



PHILIPPINE MEDICAL ASSOCIATION

THEME: "BUILD, BUILD, BUILD PMA! BUILDING THE FUTURE TODAY."

Member : World Medical Association (WMA)
Co-Founder : Confederation of Medical Association in Asia and Oceania (CMAAO)
Medical Association of Southeast Asian Nations (MASEAN)

Secretariat : Philippine Medical Association Building, North Avenue, Quezon City 1105
Telephone Numbers: (02) 8929-7361; 8929-6366; 8926-2447 Fax: (02) 8929-6951
Mobile Numbers: 0927-5806903; 0947-2994782 (Membership)
0917-8221357; 0918-9234732 (Secretariat)
Email: philmedas@yahoo.com; philmedas@gmail.com; info@philippinemedicalassociation.org
Website: www.philippinemedicalassociation.org

MEMORANDUM CIRCULAR NO: 2020-08-24-03

TO	:ALL COMPONENT SOCIETIES, SPECIALTY DIVISIONS, SUB-SPECIALTY SOCIETIES, AFFILIATE SOCIETIES
DATE	:AUGUST 24, 2020
SUBJECT	:DOH AND PRC CALL FOR SUPPORT CAMPAIGN

Greetings from the Philippine Medical Association!

The Department of Health, thru the Professional Regulation Commission, calls for the support of volunteer-physicians and other professionals, to be part of the reserve pool and to address the growing need of substitute workforce of frontliners amid this pandemic.

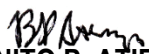
Please see attached memorandum from the PRC Chair and the list of links for further information and assistance. If unable to access provided links you may contact the undersigned and PMA will directly endorse your volunteer.

Looking forward to your positive response. Thank you!

Very truly yours,


HECTOR M. SANTOS, JR., MD
Interim Secretary General

Noted by:


BENITO P. ATIENZA, MD
President



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

13 August 2020

BENITO P. ATIENZA, MD

President

Philippine Medical Association

North Ave, BagoPag-Asa, Quezon City,

1105 Metro Manila

Dear Dr. Atienza,

This has reference to the agreements during the health organizations virtual meeting last 11 August 2020 re: active recruitment of healthcare workers for COVID 19.

May we fervently request your national and chapter organizations to assist in the active recruitment of doctors as substitutes and reserve pool for COVID 19 to be assigned in various government and private hospitals and temporary treatment and monitoring facilities (TTMFs) across the country but more specifically in the National Capital Region, and the Provinces of Bulacan, Cavite, Laguna, and Rizal.

Attached herewith are the following for dissemination.

1. terms of reference/job description
2. salaries and benefits
3. links for interested applicants
4. other information

Thank you for your continued support.

Respectfully yours,

A handwritten signature in blue ink, appearing to read "Roger P. Tong-An", is written over the printed name.

ROGER P. TONG-AN, DMPA, MAN, RN

Undersecretary of Health

Administration and Financial Management

SALARY, QUALIFICATION REQUIREMENTS, AREA OF ASSIGNMENT AND BRIEF DESCRIPTION OF FUNCTIONS OF HEALTH PERSONNEL

(from DOH Memorandum No. 2020-0152 entitled "Interim Guidelines for Emergency Hiring of Health Personnel in Select Hospitals and Other Health Facilities in Response to COVID-19 Health Emergency")

Position	Basic Salary*	Qualifications (based on Civil Service Commission - Qualification Standards)	Area of Assignment/ Deployment	Brief Description of Functions
Medical Specialist II	75,359	(based on CSC AO 1, s. 1999) Education: Doctor of Medicine with a certificate as Fellow and/or Diplomate of the relevant accredited specialty society Eligibility: RA 1080	L2 and L3 Hospitals	<ul style="list-style-type: none">• Provides medical services to patients needing specialty care (management of comorbid conditions, critical care, etc)• Provides technical advice on treatment guidelines and pathways• Attends to referrals needing expert opinion and management
Medical Officer III	59,353	Education: Doctor of Medicine Eligibility: RA 1080	<ul style="list-style-type: none">- Level 2 and 3 Hospitals- Temporary treatment and monitoring facilities- Temporary quarantine facilities	<ul style="list-style-type: none">• Conducts medical diagnosis and treatment of patients• Coordinates patient care with allied medical health team

