratory of a non-accredited health facility:

   a. A valid DOH license as SARS-COV-2 testing laboratory
   b. Accomplished Provider Data Record
   c. Performance Commitment (signed on each page)
   d. Fully accomplished Auto Credit Payment System (ACPS) form

3. All requirements for accreditation of testing laboratories mentioned in No. 2 shall be scanned and emailed to the respective PhilHealth Regional Offices. The Provider Data Record, Performance Commitment, and the ACPS forms can be downloaded at https://www.philhealth.gov.ph/downloads/.

PRO	Email address	Name
1	accre.pro1@philhealth.gov.ph	PRO1- Accreditation
2	accre.pro2@philhealth.gov.ph	PRO2 - Accreditation
3	accre.pro3@philhealth.gov.ph	PRO3 - Accreditation
4A	accre.pro4a@philhealth.gov.ph	PRO4A - Accreditation
4B	accre.pro4b@philhealth.gov.ph	accre.pro4b
5	accre.pro5@philhealth.gov.ph	PRO5 - Accreditation
6	accre.pro6@philhealth.gov.ph	PRO6 - Accreditation
7	accre.pro7@philhealth.gov.ph	PRO7 - Accreditation
8	accre.pro8@philhealth.gov.ph	PRO8 - Accreditation
9	accre.pro9@philhealth.gov.ph	accre.pro9
10	pro10aqas@gmail.com	Philhealth Accre
11	philhealthdavao.aqas@gmail.com	philhealthdavao.aqas
12	accre.pro12@philhealth.gov.ph	PRO12 - Accreditation
CARAGA	accre.procaraga@philhealth.gov.ph	PROCARAGA - Accreditation
BARMM	accre.proarmm@philhealth.gov.ph	accre.proarmm
CAR	accre.procar@philhealth.gov.ph	PROCAR - Accreditation
NCR	proncr.hcdmd@yahoo.com	PRO NCR HCDMD

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4. The validity of accreditation of DOH-licensed stand-alone SARS-CoV-2 laboratories health facilities applying for initial accreditation or reaccreditation due to gap in the previous accreditation shall be from the date of submission of the complete application and ends on December 31 of the current year. Further, the validity of accreditation of health facilities applying for continuous accreditation is from January 1 to December 31 of the current year.

Source: PhilHealth Accreditation Department as of September 22, 2021

Sub-groups of at-risk individuals for SARS-CoV-2 testing

The following reflects the sub-groups of at-risk individuals arranged in order of greatest to lowest need for testing:

a. **Subgroup A:** Individuals with severe/critical symptoms, relevant history of travel and/or contact;

b. **Subgroup B:** Individuals with mild symptoms and relevant history of travel and/or contact, and considered vulnerable. Vulnerable populations include those elderly and with preexisting medical conditions that predispose them to severe presentation and complications of COVID-19;

c. **Subgroup C:** Individuals with mild symptoms, and relevant history of travel and/or contact;

d. **Subgroup D:** Individuals with no symptoms but with relevant history of travel and/or contact or high risk exposure. These include:

   i. Subgroup D1: Contact-traced individuals;

   ii. Sub-group D2: Healthcare workers, who shall be prioritized for regular testing in order to ensure the stability of our healthcare system. The frequency of testing shall be as follows:

      1. Healthcare workers with high COVID-19 exposure and who live or work in Special Concern Areas may be tested up to once a week, as determined by the Infection Prevention and Control Committee of the facility.

      2. Healthcare workers with high COVID-19 exposure and who live or work outside Special Concern Areas may be tested up to once every two weeks, as determined by the Infection Prevention and Control Committee of the facility.

      3. Healthcare workers who do not have high COVID-19 exposure and who live or work in Special Concern Areas may be tested every two to four weeks as determined by the Infection Prevention and Control Committee of the facility.

   In this regard, healthcare workers who are directly working or have direct involvement in COVID-19 care (e.g. nurses, doctors, or any staff working at COVID-19 facilities, hospital wards, emergency rooms, isolation facilities, or quarantine facilities, and laboratory technicians and pathologists at COVID-19 testing facilities) are considered to have high COVID-19 exposure.

