



# PHILIPPINE MEDICAL ASSOCIATION

## Theme: "PMA: Working Together as One"

Member : World Medical Association  
 Co-Founder : Confederation of Medical Associations in Asia and Oceania (CMAAO)  
 Medical Association of South East Asian Nations (MASEAN)  
 Secretariat : Philippine Medical Association Building, North Avenue, Quezon City 1105  
 Telephone Numbers: (02) 8929-7361; 8929-6366; 8926-2447 • Fax: (02) 8989-6951  
 Mobile Numbers: 0917-8221357; 0918-9234732 (Secretariat)  
 0927-5806903; 0961-5823069 (Membership)  
 Emails: [philmedas@yahoo.com](mailto:philmedas@yahoo.com); [philmedas@gmail.com](mailto:philmedas@gmail.com) • Website: [www.philippinemedicalassociation.org](http://www.philippinemedicalassociation.org)

### NATIONAL OFFICERS 2020-2021

**BENITO P. ATIENZA, MD**  
 President

**CHRISTINE S. TINIO, MD**  
 Vice President

**DURES FE E. TAGAYUNA, MD**  
 National Treasurer

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

**MARIA CHRISTINA H. VENTURA, MD**  
 Assistant Secretary General

### BOARD OF GOVERNORS

**ROSA LINA M. BALOT, MD**  
 Northeastern Luzon

**JOSE MANUEL VICENTE C. BELLO JR., MD**  
 Northwestern Luzon

**AUGUSTO F. ABELEDA JR., MD**  
 Central Luzon

**ALEJANDRO Y. TAN, MD**  
 Manila

**MA. MERCEDES V. AGUSTIN, MD**  
 Quezon City

**ELISA O. TIU, MD**  
 Rizal

**JOSE ARNEL G. MANALILI, MD**  
 Central Tagalog

**ROSALINA S. CARAAN, MD**  
 Southern Tagalog

**RICARDO D. ISIP JR., MD**  
 Bicol

**JAPHET G. FERNANDEZ DE LEON, MD**  
 Western Visayas

**KAZAN BENIGNO S. BALUYOT, MD**  
 Central Visayas

**GLENDIA G. OSERRAOS, MD**  
 Eastern Visayas

**JOHN HERNANI V. ANACAN JR., MD**  
 Western Mindanao

**LESTER LLOYD C. LEOCADIO, MD**  
 Northern Mindanao

**LUZ P. ACOSTA-BARRIENTOS, MD**  
 Southeastern Mindanao

Northcentral Mindanao

**MANOLITO C. GO, MD**  
 Caraga

### MEMORANDUM CIRCULAR NO: 2020-09-22-013

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

**SUBJECT : CONDUCT OF AWARDS AND SUBMISSION OF QUARTERLY PROGRESS REPORT**

**DATE : SEPTEMBER 22, 2020**

Greetings!

The PMA Annual Awards given to component societies, specialty/affiliate societies and individual PMA members is a tradition aimed to give recognition to outstanding achievers and provide support to various PMA constituents through incentives which can further inspire them to elevate the standards of their work and accomplishments. The conduct of giving award and recognition should be meaningful and relevant not only to the recipients but to the whole PMA as well.

The Committee on Awards met on September 16, 2020 and the conduct of giving various awards were reviewed and revisited as deemed appropriate. The recommendations were presented to the PMA Board of Governors and such were approved, some with modifications.

To enable component/specialty/affiliate societies to participate in this annual activity, this circular, which reflects the guidelines, is being disseminated for information and compliance.

Quarter	Months Covered	Due date
1 <sup>st</sup> & 2 <sup>nd</sup> Quarters	June to November 30, 2020 activities	December 11, 2020
3 <sup>rd</sup> & 4 <sup>th</sup> Quarters	December 2020 to March 31, 2021 (include PMA National and Local Elections Day 2021)	April 8, 2021

- There will be deductions for late submission.

Categorization of component medical societies (based on active members)

Category I	700 and above
Category II	250 to 699
Category III	100 to 249
Category IV	below 100



#### Criteria for Leadership Award

- President - no criteria was set – automatic for Icasiano awardees
- Secretary – no longer automatic
  - Regularity of submission of report in national organization
  - Regularity and timeliness
  - Acknowledging communication as sent by PMA
- Treasurer – no longer automatic
  - Format of PMA remittance should be followed
  - Timeliness of remittances
  - Percentage of component members paid on or before October 15, 2020 deadline of payment of membership dues in order to be considered member in good standing
  - Audited Report

Clarity, completeness and authenticity of report is likewise important.

