

Republic of the Philippines

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MAR 12 2021

MEMORANDUM CIRCULAR

No. 2021 - 04

SUBJECT:

ADDENDUM TO MEMORANDUM CIRCULAR NO. 2020-11 DATED 04 DECEMBER 2020 ENTITLED "GUIDELINES ON AVAILING SARS-CoV-2 SCREENING TEST FOR OFFICIAL TRAVEL OF DENR OFFICIALS AND EMPLOYEES"

Memorandum Circular No. 2020-11 dated 04 December 2020 entitled "Guidelines on Availing SARS-CoV-2 Screening Test for Official Travel of DENR Officials and Employees" is hereby amended to include officials and employees who are symptomatic and considered close contacts of a confirmed COVID-19 case in the DENR Central Office regardless of status of appointment.

The DENR Contact Tracing Medical Doctors created through Memorandum Circular No. 2020-10 dated 16 October 2020 shall be responsible for the assessment, identification, and referral of DENR officials and employees to be subjected to SARS-CoV-2 Screening Test to any Department of Health (DOH) Accredited Laboratory. While the Human Resource Development Service-Health and Wellness Unit shall be responsible for the endorsement of the tested person to the Financial and Management Service. Copy of the test results shall be forwarded to the DENR CTT.

The cost of the test should not exceed the prescribed price range for COVID-19 Reverse Transcription Polymerase Reaction (RT-PCR) Test pursuant to the Department of Health under DOH Circular 2020-0391 dated November 27, 2020 (see Annex A). The Official Receipt for the SARS-CoV-2 Screening Test shall be turned over to the DENR-Health and Wellness Focal Person for the liquidation purposes of the cash advance.

All expenses to be incurred relating to SARS-CoV-2 Screening Test shall be chargeable to DENR Health and Wellness funds subject to the usual accounting and auditing rules and regulations.

All other provisions stipulated in Memorandum No. 2020-11 dated 04 December 2020, not affected by this amendment shall remain in effect.

FOR STRICT COMPLIANCE.

ATTY. ERECTO D. ADOBO, JR., CESO I Undersecretary for Legal, Administration, Human Resources and Legislative Affairs



PROCESS FLOW FOR OFFICIALS AND EMPLOYEES WITH SYMPTOMS

Official and employee with COVID-like at the WSC at 8928-2965

02

Identified official / employee to forward 08 the Official Receipt to TDD-HW focal person

07

Identified official / employee o go to any DOH accredited laboratory/hospital for the SARS-CoV-2 Screening Test



submit online the laboratory order slip at denr.healthandwellness

TDD-HW Focal person Test to the identified official/employee

PROCESS FLOW FOR CLOSE CONTACTS

Medical Doctors to assess, identify and order laboratory request, if needed

Offical/employee to submit Medical Clearance to the DENR Medical Doctors

Identified official / employee to forward the Official Repetitor to the TDD-HW Focal person to provide copy of the issued Laboratory Order Slip at demr.healthandwellness @gmail.com

TDD-HW Focal person to provide copy of the issued Laboratory Order Slip to the authorized SDO and receive the cash intended for SARS-CoV-2 Screening Test

Identified official / employee to go to any DOH accredited laboratory/hospital for the SARS-CoV-2 Screening Test

TDD-HW Focal person forward the cash intended for SARS-CoV-2 Screening Test to the identified official/ employee

PROCESS FLOW FOR OFFICIALS AND EMPLOYEES WITH SYMPTOMS

01

inform
inform
official/employee with
COVID-like symptoms
to call the Medical
Doctors at the
Wellnes and Safety
Cente (WSC)

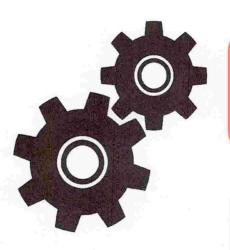
Official and employee with COVID-like symptoms shall call the Medical Doctors at the WSC at 8928-2965

02

os Identified official / employee to forward the Official Receipt to TDD-HW focal person

