



Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR
Tandag

Provincial Governor's Office

Refer to: Committee on Justice & Security
& Human Rights (Lead Committee)
Health, Sanitation & Nutrition

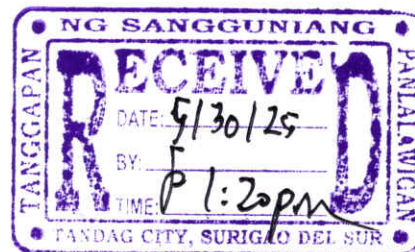
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DATE: 5-10-25 TIME: 11:24 AM

May 29, 2025

THE HONORABLE MEMBERS
Office of the Provincial Council
This Province

Thru: HON. MANUEL O. ALAMEDA, SR.
Vice Governor & Presiding Officer



SIR:

May I request for the passage of a Sanggunian Panlalawigan Resolution authorizing the Provincial Governor to enter into and sign a Memorandum of Agreement (MOA), for and in behalf of the Provincial Government, with the Department of Health—Center for Health Development-Caraga represented by Cesar C. Cassion, MD, MPH, CESO III, Regional Director, under the Medical Assistance for Indigent and Financially Incapacitated Patients (MAIFIP) Program for the identified health facility as listed hereunder opposite its corresponding amount of MAIFIP:

Health Facility of SDS	Amount of MAIFIP, Php
Madrid District Hospital	2,000,000.00

Attached please find a copy of the said MOA.

We are hoping for your favourable action on the matter.

Truly yours,

ALEXANDER T. PIMENTEL
Provincial Governor

Tanggapan ng Sangguniang Panlalawigan

Surigao del Sur

OSSP-SDS-2025-4695

Telephone No.: (086) - 211 - 5832

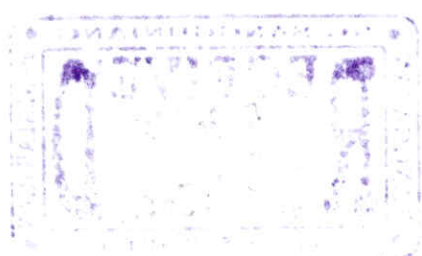
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**MEMORANDUM OF AGREEMENT
FOR THE IMPLEMENTATION OF THE MEDICAL ASSISTANCE FOR INDIGENT AND
FINANCIALLY INCAPACITATED PATIENTS (MAIFIP) PROGRAM FOR THE YEAR 2025**

KNOW ALL MEN BY THESE PRESENTS:

This Agreement is entered into by and between:

The **DEPARTMENT OF HEALTH – CENTER FOR HEALTH DEVELOPMENT – CARAGA**, a government agency established and existing under the laws of the Republic of the Philippines, with principal office address at Pizarro Street Corner Narra Road, Butuan City, herein represented by, **CESAR C. CASSION, MD, MPH, CESO III**, in his capacity as the Regional Director, hereinafter referred to as **"FIRST PARTY"**;
-and-

The **MADRID DISTRICT HOSPITAL**, a government health facility under the Province of Surigao del Sur established and existing under Philippine Laws, with principal office address at National Highway, Quirino, Madrid, Surigao del Sur herein represented by **HON. ALEXANDER T. PIMENTEL** in his capacity as Provincial Governor as per SP Resolution No. _____, hereinafter referred to as **"SECOND PARTY"**.

WITNESSETH:

WHEREAS, the First Party, as the Regional Office of the Department of Health (DOH) for CARAGA, has been providing assistance to patients seeking consultation or being admitted to government and private hospitals and health care facilities within its area of jurisdiction under the Medical Assistance for Indigent and Financially Incapacitated Patients (MAIFIP) Program and Republic Act No. 11463 otherwise known as "Malasakit Act of 2019".

WHEREAS, the First Party is duly authorized to enter into a Memorandum of Agreement (MOA) with Local Government Unit (LGU) pursuant to Administrative Order No. 2024-0006, dated April 16, 2024, entitled: "Revised Guidelines on the Implementation of the Medical Assistance to Indigent and Financially Incapacitated Patients (MAIFIP) Program", hereinafter referred to as "Guidelines";

WHEREAS, the Second Party is willing to participate in the efficient and effective grant of medical assistance to indigent and poor patients and shall ensure the efficient implementation of the Medical Assistance to Indigent and Financially Incapacitated Patients (MAIFIP) Program;

