

TRENTO RURAL HEALTH UNIT AND REPRODUCTIVE HEALTH CENTER

CONSULTATION SERVICES		
HOW TO AVAIL OF THE SERVICE		
Follow these steps	It will take you	Please approach
1. Register at the admission area for creation/retrieval of records and billing	5 minutes	RHU Admission Staff
2. Pay fees	5 minutes	MTO COLLECTOR
3. Examination and Treatment For cases requiring laboratory, refer to laboratory services.	10 minutes	Dr. Allen R. Salvatierra Municipal Health Officer
LABORATORY SERVICES		
HOW TO AVAIL OF THE SERVICE		
Follow these steps	It will take you	Please approach
1. Submit laboratory request at billing section and pay corresponding fees	5 minutes	MTO Collector
2. Submit O.R., request and specimen to the laboratory	5 minutes	LABORATORY AIDE
3. Med. Tech performs the requested tests	1 hour For AFB SMEAR: 1-3 days	GIRLIE VI V. ARBUTANTE, RMT Medical Technologist
4. Release of results Patient is advised to the Doctor's Room for consultation.	5 minutes	LABORATORY AIDE

DENTAL SERVICES		
HOW TO AVAIL OF THE SERVICE		
Follow these steps	It will take you	Please approach
1. Register at Admission Area for checking of vital signs	5 minutes	DENTAL AIDE
2. Pay fees	5 minutes	MTO COLLECTOR
3. Proceed to Dental Room for appropriate dental procedure	30 minutes	DR. EDITH D. MANGMANG Dentist

ISSUANCE OF MEDICAL AND/OR MEDICO LEGAL CERTIFICATE		
Examination done to the client by the Doctor for various purposes.		
HOW TO AVAIL OF THE SERVICE		
Follow these steps	It will take you	Please approach
1. Proceed to Admitting Section for interview and billing	5 minutes	DELIA G. MORDENO Midwife II
2. Pay fees Php 100.00/certificate	5 minutes	MTO COLLECTOR
3. Proceed to Doctor's Room for consultation and physical examination	10 minutes	DR. ALLEN R. SALVATIERRA Municipal Health Officer
4. Release of certificate	5 minutes	RHU STAFF

ISSUANCE OF SANITARY PERMIT AND HEALTH CERTIFICATE

Sanitary Permit is issued to all business owner/managers with complete requirements as required for the specific establishment.

Health Certificate is issued to all qualified food handlers.

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Submit Application Form for verification and registration	10 minutes	JOHNNY JAMAQUILAN Sanitation Inspector I
2. Pay fees	5 minutes	MTO COLLECTOR
3. If required, submit specimen to the laboratory for examination	1 hour	GIRLIE VI V. ARBUTANTE, RMT Medical Technologist
4. Approval and release of Sanitary Permit/Health Certificate	5 minutes	DR. ALLEN R. SALVATIERRA Municipal Health Officer

TB-DOTS MEDICATION

Procedures done to patients diagnosed with Tuberculosis.

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Proceed to TB DOTS Section for interview	15 minutes	MARINA DAYADAY Midwife III DELIA G. MORDENO Midwife II
2. Fill up TB Registration Form for enrolment	5 minutes	MILAGROS MANGISEL Midwife II
3. Release of Medicine and orientation of patient on how to take medicine properly	30 minutes	AMELYN BUNGCAD Nurse III

FAMILY PLANNING SERVICE

Providing necessary information on Family Planning.

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Proceed to Family Planning Room for interview and evaluation	15 minutes	MILAGROS MANGISEL Midwife II DELIA G. MORDENO Midwife II
2. Availment of Family Planning service based on the Family Planning Method chosen	30 minutes	AMELYN BUNGCAD Nurse III

IMMUNIZATION SERVICES

Vaccination of infants 0-11 months against immunizable diseases.

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Register at admission area.	5 minutes	RHU STAFF
2. Administration of vaccine	10 minutes	MILAGROS MANGISEL Midwife II DELIA G. MORDENO Midwife II MARINA DAYADAY Midwife III AMELYN BUNGCAD Nurse III

PRE-NATAL SERVICES

Care given to a pregnant women starting from 0 to 194 days and above of Age of Gestation with 4 or more clinic visit.

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Proceed to Records Section/Admitting Section for registration or retrieval of record	5 minutes	RHU STAFF
2. Proceed to Pre-natal Room for appropriate procedure/intervention If laboratory tests are required, refer to Laboratory Services.	5 minutes	MILAGROS MANGISEL Midwife II DELIA G. MORDENO Midwife II MARINA DAYADAY Midwife III

3. Wait for the schedule of your next visit		RHU STAFF

TRENTO INFIRMARY FACILITY

PATIENTS ON LABOR AND POST PARTUM		
HOW TO AVAIL OF THE SERVICE		
Follow these steps	It will take you	Please approach
1. Register at Admission area <ul style="list-style-type: none"> • Ask for HBMR • Admits patient • Take personal information • History taking • Checking of Vital Signs 	15 minutes	MARIETA GUIRA Midwife I INFIRMARY STAFF
2. Proceed to Labor Room <ul style="list-style-type: none"> • Monitoring of vital signs • Initiate breastfeeding • BCG/Hepa B Immunization • Newborn Screening after 24 hours 	5 minutes	MARIETA GUIRA Midwife I INFIRMARY STAFF
3. Proceed to Delivery Room Essential Intrapartum Care and Post Partum Care	30 minutes	MARIETA GUIRA Midwife I INFIRMARY STAFF
4. Proceed to Recovery Room <ul style="list-style-type: none"> • Monitoring of vital signs • Initiate breastfeeding • BCG/Hepa B Immunization • Newborn Screening after 24 hours • Encouragement of Family Planning 	5 minutes	MARIETA GUIRA Midwife I INFIRMARY STAFF
5. Newborn Screening of Infants	5 minutes	MARIETA GUIRA Midwife I INFIRMARY STAFF
6. Proceed to Billing Section after 24 hours of confinement	5 minutes	MTO COLLECTOR

ADMISSION OF PATIENTS

HOW TO AVAIL OF THE SERVICE

Follow these steps	It will take you	Please approach
1. Proceed to Records Section/Admitting Section for registration of patient or retrieval of record	15 minutes	RHU STAFF
2. Proceed to Emergency Room <ul style="list-style-type: none">• Examines and assess patient's condition• Determine whether patient's admission or referral to other facility• Prepare request for laboratory exam• Issues admitting orders to patient for admission	5 minutes	AMELYN BUNGCAD Nurse III RHU STAFF
3. Proceed to ward	30 minutes	RHU STAFF
EMERGENCY SERVICES		
1. Proceed to Emergency Room for Admission or Referral to other facility	5 minutes	AMELYN BUNGCAD Nurse III RHU STAFF