



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

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PHILHEALTH-PC 21 S.2015- F08

**Self- assessment/ Survey Tool for Z benefit Package Providers for Peritoneal Dialysis**

Name of HCI \_\_\_\_\_

Date of Survey \_\_\_\_\_

Time started \_\_\_\_\_

Time ended \_\_\_\_\_

**Direction:** Please check appropriate box

Requirements		HCI		PHIC		REMARKS
		YES	NO	YES	NO	
<b>1</b>	<b>Hospital License and Accreditation</b>					
1.1	The HCI has an updated DOH License					
1.2	The HCI has an updated PhilHealth Accreditation					
<b>2</b>	<b>Minimum Service Capability</b>					
2.1	PD Care Management					
2.2	Monthly monitoring of registered patients					
a.	No. of new patients per month					
b.	No. of drop outs per month (shifted to Hemodialysis, Kidney Transplant or Death)					
c.	No. of lost to follow- up per month					
2.3	Medical outcomes					
2.4	Dispensing of peritoneal dialysis fluids and supplies					
2.5	Coordinating and administrative functions					
<b>3</b>	<b>Physical Plant</b>					
3.1	At least 15 sq. meter (excluding the storage room)					
3.2	Adequate water supply					
3.3	Receiving room					
3.4	Training area with sink or basin					
3.5	Storage room					
3.6	Toilet for staff					
<b>4</b>	<b>Equipment and Supplies</b>					
4.1	FDA registered PD fluids					
a.	PD double bag system 2.0 liters					
b.	Minimum of fifteen (15) bags of 1.5% dextrose concentration or its equivalent, 4.25% as standby fluids					
4.2	Equipment					
a.	PD transfer set					
b.	Disinfection caps					
c.	Pre- packed or sterilized dressing kits (contains gloves, cotton balls, povidone iodine)					
d.	Stethoscope					
e.	Sphygmomanometer					
f.	Weighing scale for patients					
g.	Weighing scale for PD fluids					
h.	Thermometer (non- mercurial)					
i.	Syringes (1cc for heparin; 3 cc for medications; 50 cc for flushing)					
j.	Disposable needles					
k.	IV stand					
l.	Examination bed					
m.	Emergency light					
n.	Fire extinguisher					
o.	Training materials					
p.	Desk top computer with functional HCI portal					
q.	Printer (mandatory for PD first contracted HCIs)					

<b>5</b>	<b>Records</b>					
5.1	Patient records/ database containing PD prescriptions and medical abstract from attending physician indicating diagnosis and medication list					
5.2	Logbook containing patient list, complications related to PD, outcomes of renal replacement therapy (RRT) modality					
<b>6</b>	<b>Protocols</b>					
6.1	Routine Peritoneal Dialysis Care					
6.2	Diagnosis and Management of PD related infection					
6.3	Troubleshooting of mechanical problems related to PD					
<b>7</b>	<b>Human resource</b>					
7.1	The HCI shall have a multidisciplinary/ interdisciplinary team				/	
7.2	PDU/ PDC Head					
a.	Accredited by PhilHealth					
b.	The head shall be any of the following:					
b.1.	Nephrologist certified by PSN and with training in PD in a DOH- licensed and PSN- accredited nephrology fellowship training hospital <b>OR</b>		/			
b.2	Board eligible in nephrology with training in peritoneal dialysis in a DOH- licensed and PSN- accredited nephrology fellowship training hospital <b>OR</b>	/				
b.3	Board certified/ Board eligible in Internal Medicine or Pediatrics who has completed the Basic and Intensive courses in PD from the National Kidney and Transplant Institute (NKTI) or an NKTI recognized training facility <b>OR</b>					
b.4	General Practitioner who has completed the Basic and Intensive courses in PD from the National Kidney and Transplant Institute (NKTI) or an NKTI recognized training facility					
7.3	Administrator					
7.4	PDC/ PDU Nurse					
a.	The nurse: patient ratio shall be a minimum of 1:50					
b.	Shall be duly licensed by the Professional Regulation Commission (PRC)					
c.	Completed PD training form a program accredited by the Continuing Professional Development (CPD) Council of the Board of Nursing of the PRC or DOH Nurse certification program for renal nurses					
d.	Trained on PD in a PSN- accredited nephrology fellowship training hospital					
e.	In GIDA and areas with health human resource shortage, the nurse with at least three years practice in a PD unit as certified by the head of the dialysis unit or from a diplomate or fellow of PSN shall be allowed					
7.5	Clinic Aide					
<b>8</b>	<b>QUALITY ASSURANCE ACTIVITIES:</b>					
	<b>Z BENEFIT PROGRAM IMPLEMENTATION</b>					
8.1	full awareness of the PhilHealth Z Benefit Program including No Balance Billing (NBB) and fixed co payments					

8.2	Submit outcomes evaluation, such as, but not limited to the following, during renewal of contract					
a.	renal function at one year and annually					
b.	Mortality rate					
c.	Morbidity rate					
d.	PD-related infection rates, such as :					
	i. Peritonitis rate					
	ii. Exit site infection rate					

**PhilHealth Survey Team**

Surveyor's Name	Designation	Signature

**HCI Management Team**

Names of Management Team	Designation	Signature

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