

**[DOH ADMINISTRATIVE ORDER NO. 85-A,
February 22, 1990]**

**REVISED RULES AND REGULATIONS GOVERNING
ACCREDITATION OF MEDICAL CLINICS AND HOSPITALS AND
CONDUCT OF MEDICAL EXAMINATION FOR OVERSEAS WORKERS
AND SEAFARERS**

SECTION 1. Title — These rules shall be known as the "Revised Rules and Regulations Governing Accreditation of Medical Clinics and Hospitals and the Conduct of Medical Examination for Overseas Workers and Seafarers".

SECTION 2. Authority — These rules and regulations are issued to implement the functions of the Bureau of Licensing and Regulation under Section 13-C of Executive Order 119 and the Memorandum of Agreement between the Department of Health (DOH) and the Department of Labor and Employment (DOLE); and the DOH and the MARITIME INDUSTRY AUTHORITY (MARINA).

SECTION 3. Purpose — The rules and regulations are promulgated in order to establish, regulate, and upgrade the standards of medical service and/or examination of overseas landbased workers and seafarers for interisland/overseas employment and to ensure that only occupationally qualified and physically and medically fit workers/seafarers participate in the overseas/ interisland employment program.

SECTION 4. Scope — These regulations shall apply to duly licensed and registered medical clinics, hospitals and laboratories desirous of participating and offering their services to private recruitment entities and manning agencies, and shipping companies in the medical examination of overseas workers and seafarers for overseas or interisland employment.

SECTION 5. Regulatory Authority — The Department of Health through the Bureau of Licensing and Regulation in the Office of Standards and Regulation shall exercise licensing, accreditation and regulatory functions under these rules and regulations.

SECTION 6. Classification of Clinics —

6.1 Regular land-based overseas workers clinic — a clinic that conducts examination on land-based workers for overseas employment. These clinics are required to post a bond of P30 ,000.00 with the Bureau of Licensing and Regulation, Department of Health.

6.2 Seafarers clinic — a clinic that conducts examination of seafarers to local and foreign employment. These clinics are required to post a bond of P30 ,000.00 with the Bureau of Licensing and Regulation, Department of Health.

6.3 Seafarers and land-based overseas workers clinic — is one that conducts examination of overseas and land-based workers. These clinics are required to post a bond of P30 ,000.00 with the Bureau of Licensing and Regulation, Department of Health.

6.4 In-house (land-based/seafarers) clinic — is a clinic that conducts examination on land-based workers or seafarers for one particular agency/company. These clinics except for those owned by the company, are required to post a bond of P30 ,000.00 with the Bureau of Licensing and Regulation, Department of Health.

SECTION 7. Accreditation Requirements (Technical Standards)

7.1 The following requirements shall be complied with by a medical clinic or hospital applying for accreditation as land-based clinic.

7.1.1. Adequate clinic facilities such as examining table, stethoscope, Mercury sphygmomanometer, clinical scale, examining light, Snellens and Jaeger Charts, otoscope, fundoscope, pair of gloves.

7.1.2 X-ray facilities duly licensed by the Bureau of Licensing and Regulation, certificate of which shall be attached to the application for accreditation.

7.1.3 In case the clinic maintains a laboratory, it should have a license to operate from the Bureau of Research and Laboratories. It shall have adequate facilities to perform the following examinations: CBC, Blood Typing, Hemoglobin determination, Pregnancy test, Filariasis, Laboratories performing HIV testing should be accredited by the BRL-DOH.

7.1.4 Physical Plant of the Clinic shall include:

- a. Reception room spacious enough to accommodate at least ten (10) applicants comfortably at a time.
- b. Consultation room
- c. Treatment/examination room
- d. Laboratory room
- e. Dental room with dental unit
- f. Psycho room
- g. Comfort rooms separate for male and female but for those with twenty (20) applicants or less per day one (1) comfort room is sufficient.

7.1.5 Clinic staff should include the following:

1. Two (2) full time examining registered physicians, one (1) male and one (1) female with a

minimum of two (2) years active practice and of good moral standing. In case the clinic has less than 40 clients per day one female physician may be sufficient.

2. One cardiologist - may be part-time (consultant)
3. One pathologist - for those with laboratories
4. Radiologist - full time or part-time (consultant)
5. Two (2) registered nurses. For in-house clinics, one nurse will do.
6. Psychologist
7. Medical Radiation Technician
8. Medical Technologist (for those with laboratories)
9. Dentist
10. Medical Aide
11. Messenger

7.2 For a clinic that will conduct examination of seafarers the following are the additional requirements: aDSIHc

7.2.1 Space and facilities for examination of visual acuity, color perception using Ishihara test, hearing and speech test.

