



Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
 Sangguniang Panlungsod ng Muntinlupa



ORDINANCE NO. 2023-083

AN ORDINANCE CONSTITUTING THE BOARD OF DIRECTORS OF OSPITAL NG MUNTINLUPA; DESIGNATION OF THE POSITIONS OF HOSPITAL DIRECTOR, MEDICAL DIRECTOR AND ADMINISTRATIVE DIRECTOR; AND ADOPTION OF A REVISED ORGANIZATIONAL STRUCTURE

- Sponsored by:**
- Hon. Coun. Allan Rey A. Camilon
 - Hon. Coun. Atty. Raul R. Corro
 - Hon. Coun. Alexson V. Diaz
 - Hon. Coun. Paty Katy C. Boncayao
 - Hon. Coun. Atty. Rachel Katriel Ann C. Arciaga
 - Hon. Coun. Ivey Rhia A. Tadea
 - Hon. Coun. Jedidiah R. Presnedi, LPT
 - Hon. Coun. Ting D. Niefes
 - Hon. Coun. Mark Lester M. Baes
 - Hon. Coun. Francis Ian T. Bagatsing
 - Hon. Coun. Luvi P. Constantino
 - Hon. Coun. Engr. Mamerto T. Sevilla, Jr.
 - Hon. Coun. Engr. Marissa C. Rongavilla
 - Hon. Coun. Engr. Arlene D. Hilapo
 - Hon. Coun. Cornelio M. Martinez
 - Hon. Coun. Rodolfo W. Moldez, Jr.
 - Hon. Coun. Walter A. Arcilla
 - Hon. Coun. Kenichi D. Takagi, Jr.

WHEREAS, Section 17 of Republic Act 7160 also known as the Local Government Code of 1991, encourages Local Government Units to be self-reliant and continue exercising the powers and discharging the duties and functions currently vested upon them. Likewise, LGUs are mandated to exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities;

WHEREAS, Section 458, supra, provides that, the Sangguniang Panlungsod, as the legislative body of the city, shall enact ordinances, approve resolutions and appropriate funds for the general welfare of the city and its inhabitants and in the proper exercise of the corporate powers of the city approve ordinances and pass resolutions necessary for an efficient and effective city government, and in this connection, shall, subject to the provisions of RA 7160 and pertinent laws, determine the powers and duties of officials and employees of the city;

WHEREAS in 2001, the Ospital ng Muntinlupa (OSMUN) was established with the end goal of establishing for its constituents a comprehensive health care services as enunciated in its vision **“the best local government hospital providing quality health services at the lowest possible cost”**;



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WHEREAS, as with other institutions, the corporate powers of the OSMUN was vested in its Board of Directors which then was exercised by the OSMUN Foundation until the end of its term on March 31, 2006. For purposes of ensuring the smooth and orderly turn-over and transfer of the operation and management of OSMUN to the City Government, an oversight committee was created by virtue of Executive Order No. 03 Series of 2006 issued by the then **Mayor Jaime R. Fresnedi**. In 2013, a management committee was created, functioning until present time as the policy-making body of the hospital;

WHEREAS, OSMUN functioned as a Level 3 Tertiary Hospital with residency program (Ordinance 16-176) and as a Medical Center (Ordinance 17-115) until its declaration as Local Economic Enterprise (LEE) in 2019 by virtue of Ordinance 19-028;

WHEREAS, despite being declared as LEE, OSMUN's operation is subsidized by the City Government of Muntinlupa defeating the purpose for its constitution as such;

WHEREAS, on May 12, 2023 the Local Finance Committee adopted Resolution No. 7 Series of 2023 recommending the Constitution of Osmun's Board of Directors Designation Of The Positions Of Hospital Director, Medical Director And Administrative Director; And Adoption Of A Revised Organizational Structure;

WHEREAS, the urgency in constituting OSMUN's Board of Directors as well as other personnel actions are necessary in order to fully implement the pertinent ordinances and laws;