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Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

iii. Sub-group D3: Returning Overseas Filipino Workers, who shall immediately be tested at the port of entry;

iv. Sub-group D4: Filipino citizens in a specific locality within the Philippines who have expressed intention to return to their place of residence/home origin (Locally Stranded Individuals) may be tested subject to existing protocols of the IATF.

e. **Subgroup E:** Frontliners indirectly involved in health care provision in the response against COVID-19 may be tested as follows:

i. Sub-group E1: Those with high or direct exposure to COVID-19 regardless of location may be tested to once a week. These include the following:

1. Personnel manning the Temporary Treatment and Quarantine Facilities (LGU- and Nationally-managed);

2. Personnel serving at the COVID-19 swabbing center;

3. Contact tracing personnel; and

4. Any personnel conducting swabbing for COVID-19 testing.

ii. Sub-group E2: Those who do not have high or direct exposure to COVID-19 but who live or work in Special Concern Areas may be tested to every two to four weeks. These include the following:

1. Personnel manning Quarantine Control Points, including those from Armed Forces of the Philippines, Bureau of Fire Protection, and others;

2. National/Regional/Local Risk Reduction and Management Teams;

3. Officials from any local government/city/municipality health office (CEDSU, CESU, etc.);

4. Barangay Health Emergency Response Teams and barangay officials providing barangay border control and performing COVID-19-related tasks;

5. Personnel of Bureau of Corrections and Bureau of Jail Penology and Management;

6. Personnel manning the One-Stop-Shop in the Management of the Returning Overseas Filipinos;

7. Border control or patrol officers, such as immigration officers and the Philippine Coast Guard; and

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Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

8. Social workers providing amelioration and relief assistance to communities and performing COVID-19 related tasks.

f. **Subgroup F:** Other vulnerable patients and those living in confined spaces. These include, but are not limited to:

   i. Pregnant patients who shall be tested during the peripartum period;

   ii. Dialysis patients;

   iii. Patients who are immunocompromised, such as those who have HIV/AIDS, inherited diseases that affect the immune system;

   iv. Patient undergoing chemotherapy or radiotherapy;

   v. Patients who will undergo elective surgical procedures with high risk for transmission;

   vi. Any person who have had organ transplants, or have had bone marrow or stem cell transplant in the past 6 months;

   vii. Any person who is about to be admitted in enclosed institutions such as jails, penitentiaries, and mental institutions.

   Individuals falling under (i) to (vi) above shall be tested at the discretion of the attending physician, following the existing guidelines of their respective professional or medical societies. Meanwhile, testing of individuals classified as (vii) above is mandatory prior to admission into the facility.

g. **Sub-group G**: Residents, occupants or workers in a localized area with an active COVID-19 cluster, as identified and declared by the local chief executive in accordance with existing DOH Guidelines and consistent with the National Task Force Memorandum Circular No. 02 s. 2020 or the Operational Guidelines on the Application of the Zoning Containment Strategy in the Localization of the National Action Plan Against COVID-19 Response. The local chief executive shall conduct the necessary testing in order to protect the broader community and critical economic activities and to avoid a declaration of a wider community quarantine.

h. **Sub-group H**: Frontliners in Tourist Zones:

   i. Sub-group H1: All workers and employees in the hospitality and tourism sectors in El Nido, Boracay, Coron, Panglao, Siargao and other tourist zones, as identified and declared by the Department of Tourism. These workers and employees may be tested once every four (4) weeks.

   ii. Sub-group H2: All travelers, whether of domestic or foreign origin, may be tested at least once**, at their own expense**, prior to entry into any designated tourist zone, as identified and declared by the Department of Tourism.

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Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

i. **Sub-group I**: All workers and employees of manufacturing companies and public service providers registered in economic zones located in Special Concern Areas may be tested regularly.

In order to re-open the economy safely, the covered economic zone employees may be tested every quarter.

