



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 97th REGULAR SESSION OF THE 8th SANGGUNIAN BAYAN OF DUMINGAG, ZAMBOANGA DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON May 17, 2016.

<u>OFFICERS/MEMBERS</u>	<u>POSITION</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>OB</u>	<u>OL</u>
Hon. Michael F. Morpos	Mun. Vice Mayor	—/—	—	—	—
Hon. Francisco D. Gumban	SB Member	—/—	—	—	—
Hon. Agustin M. Adapon, Sr.	SB Member	—/—	—	—	—
Hon. Reynante G. Borling	SB Member	—/—	—	—	—
Hon. Roger M. Pacalioga	SB Member	—/—	—	—	—
Hon. Corazon J. Mandao	SB Member	—/—	—	—	—
Hon. Lars Christian C. Tangalin	SB Member	—/—	—	—	—
Hon. Bernaldo P. Degenion	SB Member	—/—	—	—	—
Hon. Nilo B. Ledesma	SB Member	—/—	—	—	—
Hon. Jerson L. Cabahug	Ex- Officio Member	—/—	—	—	—

Municipal Ordinance No. 1, s. 2016

AN ORDINANCE ESTABLISHING THE DUMINGAG HOSPITAL AND APPROPRIATING FUNDS FOR ITS OPERATION.

Section 1. TITLE.

This Ordinance shall be known as an Ordinance Establishing the “DUMINGAG MUNICIPAL HOSPITAL and APPROPRIATING FUNDS FOR ITS OPERATION THEREOF.”

Section 2. DEFINITION OF TERMS.

- **Dumingag Municipal Hospital** - an infirmary hospital capable of providing hospital care services that include:
 - a. Clinical care and management of diseases prevalent in the municipality
 - b. General medicine, pediatrics, obstetrics and gynecology and minor surgery and anesthesia
 - c. Appropriate administrative and ancillary services (clinical laboratory, pharmacy, radiology and other services.
 - d. Nursing care for patients who requires moderate and partial category of supervised care for 24 hours or longer.
- **DOH** - refers to the Department of Health which is mandated to formulate and recommend policies and guidelines of the issuance of permits/license in the operation and management of hospital and other health facilities.
- **Economic Enterprise** - a division and/or section under the Local Government Unit generating revenues, income and other receipts for their actual self-liquidating/sustainability and maintenance of its operation.
- **Laboratory Fees** - fees imposed on laboratory tests which shall include but not limited to CBC, urinalysis and fecalysis.
- **Service Charges** - the fees or charges which shall be collected from the patients using installed facilities within the hospital which shall be determined by the hospital management following the rates prescribed in the guidelines for the operation of the hospital.
- **Professional Fees** - the fees or charges which shall be collected from the patients availing the services of the physician.
- **Certification Fees** - the amount or fees shall be charged to any individual who needs medical certificate and other related certification that may be issued by the duly authorized physician in the hospital.
- **Indigent Constituents** - any member of a family whose income is below poverty line threshold.
- **Patient** - a person receiving medical attention.
- **Resident** - a person who residing in the municipality of Dumingag.

Section 3. FUNDING.

The Local Government of Dumingag is duly bound to provide the necessary funding to sustain the operation and maintenance of the Dumingag Municipal Hospital. Any and all the assistance/donations coming from the different government owned and controlled corporations, other government and non-government agencies and private individuals or institutions shall be deposited or placed under the custody of the Local Government of Dumingag and the disbursement thereof shall be made by the treasurer subject to the government accounting and auditing rules and regulations. For this purpose, a budget for the maintenance and operating expenses, including personnel services and capital outlay for the Dumingag Municipal Hospital shall be included in the yearly municipal budget. All income and/or profits derived from the operation of this hospital shall accrue to the municipal government of Dumingag credited to the Trust account of the Hospital Economic Enterprise.

Section 4. PERSONNEL SERVICES.

The Dumingag Municipal Hospital shall have the following personnel:

1. ADMINISTRATIVE PERSONNEL

<i>Position</i>	<i>No. of Personnel</i>
• Administrator	1
• Clerk I	1
• Cashier II	1
• Supply Officer I	1

2. CLINICAL/LABORATORY PERSONNEL

<i>Position</i>	<i>No. of Personnel</i>
• Chief o Hospital 1 - SG-24	1
• Medical Officer IV-SG-22	2
• Medical Technologist	1
• Pharmacist	1

3. NURSING SERVICES AND MIDWIFE PERSONNEL

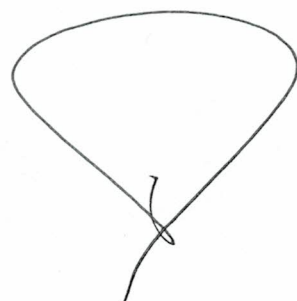
<i>Position</i>	<i>No. of Personnel</i>
• Chief Nurse-Nurse II	1
• Nurse I	4
• Midwife II	4
• Nursing attendant	4

4. GENERAL SERVICES PERSONNEL

<i>Position</i>	<i>No. of Personnel</i>
• Record Officer I	1
• Electrical/Plumbing Maintenance	1
• IW/Utility Worker	2
• Cook	1
• Driver	1
• Laundry worker	1

5. SECURITY PERSONNEL

<i>Position</i>	<i>No. of Personnel</i>
• Security Guard	1



Section 5. HOSPITAL SERVICES AND FACILITIES.

