

SERVICES: OUT-PATIENT CONSULTATION

Description of the Service: *These provide medical assistance to any individual who needs medical attention. This aims to diagnose, treat illness & provide appropriate medical assistance.*

Office or Divisions:	SAN ANTONIO CITY OF ILAGAN HOSPITAL			
Classification:	Simple			
Type of Transaction:	Government Citizens/Client			
Who may avail:	OUT PATIENT			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
Patients Medical Records Chest Xray Laboratory Examination		San Antonio City of Ilagan Hospital//Diagnostic Center		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE

<p>1. All patients are instructed by the nurse / midwife on duty to proceed to records section to secure his / her past records.</p>	<p>For new patients, records must be made with complete data, for old patient, records must be retrieved and give it to the patient or relatives.</p>	<p>None</p>	<p>1 – 2 minutes</p>	<p>Medical Records Officer</p>
<p>2. After data recording of new patient or retrieval of records for the old patient, the patient will proceed to OPD.</p>	<p>The nurse / midwife on duty will take the medical history and vital signs of the patient and documented properly.</p>	<p>None</p>	<p>3 – 5 minutes</p>	<p>Nurse on duty/ midwife on duty</p>
<p>3. Patient now proceeds for consultation.</p>	<p>Take medical history including past , thorough physical examination and request for some laboratory and x-ray procedures as needed</p>	<p>None</p>	<p>3 – 10 minutes</p>	<p>Doctor on duty</p>
<p>4. Proceed to the cashier for the payment of the requested procedures</p>	<p>Receives Doctor's request for Laboratory and X-ray.</p>	<p>Depends on the laboratory / x-ray request</p>	<p>2-5 minutes</p>	<p>Aida Turqueza or Cashier on duty</p>

		<p>Laboratory Fees (if needed)</p> <ul style="list-style-type: none"> • Sputum Exam- FREE • CBC- P150.00 • Fecalalysis -P80.00 • Urinalysis -P80.00 • Pregnancy test P150.00 • Blood typing P 100.00 • Gram stain p 100.00 • HBsAg screening test- P250.00 • *RPR- P250.00 • Dengue Ns1- P 600.00 • Dengue duo P 1,200.00 • Typhidot p450.00 • Expanded Newborn Screening-1800 • Fasting Blood Sugar P 125.00 		
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		<p>eral view P 600.00</p> <ul style="list-style-type: none"> • Mandible open mouth/oblique/lateral P450.00 • Water view P200.00 • Mastoid view law's/stenvers view P400.00 • Nasal bone P200.00 • Zygomatic Arch (Cheek bone P 200.00 • Abdomen suoine/up right P400.00 • Apicolordotic view P 200.00 • Chest x-ray PA (adult) P 200.00 • Chest x-ray AP/lateral (Pedia) P350.00 • Cervical spine APL P300.00 • Clavicle P250.00 		
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<p>5. Will proceed to the laboratory for test if a laboratory procedure is being requested.</p>	<p>Extraction and/or obtaining of sample</p>	<ul style="list-style-type: none"> • Thoracic cage AP P 200.00 • Thoracic spine AP/lateral P300.00 • Lumbosacral APL P400.00 	<p>2-5 minutes</p>	<p>Katrina G. Nicolas (<i>Med. Tech.</i>) or Medical Technologist on Duty</p>
<p>6. Will proceed to the X-ray Dept. for the procedure if requested.</p>	<p>Performs X-ray</p>	<ul style="list-style-type: none"> • KUB AP P200.00 • Pelvis APO P400.00 <p>UPPER EXTREMITIES</p>	<p>15-20 minutes</p>	<p>Robert S. Gama Jr., RRT or Rad. Tech on duty</p>
<p>7. Proceed to the pharmacy for the pricing of the prescription</p>	<p>Prescribed medicines available, pricing done and the client proceeds to the cashier for payment.</p>	<ul style="list-style-type: none"> • Humerus/arm APL P250.00 • Hand APOL P250.00 • Wrist APL P250.00 	<p>2-5 minutes</p>	<p>Marie Laurence S. Tamayo (<i>Pharmacist</i>) or Pharmacist on Duty</p>
<p>8. Proceed to the cashier for the payment of the medicines prescribed</p>	<p>Receives Doctor's prescription from pharmacy with the amount to be paid.</p>	<ul style="list-style-type: none"> • Forearm APL P250.00 • Elbow APL P250.00 • Shoulder AP P250.00 	<p>2-5 minutes</p>	<p>Aida Turqueza or Cashier on duty.</p>
<p>9. Proceed back to the pharmacy for the dispensing of medicines and further instructions</p>	<p>Pharmacist dispensed the medicines being prescribed..</p>	<p>LOWER EXTREMITIES</p> <ul style="list-style-type: none"> • Thigh/femur APL P250.00 	<p>2-5 minutes</p>	<p>Marie Laurence S. Tamayo (<i>Pharmacist</i>) or Pharmacist on Duty</p>

		<ul style="list-style-type: none"> • Knee APL P250.00 • Leg APL P250.00 • Ankle APOL P250.00 • Foot APOL P250.00 <p>Depends on the Laboratory request</p> <p>Depends on the X-ray request</p> <p>Depends on the prescribed medicines</p> <p>Depends on medicines, laboratory and other procedures made.</p> <p>Depends on the prescribed medicines</p>		
	TOTAL:		30-60 mins.	