

SERVICES: SCREENING, DIAGNOSIS AND AVAILMENT OF TB DRUGS

TB DOTS provides services for screening of presumptive TB, diagnosis, and free TB drugs based on TB DOTS policies and procedures.

Office or Divisions:	City Health Office –/ Infectious Diseases Control and Services			
Classification:	Simple			
Type of Transaction:	Government Citizens/Client			
Who may avail:	ALL			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
<p>For NEW patient</p> <ul style="list-style-type: none"> NTP Referral Form Sputum Exam Result (DSSM and GX Result) Chest Xray Result <p>For OLD patient</p> <ul style="list-style-type: none"> NTP Identification Card 		<ul style="list-style-type: none"> Referring Unit/Facility (BHS, RHU, Hospital, Physician) Laboratory/Gene Xpert site Referring Physician/Hospital 		
		<ul style="list-style-type: none"> From patient 		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
FOR NEW PATIENTS 1. Go to TB DOTS front desk for registration and screening 2. Submit necessary requirements	Interview client/patient and register to Presumptive Masterlist	None	2 minutes	Yvonne Katreen Acpal Or Cherry Ann Acio
	Receive the required documents and check for completeness	None	1 minute	Or Precious D. Garcia <i>Nurse I</i>

3. Go to Examination room for Physical Examination and further assessment	Assess patient and record findings	None	5 minutes	Dr. Red G. Cachapero <i>OIC-CHO/DTTB</i>
4. Go back to TB DOTS for further instructions	Received records and instruct patient	None	1 minute	Yvonne Katreen Acpal
If for Sputum Exam	Fill up NTP Laboratory Request form and send patient to laboratory	None		Or
<ul style="list-style-type: none"> • DSSM • Gene Xpert 				Cherry Ann Acio
				Or
			1 minute	Precious D. Garcia <i>Nurse I</i>
If sputum exam result is Negative and No Clinical manifestation of TB	Give symptomatic management, record findings in the Individual Treatment Record and send patient to pharmacy	None		Yvonne Katreen Acpal
				Or
		None		Cherry Ann Acio
			2 minutes	Or Precious D. Garcia <i>Nurse I</i>
If for Treatment	Open Treatment Card			Precious D. Garcia
	get necessary information and vital signs		10 minutes	<i>Nurse I</i>
	initiate treatment			or Marivic P. Jimenez
	dispense TB drugs		5 minutes	<i>Nurse V</i>
	give health education and counselling			Precious D. Garcia <i>Nurse I</i>

If for referral	Fill up referral form (NTP Form 7) and give instructions			Precious D. Garcia <i>Nurse I</i> or Marivic P. Jimenez <i>Nurse V</i>
TOTAL:			27 minutes	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
FOR OLD PATIENT/FOLLOW UP PATIENT				
1. Go to TB DOTS front desk for registration	Interview client/patient and retrieve records	None	2 minutes	Yvonne Katreen Acpal Or Cherry Ann Acio
2. Present NTP Identification Card	Receive document and retrieve record	None		Or Precious D. Garcia
3. If for Sputum Exam follow up: Get referral from TB DOTS front desk	fill up NTP Laboratory Request form and send patient to laboratory	None	1 minute	<i>Nurse I</i> Marivic P. Jimenez
			1 minute	<i>Nurse V</i> Yvonne Katreen Acpal
If for collection of medicine: Vital signs will be taken	Record vital signs, assess for adverse drug reactions, dispense medicines and give further instructions	None	6 minutes	Or Cherry Ann Acio Or Precious D. Garcia <i>Nurse I</i> Marivic P. Jimenez <i>Nurse V</i>

				Yvonne Katreen Acpal Or Cherry Ann Acio Or Precious D. Garcia <i>Nurse I</i> Marivic P. Jimenez <i>Nurse V</i>
		Total	10 minutes	