

**[ DOH Administrative Order No. 2015-0025, June 16, 2015 ]**

**AMENDED GUIDELINES FOR THE IMPLEMENTATION OF THE MEDICAL ASSISTANCE TO INDIGENT AND POOR PATIENTS IN GOVERNMENT HOSPITALS**

*Adopted: 16 June 2015  
Date Filed: 26 June 2015*

**I. Background and Rationale**

Republic Act No. 10651, the General Appropriations Act (GAA) of FY 2015, allocated One Billion Eight Hundred Forty Nine Million Pesos (Php1,849,000,000.00) to the Department of Health (DOH). The fund shall be utilized for the grant of medical assistance to indigent and poor patients.

**II. Scope**

These guidelines shall apply to all offices and persons involved in the implementation of medical assistance to indigent and poor patients in government hospitals.

**III. Objective**

These guidelines are promulgated to rationalize the process in the allocation and utilization of the medical assistance fund.

**IV. Definition of Terms**

1. Government Hospitals – refers to hospitals owned or managed by the government through the DOH, Local Government Units (LGUs) and State Universities and Colleges (SUCs).
2. Medical Assistance Fund – represents the allocation in the 2015 GAA intended for medical assistance to indigent or poor patients.
3. Retained Hospitals – refers to all hospitals under the management and operation of the DOH.
4. Specialty Hospitals – refers to the four (4) corporate hospitals under the DOH namely, the Philippine Heart Center (PHC), National Kidney and Transplant Institute (NKTi), Lung Center of the Philippines (LCP) and the Philippine Children's Medical Center (PCMC).
5. LGU Hospitals – refers to hospitals owned or managed by LGUs.
6. SUC Hospitals – refers to hospitals owned or managed by SUCs.
7. Other government hospitals – hospitals owned or managed by other government agencies.

8. Indigent or Poor Patients – are persons who cannot meet their basic needs or who have income/s but are insufficient to fully meet their medical expenses, respectively, and are seeking medical services as in patient, whether confined in a ward, Intensive Care Unit (ICU) or small private room, or out patient in government hospitals.

## **V. Implementation Mechanisms**

A. **Eligible Beneficiaries.** The beneficiaries shall be indigent or poor patients.

B. **Implementation Process.**

1. The amount of Seven Hundred Eighty Four Million Two Hundred Four Thousand Pesos (Php 784,204,000.00) has automatically been incorporated in the budget of the DOH retained hospitals. (See Annex "A")
2. The DOH Financial Management Service shall transfer the remainder of the funds to the Regional Health Offices and DOH retained hospitals, however, for SUCs, and Specialty hospitals fund transfer shall be done after the previously downloaded funds have been liquidated in accordance with pertinent budgeting and auditing rules and regulations.
3. The Regional Office shall transfer funds to LGU Hospitals upon the submission of a bill of medical services incurred by the indigent or poor patient/s.
4. The Medical Assistance Fund may be utilized by SUCs, Specialty and LGU hospitals upon the signing of Memorandum of Agreement (MOA) between the following:

<b>Type of Hospital</b>	<b>Parties to the MOA</b>
SUCs and Specialty Hospitals	DOH and Chief of Hospital/President of the University (Annex B)
LGU Hospitals	DOH Regional Director, Head of LGU and Chief of Hospital (Annex C)

5. The downloaded or transferred funds shall be the responsibility and accountability of the Medical Center Chief of the concerned government hospital. He shall ensure that all the funds are properly utilized consistent with the GAA and COA guidelines.
6. Medical assistance extended to beneficiaries in government hospitals requiring MOA prior to the effectivity of this Order may be reimbursed and deducted from their respective fund allocation once the MOA is signed.
7. The medical assistance shall include the following:
  - a. All laboratory and other diagnostic procedures, including minor and major surgical procedures, whether emergency or elective as required by the attending physician, except those that are for aesthetic purposes.