NOW, THEREFORE, BE IT ENACTED, by the 10th Sangguniang Panlungsod of Muntinlupa, in Session assembled that:

SECTION 1. Title. This Ordinance shall be known as an Ordinance **Constituting the Board of Directors of Ospital Ng Muntinlupa; Designation of the Positions of Hospital Director, Medical Director and Administrative Director; and Adoption of a Revised Organizational Structure.**

SECTION 2. Constitution of the Board of Directors. There shall be a BOD who shall exercise the corporate powers, conduct all business, control all properties of the LEE and submit quarterly financial reports to Local Finance Committee (DOF Manual);

SECTION 3. Composition. The BOD shall be composed of the following:

- 1) *Chairman: City Mayor*
- 2) *Vice Chairman: Chairman of Health Committee, Sangguniang Panlungsod*
- 3) *Members: City Health Officer*
- 4) *City Treasurer*
- 5) *General Services Officer*
- 6) *Member of the Local Finance Committee*
- 7) *Member of the Academe on business studies*
- 8) *Nominee, Philippine Medical Association Muntinlupa Chapter*
- 9) *Nominee, NGO related m medical healthcare*
- 10) *Secretariat Designated by the BOD*

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SECTION 4. Duties and responsibilities. The duties and responsibilities of the BOD shall include but not be limited to the following:

- a) **Formulate general policies and guidelines regarding the operation of the hospital;**
- b) **Recommend appointment of hospital staff and personnel;**
- c) **Assist in securing grants and other financial support**
- d) **Require submission of pertinent reports from the Hospital Director at such time and interval it may deem proper;**
- e) **Conduct meetings and perform oversight and other customary functions under the law.**

SECTION 5. Designation of the position of Hospital Director, functions. The Hospital Director shall be appointed by the BOD and who shall be directly answerable to it on the implementation of the LEE's policies, plans and programs. In particular, the Hospital Director shall manage the total operations of the institution through continuing establishment, review and maintenance of the hospital's quality standard (DBM-CSC Position Description), guided by the policies implemented by the BOD, DOH and other concerned government agencies.

SECTION 6. Designation of the position of Medical Director, functions. The **Medical Director** who must **NOT** be among the members of the BOD and shall be under the supervision of the Hospital Director. This office is responsible for providing quality inpatient and outpatient care and maintaining high standards of clinical training for medical and allied medical personnel, provision of allied health services to patients, promotion of research activities, implementation of clinical resource management system, advising assisting the hospital of director in the implementation of policies, plans, and programs of the hospital (DBM CSC Position Description), overseeing and coordinating the performance of functions of the departments under it.

SECTION 7. Designation of the position of Administrative Director, functions. The **Administrative Director**, who must **NOT** be among the members of the BOD and shall be under the supervision of the Hospital Director. This office serves an implementing arm in the administration of the affairs of the hospital and oversees the day-to-day operation on the departments in order to ensure that they are properly discharging their functions in the pursuance of the objectives of the hospital administration (DBM-CSC Position Description).

SECTION 8. Organizational Structure. The organizational Structure below shall be the guide in the personnel actions for the OSMUN:

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OSPITAL NG MUNTINLUPA

BOARD OF DIRECTORS

HOSPITAL DIRECTOR

OFFICE OF THE HOSPITAL DIRECTOR

MEDICAL DIRECTOR

OFFICE OF THE MEDICAL DIRECTOR

MEDICAL SERVICE

- OUTPATIENT DEPARTMENT
- EMERGENCY MEDICINE DEPARTMENT
- CLINICAL DEPARTMENTS
- SPECIAL CARE AREAS
- DEPARTMENT OF PATHOLOGY
- DEPARTMENT OF RADIOLOGY
- DENTAL
- HEALTH INFORMATION MANAGEMENT
- NUTRITION AND DIETETICS
- PHARMACY
- MEDICAL SOCIAL WORK

