



Internal/External

2. SERVICENAME: AVAILMENT OF LABORATORY SERVICES

Description of the Service: Provision of Laboratory Services CBC, urinalysis, Sputum exam, stool exam and blood smear for malaria.

Office or Division:	City Health Office
Classification:	Simple
Type of Transaction:	Government Citizens/Client
Who may avail:	ALL

CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Medical Doctor Request		Doctor consultation room/attending physician		
CLIENT STEPS	AGENCY ACTION	FEEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Secure Doctors request	Receive the request form	None	1 Minute	Janet Manzano Admin Aide I or Reyremark Fortin Medtech I or April Jenneth B. Chu Medtech II



<p>2. Proceed to the laboratory for assessment of requirements and order of payment</p>	<p>Assessment and verification are done and order of payment was given</p>	<p>Laboratory Fees (if needed)</p> <ul style="list-style-type: none">• Sputum Exam-FREE• Fecalysis-P80.00• CBC-P150.00• Urinalysis-P80.00• *RPR-P250.00<ul style="list-style-type: none">• *HBsAg screening test-P200.00• Blood Typing-P100.00• Blood Smear for Malaria-50• Dengue Ns1-600• Expanded Newborn Screening-1800<ul style="list-style-type: none">• Blood Chemistry P150 each• Glucose• Triglyceride• HDL/LDL• BUN/BUA• SGOT/SGPT• Cholesterol<ul style="list-style-type: none">• Uric Acid• ALT/SGPT• AST/SGOT<ul style="list-style-type: none">• Urine Culture(outside)	<p>2 Minutes</p>	<p>Josephine L. Cadeleña CTO Rep</p>
<p>3. Pay the required fee at the City Treasurer's</p>	<p>Official receipt given by the City Treasurers Office or its</p>	<p>Depending on the requested procedure</p>	<p>2 minutes</p>	<p>Josephine L. Cadeleña CTO Rep</p>



Office or its representative	representative			
4. Perform the test request.	Extract blood from the patient or instruct them to collect phlegm or urine specimen		2 -3 Hours	Reyremark Fortin Medtech I or April Jenneth B. Chu Medtech II
5. Recording of results	Print a copy of result for patient and record the result for laboratory	*Screening	5 minutes	Reyremark Fortin Medtech I or April Jenneth B. Chu Medtech II
6. Releasing of results	Release the result to the patient.	None	1 minute	Reyremark Fortin Medtech I or April Jenneth B. Chu Medtech II
TOTAL			2 Hours and 16 minutes	



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