The Department of Trade and Industry (DTI), in coordination with the Philippine Economic Zone Authority (PEZA) and the freeport and special economic zone administrators, may include other priority sectors or economic zones within their mandate through an appropriate issuance, in consultation with the Department of Health. Likewise, the above government agencies may deprioritize or remove sectors from this list at their discretion.

j. **Sub-group J**: Economy Workers

i. Sub-group J1: Frontline and Economic Priority Workers, defined as those (1) who work in high priority sectors, both public and private, (2) have high interaction with and exposure to the public, and (3) who live or work in Special Concern Areas, may be tested every three months. These workers include, but are not limited to:

1. Transport and Logistics
   a. Drivers of Taxis, Ride Hailing Services (two and four wheels), Buses, Public Transport Vehicles
   b. Conductors
   c. Pilots, Flight Attendants, Flight Engineers
   d. Rail operators, mechanics, servicemen
   e. Delivery staff
   f. Water transport workers — ferries, inter island shipping, ports

2. Food Retail
   a. Waiters, Waitresses, Bar Attendants, Baristas
   b. Chefs and Cooks
   c. Restaurant Managers and Supervisors

3. Education — once face to face classes resume
   a. Teachers at all levels of education
   b. Other school frontliners such as guidance counselors, librarians, cashiers

4. Financial Services
   a. Bank Tellers

5. Non – Food Retail
   a. Cashiers
   b. Stock clerks
   c. Retail salespersons

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Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

6. Services
    a. Hairdressers, Barbers, Manicurist, Pedicurist, Massage Therapists
    b. Embalmers, Morticians, Undertakers, Funeral Directors
    c. Parking Lot Attendants
    d. Security Guards
    e. Messengers
    f. Ushers, Lobby Attendants, Receptionist
    g. Clergy

7. Market Vendors

8. Construction
    a. Carpenters
    b. Stonemasons
    c. Electricians
    d. Painters
    e. Construction workers, including Foremen, Supervisors
    f. Civil Engineers, Structural Engineers, Construction Managers
    g. Crane and Tower operators
    h. Elevator installers and repairers

9. Water Supply, Sewerage, Waste Management
    a. Plumbers
    b. Recycling and Reclamation workers/Garbage Collectors
    c. Water/Wastewater engineers
    d. Janitors and cleaners

10. Public Sector
    a. Judges
    b. Courtroom clerks, staff and security
    c. All national and local government employees rendering frontline services in Special Concern Areas

11. Mass Media
    a. Field reporters, photographers, and cameramen

The DTI and the Department of Labor and Employment, may designate other frontline and economic priority workers within their mandate through an appropriate issuance, in consultation with the Department of Health. Likewise, the relevant government agencies may deprioritize or remove jobs from this list at their discretion.

In order to re-open the economy safely, frontline and economic priority workers may be tested once every quarter.

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DC: Ebcor Date: 11/2020

Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

ii. Sub-group J2: All other employees not covered above are not required to undergo testing but are encouraged to be tested every quarter. Private sector employers are highly encouraged to send their employees for regular testing at the employers' expense in order to avoid lockdowns that may do more damage to their companies.

MASTER COPY
DC: tbcm Date: 11/26/2021

Source: Department of Health (2020). Department Memorandum No. 2020-0258 – A: Updated Interim Guideline on Expanded Testing for COVID-19 (Amendment to DM 2020-0258)

SARS-CoV-2 CLAIMS SUMMARY FORM

Name of the PhilHealth accredited SARS-CoV-2 testing laboratory:_____ Address: _____
PhilHealth Accreditation Number (PAN) :_____

No.	PATIENT INFORMATION					MEMBER INFORMATION					Sub-groups of at-risk individuals (A, B, C, D1, D2 etc.)	Date of specimen collection (mm/dd/yyyy)	Date of running the PCR test (mm/dd/yyyy)	Services covered by PhilHealth (1, 2, 3, 4, 5)	Test result (pos/neg)	Test kit donated (Y/N)	Package code	Total actual charges to patient (Php)	Amount after application of discounts/deductions (senior citizen persons with disability, guarantee letter, etc.)	PhilHealth benefit package amount	Claims Investigation Form (Attachment URL)	Itemized billing statement (Attachment URL)
	Last name	First name	Name extension	Middle name	Date of birth (mm/dd/yyyy)	PIN	Last name	First name	Name extension	Middle name												
1																						
2																						
3																						
4																						
5																						
6																						
7																						
8																						
9																						
10																						
11																						
12																						
13																						
14																						
15																						

I certify that services rendered were recorded in the patients' health records and health care provider records and that herein information given, as well as the items and package amounts indicated, are true and correct.