NURSING SERVICE

- OFFICE OF THE CHIEF NURSE
- CLINICAL NURSING UNITS
- OPERATING ROOM
- DELIVERY ROOM
- SPECIAL CARE AREAS
- CENTRAL SUPPLY AND STERILIZATION

ADMINISTRATIVE DIRECTOR

OFFICE OF THE ADMINISTRATIVE DIRECTOR

- INTEGRATED HOSPITAL OPERATIONS AND MANAGEMENT PROGRAM
- HUMAN RESOURCE MANAGEMENT
- PROCUREMENT
- MATERIAL MANAGEMENT
- ENGINEERING AND FACILITIES MANAGEMENT
- BUDGET
- ACCOUNTING
- CASH OPERATIONS

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SECTION 9. Implementing Rules and Regulations (IRR). The Constituted BOD, shall, after approval of this ordinance, endeavor to immediately adopt the Implementing Rules and Regulations which shall embody the provisions of this ordinance.

SECTION 10. Separability Clause – If, for any reason or reasons, any part or provisions of this ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

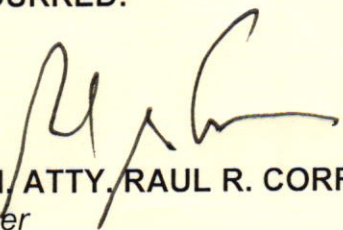
SECTION 11. Repealing Clause. All previous ordinances inconsistent with this ordinance shall be deemed repealed or modified accordingly.

SECTION 12. Publication. This Ordinance shall be published pursuant to the requirements of the Local Government Code and shall be posted by the Public Information Office (PIO) in the Official Website of the City Government of Muntinlupa and in all available social media platforms.

ENACTED, by the 10th Sangguniang Panlungsod of Muntinlupa this 29th day of May 2023, on its 47th Regular Session.


CONCURRED:

DISTRICT 1:


COUN. ATTY. RAUL R. CORRO
Member

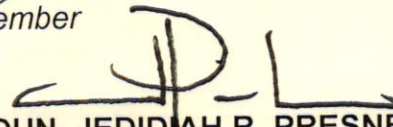

COUN. ALEXSON V. DIAZ
Member

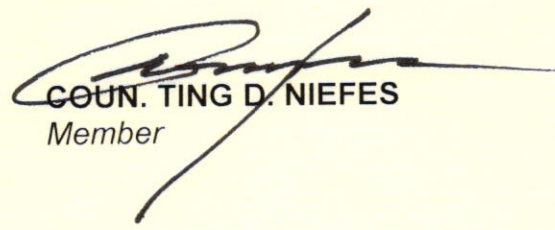

COUN. PATY KATY C. BONCAYAO
Member


COUN. ATTY. RACHEL KATRIEL ANN C. ARCIAGA
Member


COUN. IVEE RHIA A. TADEFA
Member


COUN. ALLAN REY A. CAMILON
Member


COUN. JEDIDIAH R. PRESNEDI, LPT
Member


COUN. TING D. NIEFES
Member

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DISTRICT 2:

COUN. MARK LESTER M. BAES
 Member

COUN. FRANCIS IAN T. BAGATSING
 Member

COUN. LUVI P. CONSTANTINO
 Member

COUN. ENGR. MAMERTO T. SEVILLA, JR.
 Member

COUN. ENGR. MARISSA C. RONGAVILLA
 Member

COUN. ENGR. ARLENE D. HILAPO
 Member

COUN. CORNELIO M. MARTINEZ
 Member

COUN. RODOLFO W. MOLDEZ, JR.
 Member

Sectoral Representative:

COUN. WALTER A. ARCILLA
 President
 Association of Barangay Chairman

COUN. KENICHI D. TAKAGI, JR.
 President
 Federation of Sangguniang Kabataan

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

CECILIA C. LAZARTE
 Secretary to the Sanggunian

ATTESTED:

ARTEMIO A. SIMUNDAC
 City Vice-Mayor/Presiding Officer

APPROVED:

ROZZANO RUFINO B. BIAZON
 City Mayor

Date: 05 JUN 2023

