



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA



Sangguniang Panlungsod

ORDINANCE NO. 17-126

AN ORDINANCE PROVIDING FOR THE ESTABLISHMENT OF THE SENTRONG ARUGA PARA SA KABABAIHAN PROGRAM AT THE OSPITAL NG MUNTINLUPA.

- Sponsored by:
- Hon. Coun. Marissa Cole-Rongavilla*
 - Hon. Coun. Atty. Patricio L. Boncayao, Jr.*
 - Hon. Coun. Bal Niefes*
 - Hon. Coun. Stephanie G. Teves*
 - Hon. Coun. Allan Rey A. Camilon*
 - Hon. Coun. Ringo A. Teves*
 - Hon. Coun. Louisito A. Arciaga*
 - Hon. Coun. Alexander Diaz*
 - Hon. Coun. Ivey Rhia Arciaga-Tadeja*
 - Hon. Coun. Ma. Dhesiree G. Arevalo*
 - Hon. Coun. Christine May A. Abas*
 - Hon. Coun. Mark Lester M. Baes*
 - Hon. Coun. Lucio B. Constantino*
 - Hon. Coun. Rafael T. Sevilla*
 - Hon. Coun. Victor L. Ulanday*
 - Hon. Coun. Grace B. Gonzaga*
 - Hon. Coun. Walter A. Arcilla - ABC*

WHEREAS, Section 17 of Republic Act No. 9710, otherwise known as the Magna Carta of Women provides that *"the State shall, at all times, provide for a comprehensive, culture-sensitive, and gender-responsive health services and programs covering all stages of a woman's life cycle and which addresses the major causes of women's mortality and morbidity...."*;

WHEREAS, the same section of the Magna Carta of Women further provides that access of women to the following services shall be ensured: (1) maternal care to include pre-and post-natal services to address pregnancy and infant health and nutrition; (2) promotion of breastfeeding; (3) responsible, ethical, legal, safe, and effective methods of family planning; (4) family and State collaboration in youth sexuality education and health services without prejudice to the primary right and duty of parents to educate their children; (5) prevention and management of reproductive tract infections, including sexually transmitted diseases, HIV, and AIDS; (6) prevention and management of reproductive tract cancers like breast and cervical cancers, and other gynecological conditions and disorders; (7) prevention of abortion and management of pregnancy-related complications; (8) in cases of violence against women and children, women and children victims and survivors shall be provided with comprehensive health services that include psychosocial, therapeutic, medical, and legal interventions and assistance towards healing, recovery, and empowerment; (9) prevention and management of infertility and sexual dysfunction pursuant to ethical norms and medical standards; (10) care of the elderly women beyond their child-bearing years; and (11) management, treatment, and intervention of mental health problems of woman and girls.



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WHEREAS, Section 2 of Republic Act No. 10354 otherwise known as An Act Providing for a National Policy on Responsible Parenthood and Reproductive Health provides that "the State recognizes and guarantees the promotion of gender equality, gender equity, women empowerment and dignity as a health and human rights concern and as a social responsibility. The advancement and protection of women's human rights shall be central to the efforts of the State to address reproductive health care.

WHEREAS, to implement the abovementioned State policies, the City Government of Muntinlupa, through the collaborative efforts of the Gender and Development Office, City Health Office and the Ospital ng Muntinlupa, devised and developed the "Sentrong Aruga Para Sa Kababaihan Program," hereinafter referred to as the "**Program**", which aims to provide holistic and quality health care services for women in the City of Muntinlupa;

WHEREAS, the components of the Program include:

1. Primary Care Services:

- a. Medical history-taking and physical examination of women who may be asymptomatic, to screen and detect for diseases;
- b. Screening procedures such as clinical breast examinations, Papsmear, and visual inspection of the cervix with acetic acid (VIA), ultrasound, mammography, blood chemistries, whole abdominal and pelvic ultrasound to detect the presence of diseases;
- c. Diagnostic procedures for asymptomatic women such as biopsy of the vulva, vagina, cervix, endometrium, including requests for laboratory and radiologic examination for the diagnosis of disease and offer medical management if warranted;
- d. Outpatient treatment procedures such as cryotherapy, electrocautery, incision and drainage, colposcopy and Loop Electrosurgical Excision Procedure (LEEP);
- e. Augment primary care given at the City Health Center;
- f. Network as a referral center and booster the primary level care services given at the City Health Center;
- g. Counseling focused on disease prevention and healthy lifestyle for women; and
- h. Information dissemination on health and wellness for women;



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2. Secondary Care Services:
 - a. Work-up and pre-operative preparations of women needing surgery; and
 - b. Counseling and psychological support for patients and their families.
3. Tertiary Care Services
 - a. Tertiary care referral to concerned specialty, gynecologic cancer care and treatment including surgery and chemotherapy; and
 - b. Referral to other specialty and other tertiary hospitals.

