

**MEDICAL/SURGICAL CONSULTATION**  
 (Programs of the Department of Health)  
**RURAL HEALTH UNIT**  
 Urbiztondo, Pangasinan

**HOW TO AVAIL OF THE SERVICE**

STEP	WHAT THE CLIENTS SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
1	Proceed to and register at the registration table	Receive treatment card: vital signs taken – BP, PR, CR, RR, temperature etc.  <b>10 minutes</b>	Rural Health Midwife
2	Submit treatment card (TC) and wait name/ number to be called	Conduct consultations, treat patients, prescribed medicines or give medicine if available  <b>10 minutes</b>	DR. CATHERINE B. LICUANAN
3	Returned Treatment Card	Give discharge instruction, Health information, request signature of client at daily service record  <b>5 minutes</b>	Public Health Nurses NDP's Admin. Aide
<b>Total Service Time per Client: 25 minutes</b>			
<b>END OF TRANSACTION</b>			

**ISSUANCE/REQUEST FOR CERTIFICATES**  
(Medical, LTO, Employment, Financial Assistance – DSWD, Autopsy, etc.)  
(Programs of the Department of Health)  
**RURAL HEALTH UNIT**  
Urbiztondo, Pangasinan

**HOW TO AVAIL OF THE SERVICE**

STEP	WHAT THE CLIENTS SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
1	Proceed to and register at the registration table	Receive treatment card: vital signs taken – BP, PR, CR, RR, temperature etc.  <b>10 minutes</b>	Rural Health Midwife NDP's
2		Issue needed certificate after complete P.E., Lab results presented, etc.  <b>15 minutes</b>	DR. CATHERINE B. LICUANAN
<b>Total Service Time per Client: 25 minutes</b>			
<b>END OF TRANSACTION</b>			

**DENTAL SERVICES**  
 (Programs of the Department of Health)  
**RURAL HEALTH UNIT**  
 Urbiztondo, Pangasinan

**HOW TO AVAIL OF THE SERVICE**

STEP	WHAT THE CLIENTS SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
1	Proceed to and register at the registration table	<ul style="list-style-type: none"> <li>– Receive client’s card</li> <li>– Vital signs taken</li> </ul> <p style="text-align: center;"><b>5 minutes</b></p>	Rural Health Midwife NDP’s
2	Wait name/ number to be called	<ul style="list-style-type: none"> <li>– Conduct oral assessment, dental treatment.</li> <li>– Tooth extraction, etc.</li> <li>– Issue prescription or give medicines if available</li> </ul> <p style="text-align: center;"><b>15 minutes</b></p>	DR. LUCENITA DV. PARAYNO
3	Returned Treatment Card	<ul style="list-style-type: none"> <li>– Provide instructions</li> <li>– Let client sign daily service record</li> </ul> <p style="text-align: center;"><b>5 minutes</b></p>	Public Health Nurses NDP’s Admin. Aide
<b>Total Service Time per Client: 25 minutes</b>			
<b>END OF TRANSACTION</b>			

ENVIRONMENTAL SANITATION SERVICES  
 Programs of the Department of Health)  
 RURAL HEALTH UNIT)  
 Urbiztondo, Pangasinan

**HOW TO AVAIL OF THE SERVICE**

STEP	WHAT THE CLIENTS SHOULD DO	WHAT THE OFFICE SHALL DO AND SERVICE TIME	PERSON IN CHARGE
1	Present requirements	<ul style="list-style-type: none"> <li>– Receive/review forms</li> <li>– Evaluate applications for permits – sanitary, business, Health, etc.</li> </ul> <p style="text-align: center;"><b>15 minutes</b></p>	RSI – Luna Delos Santos
2	Proceed to MHO Office	<ul style="list-style-type: none"> <li>– Review permits, etc. issue by RSI</li> <li>– Sign forms</li> </ul> <p style="text-align: center;"><b>5 minutes</b></p>	DR. CATHERINE B. LICUANAN
3	Returned Treatment Card	Sign service record	Public Health Nurses
<b>Total Service Time per Client: 22 minutes</b>			
<b>END OF TRANSACTION</b>			