WHEREAS, this MOA is being entered into by the Parties to ensure the effective and efficient implementation of the medical assistance to Indigent and Financially Incapacitated Patients, inclusive of a systematic reimbursement process for the Local Government Unit (LGU) - Managed Hospitals;

NOW THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree as follows:

I. GENERAL PROVISIONS:

- a. The medical assistance under the MAIFIP Program shall cover the costs of clinically indicated needs as prescribed by the physician or health professional of a health facility for in-patients and out-patients as stipulated in section VI.3 of DOH Administrative Order No. 2024-0006 or "the Revised Guidelines for the Implementation of the Medical Assistance to Indigent and Financially Incapacitated Patients (MAIFIP) Program", in excess of the packages/rates covered by PhilHealth or other financing sources, and in accordance with the Order of Charging stipulated in the Joint

CONSUELO L. GARCIA, CPA
Provincial Accountant

JORY D. PALATTAO, MD
Chief of Hospital

ALEXANDER T. PIMENTEL
Provincial Governor

COURTNEY LOVE MARTIN, CPA
DOH - CHD 13 Accountant III
62-10101-2025-03.006/005
5/11-2025-01-000158/02-001033

C. CASSION, MD, MPH, CESO III
H-CHD 13 Regional Director

Implementation of the Medical and Financial Assistance to Indigent and Financially-Incapacitated Patients pursuant to RA No. 11463 also known as "Malasakit Centers Act of 2019" and its amendments subject to availability of funds.

- b. The medical assistance funds of the DOH, as defined under the Malasakit Centers Act of 2019, shall not be convertible to cash.

II. ROLES AND RESPONSIBILITIES OF THE FIRST PARTY

- a. Manage allocated funds and facilitates for efficient transfer to partner health facilities under their jurisdiction.
- b. Designate a program coordinator who shall primarily handle the program implementation and ensure administrative support for the effective implementation of the program.
- c. Facilitate medical assistance referral through the Health Emergency Management Bureau - National Patient Navigation and Referral Center (HEMB-NPNRC) regional counterparts in support of the Health Care Provider Network.
- d. Review requests and authorize release of funds as specified in Section VII of Administrative Order 2024-0006.
- e. Conducts monitoring and evaluation with the health facility.
- f. Submit required summary reports on the status of MAIFIP Program and other related reports mentioned in Section VI.9.b of Administrative Order 2024-0006.
- g. Ensure the responsibilities of health facilities, offices and agencies entering into a MOA to enforce Administrative Order No. 2024-0006 for the effectiveness of the MAIFIP Program implementation.
- h. Coordinate with the LGUs under their jurisdiction to cascade information or campaigns to enhance people's awareness regarding the MAIFIP program.
- i. Report any suspected abuse or mishandling of funds to the MPO and recommended the next course of action, depending on the surrounding circumstances, as the case may be.
- j. Submit the list of government and private partner hospitals with MOAs to the MPO for monitoring and also in accordance with the government transparency act.

III. ROLES AND RESPONSIBILITIES OF THE SECOND PARTY

- a. Shall ensure that there is no double charging of funds for medical assistance, and shall strictly abide by the order of charging rules mentioned in Section VI.4, of Administrative Order 2024-0006, to facilitate rational use of the MAIFIP Program funds.
- b. Shall judiciously enforce a thorough screening of beneficiaries to ensure the efficient and rational use of funds, diligent documentation, and data encoding through the information system designated by the DOH.
- c. Facilitate the provision of quality medical assistance requests and ensure the compassionate delivery of necessary services to the MAIFIP Program beneficiary.
- d. Shall ensure that the following eligibility and documentary requirements are observed:

CONSUELO L. GARCIA, CPA
Provincial Accountant

JORVY D. PALATTAD, MD
Chief of Hospital I

ALEXANDER T. PIMENTEL
Provincial Governor

COURTNEY LOVEMARTIN, CPA
DOH - CHD 13 Accountant III
02-10101-2025-03-0024/005
SHA-2025-01-000158 / 02-0001538