WHEREAS, there is a need to institutionalize the Sentrong Aruga Para Sa Kababaihan Program, under Ospital ng Muntinlupa, funded by GAD and with collaborative referrals from CHO as one of the regular services of the City Government in order to ensure that funds are continuously allocated to provide it with the wherewithal in terms personnel, equipment, facilities and such other necessary resources to enable it to attain its objectives;

NOW THEREFORE BE IT ORDAINED by the *th* Sangguniang Panlungsod of *Muntinlupa*, in session assembled that:

SECTION 1. *Sentrong Aruga Para Sa Kababaihan Program.* – The Sentrong Aruga Para Sa Kababaihan Program, hereinafter referred to as the Program, is hereby established as a regular service of the City Government to provide holistic and quality health care services for women in the City of Muntinlupa.

SECTION 2. *Sentrong Aruga Para Sa Kababaihan Clinic.* –There shall be established a Sentrong Aruga Para Sa Kababaihan Clinic, hereinafter referred to as the Clinic, at the Ospital ng Muntinlupa which shall be tasked with dispensing the primary, secondary and tertiary care services as enumerated in Paragraph 4, the fourth (4th) “WHEREAS” clause, of this Ordinance;

SECTION 3. *Creation of Positions.*– The Clinic shall be manned by competent and qualified personnel in order to ensure the efficient and effective dispensation of the services of the Program. The following positions with corresponding numbers, and honorarium are hereby created in this respect:

POSITION	NO.	HONORARIUM
Administrator/Consultants	2	50,000/consultant/month
Doctor		
GP	1	55,000/month
JCON	1	60,000/month
Nurse	1	20,000/month
Midwife	1	18,000/month
Administrative Secretary	1	16,000/month



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SECTION 4. Duties and Responsibilities of Personnel. –The following personnel shall have the following duties and responsibilities:

a. Administrator

1. Plan, organize, and administer the activities of the Clinic efficiently and effectively;
2. Keep informed of new developments relating to his/her function and maintain a creative and experimental attitude toward change, in order to continuously improve the operation of the clinic;
3. Keep the Chief of Hospital informed of activities of the Clinic, particularly of major or urgent development that require his or her attention;
4. Ensures preparation and submission of Annual Investment Plan of the Clinic and monthly, quarterly and annual reports to the Chief of Hospital
5. Supervise house health providers to ensure that they are equipped with the necessary knowledge, skills and attitude to take care of patients in the Clinic;
6. Facilitate continuing medical education (CME) for staff and lay for a patients on current guidelines on the prevention of disease related to women and promotion of a healthy lifestyle;
7. Do history and conduct physical examinations of patients, order diagnosis and manage cases with the House Doctor;
8. See referrals from the House Doctor, especially patients in need of admission, surgery or chemotherapy;
9. Prescribe chemotherapy drugs and schedule patients for treatment administration;
10. Receive daily reports on all patients examined in the clinic, procedures done and treatment given from the House Doctor;
11. Receive communications from other entities and department and respond if necessary
12. Facilities regular meeting to address clinic status and problems to ensure efficient and effective management of patients; and
13. Manage the Clinic's process flow efficiently; and
14. Perform such other duties and responsibilities that may be required to attain the objectives of the clinic.

b. House Doctors (GP and JCON)

1. See patients on scheduled duty and establish the history of, and conduct physical examinations of patients in order to make the proper assessment and diagnosis if disease is present and provide suitable management;
2. Request for necessary diagnostic examination and perform appropriate treatment or assist Consultants with their prescribed treatment based on the results of such examinations;






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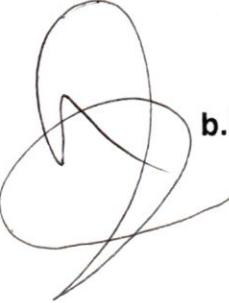
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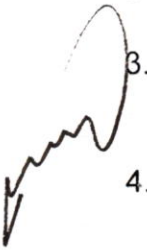
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3. Refer problematic, emergency or complicated cases immediately to Consultants;
 4. Refer patients for admission, surgery or chemotherapy to Consultants;
 5. Performs clinic procedures such as VIA, Colposcopy, Cryotherapy, biopsy, etc under the supervision of consultants
 6. Relay all form of communications received to Consultants;
 7. Oversees the proper documentation of all patients and daily census;
 8. Assure that all patients/clients are extended the necessary services that are within the capabilities of the Clinic;
 9. Oversees health education; organizes powerpoint presentations and teach in lay-forum as well as in seminars for health care providers and trainers
 10. Prepares the Annual Investment Plan of the Clinic for approval of the consultants
 11. Prepares monthly, quarterly and annual reports for approval of the consultants prior to submission to the Chief of Hospital;
 12. Perform such other duties and responsibilities that may be required to attain the objectives of the Clinic.