Thus, the following should be observed:

- For uniformity, the reports should be printed on a white letter size bond paper 8.5" (width) x 11" (height). Font Size: 11, Font Color - Black; Font Style: Arial Narrow
- All pictures should be in color, dated and properly labeled or captioned individually or as a group of pictures.
- The written report should be placed in a short clear book and also please submit the soft copy of the report in a USB/CD in WORD FORMAT.
- PMA Committee on Awards Form 01 Guide should be followed strictly in all quarterly reports.
- All reports should be signed by the Secretary, noted and endorsed by the President.

When vying for PMA award:

- Devote at most two additional pages for Executive Summary highlighting the important accomplishments of most significant activities with accompanying pictures integrated into the summary.
- There should be a Board resolution from the Component Society signifying their intention to vie any of the PMA Awards the society would like to join. (See Appendix A. Sample of Board of Resolution)
- When vying for special award, submit separate pages report in a folder securely fastened, accompanied by soft copy in word format. This will be submitted on April 8, 2021.
- With the approval of the Board of Governors we would like to inform all the Component Medical Societies that the award for the **Child Advocacy and Adopt-a-Barangay Project** will be put on hold for this fiscal year 2020-2021.

#### INDIVIDUAL AWARDS

- The component societies or specialty/affiliate societies are strongly encouraged to nominate outstanding physicians to appropriate category for the DR. JOSE P. RIZAL MEMORIAL AWARDS, such as: Academe, Clinical Practice, Community Leadership, Government Service and Research. Separate announcement will be sent in this regard. Deadline of submission of nominations will be announced later by the Committee in charge of Dr Jose P Rizal Memorial Award.
- All nominees should be recommended/endorsed by a Component Society, including those nominated by specialty society
- For the Most Outstanding Physician Award:
  - The Awards Committee would like to reiterate that for the MOP, incumbent Component/Specialty Division/Subspecialty/Affiliate Society President is NOT qualified for the award since he/she is part of the nominating committee of their respective Society.
  - All nominees to be qualified to this award must submit their curriculum vitae on or before January 8, 2021.
  - There should only be ONE nominee per Component/Specialty Division/Subspecialty/Affiliate Society for MOP
- A member of the Board of Governors cannot be nominated for individual award because the Board of Governor is the body that approve the award


For your guidance, please see the attached criteria for the various awards.

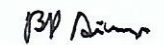
Thank you.

Sincerely yours,

  
MA. REALIZA G. HENSON, MD  
Chair, Committee on Awards

Noted by:

  
HECTOR M. SANTOS, JR., MD  
Secretary General

  
BENITO P. ATIENZA, MD  
President

**PHILIPPINE MEDICAL ASSOCIATION  
COMMITTEE ON AWARDS**

**CRITERIA FOR DIFFERENT PMA AWARDS**

**COMPONENT SOCIETY AWARDS**

**1. PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**

(initiated by Past President Mariano Icasiano, MD)

(1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize for each in categories 1, 2, 3, 4)

**A. SCIENTIFIC ACTIVITIES 30%**

- |  |     |
|--|-----|
| 1. Continuing Professional Development Activities<br>(outcome base education activities; planning implementation and monitoring)                                   | 10% |
| • Pharma industry driven   | 7%  |
| • Component society initiated  | 3%  |
| 2. Number of scientific meetings, attendance and local speakers  | 3%  |
| 3. Number and quality of scientific papers presented and research activities   | 2%  |
| 4. Delegation and participation in regional Meetings and PMA activities (PMA Annual Convention, Leadership Summit Foundation Day Medicine Week, Regional Assembly) | 5%  |
| 5. Component society's initiated activities during medicine week   | 5%  |
| 6. Coordination of Postgraduate activities initiated by Component, specialty and affiliate societies   | 5%  |

**B. ORGANIZATIONAL STRUCTURE 20%**

- |   |    |
|---|----|
| 1. Election (the ratio of the number of qualified voters to the number of votes cast during the election) | 2% |
| 2. Regularity of Board Meetings of component societies  | 4% |
| 3. Punctuality and quality of reports<br>(includes remittances and annual dues, etc.)                     | 6% |
| 4. PMA Hymn in all programs and activities  | 2% |
| 5. Coordination/Involvement with specialty, subspecialty or affiliate societies                           | 3% |
| 6. Service to members   | 3% |

**C. COMMUNITY DEVELOPMENT PROJECTS 20%**

- |  |     |
|--|-----|
| 1. Cooperation & coordination with LGU Healthcare facilities   | 5%  |
| 2. Cooperation & coordination with NGO   | 5%  |
| 3. Assistance rendered to calamities and Disasters or information dissemination on disaster preparedness | 10% |

#### **D. PMA SPECIAL PROJECTS**

**20%**

Any 5 special projects – 4% each **BUT NOT** limited to the projects below.  
It can include projects that respond to the health agenda of the DOH.