Prepared by:

_____ _____
Signature over printed name of the authorized signatory of the PhilHealth accredited SARS-CoV-2 testing laboratory/HCP — Date signed

Approved by:

_____ _____
Signature over printed name of the Head of the PhilHealth accredited SARS-CoV-2 testing laboratory/HCP — Date signed

I. Indicate the corresponding letter of the subgroups in the item for "Subgroup"

Sub-groups of at-risk individuals for SARS-CoV-2 testing

Refer to the current DOH guidelines on sub-groups of at-risk individuals for SARS-CoV-2 testing

II. Indicate the corresponding number in the column "Services covered by PhilHealth"

Services covered by PhilHealth:
1 Screening
2 Specimen collection
3 Specimen handling
4 Conduct of RT-PCR testing
5 Analysis and reporting of results

III. Indicate the SARS-CoV-2 testing package availed of in the column "Package code"

SARS-CoV-2 testing packages:

C19T1	All services and supplies for the testing are procured and provided by the testing	C19X1	All services and supplies for the testing are procured and provided by the testing laboratory
C19T2	Test kits are donated to the testing	C19X2	PCR cartridges are donated to the testing
C19T3	Test kits are donated to the testing laboratory; cost of running the laboratory and the RT-PCR machine for testing are	C19X3	PCR cartridges are donated to the testing laboratory; the cost of running the cartridge-based PCR test is subsidized by the government

The information contained in the SARS-CoV-2 claims summary form shall be used for the purpose of verifying the veracity of the claims to effect efficient processing of benefit payment. Further, informed contained herein shall be entered in the PhilHealth database and may be used for policy research, benefits enhancement and quality improvement.

Note: Donated test kits should only be claimed either package codes C19T2 or C19T3 and C19X2 or C19X3.

MASTER COPY Date: 11/ne/2021
DC: tbm

Waiver for Directly Filed Claims for SARS-CoV-2 Testing Package

[PHILHEALTH ACCREDITED SARS-CoV-2 TESTING LABORATORY/HCP LOGO]

SARS-CoV-2 Test Waiver

This waiver (original, photocopy or printed scanned copy) together with other supporting documents should be filed within sixty (60) calendar days from the date of specimen collection for directly filed claims for SARS-CoV-2 testing package.

_____
Date

To PhilHealth:

This is to certify that based on our records, _____,
Patient's last name, first name, name extension, middle name

who belongs to sub-group_____ based on DOH DM No. 2020-0258-A, was tested for SARS-CoV-2 at _____,
Name of PhilHealth accredited SARS-CoV-2 testing laboratory/HCP

on _____
Date/s of specimen collection (mm/dd/yyyy)

was charged for the services included in the benefit package for SARS-CoV-2 testing.

All charges to the amount of _____
Amount in words

(Php_____) were fully paid by the patient/member under Official Receipt No/s.

_____.

The PhilHealth benefit was not availed of or was not deducted from the actual charges for the following reason/s:

_____
Reason/s

With this waiver, the _____ will not file reimbursement
Name of PhilHealth accredited SARS-CoV-2 testing laboratory/HCP

from PhilHealth for the benefit package for SARS-CoV-2 testing.

This waiver is being issued upon the request of _____
Patient's/member's last name, first name, name extension, middle name

for whatever legal purpose it may serve.

_____
Signature over printed name of the authorized testing laboratory/HCP representative

_____ _____
Designation of the authorized testing laboratory/HCP representative Date signed

Conforme:

_____ _____
Signature over printed name of the patient/member/authorized representative Date signed

MASTER COPY DC: Date: 11/26/2021

Certificate of classification of at-risk individuals and actual charges for SARS-CoV-2 test

[PHILHEALTH ACCREDITED SARS-CoV-2 TESTING LABORATORY

This form if accomplish in the swabbing center, shall be forwarded to the accredited testing laboratory, which will be submitted together with other required documents for claims filing. The claims should be filed within 60 days (unless covered by a specific policy i.e., fortuitous events) from the date of specimen collection.