07

Identified official /
employee o go to any
DOH accredited
laboratory/hospital for
the SARS-CoV-2
Screening Test



Medical Doctors to assess, identify and order laboratory request, if needed

03

offical/employee to submit online the laboratory order slip at denr.healthandwellness @gmail.com

04

TDD-HW Focal person forwards the cash intended for SARS-COV-2 Screening Test to the identified official/employee TDD-HW Focal person provide copy of the issued Laboratory Order Slip to the authorized SDO and receive the cash intended for SARS-CoV-2 Screening Test

05

PROCESS FLOW FOR CLOSE CONTACTS

01

Medical Doctors to assess, identify and order laboratory request, if needed

employee to submit Medical Clearance to the DENR Medical Doctors

> Identified official / employee to forward the Official Receipt to the TDD-HW Focal person

Offical/employee to submit online copy of the Laboratory Order Slip at denr.healthandwellness @gmail.com

TDD-HW Focal person to provide copy of the issued Laboratory Order Slip to the authorized SDO and receive the cash intended for SARS-CoV-2 Screening Test

Identified official / employee to go to any DOH accredited laboratory/hospital for the SARS-CoV-2 Screening Test

TDD-HW Focal person forward the cash intended for SARS-CoV-2 Screening Test to the identified official/ employee

OF

02

03



Republic of the Philippines Department of Health

ANNEX A

OFFICE OF THE SECRETARY

November 27, 2020

DEPARTMENT CIRCULAR No. 2020- 0391

TO

ALL UNDERSECRETARIES; ASSISTANT SECRETARIES; DIRECTORS OF BUREAUS, CENTERS FOR HEALTH DEVELOPMENT AND SERVICES; EXECUTIVE DIRECTORS OF SPECIALTY HOSPITALS, AND NATIONAL NUTRITION COUNCIL; CHIEFS OF MEDICAL CENTERS, HOSPITALS, SANITARIA AND INSTITUTES; PRESIDENT OF THE PHILIPPINE HEALTH INSURANCE CORPORATION; DIRECTORS OF PHILIPPINE NATIONAL AIDS COUNCIL AND TREATMENT AND REHABILITATION CENTERS; AND

OTHERS CONCERNED

SUBJECT

PRICE RANGE FOR COVID-19 REVERSE TRANSCRIPTION-POLYMERASE REACTION (RT-PCR) TESTING

Last November 4, 2020, Executive Order (EO) No. 118 was signed, which mandated the Department of Health (DOH), in coordination with the Department of Trade and Industry (DTI), to determine, formulate and implement a price range for COVID-19 testing conducted by hospitals, laboratories, and other health establishments and facilities including the test kits used in the conduct of said tests, subject to existing rules, and regulations.

In view of EO 118, Joint Administrative Order No. 1, s. 2020 was issued to implement regulation of prices of COVID-19 testing and test kits. As stated in the JAO, a monthly review will be conducted by DOH and DTI, hence, the mandated price range shall be subject to change. Pursuant to the foregoing, the following price range is set for RT-PCR testing, for compliance of all licensed COVID-19 testing laboratories nationwide.

Category of Laboratory	Plate-based RT-PCR	
	Reference (Minimum) ²	Cap (Maximum) ³
Private ¹	PhP 4,500.00	PhP 5,000.00
Public	PhP 3,800.00	PhP 3,800.00

¹ This includes facilities that are under a public-private partnership agreement.

² Facilities may charge patients for COVID-19 testing at a price below the reference price, provided that quality of service shall still be maintained.

³ Facilities shall not charge patients at a price exceeding the maximum price.

This price range is already inclusive of all costs associated with testing, including a faster turnaround time and other premium services. This information shall be available for public access in the DOH website and other social media platforms.

All COVID-19 testing laboratories are to strictly comply with this price range starting November 30, 2020.

Dissemination to all concerned stakeholders is requested.

FRANCISCO T. DUQUE III, MD, MSc Secretary of Health