- 1.Reproductive Health and Teenage Pregnancy
- 2.HIV AIDS
- 3.Non Communicable Diseases and Lifestyle Modifications
- 4.TB Awareness and Control
- 5.Drug Addiction Awareness
- 6.Innovative way of fund raising projects for component society
- 7.Innovative way of fund raising projects for PMA

#### **E. OBEDIENCE AND COMPLIANCE WITH PMA BOARD DECISIONS AND POLICIES**

**10%**

1. Acknowledgement of PMA Memo Circulars etc.
2. Dissemination of information to members

#### **TOTAL**

**100 %**

- **Leadership Award is given to the President of Component Society recognized as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize in 4 categories**
- 
- **PMA Award for Most Outstanding Component Society Secretary is given to those recognized as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize in 4 categories**
- 
- **PMA Award for Most Outstanding Component Society Treasurer is given to the highest 3 for category 1 to 4 categories with the following:**
  - Format of PMA remittance should be followed
  - Timeliness of remittances
  - Percentage of component members paid on or before October 15, 2020 deadline of payment of membership dues in order to be considered member in good standing
  - Audited Report

## **II. PMA AWARD FOR COMMUNITY SERVICE**

(initiated by Past President Romeo Y. Atienza, MD)

( 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize for any component medical societies, not divided into categories )

A. Indigent Medical Care	20%
B. Public Health and Preventive Medicine	20%
C. Health Education and Public Information	20%
D. Characteristics of Community Services	40%
• MOA/MOU with community	6
• Participatory (community active participants)	7
• Address social determinants of health	7
• Multisectoral collaboration	7
• Positive/targeted outcome achieved	7
• Continue utilization of a fix venue for community Service and emergencies and calamities	6
<b>TOTAL</b>	<b>100%</b>

## **III. PMA AWARD FOR MOST ACTIVE COMPONENT SOCIETIES IN NUTRITION ACTIVITIES**

(initiated by Past President Samuel M. Tanchoco, M.D.)

( 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize for any component medical societies , not divided into categories )

1. Coordination with PMA on nutrition activities with other organized government & private agencies	20%
2. Lay forum on nutrition, <i>including public information and education activities</i>	25%
3. Total management of malnutrition cases	25%
3.1 No. of cases managed	
3.2 No. of families involved with	
3.3 No. of physician volunteers	
3.4 Results and other pertinent data	
4. Research component of the project	10%
5. Extra Projects	20%
Involvement in food sufficiency program	
Others	
<b>TOTAL</b>	<b>100 %</b>

#### **IV. PMA AWARD FOR CULTURE AND ARTS** (Initiated by Adelaida Marquez Guzman, MD)

(First Prize only)

A yearly award for the Most Active Society on the promotion of Culture and Arts

1. Organization of club and/or committee for the promotion of any of the Arts be it Music, Painting, Drama, Sculpture, etc.	20%
2. Activities of the component society on Culture and Arts	40%
• Community participation	(20%)
• Participation in component society activities	(10%)
• Participation in yearly PMA National Events	(10%)
3. Impact of the society's cultural contribution to the community & the country as a whole	20%
4. Documentation of reports [society, committee, club, members]	20%
<b>TOTAL</b>	<b>100 %</b>

#### **V. PUJALTE AWARD – PMA AWARD FOR EXEMPLARY HUMANITARIAN SERVICE IN TIMES OF CALAMITIES (Natural disasters or manmade)**

(First Prize only)

The criteria of the selection of awardees :

1. Conducted training on disaster risk management, with/without calamities	20 %
2. Participation in the health concerns related to Covid Pandemic	20 %
3. Coordination with other agencies	20%
4. Participation in different drills conducted	10 %
5. Number of members participated In actual calamities	10 %
6. Impact to the community	10 %
7. Documentation	10 %
<b>TOTAL</b>	<b>100 %</b>

**VI. PMA AWARD FOR COMPONENT SOCIETY WITH CANCER PROJECT**  
**(initiated by Past President Francisco G. Dizon, MD)**

(Modified based on Law on Cancer)

The judging will be based on the following anti-cancer activities

1. Cancer awareness campaign with Education and information	40%
Lay public, schools, workplace	20%
Professionals	10%
Cancer awareness month activities	10%
2. Cancer Screening for women and cancers in the Philippines	20%
Detection and Diagnostic Pap Smear Clinics, Visual Inspection	
With Acetic Acid, Clinical and Self breast examination,	
Direct Rectal Exam, occult blood in stool, chest x-ray	
3. Treatment regimens – facilitation and patient navigation	10%
4. Hospital, terminal care and rehabilitation	10%
(help extended to victims and victims' family using	
Multidisciplinary approach and support groups)	
1. Tumor registry, survey, notification	20%
(reporting and recording of cancer cases)	
<b>TOTAL</b>	<b>100 %</b>

**VII. PMA AWARD FOR MOST ACTIVE COMPONENT SOCIETY IN ENVIRONMENTAL AND SANITATION PROJECTS** (initiated by Past President Nenita C. Lee Tan, MD)

(First Prize only)

This award was initiated by Dr. Nenita C. Lee Tan to address one of the most prevalent problems in the country today. As the recognized organization in the country, it is but proper to raise standards of health education and services in the country through its component societies' members.