a. House Nurse

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1. Does history and physical examination and refers patients to House Doctor for proper assessment/ diagnosis and discuss suitable management
 2. Assists consultants and house doctor with clinic procedures and whatever treatment is needed
 3. Refers problematic, emergency, complicated cases immediately
 4. Leads in health education/group counselling; organizes powerpoint presentations and teach in lay-forum as well as in seminars for health care providers and trainers
 5. Ensures proper documentation of all patients including pertinent findings, diagnosis and management done and makes daily census

b. Midwife

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1. Performs patient histories and physical examinations on his/her own or under physician supervision; evaluates results and monitors treatment plans; maintains medical records
 2. Oversees patient schedules, appointments and procedures; attends and assists during surgical procedures
 3. Educates patients in the outpatient clinics; facilitates lay-forum such as group counselling while patients are waiting to be seen by the doctor, participates in educational seminars for health care providers
 4. Assures infectious control and cleanliness of the clinic



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c. Administrative Secretary

1. Acts as a clinic secretary by preparing the clinic everyday and listing down patients as they come in for consult
2. Ensures completeness of supplies within the clinic such as office and medical supplies; checks inventories; file documents and reports
3. Assists the Unit chief with the administrative matters, attend meetings and documents
4. Manages census bulletin, announcements and communication report on time. Files data in an organized manner.

SECTION 5. Guidelines, Systems and Procedures. – Guidelines, systems and procedures shall be formulated by the Chief of Hospital in consultation with the City Health Officer and the Director of the Gender and Development Office in order that proper medical care and attention are given to patients/clients.

SECTION 5. Appropriations – The amounts necessary for the implementation of this Ordinance shall be charged to the Gender and Development Fund of the City Government.

SECTION 6. Separability Clause – If for any reason, any section or provision of this Executive Order is declared invalid or unconstitutional, the other sections or provisions hereof, unaffected thereby, shall continue to be in full force and effect.

SECTION 7. Repealing Clause – Any Executive Order, Memorandum or similar directive contrary to any of the provisions of this Executive Order is hereby amended or repealed accordingly.

SECTION 8. Effectivity – This Executive Order shall take effect immediately.

ENACTED, by the 8th Sangguniang Panlungsod of Muntinlupa this 4th day of December, 2017 on its 58th Regular Session.

CONCURRED:

DISTRICT I:

COUN. ATTY. PATRICIO L. BONCAYAO, JR.
Member

COUN. BAL NIEFES
Member

COUN. STEPHANIE G. TEVES
Member



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


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COUN. ALLANREY A. CAMILON
Member

COUN. RINGO A. TEVES
Member


COUN. LOUISITO A. ARCIAGA
Member


COUN. ALEXANDER B. DIAZ
Member


COUN. IVEE RHIA A. TADEFA
Member

DISTRICT II:


COUN. MA. DHESIREE G. AREVALO
Member


COUN. CHRISTINE MAY A. ABAS
Member


COUN. MARISSA C. RONGAVILLA
Member


COUN. MARK LESTER M. BAES
Member

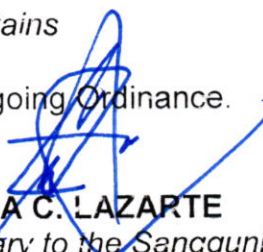

COUN. RAFAEL T. SEVILLA
Member


COUN. VICTOR L. ULANDAY
Member


COUN. GRACE B. GONZAGA
Member

COUN. WALTER A. ARCILLA
Sectoral Representative
President
League of Barangay Captains

I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.


CECILIA C. LAZARTE
Secretary to the Sanggunian



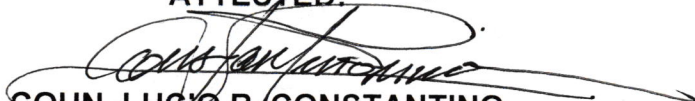
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ATTESTED:


COUN. LUCIO B. CONSTANTINO
Acting Presiding Officer

APPROVED:

ATTY. JAIME R. FRESNEDI
City Mayor

Date: 05 DEC 2017

Norie/8th SP