Budgetary Requirements for Hiring of HRH and Other Personnel for COVID-19 Response

POSITION TITLE	SG	COMPENSATION AND BENEFITS				
		BASIC SALARY	PhilHealth Premium	20% Premium of Basic Salary	Communication and Transportation Allowance	Monthly cost per personnel
		a	b	c	d	e = a + b + c + d
Medical Specialist II	23	75,359.00	300	15,071.80	1,000.00	91,730.80
Medical Officer III	21	59,353.00	300	11,870.60	1,000.00	72,523.60

QUESTION	ANSWERS
Qualifications	
What are the qualifications for the positions to be hired?	<u>Refer to "Qualifications and Job Description" tab</u>
Is there an age limit in hiring human resources?	As per the Enhanced Community Quarantine (ECQ) rules, we may only hire those who are below 60 years old for this emergency hiring.
Can applicants with co-morbidities apply?	Preferably, applicant should be non-smoker and does not belong to the high-risk population for COVID: senior citizens, pregnant, immunocompromised, with existing co-morbid conditions such as diabetes, hypertension, heart disease, asthma, lung disease, cancer, etc.
My license expired during the ECQ. Will I be considered?	Per the Professional Regulation Commission (PRC) Advisory: The validity of the Professional Identification Card (PICs) of all professionals expiring during the period of Enhanced Community Quarantine period is EXTENDED until the lifting of the Enhanced Community Quarantine. Further, please be advised that after the lapse of the extension period, all concerned professionals shall file their application online for PIC renewal within thirty (30) days therefrom without accruing any surcharges or penalties. Thus, PRC IDs that expired from March 16, 2020 onwards are considered valid/active.
Can I apply if my PRC ID/license is already expired?	Valid/active PRC ID/license is required for practice of profession, based on Civil Service Commission rules.
Will you accept those with valid/active PRC ID/license but lacking relevant experience and/or training for the position?	<u>Please check "Qualifications and Job Description" tab for the minimum requirements set by DOH.</u>
I am not a medical professional but interested to serve. Are there possible job offerings for me?	<u>Kindly refer to Qualifications of support staff such as Nursing Attendant, Administrative Assistant, Administrative Aide.</u>
I'm a returning health worker from overseas, and I am interested to apply. Are there possible job offerings for me?	Returning health worker from overseas may apply provided that the applicant complies with the qualification requirements for the position applied for; are fit to work; has completed the Mandatory Quarantine; and is issued with a Certificate of Completion of Quarantine Period.
Application Process	
Where can I inquire about details on this emergency hiring?	Kindly refer to this FAQs. Should you have additional queries not answered here, kindly email your queries to hrhforcovid@gmail.com
Which facilities are hiring additional human resources?	<u>Kindly refer to the "Directory of Health Facilities" tab.</u>
Where can I check the vacancies?	The hiring health facility shall post Notice of Vacancy through their respective platforms as applicable.
What documentary requirements do I have to submit?	Here is the list of documentary requirements: 1) Updated Personal Data Sheet with Work Experience Sheet 2) Copy of Active PRC License (if applicable) 3) Copy of Diploma/Transcript Note: The hiring health facility may require additional documents.
Where can I download the Personal Data Sheet (PDS)?	<u>You may download the PDS from this link: bit.ly/CSCPPersonalDataSheet</u>
Is it necessary that the PDS must be notarized?	Unnotarized PDS will be accepted at this period. Kindly ensure that complete information is provided. If submitted electronically, original signed copy has to be brought when asked to physically report to the facility.
Does the PRC ID/license need to be authenticated?	Copy of PRC license which is not authenticated will be accepted during this period, but original PRC ID must be presented upon reporting to the health facility.
Where can I submit my application documents?	<u>Interested applicants must submit requirements directly to the hiring health facility. Please check the "Directory for health facilities" tab.</u>
Can I submit my application documents online or via email since ECQ is in effect?	This will depend on the facility but health facilities are strongly encouraged to provide such option.
How will I be notified if I got accepted (or not)?	The HR / Personnel Office of the hiring health facilities will notify the short-listed applicants within 5 working days upon receipt of requirements.