The criteria for the awards are as follows:

1. Relevance to environmental protection	35%
2. Addressing Climate Change and its impact on people's health	20%
3. innovation	20%
4. community mobilization	25%



## VIII. DR. FE DEL MUNDO MEMORIAL AWARDS FOR OUTSTANDING SCHOOL COMMUNITY PROJECT (Initiated by Community Pediatric Society of the Philippines)

The objectives of this program are:

1. to organize a well-represented group of school children and teachers to be trained to promote health awareness, cleanliness, environment sanitation and conservation,
2. to provide a cost effective and innovative preventive health programs that will raise the standard health education among the elementary and high school students and its respective community,
3. to establish linkages with government and non-government organization together with local community associations now known as private-public partnership.

This award is dedicated to Dr. Fe Del Mundo, National Scientist, World Renowned Pediatrician and the first woman president of the Philippine Medical Association (1969-1970). Board Resolution #013 series of 2017-2018

### CRITERIA:

1. Collaborative efforts with the identified school community involving the different stakeholders.	15%.
2. Active involvement in child/ youth development projects	25%
a. Basic knowledge on how to get the vital signs, height, weight, temperature and BMI	
b. Promotion on Nutrition, Immunization, Epilepsy Awareness Mental Health, Dental Health, Anti Smoking Campaign Teenage Pregnancy, DOTS and Drug Abuse	
c. Preventive measures on Infectious Diseases	
d. Preventive measures on Accident and Injuries, Road Safety	
e. Knowledge on common Diseases of the Skin, Eyes, Ears Nose, Throat, Lungs, Kidney, Heart and GTI	
f. Environmental Conservation and Sanitation	
g. Values Formation	
3. Created and graduated new Bulilit and Teen health workers for the fiscal year	15%
4. Participation in the. Annual Dr. Fe del Mundo Teen and Bulilit Health Workers Congress	10%
a. Quiz bee.	4
b. group poem recitation.	2
c. Cheerdance	2
d. Poster making contest.	1
5. Kids/ Teen empowerment	10%
6. Outcome of Bulilit and teen graduates.	10%
7. 80% of the lecturers are members of the component society	10%
8. Submission of Pre test and post test evaluation	<u>5%</u>
<b>TOTAL</b>	<b>100%</b>

## **IX. Award of Merit for Membership Growth for Component Society**

The PMA is giving recognition to component societies who have diligently work for membership growth.

The component society shall submit the following:

1. List of current active members, including life members and emeritus
2. List of inactive members who became active members
3. List of new members
4. List of transferees

Scoring:

- Number/ percentage of inactive members who became active members
- Number/percentage of New members
- Total percentage should be equal or more than 20%

## **INDIVIDUAL AWARDS**

### **1. PMA AWARD FOR CONTRIBUTION TO MODERN MEDICINE (initiated by Past President Modesto O. Llamas, MD)**

(One awardee only)

Advances in Medicine in this country did not come easy. It required the enterprising and courageous efforts of our colleagues amid uncertainties, to venture on and introduce newly acquired knowledge, modalities and innovations. Without them, medicine in this country would not have been as advanced as it is today.

For these efforts which have gone unrecognized, however late it may be, PMA would like to accord them that due recognitions.

The criteria for the awards are as follows:

1. Significance or contribution to health outcomes	25%
2. Efforts in disseminating the invention, technology to peers and community	20%
3. Local influence in the practice of modern medicine (Did it influence or change or revolutionize the practice?)	15%
4. Originality	10%
5. Innovatory aspect of acquiring and/or introducing new medical technology, practice, invention, etc.	10%
6. Practicality of application	10%
7. Scope of application (Utility from rural to urban health facilities)	10%
<b>TOTAL</b>	<b>100%</b>

## **II. PMA AWARD FOR EXEMPLARY CIVILIAN SERVICE TO PHILIPPINE MEDICINE**

(initiated by Past President Jose C. Denoga, MD)

(One awardee only)

An Award for Exemplary Civilian Service to Philippine Medicine shall be presented to any Filipino Citizen, *not belonging to the medical profession*.

