

SERVICES: HEALTHY LIFESTYLE DISEASES

a. To Provide Information and education on healthy lifestyle likewise prevention of lifestyle related diseases.

Office or Divisions:	City Health Office			
Classification:	Simple			
Type of Transaction:	Government Citizens/Client			
Who may avail:	ALL			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
For New Patient		For New Patient		
1..Prescription Pad 2.Hypertension and Diabetes Booklet and ID 3.Individual Treatment Record(ITR)		1. Hospital, CHO, Physician 2.CHO, NCD Program Coordinator		
For Old Patient		For Old Patient		
1.Hypertension and Diabetes Booklet and ID		1.From Patient		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE

1. Sign in the client logbook at the information desk & get the number to be called.	Interview Patient/Client and register to logbook	None	1 minute	Wilson Alamo <i>Admin Aide III</i>
2. Proceed to the admission & vital signs area	Interview Patient/Client, Vital signs taken and recorded	None	5 minutes	Johnny Peralta Admin Aide I or Guard on Duty
3. Proceed to the doctor's room for consultation.	Interview Patient/Client, assess and diagnosed Patient	None	5 minutes	Elsie Agliday <i>Admin Aide 1</i> City Health Office
4. Proceed to the program coordinator for counseling and enrolment/issuance of HTN and DM Booklet and ID	Interview Patient, assess using PEN protocol and enrol to HTN AND DM CLUB	None	15 minutes	Dr. Red G. Cachapero <i>OIC-CHO/DTTB</i> City Health Office
5. Get your prescribed medicine to Pharmacy	Dispense medicine to the client	None	2 minutes	Maidie Villa <i>Nurse I</i> City Health Office
	TOTAL:		28 minutes	Maria Theresa Amurao <i>Pharmacist</i> City Health Office