The Municipal Hospital shall have the following services and facilities:

1. SERVICE CAPABILITY

A. Administrative Service

General Administrative Services

- Records
- Bookkeeping
- Clerical work
- Maintenance

B. Patient's Transport

- Clinical service
- General Medicine
- General Pediatrics
- General Obstetrics and Son-surgical Gynecology
- Minor Surgery
- Emergency and Out-patient Service

C. Nursing Service

- Minimal Care and Management
- Health Education and Counseling

D. Ancillary Service

- Primary Clinical Laboratory
- Radiology
- Pharmacy

2. EQUIPMENTS/INSTRUMENT

A. Administrative Service

- Computer/typewriter
- Emergency Light
- Fire extinguisher
- Standby Power Generator
- Transport Service

B. Clinical Service - based on the assessment tool for licensing an infirmary checklist.

Section 6. RESPONSIBILITY OF THE MSWDO.

The MSWO shall be the authorized official to determine the classification of the patients admitted in the hospital according to their level of income based on the MBN Survey. For this purpose, the MSWO shall issue the corresponding certification/endorsement which shall be the basis of the hospital in the imposition of fees and charges.

Category of Patients:

1. **Class A Patient** - a patient admitted in the hospital private or semi-private room. The patient shall pay all the excess hospital charges and fees in full after deducting the PhilHealth and Senior Citizen's discount, if any.
2. **Class B Patient** - a patient admitted in the hospital ward (not a private or semi-private room). The patient shall pay all the hospital charges and fees in full if he/she is not a Philhealth member/dependent. The PhilHealth member/dependent shall be free of hospital charges and fees (PHIC No Balance Billing Policy).
3. **Class C Patient** - a non-PhilHealth member/dependent patient admitted in the hospital but is not capable to pay the excess hospital charges in full. The schedule of rate of charges and fees of such patients are as follows:

Class C-1 Patient - to pay only 75% of all hospital bill

Class C-2 Patient - to pay only 50% of all hospital bill

Class C-3 Patient - to pay only 25% of all hospital bill or donations for the medicine administered and ancillary services given.

4. **Class D Patient** - an indigent client with no visible income or support or patient covered by special laws, Senior Citizen's with valid identification, or persons with disability are free of charge.



Section 7. OPERATION AND SUPERVISION.

A Dumingag Municipal Hospital Committee shall be created composed of:

Chairman: Municipal Mayor

Vice-Chairman: Chairman - SB Committee on Health

Members:

- Municipal Health Officer
- Hospital Administrator
- Chief of Hospital
- Chief Nurse
- Local Finance Committee
- Members - SB Committee on Health

The Committee shall have the following duties:

- Conduct meeting to discuss status of hospital operation.
- Formulate/implement guidelines and policies for the effective and efficient operation of the hospital
- Recommend measures or actions as may be necessary to address the problems affecting the hospital operation.
- Review and endorse the budget of the hospital.

Section 8. IMPLEMENTING CLAUSE.

The Office of the Municipal Mayor together with MHC shall formulate an implementing guidelines, fees and charges for proper implementation of this ordinance.

Section 9. REPEALING CLAUSE.

Any parts or provision of this ordinance in conflict with or contrary to the existing ordinance are hereby repealed, amended or modified accordingly.

Section 10. SEPARABILITY CLAUSE.

Any section or provision in this ordinance maybe declared unlawful or invalid in remainder of such declaration shall remain to be in full force and effect.

Section 11. EFFECTIVITY.

This ordinance shall take effect after the approval of the Sangguniang Panlalawigan and after fifteen (15) days from the date copy hereof is posted in the bulletin board at the entrance of the Municipal Hall and at least two (2) other conspicuous places in the Poblacion.

Enacted: May 17, 2016

CONFORM:

Hon. Francisco D. Gumban _____
Hon. Reynante G. Borling absent
Hon. Corazon J. Mandao _____
Hon. Bernaldo P. Degenion absent
Hon. Jerson L. Cabahug _____

Hon. Agustin M. Adapon, Sr. _____
Hon. Roger M. Pacalioga _____
Hon. Lars Christian C. Tangalin absent
Hon. Nilo B. Ledesma _____

ATTESTED AND CERTIFIED
TO BE DULY ADOPTED

MICHAEL F. MORPOS
Presiding Officer/Municipal Vice Mayor

APPROVED: June 3, 2016

NACIANCENO M. PACALIOGA, JR.
Municipal Mayor

not valid without Sanggunian seal

SB FILE