The criteria for the awards are as follows:

- active cooperation and assistance in the advancement of medical science, medical education and research, 50%
- active cooperation and assistance in the advancement of medical care and practice 25%
- contributed greatly to the achievements of the noble ideals and objective of the Philippine Medicine. 25%

## **III. PMA AWARD FOR MOST OUTSTANDING PHYSICIAN**

**(initiated by component/specialty/subspecialty and affiliate society)**

- A. A Committee on Most Outstanding Physician Award of component/specialty/subspecialty/affiliate society should be organized composed of the following: President of the society as Chairman, plus 6 members who are or have been recipients of the same award, arranged according to seniority. In the absence of sufficient number of previous awardees, the Board and Officers and component societies will appoint the committee members.

**Members of the Committee and the Incumbent President are not eligible for this award during their incumbency.**

All nominees to be qualified to this award must submit their curriculum vitae on or before January 8, 2021.

- B. Basic qualifications of nominees: Membership in component society for at least five (5) years continuous year except for component society, which has not been in existence that long. The candidate has no pending case against the PMA or any medical. Not incumbent President
- C. Each component/ specialty/ subspecialty/affiliate society can nominate only one candidate
- D. Selection has to be according to the following criteria:
- Professional prestige and ethical conduct 40%
  - With the following Service to component society and PMA during his/her years of membership 40%
  - Service to the community thru non-medical organization/s 20%

#### **IV. PMA AWARD FOR LOYALTY AND SERVICE**

(initiated by Past President Heraldo del Castillo, Sr., MD)

(One awardee only)

A. Minimum of fifteen (15) years of continuous active membership to the PMA (15%) initially for above; plus 1% per additional year up to...	30%
B. Attendance of at least 50% of annual convention from the time of one's membership with the PMA	20%
C. Active participation in sponsored PMA Projects	20%
D. Must have been an officer of the PMA or any of its component societies or has led national committees/commissions	30%
1.National	
a. President	(6%)
b. Vice President, Secretary/Treasurer	(5%)
c. Governor	(4%)
d. committee/commission chair	(3%)
e. committee/commission member	(2%)
2.Component	
a. President, Secretary/Treasurer	(3%)
b. council member or other position	(2%)
E. This award will be given for loyalty and service to the PMA	
F. This award is given annually	
G. The respective awardee must be recommended by his component society	
H. This award is given only once to the PMA member	
<b>TOTAL</b>	<b>100 %</b>

#### **V. THE DR. HERMOGENES A. SANTOS MEMORIAL AWARD FOR CONTINUING MEDICAL EDUCATION**

(initiated by Past President Vicente J.A. Rosales, MD)

(One awardee only)

Who can qualify for nomination:

1. The awardee must be a member in good standing of the Philippine Medical Association
2. The awardee shall have demonstrated outstanding and sustained effort in continuing medical education, whether this be in the form of consistent participation, organization, innovative approaches, etc., provided that the results of such efforts shall be beneficial to the continuing education of physicians.
3. The awardee shall be nominated or endorsed by a component/specialty/subspecialty/ affiliate society of the Philippine Medical Association
4. EVALUATION Criteria and scoring
  - 4.1. Contribution to CPD of fellow physicians and others

- Organized CPD activities in his organization 10%
- Invited Speaker in conferences/conventions 10%
- Submit abstract for presentation 10%
- Teacher/trainor in the academe 10%
- Research and Publication 10%
- Invited panelist/speaker in multi media 10%

#### 4.2 Professional Growth and Development (self)

- Residency Training 5%
- Fellowship/Subspecialty 5%
- Graduate degree (masteral/ PhD) 10%
- Post Doctors/Fellowship 10%
- CPD units earned in conference/ workshop  
And other academic activities 10%

#### EXCLUSION:

1. Members of the PMA Commission on Continuing Professional Development , while they are members of said Commission, and for activities undertaken while members of said Commission.

Note: There should be no attempt to select a most outstanding individual for the year, or any number of years, not only because it is extremely difficult it not impossible to do so, but because in spirit, by honoring one individual, the Association also honors all those who are similarly involve, indeed the citation to the awardee should always carry the phrase: "in so doing , the Association acknowledges the efforts of all those who have participated in the continuing education of the physicians in whatever way."