7.2.2 EENT Consultant

7.2.3 Facilities for audiometry or contract of affiliation with a DOH-Accredited Clinic with such facilities.

SECTION 8. *Guidelines on the Conduct of Medical Examination* — The following guidelines shall govern the conduct of medical examinations for land-based workers and seafarers.

8.1 Who shall conduct medical Examination for land-based workers or seafarers?

Medical examination of land-based workers and seafarers both for interisland and overseas employment shall be conducted only by hospitals, medical clinics and laboratories duly accredited for the purpose. Agencies/companies shall have their recruits medically examined only by accredited hospitals or medical clinic.

Agency refers to a private recruitment entity, private employment agency or manning agency duly authorized/licensed by the Philippine Overseas

Employment Administration, DOLE, to recruit and deploy workers overseas.

A shipping company refers to any Philippine Registered Shipping Company engaged in local/foreign trade.

8.2 When to conduct Medical Examination?

Medical examination of overseas workers and seafarers both for interisland and overseas employment shall be conducted only after the Agency or its principal/company has interviewed and trade tested or has decided to accept the worker/seafarer for employment. The Agency/Company Medical Examination Referral Slip issued to the worker/seafarer shall state this information.

This referral slip refers to a form duly accomplished and issued by an agency/company addressed to an accredited medical clinic or hospital to conduct medical examination on the worker named therein.

8.3. Scope of Pre-employment Medical Examination.

Unless otherwise stated in the Medical Examination Referral Slip, the pre-employment medical examination shall include the following:

8.3.1 Complete physical examination

8.3.2 Chest X-ray using plates not smaller than 11" x 14"

8.3.3 Complete blood count (CBC) including hemoglobin determination

8.3.4 Blood typing (ABO)

8.3.5 Urinalysis

8.3.6 Stool examination

8.3.7 Dental examination

8.3.8 Psychometric evaluation

8.4 For Seafarers:

8.4.1 All the above examination, plus visual acuity and with emphasis on color perception specifically for Ishihara Test.

8.4.2 Hearing and audiometry required for all officers, engine watchkeeper and radio officers;

8.4.3 Speech test for radio officers.

8.5 Test for HIV Antibodies, Hepatitis-B Antigen, or VDRL when required by country of destination.

8.6 In case the applicant is 40 years and above, the pre-employment medical examination shall include an electrocardiographic examination.

For applicant below 40 years such examination shall be done when required by the employer.

8.7 Other medical tests not included in the scope of the pre-employment medical examination as defined above may be conducted on land-based workers and seafarers upon request by the Agency or its Principal/Company.

8.8 Submission of medical examination results. In order to hasten the deployment process, medical findings on land-based workers/seafarers officially referred to hospital/clinic for pre-employment medical examination shall be submitted to the referring agency/company within 48 hours after referral. In the event that medical findings indicate the need for certain minor ailments to be treated, the clinic or hospital shall advise the agency/company of the estimated period of time that said treatment shall be undertaken so that the same may be referred to the principal/company for his acquiescence.

8.9 Medical rating system. In order to standardize the medical examination of workers/seafarers the hospital or medical clinic shall use the prescribed Medical Rating Form and Medical Examination Records Form.

SECTION 9. Integrity of Medical Examination Results — The hospital or medical clinic shall guarantee the integrity of its medical examination results for a period of three months. As part of this guarantee, the clinic/hospital shall file with its clients Agency or Company and the Department of Health and affidavit of undertaking. The cost of repatriation and other expenses shall be shouldered by the clinic in the event the employer rejects the accepted applicant or terminates the employment of the workers/seafarers within a period of three (3) months from the date of examination due to medical reasons. This includes major cardiac and/or pulmonary conditions like advanced pulmonary tuberculosis, pulmonary tumor, bronchiectasis, cardiomegaly, congestive heart failure and such other illness the progress or state of which could have been detected during the pre-employment medical examination under Section 8.

SECTION 10. Whenever the result of medical examination is contested by an applicant, recruitment agencies, companies or other interested parties, the Bureau of Licensing and Regulation (BLR) may be assisted by experts in medical specialties or psychologists as needed to review the results. Recommendations will be referred to the Bureau of Licensing and Regulation, Department of Health.

SECTION 11. Standard Medical Examination Fees — In order to standardize and upgrade the quality of pre-employment medical examination of overseas workers and seafarers, accredited hospitals and medical clinics shall follow strictly the schedule of fees which shall be prescribed by the Bureau of Licensing and Regulation in charging the workers/seafarers or agency/company.

SECTION 12. Responsibilities of Medical Clinics or Hospitals — In addition to complying with all the above requirements, it shall be the responsibility of an accredited medical clinic and hospital to:

12.1 Ensure compliance by its staff with the Code of Ethics of their respective professions in the Philippines.