QUESTION	ANSWERS
I already submitted my application to the Health Care Warrior's (HCW) Portal. Do I need to submit my application again?	All applications received in the HCW Portal shall be endorsed to the respective health facilities for reference. The health facilities may directly contact the volunteer for the application process. Interested individuals who signed up as volunteers through the portal are also encouraged to contact the health facilities for further guidance on the application process.
How about the volunteers who are currently on quarantine but still interested to apply in the emergency hiring, will they still be processed?	Yes, as long as they are in the list of volunteers in the HCW portal and the result of their test is negative.
Duty	
What will my duty schedule be?	The duty schedule will depend on the facility that you have applied to. Prior to starting your duty, expect to attend an orientation on the Standard Operating Procedures (SOPs) of the facility.
Terms of Employment	
Will I be hired for a permanent/regular/plantilla position?	In the exigency of service during the state of National Health Emergency, the Department of Health will implement emergency hiring of health workers through Contract of Service , as mandated under Sec (m) of the Bayanihan to Heal As One Act (Republic Act No. 11469) on " temporary engagement of Human Resources for Health to complement or supplement the current health workforce or to man the temporary medical facilities to be established.
How long will I be employed?	Successful applicants will be hired for 3 months under Contract of Service, renewable as needed.
What will be my job description?	<u>Refer to "Qualifications and Job Description" tab</u>
Benefits	
Will I be provided with board and lodging after duty hours and while on mandatory home quarantine so I won't expose my family unnecessarily?	Yes, the health facility you are engaged with will arrange for your board and lodging after your duty hours and while on mandatory quarantine.
Will I be provided with transportation?	Yes, the health facility you are engaged with, in collaboration with the respective LGUs or other appropriate government entities, will arrange for your transportation to and from your place of assignment.
Will my salary be released on time?	Release of salaries will be subject to the submission of complete documentary requirements from the health personnel and the health facility, as well as the release of funds from the Department of Budget and Management.
Can I see sample computation of the net pay I will receive every month?	Salary will be computed as: Basic salary + 20% premium, less tax (based on salary grade and number of days of duty). Other benefits will be computed based on the provisions of the Bayanihan to Heal As One Act (Republic Act No. 11469) and related implementing guidelines issued by the DBM. Details of salary and other benefits as prescribed under RA 11469 will be included in the Contract of Service.
How much Continuing Professional Development (CPD) units will I earn?	Accreditation of CPD units is subject to PRC rules and regulations.



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

ANNEX

1. Official Email for inquiries on all emergency hiring of health care workers (HCW) –

hrhforcovid@gmail.com

2. Official Email for inquiries on the emergency hiring of Deputized Physicians –

medgradforcovid19@gmail.com

3. Official Career and Jobs Website –

<https://ejobs.doh.gov.ph/>

4. Link to the Emergency Hiring Google Form -

<https://bit.ly/DOHEmergencyHiring>

Alternate link -

https://docs.google.com/forms/d/e/1FAIpQLSerui-ijux_4iaoNinmNjnrN9lnvBzQIy5UIuXYJMEjRtKw6w/viewform?pli=1

5. Read up more Frequently Answered Questions (FAQs) here:

<https://bit.ly/EmergencyHiringFAQs>

6. Official DOH hotline/ telephone numbers:

(02) 8651-7800 loc. 1239 - Office of the Undersecretary for Administrative and Financial Management Team (AFMT)



Republic of the Philippines
Professional Regulation Commission
Manila



MEMORANDUM FROM THE CHAIRMAN

TO: **CLARITA C. MAAÑO**
Chairperson
Professional Regulatory Board of Medicine

SUBJECT: **DOH “CALL FOR SUPPORT” CAMPAIGN**

DATE: 20 August 2020

This is to respectfully endorse for your immediate action the request of the Department of Health (DOH) for assistance in promoting its “Call for Support” from professionals for the current Covid-19 pandemic response, including the recruitment as part of its reserve pool and substitute workforce physicians, deputized physicians, nurses, nursing attendants, midwives, medical technologists, among others.

Attached herewith is an annex with the relevant links for further information and assistance which may be shared to all concerned.

Thank you.