### **VI. PMA AWARD FOR THE SPECIALTY/SUBSPECIALTY/AFFILIATE SOCIETY WITH THE MOST OUTSTANDING PROJECT**

(Three awardees: One for specialty society, one for subspecialty society and one for affiliate society)

1. Relevance of the Project to the present needs,  
impact, importance 20%
2. Scope of coverage: No. of people affected, beneficiaries 20%
3. Ratio of accomplishment over objectives 20%
4. Practicability 20%
  - a. Can the project be duplicated or repeated (10%)
  - b. Time consumed ( 5%)
  - c. Expense ( 5%)
5. Degree of community participation and involvement  
amount of interest generated 20%
- TOTAL 100%**



## **VII. PMA AWARD FOR THE MOST OUTSTANDING INDIVIDUAL WITH ENVIRONMENTAL AND SANITATION PROJECT/S FOR HIS/HER COMPONENT SOCIETY**

**(initiated by Past President Nenita C. Lee Tan, MD)**

(One awardee only)

This award was initiated by Dr. Nenita C. Lee Tan to address one of the most prevalent problems in the country today. As the recognized organization in the country, it is but proper to raise standards of health education and services in the country through its component societies' members by making the community aware of proper environmental and hygienic procedures that are vital for the reduction of the prevalence of the common infectious diseases and to increase the compliance of environmental, health and hygienic habits to every individual. The qualifications are:

1. To qualify for this award, the individual should be a member of good standing of the component society
2. He must also be endorsed by the Board of the component society
3. He should have projects that contributed to the environmental protection, sanitation and hygiene of the component society and the community where he belongs.

The criteria for the award are as follows:

1. Relevance	35%
- promoted knowledge consistent to the environmental protection and sanitation project	
2. Impact/Significance	20%
- effected sustainable behavioral change in people in his community/area and /or minimize effect of climate change on health	
3. Innovation/Creativity	20%
- applied new concepts or breakthrough approach	
4. Community Mobilization	25%
- elicited participation from community members	
<b>TOTAL</b>	<b>100 %</b>

*Committee on awards 9/16/2020*

**PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**  
 \_\_\_\_\_ MEDICAL SOCIETY

Established: \_\_\_\_\_

Number of voting members : \_\_\_\_\_

Category: \_\_\_\_\_

**A. SCIENTIFIC ACTIVITIES****30%**

1. Continuing Professional Development Activities (outcome base education activities; planning implementation and monitoring) 10%						2. Number of scientific meetings, attendance and local speakers 3%	
DATE	TITLE OF ACTIVITY	Venue	Sponsoring Company	Proponent/ Initiator **	Special role of CMS member (Specify)	Attendance Scientific Meetings	local speakers component society

**(You can add more rows as needed )****3. Number and quality of scientific papers presented and research activities****2%**

PERIOD COVERED	TITLE OF RESEARCH PROJECT/TOPIC	PRIMARY RESEARCHER / SECONDARY RESEARCHER/S ETC. <i>(Give name of Component society member author. All others are et al)</i>	ROLE OF COMPONENT/ AFFILIATE/ SPECIALTY SOCIETIES <i>(Primary society involved:  Role of component society if not primary  Partner organization if CS is primary)</i>	FUNDING AGENCY (IF EXTERNALLY FUNDED AFTER REVIEW PROCESS)	STATUS OF RESEARCH*  <i>(evidence, cover of journal mentioned plus first page and page with acknowledgement)</i>

**(You can add more rows as needed )**

4. Delegation and participation in regional Meetings and PMA activities  
(PMA Annual Convention, Foundation Day, Medicine Week,  
Regional Assembly)

5%

PMA activity	Specific Activities	No of participants	Special role of society/ members
PMA ANNUAL CONVENTION	Opening ceremonies		
	Scientific Program		
	Social activities		
	General Assembly		
	Qualified Proxy votes carried		
	Dr. Jose Rizal Memorial Lecture/ Memorial Awards		
	Closing Ceremonies		
ORIENTATION AND LEADERSHIP TRAINING SEMINAR	Lectures and group discussions		
FOUNDATION DAY CELEBRATION, SEPTEMBER 15, 2020	Participation in PMA central activities		
	CMS initiated activities (indicate nature of activities)		
MEDICINE WEEK CELEBRATION SEPTEMBER , 2020	Participation in PMA central activities		
REGIONAL ASSEMBLY			
REGIONAL COUNCIL MEETINGS			

5. Component society's initiated activities during medicine week 5%

6. Coordination of Postgraduate activities initiated by Component, specialty and affiliate societies 5%

Postgraduate activities	Proponent Specialty/ affiliate Society	Sponsor (Is available)	Type of coordination	

**(You can add more rows as needed )**

(APPENDICES ON **SCIENTIFIC SESSIONS** TO BE SENT TOGETHER WITH QUARTERLY REPORT : PROGRAM OF ACTIVITY/INVITATION , ATTENDANCE , PHOTO OF STAGE WITH SPEAKER, STREAMER WITH DATE, PHOTO OF AUDIENCE; ONE PAGE PER ACTIVITY.)

