



EXCERPT FROM THE MINUTES OF THE 45th REGULAR SESSION OF THE 9th SANGGUNIANG BAYAN OF DUMINGAG, ZAMBOANGA DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON November 14, 2017.

<u>OFFICERS/MEMBERS</u>	<u>POSITION</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>OB</u>	<u>OL</u>
Hon. Francis Joeray T. Gumban	SB Member	___/___	___	___	___
Hon. Lars Christian C. Tangalin	SB Member	___	___/___	___	___
Hon. Irish J. Mandao	SB Member	___/___	___	___	___
Hon. Nilo B. Ledesma	SB Member	___/___	___	___	___
Hon. Jenny T. Arbitrario	SB Member	___/___	___	___	___
Hon. Paquito P. Duerme, Jr.	SB Member	___/___	___	___	___
Hon. Tracy E. Morpos	SB Member	___/___	___	___	___
Hon. Bernaldo P. Degenion	SB Member	___/___	___	___	___
Hon. Jerson L. Cabahug	Ex- Officio Member	___	___	___/___	___

Municipal Ordinance No. 20, s. 2017

AN AMENDATORY ORDINANCE ESTABLISHING THE DUMINGAG INFIRMARY AND APPROPRIATING FUNDS FOR ITS OPERATION THEREOF IN THE MUNICIPALITY OF DUMINGAG, ZAMBOANGA DEL SUR.

Section 1. TITLE.

This ordinance shall be known as the “DUMINGAG INFIRMARY.”

Section 2. DEFINITION OF TERMS.

- **Category of patients** - for the availment of social services in the infirmary;
- **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;
- **Equipments/Instruments** - tools to perform the required services;
- **Indigent Constituents** - any member of a family whose income is below poverty line/threshold;
- **Infirmary** - a primary health care facility with in-patient beds that provides emergency treatment and care to the sick and injured, as well as clinical care and management to mothers and newborn babies;
- **In-patient beds** - a short stay facility where patients can be admitted for a short period of 1 to 3 days length of time that is spent by patients before discharge;
- **Non-PhilHealth** - a type of accommodation that pertains to patients without PhilHealth Insurance;

- **NSCB** - National Statistical Coordination Board, the policy making and coordinating agency on statistical matters in the Philippines;
- **Patient** - a person receiving medical attention;
- **Personnel** - staffing of qualified and trained health and health-related professionals and non-professionals;
- **PhilHealth** - a type of accommodation that pertains to patients with Philhealth Insurance;
- **Resident** - a person that is a bonafide resident of 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 Infirmary. 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 Infirmary shall be included in the annual municipal budget. All income and/or profits derived from the operation of the infirmary shall accrue to the municipal government of Dumingag credited to the Trust Account of the Dumingag Infirmary Economic Enterprise.

Section 4. PERSONNEL SERVICES.

The Dumingag Infirmary shall have the following personnel:

a. Administrative Personnel

Position	No. of Personnel
• Administrator	1
• Clerk I	1
• Cashier I/ Billing Clerk	1
• Supply Officer I	1

b. Clinical/ Laboratory Personnel

Position	No. of Personnel
• Chief of Hospital I	1
• Medical Officer IV	1
• Medical Technologist	1
• Pharmacist	1

c. Nursing Services and Midwife Personnel

Position	No. of Personnel
• Chief Nurse - Nurse II	1
• Nurse I	4
• Midwife II	4
• Nursing Attendant	4

d. General Services Personnel

Position	No. of Personnel
• Medical Records Officer I	1
• Electrical/ Plumbing Maintenance	1
• Institutional Worker/ Utility Worker	2
• Cook	1
• Driver	1
• Laundry Worker	1

e. Security Personnel

Position	No. of Personnel
• Security Guard	1

Section 5. INFIRMARY SERVICES AND FACILITIES.

The Dumingag Infirmary shall have the following services and facilities:

5.1 SERVICE CAPABILITY

a. General Administrative Services:

- Records
- Bookkeeping
- Clerical Work
- Housekeeping
- Security
- Maintenance

b. Clinical Services:

- General Medicine
- General Pediatrics
- General Obstetrics
- Non-surgical Gynecologic Services
- Minor Surgery
- Emergency Services
- Out-patient Services

c. Nursing Services:

- Minimal care and Management
- Health Education
- Counseling
- Family Planning

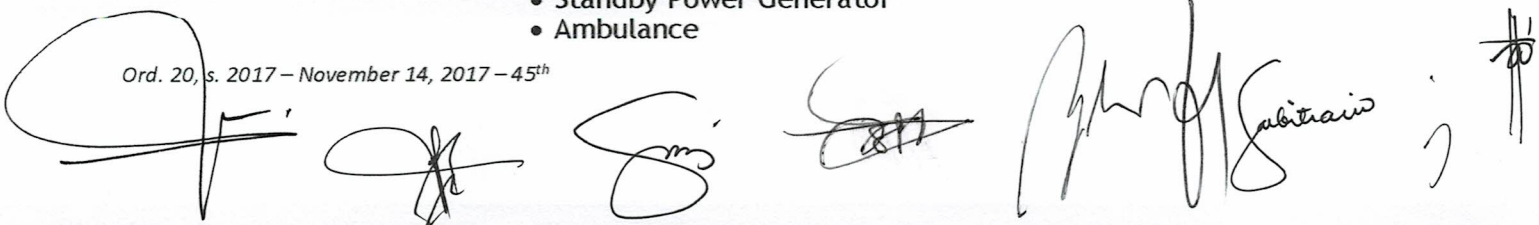
d. Ancillary Services:

- Primary Clinical Laboratory
- Pharmacy

5.2 EQUIPMENTS/ INSTRUMENTS

• Administrative Services

- Computer/ typewriter
- Emergency Light
- Emergency Cart
- Fire Extinguisher
- Standby Power Generator
- Ambulance



- **Clinical Services** - based on the assessment tool for licensing an infirmary checklist.

Section 6. RESPONSIBILITY OF THE MSWDO.

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

Category of Patients:

1. **Class A - Pay**
 - a. Patients shall pay in full the infirmary services admitted in the private or semi-private room. Philhealth patients shall pay the excess of their privilege in full.
2. **Class B - Pay Ward (3 Beds and above)**
 - a. Patients shall pay the services on the ward level. Non-Philhealth patients shall pay all the charges and fees in full. PhilHealth patients shall be free of any charges and fees (PHIC No Balance Billing Policy).
3. **Class C - Service Philhealth; partial sharing: donation**
 - a. Admitted Non- PhilHealth patients but cannot pay the excess in full. Patients' share of the balance shall be in accordance with C1, C2, or C3 sub classification, as affected by modifiers:
 - i. C1 - patients whose aggregate monthly family income is equal to or above the NSCB subsistence threshold - to pay only 75% of the total bill;
 - ii. C2 - patients whose aggregate monthly family income is more than 50% of the NSCB subsistence threshold - to pay only 50% of the total bill;
 - iii. C3 - patients whose aggregate monthly family income is less than 50% but more than 20% of the NSCB subsistence threshold - to pay only 25% of the total bill;
4. **Class D - Complete social service/Indigent**
 - a. Patients with no visible income or means of support. Patients covered by special laws such as Senior Citizens with valid identification card or Person's with Disability are free of charge.

Section 7. OPERATION AND SUPERVISION.

The Dumingag Infirmary Committee shall be created and composed of the following:

Chairman:	Municipal Mayor
Vice Chairman:	SB Chairman on Committee on Health
Members:	Municipal Health Officer
	Infirmary Administrator
	Chief of Hospital
	Chief Nurse
	Local Finance Committee
	SB Members Committee on Health

7.1 The Committee shall have the following duties and responsibilities:

- a. Conduct meetings to discuss status and improvements of the operation of the Dumingag Infirmary;
- b. Formulate and implement guidelines and policies for the effective and efficient operation of the Dumingag Infirmary;
- c. Recommend measures or actions as may be necessary to address problems affecting the operation; and
- d. Review and endorse the budget of the infirmary.

Section 8. IMPLEMENTING CLAUSE.

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

Section 9. REPEALING CLAUSE.

Any parts or provisions 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 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.

Date Enacted: November 14, 2017

Jessyl B. Palon
JESSYL B. PALON
Secretary to the Sanggunian

SANGGUNIANG BAYAN MEMBERS:

Hon. Francis Joeray T. Gumban

Hon. Irish J. Mandao

Hon. Jenny T. Arbitrario

Hon. Tracy E. Morpos

Hon. Jerson L. Cabahug

Hon. Lars Christian C. Tangalin

Hon. Nilo B. Ledesma

Hon. Paquito P. Duerme, Jr.

Hon. Bernaldo P. Degenion

absent

ATTESTED AND CERTIFIED
TO BE DULY ADOPTED

Francis Joeray T. Gumban
FRANCIS JOERAY T. GUMBAN
SB Member
Acting Vice Mayor/Presiding Officer

APPROVED: November 15, 2017

Mark V. Pacalioga
MARK V. PACALIOGA
Municipal Mayor

Not valid without Sanggunian seal