



# Philippine Medical Association

**THEME: KAPIT BISIG PARA SA PAGBABAGO... SA PMA AT SA BAYAN**

Member : World Medical Association (WMA)  
Co-Founder : Confederation of Medical Association in Asia and Oceania (CMAAO)  
Medical Association of Southeast Asian Nations (MASEAN)  
  
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## MEMORANDUM CIRCULAR NO: 2014-07-10-005

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**TO :** ALL PRESIDENTS OF COMPONENT, SPECIALTY DIVISIONS,  
SPECIALTY AND AFFILIATE SOCIETIES

**SUBJECT:** SUBMISSION OF QUARTERLY PROGRESS REPORT

**DATE :** JULY 10, 2014

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1. Please be reminded of the submission of the quarterly reports:

1. 1<sup>st</sup> Quarter – due date: September 30, 2014
  - June to August activities (plus report on participation in the 107<sup>th</sup> PMA Convention, May 2014)
2. 2<sup>nd</sup> Quarter – due date: December 30, 2014
  - September to November activities
3. 3<sup>rd</sup> and 4<sup>th</sup> Quarters – due date: March 20, 2015
  - December to March 2015 activities (include PMA National and Local Elections Day, 2015)

II. Please follow format given below for the quarterly report

III. Individual Awards

1. All nominees should be recommended/endorsed by a Component Society or Specialty Society
2. For the Most Outstanding Physician Award:
  - The Awards Committee would like to reiterate that for the **MOP**, incumbent Component Society President is **NOT** qualified for the award since he/she is part of the nominating committee of the Component Society.
3. There should only be **ONE** nominee per Component Society or Specialty Society.

Please arrange your quarterly report according to the format given below. At the start of each section, please make a summary indicating the data specified below:

I. Scientific Activities

A. Scientific Meetings and RTD's

*please indicate in the summary # of Activities done and number of attendees*

B. Scientific papers and research done by the society or by individual members

C. Delegation and participation in PMA Activities like Annual Convention, Leadership Training, Foundation Day Celebration, Medicine Week Celebration, Regional Assembly, Regional Council meetings

*please indicate in the summary the number of attendees for each activity reported; Data for the PMA Annual Convention is part of the 1<sup>st</sup> quarter*

II. Organizational Structure

A. Council Meetings

*(in the summary, please indicate # of meetings and how many attended)*

B. Service to members

C. Involvement in other organizations

D. Election

*for the 4<sup>th</sup> quarter report only; in the summary, please indicate # of qualified voters and how many actually voted)*

### III. Community Development Projects

#### A. Adopt-a-Barangay

*indicate in the summary name of adopted barangay*

- 1 Health care services to underserved EXCLUDING nutrition done in cooperation the government/health center

*please indicate in the summary the number of patients served, number of members involved*

- 2 Health care services to underserved EXCLUDING nutrition done in cooperation with other NGOs

*please indicate in the summary the number of patients served, number of members involved*

#### 3. Nutrition Program

*please indicate in the summary number on children enrolled in the program, number of members involved in the program and result of the activity*

4. Livelihood project
5. Child-to-child program
6. Public Health and Preventive Medicine
7. Health Education and Public Information
8. Family Planning Project



9. Environment and Sanitation Project

10. Cancer Project

- Education and information campaign for professional groups and lay fora
- Detection and diagnostic activities (e.g. Paps Smear, DRE)
- Treatment regiments
- Assistance extended to cancer patients and/or their families
- Research – survey; tumor registry

B. Activities done **OUTSIDE** the adopted baranggay

1. Health care services to underserved EXCLUDING nutrition done in cooperation with the government/health center

*please indicate in the summary the number of patients served and number of members involved*

2. Health care services to underserved EXCLUDING nutrition done in cooperation with other NGOs

*please indicate in the summary the number of patients served and number of members involved*

3. Nutrition Program

*please indicate in the summary number on children enrolled in the program, number of members involved in the program and result of the activity*

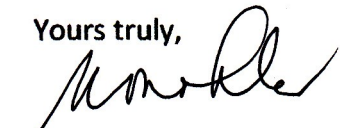
4. Public Health and Preventive Medicine

*please indicate in the summary the number of patients served and number of members involved*

- 5. Health Education and Public Information
  - 6. Family Planning Project
  - 7. Environment and Sanitation Project
  - 8. Cancer Project
    - Education and information campaign for professional groups and lay for a
    - Detection and diagnostic activities (e.g. Paps Smear
    - Treatment regiments
    - Assistance extended to cancer patients and/or their families
    - Research – survey; tumor registry
  - C. Assistance rendered to calamities and disasters
- IV. Other Nutrition activities (if any)
- A. Members enrolled in formal or informal nutrition courses
  - B. Establishment of feeding center
  - C. Involvement in food sufficiency program
- V. Other participation in PMA Special Activities
- A. Fund raising projects for the society
  - B. Fund Raising projects of PMA
- VI. Compliance with PMA Board decisions and Policies
- VII. Culture and Arts Activities
- VIII. Child Advocacy Activities

Thank you and warmest regards.

Yours truly,

  
**MARIANNE O. DOBLES, M.D.**  
Secretary General

Noted by:

  
**MARIA MINERVA P. CALIMAG, M.D.**  
President

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