



PHILIPPINE MEDICAL ASSOCIATION

Theme: "Makabagong PMA: Tagapangalaga ng Pilipinong Manggagamot at Kalikasan"

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 Nos. : (02) 8929-7361; 8929-6366; 8926-2447
Mobile Nos. : 0917-8221357 (**Secretariat**) • 0961-5823069 (**Membership**)
Email Address : philmedas@yahoo.com; philmedas@gmail.com • Website: www.philippinemedicalassociation.org

Guidelines in the Conduct of Local Medical and Surgical Missions in the Philippines

By

PMA Committee on Medical Missions

I. Application Requirements for Local Medical and Surgical Missions

- a. **Valid PRC license** of all the physicians participating in the mission
- b. **Specialty Board Certification** or certification of specialty training of the physicians performing specialized services
 - i. The team leader will be held responsible for the actions of the non - board certified doctors of the team. Thus, he must be board certified.
- c. **Formal Application letter** addressed to the Philippine Medical Association (PMA), through the President of the Local Component Medical Society, which should include the following:
 - i. Type of mission as to whether medical, surgical, or both medical and surgical, or specialty mission;
 - ii. Duration of the mission and inclusive time and dates;
 - iii. Venue and target community;
 - iv. Names and specialties of the mission team members who will conduct the mission;
 - v. Written consent or endorsement form from the host Local Government Executive (governor/mayor/barangay chairman) or chief of the health facility where the mission will be conducted;
 - vi. Description of the services to be provided.
- d. **Letter of Certification** from sponsoring Host Organization, stating the following:
 - i. Need for the medical mission;
 - ii. Type of the services required;
 - iii. Identified beneficiaries;
 - iv. Organization's commitment to support the mission;
 - v. Coordination with local component medical society.

II. Guidelines in the Conduct of Local Medical and Surgical Missions

- a. The PMA, through the local component medical society president, must be informed **not later than 1 month before**,
- b. Participants of the Medical and Surgical Missions must attend **voluntarily**, and were not forced or coerced,
- c. Beneficiaries should sign a **consent form**,
- d. Must be **non-profit oriented**,
- e. The sponsoring **host organization** shall be responsible for the **safety** and **security** of the participants and beneficiaries,
- f. These medical and surgical missions must be taken as **professional** and **humanitarian** endeavors and **NOT** as medium for **political patronage**,



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g. Post-mission report must be submitted.

- i. To be filed by the head or team leader of the local Medical and Surgical Missions' host organization;
- ii. To be submitted to PMA (through the concerned local component medical society) within 30 days after the completion of the mission;
- iii. To be concurred/noted by the concerned LGU;
- iv. All records and audio-visual documents must be also submitted in triplicate form (PMA, Component Medical Society, and Local Government Unit).

III. Violations

- a. Conducting missions without approval
- b. Submission of false information
- c. Allowing unqualified persons to perform medical procedures
- d. Practice beyond competence
- e. Failure to obtain informed consent
- f. Breach of confidentiality
- g. Unauthorized use of patient information
- h. Failure to submit required reports
- i. Misuse of donations or resources
- j. Failure to provide appropriate referral and follow-up

IV. Sanctions (depending on severity)

- a. Requirement of corrective measures
- b. Suspension of endorsement
- c. Disqualification from future missions
- d. Referral to appropriate regulatory bodies (NBI, PRC)

*Sanctions will be given by the PMA, through the recommendation of the Committee on Medical Missions

V. Implementation

- a. PMA, through the Committee on Medical Missions
- b. PMA Regional Councils
- c. Component Medical Societies
- d. Specialty Divisions, Subspecialties and, Affiliate Societies
- e. Healthcare Institutions
- f. Department of Interior and Local Government
- g. Department of Health
- h. Partner Organizations (NGOs, Religious Groups, Schools, Companies, etc.)