Please attached appendices after Scientific Activities Report

**PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**  
\_\_\_\_\_ MEDICAL SOCIETY

Established: \_\_\_\_\_

Number of voting members : \_\_\_\_\_

Category: \_\_\_\_\_

**B. ORGANIZATIONAL STRUCTURE**

**20%**

	First & Second Quarters	Third & Fourth Quarter s	REMARKS
1. Election (the ratio of the number of qualified voters to the number of votes cast during the election) <b>2%</b>			
2. Regularity of board meetings: Should include minutes of the meeting (Number of meetings per quarter place date) <b>4%</b>			
3. Punctuality and quality of reports <b>6%</b> (includes quarterly report signed by Secretary and noted by CSE President; audited financial report , remittances and annual dues, signed by Treasurer and noted by President)			
4. PMA Hymn in all programs and activities <b>2%</b>			
5. Coordination/Involvement with specialty, subspecialty or affiliate societies <b>3%</b>			
6. Service to members <b>3%</b>			

**(You can add more rows as needed )**

(APPENDICES ON **ORGANIZATIONAL STRUCTURE** TO BE SENT TOGETHER WITH QUARTERLY REPORT :

1. PROGRAM OF ACTIVITY/INVITATION , ATTENDANCE , PHOTO OF STAGE WITH SPEAKER, STREAMER WITH DATE, PHOTO OF AUDIENCE;
2. COUNCIL MEETINGS; NOTICE OF MEETING, ATTENDANCE , SUMMARY OF MINUTES
3. FINANCIAL REPORT: REMITTANCES ON ANNUAL DUES; AUDITED FINANCIAL REPORT WITH REVENUES AND EXPENSES)
4. DOCUMENTS / EVIDENCE N COORDINATION WITH SPECIALITY, SUBSPECIALITY, AFFILIATE SOCIETIES)
5. EVIDENCES ON ASSISTANCE PROVIDED TO MEMBERS, NOTICES/CIRCULAR/NEWSLETTER/DIRECTORY/ SOCIAL GATHERING, INCLUDING ATTENDING BIRTHDAYS, WEDDINGS , WAKES ETC; nomination of members to various PMA awards, including Dr Jose Rizal Memorial Award; prompt recommendation of members needing PMA benefit package

Please attached appendices after Organization Structure



**PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**  
\_\_\_\_\_ MEDICAL SOCIETY

Established: \_\_\_\_\_

Number of voting members : \_\_\_\_\_

Category: \_\_\_\_\_

**C. COMMUNITY DEVELOPMENT PROJECTS**

**20%**

1. Cooperation and coordination with LGU Healthcare facilities 5%

Q1&Q2	
Q3&Q4	

*(You can add more rows as needed )*

2. Cooperation and coordination with NGO 5%

Q1 &Q2	
Q3& Q4	

*(You can add more rows as needed )*

3.Assistance rendered to calamities and Disasters or information dissemination on disaster preparedness

10%

Q1&Q2	
Q3&Q4	

(You can add more rows as needed )

(APPENDICES ON **COMMUNITY DEVELOPMENT PROGRAMS** TO BE SENT TOGETHER WITH QUARTERLY REPORT

1. PROGRAM OF ACTIVITY/INVITATION OF PROJECTS WITH LGU'S , ATTENDANCE, DATED PHOTO OF ACTIVITY WITH RECIPIENTS AND CMS MEMBERS AND LGU OFFICIALS ( FROM PROVINCE-TOWN/CITY-BARANGAY STAGE WITH SSTREAMER WITH DATE, PHOTO OF PARTICIPANTS )
2. PROGRAM OF ACTIVITY/INVITATION OF PROJECTS WITH NGO'S , ATTENDANCE, DATED PHOTO OF ACTIVITY WITH RECIPIENTS AND CMS MEMBERS AND NGO OFFICIALS WITH MEMORANDUM OF AGREEMENT; NAME OF NGOS REFLECTED IN TARPULINE )
3. HEALTH CARE DELIVERY FOR UNDERSERVED - PROOF OF SERVICES RENDERED IN PICTURES AND LIST OF RECIPIENTS; PROOF THAT RECIPIENT COMMUNITY IIS UNDERSERVED; PROOF OF PARTICIPATION OF OFFICERS AND MEMBERS
4. EVIDENCE: ASSISTANCE RENDERED TO CALAMITIES AND DISASTER, INCLUDING DISSEMINATION OF DISASTER PREPAREDNESS: DATED PHOTOS FOR HANDING OVER ASSISTANCE; LIST OF CMS MEMBERS WHO PARTICIPATED
4. EVIDENCE OF SUSTAINABILITY AND IMPACT OF PROJECT TO RECIPIENTS (LIFESTYLE MODIFICATION, IMPROVEMENT OF HEALTH STATUS; LIVELIHOOD PROJECT OUTCOMES

Please attached appendices after Community Development Projects

**PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**  
\_\_\_\_\_ MEDICAL SOCIETY

Established: \_\_\_\_\_  
Number of voting members : \_\_\_\_\_  
Category: \_\_\_\_\_

**D. PMA SPECIAL PROJECTS**

**20%**

**Any 5 special projects** – 4% each but not limited to the projects below. It can include projects that respond to the health agenda of the DOH.

