



## f. Medical Clearance for On-the-Job-Training of Students

This service is provided to students who will undergo On-the-Job Training.

<b>Office or Division:</b>	Medical Services Department/ PUP Campus			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C			
<b>Who may avail:</b>	Students			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<p>a. Chest x-ray (PA) view official result with film or CD with 1-year validity at the time of examination.</p> <p>b. Additional laboratory test for food handler:</p> <p>b.1 Fecalysis or stool exam result within 1-month validity (for BSND, BSFT and BSHM).</p> <p>b.2 Anti-HAV IgM (for BSHM)</p>		Any DOH accredited laboratory facility, hospital of choice of the patient or accredited clinic as per advised by the company or industry where he or she will take their OJT.		
<p>c. Other laboratory as required by the company.</p> <p>d. Other laboratory as required by examining physician after assessment and physical examination if necessary.</p>				
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Proceed to receiving area of the medical clinic and	Ask the purpose of medical clearance.	None	30 seconds	<i>Physician/Nurse Medical Clinic PUP Campus</i>
2. Present requirement for issuance of medical clearance.	<p>2.1 Check the patient's requirement.</p> <p>2.2 Take patient's vital signs (Blood Pressure)</p> <p>2.3 Assist the student to the consultation area.</p>	None	3 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>
3. Proceed to consultation area and present documents.	3.1 Assess/ Evaluates laboratory results upon receipt of document.	None	6 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>



	3.2 Takes medical history and performs physical examination			
	<u>With referral:</u> Explain the purpose of the referral and prepare referral form for laboratory / consultation to specialist.	None	4 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>
	<u>Without referral:</u> Issuance of medical clearance if physically fit for the on-the-job training.	None	2 minutes	<i>Physician/Nurse Medical Clinic PUP Campus</i>
4. Fill out and signs the Daily Treatment Record.	Assist patient in filling out the Daily Treatment Record.	None	1 minute	<i>Physician/Nurse Medical Clinic PUP Campus</i>
	<b>TOTAL:</b>	None	<b>14 minutes and 30 seconds</b>	