[PHILHEALTH CIRCULAR NO. 10, S. 2006, March 06, 2006]

AMENDMENT TO PHILHEALTH CIRCULAR NO. 25, S. 2005 (REVISED AND UPDATED GUIDELINES ON LOGBOOKS)

For a more detailed recording in the manual and/or computerized admission logbooks, the following field number/data (in italics) are added/inserted therein.

I. For Hospitals

Field Number/Data	Description
10 Date and time of Discharge	*- the complete discharge date (month, day and year) including AM (for morning) and PM (for afternoon)*
11 Disposition	*- the status of the patient upon discharged*
12 Final Diagnosis	*- the physician's final diagnosis after other diseases have been eliminated through further investigation or consultations*

II. For Non-Hospital Based Facilities

1. Case Number	- the unique number assigned by the hospital to each patient regardless of the number of confinements
2. Date and Time of Admission	*- the date and time of admission to be entered in chronological order*
3. Name of Patient	- the complete first, middle and last names of patients *(middle initial is not allowed)*
4. Date of Birth	- the complete year, month and day of birth
5. Address	- the complete residential address of the patient
6. Membership	- "NH" for NHIP beneficiaries whether members or dependents "NN" for Non-PhilHealth beneficiaries
7. Admitting Diagnosis	- the physician's initial impression upon admission (chief complaint should not be indicated in lieu of diagnosis upon admission)
8. Date and Time of Discharge	*- the complete discharge date (month, day and year) including AM (for morning) and PM (for afternoon)*

It is also reiterated that the revised and updated guidelines on logbooks including the addendum/insertion shall take effect on April 1, 2006.

All previous issuances inconsistent with the above are hereby considered repealed or amended.

Adopted: 06 March 2006

(SGD.) LORNA O. FAJARDO, CESO III
Officer-in-Charge
Office of the President and CEO