CESAR C. CASSION, MD, MPH, CESO III
DOH-CHD 13 Regional Director

CONSUELO L. GARCIA, CPA
Provincial Accountant

JORVY D. PALATTAO MD
Chief of Hospital I

ALEXANDER T. PIMENTEL
Provincial Governor

COURTNEY LOVE MARTIN, CPA
DOH - CHD 13 Accountant III

CESAR C. CASSION, NC, MPH, CESO II
DOH-CHD 13 Regional Director

02-10101-2025-03-0001005
CAA-2025-01-00058102-001003

1. MAIFIP Program beneficiaries as defined in Section IV (Item I & K) of Administrative Order No. 2024-0006, shall be eligible for medical assistance under the Program, subject to Section VI.E, thereof, or the terms and conditions specified therein.
2. Patients or their authorized representative/s availing medical assistance under the MAIFIP Program shall proceed to the Medical Social Service or the designated officer of the health facility for the presentation of documents, proper assessment, and evaluation.
3. A referral may be issued to a patient by the Central Office and/or CHD, subject to the usual screening and evaluation process by the MSW of the health facility.
4. The following are the officials authorized to approve the corresponding allowable amount:
 - i. CHD Director and/or duly authorized representative: Maximum of Php 1,500,000.00 per approval/transaction;
 - ii. Cluster Head of MPO maximum of Php 2,000,000.00
 - iii. Secretary of Health or designated Chief of Staff: Above Php 2,000,000.00 per approval/transaction
5. The following documentary requirements shall be submitted by both In-Patients and Out-Patients, as may be applicable:
 - a. **In-Patients:**
 - i. Hospital Bill/SOA/charges/fees; and
 - ii. Copy of Valid ID of the patient or Medical Social Services-issued ID and valid ID of next of kin, if applicable.
 - b. **Out-Patients in the Health Facility:**
 - i. Prescription of Drug and Special Medicine / Treatment Protocol / Laboratory or Diagnostic Request / Requests issued by referring facilities / Copy of the certification on the number of sessions availed from PhilHealth, if applicable;
 - ii. Copy of Valid ID of the patient or Medical Social Services-issued ID and valid ID of next of kin, if applicable.
 - c. **For PCFs and Clinical Laboratories:**
 - i. Prescription of Drug and Special Medicine / Treatment Protocol / Laboratory or Diagnostic Request / Copy of the certification on the number of sessions availed from PhilHealth, if applicable;
 - ii. Copy of Valid ID of the patient or Medical Social Services-issued ID and valid ID of next of kin, if applicable
 - iii. Certificate of Eligibility or Social Case Summary from the Medical Social Worker / Registered Social Worker or Barangay Certificate of Indigency or 4Ps ID.
- C. **Other Supporting Documents:**
 - a. Annex A2
 - b. Annex B
 - c. Medical Abstract

- d. **Eligibility Assessment** — The registered MSW of the Second Party shall assess the eligibility of patients applying for medical assistance using the standard assessment tool in Annex B of AO No. 2021-0044 or its latest amendments. Proof of eligibility as stated in Section VI.A.3 thereof shall be presented for evaluation.

In case of Primary Care Facility (PCF) and Clinical Laboratory (CL)s, the health facility shall ensure the submission of necessary documents/requirements mentioned above for eligibility in the availment of fund assistance.

CONSUELO L. GARCIA, CPA
Provincial Accountant

JORVY D. PALATTAO, MD
Chief of Hospital I

ALEXANDER T. PINENTEL
Provincia Governor

COURTNEY LOVE MARTIN, CPA
DOH - CHD 13 Accountant III
02-10101-2025-03-001/005
GRA-2025-01-000158/02-0001033

CESAR C. CASSION, MD, MPH, CEO III
DOH-CHD 13 Regional Director

- f. **Processing of Medical Assistance** – The MSW shall process the needed medical assistance based on his or her assessment and recommendation.

In case of PCF and CL, they shall process the medical assistance based on the assessed need of the patient.

- g. **Provision of Service** – Second Party shall provide the necessary health/medical service/s based on patient needs and document the provision of the same.

- h. **For Government and Private Health Facilities:**

1. Thoroughly assess and screen the eligibility of all patients and ensure completeness and authenticity of documents prior to MAIFIP Program availment as specified in Section VI.1 of Administrative Order 2024-0006
2. Ensure monthly reporting of fund utilization and program implementation; and other monitoring and evaluation reports every 5th day of the following month;
3. Ensure timely submission to the DOH-CHD Caraga, the liquidation report that is certified correct by the Provincial Accountant, approved by the Local Chief Executive, and duly stamped received by the Auditor, every 30th of the following month;
4. Ensure administrative support such as, but not limited to, the designation/hiring of MAIFIP Program point person/coordinator, computer system, provision of internet connectivity

- i. Facilitate the creation of internal policies that will support the implementation of this Order such, as but not limited to:

1. Ensure the release of medicines and nutritional products only on the prescribed number or quantity of the physician;
2. Advisory of any announcement related to the MAIFIP Program;
3. Policy on providing justification for patients to be referred to other health facilities to provide health services to patients;
4. Policy on accepting referred/walk-in patients to get medicines/services that the referring hospital cannot provide to the patients; and
5. Policy on regulating the charging of Professional fees to MAIFIP (eq. Uniform/standard amount of PF per service/operation per patient, etc.).