_____
Date

To PhilHealth:

This is to certify that based on our records, _____,
Patient's last name, first name, name extension, middle name

who belongs to sub-group _____ based on DOH DM No. 2020-0258-A, was tested for SARS-CoV-2

at _____,
Name of PhilHealth accredited SARS-CoV-2 testing laboratory/HCP

on _____ and incurred the following charges:
Date/s of specimen collection (mm/dd/yyyy)

Place a (✓) in the appropriate tick box

- ☐ No charge to patient
- ☐ If with actual charges, indicate the following:

Item	Amount (Php)
Total actual charges	
Amount after application of discounts/deductions (senior citizen persons with disability, guarantee letter, etc.)	
PhilHealth benefit package amount	

Official receipt no./s _____

MASTER COPY DC: Date: 11/ /2021

_____
Signature over printed name of the authorized testing laboratory/HCP representative

_____ _____
Designation of the authorized testing laboratory/HCP representative Date signed

Conforme:

_____ _____
Signature over printed name of the member/patient/ authorized representative Date signed

Relationship of the representative to member/patient	☐ Spouse ☐ Child ☐ Others, specify_____ ☐ Siblings ☐ Parent
Reason for signing on behalf of the member/patient	☐ Patient is incapacitated ☐ Other reasons:_____

Annex E. Certificate of classification of at-risk individuals and actual charges for SARS-CoV-2 test and instruction for the facility

Certificate of classification of at-risk individuals and actual charges for SARS-CoV-2 test

[PHILHEALTH ACCREDITED SARS-CoV-2 TESTING LABORATORY/HCP LOGO]

This form if accomplish in the swabbing center, shall be forwarded to the accredited testing laboratory, which will be submitted together with other required documents for claims filing. The claims should be filed within 60 days (unless covered by a specific policy i.e., fortuitous events) from the date of specimen collection.

The swabbing centers/testing laboratories shall indicate the date of specimen collection

Date: _____

The swabbing centers/testing laboratories/patient shall indicate the complete name of the patient following the format provided

To PhilHealth:

This is to certify that based on our records, _____
Patient's last name, first name, name extension, middle name

who belongs to sub-group _____ based on DOH DM No. 2020-0258-A, was tested for SARS-CoV-2

The swabbing centers/testing laboratories shall indicate the applicable sub-group of the patient based on the DOH guidelines

at _____
Name of PhilHealth accredited SARS-CoV-2 testing laboratory/HCP

The testing laboratories shall indicate the name facility where the RT-PCR test was conducted

on _____ and incurred the following charges:
Date/s of specimen collection (mm/dd/yyyy)

The swabbing centers/testing laboratories shall indicate the date of specimen collection

Place a (✓) in the appropriate tick box

- ☐ No charge to patient
- ☐ If with actual charges, indicate the following:

Item	Amount (Php)
Total actual charges	
Amount after application of discounts/deductions (senior citizen persons with disability, guarantee letter, etc.)	
PhilHealth benefit package amount	

Official receipt no./s _____

The testing laboratories shall accomplish the following:

- Tick box for charge/no charge
- If with charges, accomplish the table accordingly
- Official receipt no./s
- Signature over printed name and designation of the authorized / representative
- Date signed

Signature over printed name of the authorized testing laboratory/HCP representative

Designation of the authorized testing laboratory/HCP representative

Date signed

Conforme:

Signature over printed name of the member/patient/ authorized representative

Date signed

Relationship of the representative to member/patient	☐ Spouse ☐ Child ☐ Others, specify_____ ☐ Siblings ☐ Parent
Reason for signing on behalf of the member/patient	☐ Patient is incapacitated ☐ Other reasons: _____

The patient/representative shall:

- Write and affix his/her signature over the name.
- Write the date when this was signed.
- If the patient is unable to sign, tick the appropriate box

MASTER COPY Date: 11/26/2020

Annex F. Template of Utilization Report of Donated Kits

Name of laboratory: _____

PhilHealth Accreditation No. _____

Utilization Report Donated Test-kits Received

Applicable Quarter: October to December of CY 2021

Date received	Name of Donor		Test-kits received		Test-kits utilized		Balance	
			No.	No.of tests capable	No.	No. of tests done	Test-kits (D-F)	Capable tests (E-G)
(A)	(B)	(C)	(D)	(E')	(F)	(G)	(H)	(I)
1/1/2021	DOH	Sunsure	10	100	5	50	50	
2/2/2021	DOH	BGI	10	500	5	250	250	

Prepared by:

_____

Name and Designation

Certified correct by:

_____

Name of Laboratory Head

MASTER COPY DC: tbm Date: 11/29/2021