Reproductive Health and Teenage Pregnancy	
HIV AIDS	
Non Communicable Diseases and Lifestyle Modifications	
TB Awareness and Control	
Drug Addiction Awareness	
Innovative way of fund raising projects for component society	
Innovative way of fund raising projects for PMA	
<b>OTHERS</b>	

**(You can add more rows as needed )**

(APPENDICES ON **PMA SPECIAL PROJECTS** TO BE SENT TOGETHER WITH QUARTERLY REPORT

1. PROGRAM OF ACTIVITY/INVITATION ON PROJECTS WITH: TITLE OF PROJECT, EXECUTIVE SUMMARY REFLECTING NATURE OF PROJECT; LONGEVITY; DATED PHOTOS OF ACTIVITY WITH RECIPIENTS AND CMS MEMBERS
2. EVIDENCE: ASSISTANCE RENDERED TO CALAMITIES AND DISASTER, INCLUDING DISSEMINATION OF DISASTER PREPAREDNESS: DATED PHOTOS FOR HANDING OVER ASSISTANCE; LIST OF CMS MEMBERS WHO PARTICIPATED
3. EVIDENCE OF SUSTAINABILITY AND IMPACT OF PROJECT TO RECIPIENTS (LIFESTYLE MODIFICATION, IMPROVEMENT OF HEALTH STATUS; LIVELIHOOD PROJECT OUTCOMES
4. FOR FUND RAISING ACTIVITIES: NATURE OF FUNDRAISING, PURPOSE/RECIPIENTS / CLEARANCES SECURED FROM RELEVANT GOVERNMENT AGENCIES; PICTURES OF ACTIVITIES; LIST OF DONORS; TOTAL AMOUNT RAISED

Please attached appendices after PMA Special Projects

**PMA AWARD FOR MOST ACTIVE COMPONENT MEDICAL SOCIETY**  
\_\_\_\_\_ MEDICAL SOCIETY

Established: \_\_\_\_\_

Number of voting members : \_\_\_\_\_

Category: \_\_\_\_\_

**E. OBEDIENCE & COMPLIANCE WITH PMA BOARD DECISIONS & POLICIES**

**10%**

1. Acknowledgement of PMA Memo Circulars etc.

2. Dissemination of information to members

(APPENDICES ON **OBEDIENCE & COMPLIANCE WITH PMA BOARD DECISIONS AND POLICIES** TO BE SENT TOGETHER WITH QUARTERLY REPORT

1. All acknowledgement letters sent by CMS and received at PMA by email or through post will be monitored and recorded by receiving secretary, copy of which shall be forwarded to committee on awards
2. Evidence on dissemination of information to members such as: copy of circular sent, copy of minutes when these were discussed in meetings; if with facebook, printscreen shot of information uploaded
3. Promptness and completeness of reports submitted

Please attach appendices after Obedience & Compliance with PMA Board Decisions & Policies

Prepared and Submitted by:

\_\_\_\_\_  
Name and Signature

\_\_\_\_\_  
Component Society Secretary

\_\_\_\_\_  
Date:

Noted and Endorsed by:

\_\_\_\_\_  
Name and Signature

\_\_\_\_\_  
Component Society President

\_\_\_\_\_  
Date:

**APPENDIX - A**



**RESOLUTION TO VIE FOR 2020-2021 PMA AWARD**

After having read and internalize the vision and mission of the Philippine Medical Association, and in recognition of the contribution of our members to the continuing professional development programs and implementation of sustainable and relevant community projects, and after submitting the required quarterly reports, we, the Officers, Board Members of the \_\_\_\_\_(Component/ Specialty/Subspecialty Society) do hereby signify our intention to vie for the \_\_\_\_\_Award, Category \_\_\_\_\_for 2020-2021.

Realizing that this is a friendly competition meant to maintain high standards in policies, procedures and undertaking within the Philippine Medical Association, we commit ourselves to the acceptance of the evaluation process and thereby respect the decision of the Board of Judges.

Signed this \_\_\_\_\_day of March, 2021.

Signed by:

Component Society Secretary

Component Society President