



5. Issuance of

a. Follow-up of Students Referred During Enrollment

This refers to the follow-up of referred cases, evaluation of treatment outcome and compliance.

Office or Division:	Medical Services Department – Medical Section/ PUP Campus			
Classification:	Simple			
Type of Transaction:	G2C			
Who may avail:	Students			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Laboratory results requested by the Physician		Any accredited laboratory facility or hospital of choice of the patient.		
Medical certificate from specialist		From any government / private pulmonologist		
Other documents as deemed necessary				
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Go to receiving area of the medical clinic and states the purpose of consultation or follow-up.	Ask the purpose of consultation or follow-up and name of the student for retrieval of his/her record.	None	2 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>
2. Present laboratory results or other documents required.	2.1 Check the student's laboratory results or documents. 2.2 Get vital signs (Blood Pressure,	None	5 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>
	Temperature, Respiratory Rate, Pulse Rate) of the student including weight (for PTB cases). 2.3 Assist the student to the consultation area.			



<p>3. Proceed to consultation area and submits laboratory results or documents requested.</p> <p>Fill out waiver form for follow-up</p>	<p>3.1 Assess and evaluate documents submitted.</p> <p>3.2 Take medical history and performs medical examination.</p> <p>3.3 Assist student in filling out waiver form.</p>	<p>None</p>	<p>12 minutes</p>	<p><i>Physician/Nurse Medical Clinic PUP Campus</i></p>
<p>4. Listen to home instructions.</p>	<p>Provide discharge instructions.</p>	<p>None</p>	<p>6 minutes</p>	<p><i>Physician/Nurse Medical Clinic PUP Campus</i></p>
<p>5. Proceed to receiving area and signs the Registration Form.</p>	<p>Assist student in filling out the Registration Form.</p>	<p>None</p>	<p>2 Minutes</p>	<p><i>Physician/Nurse Medical Clinic PUP Campus</i></p>
<p style="text-align: right;">TOTAL:</p>		<p>None</p>	<p>27 minutes</p>	