

1. OUT-PATIENT CONSULTATION (TSEKAP PACKAGE)

This Health Service caters to the primary health needs of the constituents of San Juan. It includes consultation, diagnosis and giving of appropriate medical services. Medical, Dental and Sanitation services available at the Health Centers and Stations to any person or individual who needs assistance.

Office or Division:	City Health Department			
Classification:	Simple			
Type of Transaction:	G2C- Government to Citizen			
Who may avail:	General Public			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Individual Treatment Record (new)		Barangay Health Center		
PhilHealth Identification Card (new)		PhilHealth Office/ Branch		
4Ps/ OSCA/ PWD Identification Card (if applicable)		CSWD/ OSCA/ PDAO		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
Go to Health Centers/Stations for Check up	Admit patient for OPD check up	None	5 minutes	BNS/ BHW
	Ask patient on the purpose of consultation			
	Write patients data on ITR			
Approach the BNS/BHW	Get the Vital Signs (BP, Cardiac Rate, Respiratory Rate, Temperature, Height, weight)	None	10 minutes	BNS/ BHW
Approach the RN/RM	Risk Assessment/ WHO-Disability Assessment Survey	None	10 minutes	RN/ RM

Approach the Physician	Take history and physical examination.	None	15 minutes	MD/ PGI
	Request for laboratory examination			
	Diagnosis and proper management			
Approach RN/RM	Dispense medicines and advice final instruction and discharge the patient	None	5 minutes	RN/ RM
End of Transaction				