



## Health Care Provider Account Profile For Digital Certificate Generation

**Digital Certificate** is one of the requirements for health care providers to connect to PhilHealth Web Service for all Phases of the e-Claims Project.

Details	Data	Remarks
Hospital Name		Name of Philhealth Accredited Health Care Provider, i.e. PolyPoly General Center
Address		Registered Address of the Health Care Provider, i.e. 709 Shaw Blvd., Pasig City
Accreditation Number		PhilHealth Accreditation Number, i.e. 01234
Hospital Public IP Address		(Static or Dynamic): VISIT <a href="http://www.whatismyip.com">http://www.whatismyip.com</a> to determine the public IP
Authorized Contact Person		Contact person in charge of the digital certificate, i.e. Juan D. Cruz
Department/Unit		Department or Office of the contact person, i.e. IT Security Division, IT Management Department
Email Address		Official email address of the (authorized) contact person, i.e. juancruz@polypolygen.com.ph
Contact Number		Contact number of the authorized person in charge of the certificate (include country and locality codes), i.e. 63-2-7652145

**I have read and agreed to the Terms of the Digital Certificate-Non Disclosure Agreement attached herewith as "Annex A".**

**Requested by:**

\_\_\_\_\_  
Signature over Printed Name of Authorized Personnel

**Approved by:**

\_\_\_\_\_  
(Health Care Provider Director or Administrator)

## ANNEX A

### DIGITAL CERTIFICATE-NON DISCLOSURE AGREEMENT

\_\_\_\_\_ Health Care Provider Name \_\_\_\_\_ is given the facility to connect to the PhilHealth network and access applicable services offered by it, subject to the provisions of a digital certificate to be issued by PhilHealth. The said digital certificate will and shall contain the following policies:

1. <HCP Name> acknowledges that it is aware of its legal obligation regarding PhilHealth policies and standards to not provide PhilHealth's data and programs especially if those consider confidential information or information that is important for the continued operation of the business.
2. <HCP Name> shall not give or provide access to such information to unauthorized persons or entities.
3. <HCP Name> shall store the digital certificate only in designated computers within its premises and accessed only by its authorized personnel.
4. <HCP Name> will use the digital certificate exclusively for business purposes and prevent any unauthorized access to it with all resources and capabilities.
5. <HCP Name> shall keep in confidentiality the digital certificate or any other form of security token/device that were issued to them in accessing PhilHealth Services.