IV. COMMON PROVISIONS:

- a. **Service Coverage:**

The MAIFIP Program funds shall cover medicines, services and other medical products as prescribed by a licensed physician or health professional such as but not limited to the following:

1. Drugs and medicines as approved by the Food and Drug Administration;
2. Laboratory, imaging, radiological and other diagnostic procedures including assessment/readers fees;
3. Blood and other related blood screening/products;
4. Clinically indicated medical-surgical cases, obstetrics - gynecological cases considered as high-risk, dental cases requiring implants, medical devices and supplies, and other relevant procedures;
5. Prescribed post-hospitalization, rehabilitation services, aftercare program, appropriate mental and psychosocial support;
6. All hospital bills/charges; and

- a. This Agreement shall automatically terminate upon the depletion of the allocation for medical assistance to indigent and poor patients.
- b. Termination may also be commenced by any of the parties by giving written notice to the other party and such termination shall take effect thirty (30) days from receipt of such notice, unless otherwise qualified by the terminating party.

IX. SETTLEMENT OF DISPUTES

- a) The parties shall exert all efforts to settle amicably any dispute arising out of or in connection with the agreement or its interpretation. Should the parties fail to amicably settle said dispute, any legal action shall be filed exclusively before the courts of Butuan City.

X. SEPARABILITY CLAUSE

- a.) Should any provision of this agreement be declared unconstitutional by any court of law or competent jurisdiction, all other provisions not affected by the declaration shall remain in full force and effect.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands at the bottom of this page and either on the left- or right-hand margins of all other pages of this agreement.

DEPARTMENT OF HEALTH

As represented by:



CESAR C. CASSION, MD, MPH, CESO III

Director IV
Regional Director
(FIRST PARTY)

As represented by:



ALEXANDER T. PIMENTEL

Provincial Governor
(SECOND PARTY)

Signed in the presence of:



COURTNEY LOVE MARTIN, CPA
Accountant III



JORVY D. PALATTAO, MD
Chief of Hospital I

CONSUELO L. GARCIA, CPA
Provincial Accountant

and approval. Requests must be supported with a detailed breakdown of the proposed administrative and implementation costs. This process ensures transparency and proper utilization of program funds intended for the MAIFIP Program beneficiaries requiring medical assistance.

- b. The allocated amount covers the following:

SUB-ALLOTMENT : SAA Nos. 2025-01-000158; 2025-02-001033
AMOUNT : ₱2,000,000.00

- c. Should additional funding be available for transfer in favor of the Second Party, by mutual agreement, the total allotted funds shall accordingly be amended.
- d. The request for replenishment of funds shall be made after the Second Party has complied with the requirements specified in Section V. 5 of Administrative Order No. 2024-0006.
- e. A health facility requesting for replenishment of funds shall submit a letter request to the MPO and CHD concerned containing the following:
- Rationale;
 - Number of patients that the hospital can cater;
 - Number of assisted patients per year through the MAIFIP Program;
 - Classification of the hospital (level 1, 2, 3, etc.); and
 - Requested amount
- f. The number of funds to be transferred shall depend on the absorptive capacity of the Second Party, subject to the recommendation and approval of the FICT Cluster head, MPO/FMS or the First Party.
- g. The release of subsequent funds by the DOH for the medical assistance to the facilities shall be made only when at least fifty percent (50%) of the amount previously sub-allotted/transferred has been liquidated and submitted, certified correct by the accountant, approved by the head of the office, and stamped received by the Commission on Audit. It shall adhere to the terms of the agreement and guidelines set by the DOH Central Office and the First Party to ensure smooth and orderly implementation of the program.

The government/private partner hospitals, including Specialty Hospitals, and SUC Hospitals, shall submit their respective Fund Utilization Reports (FURs) to the CHD concerned, while the DOH hospitals shall submit their respective FURs to the DOH-Central Office.

VI. DATA PRIVACY

Pursuant to Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, all information collected by the Parties to this MOA with regard to the personal circumstances of patients qualified under the MAIFIP Program, shall be confidential and shall solely be used for the purpose of granting said medical assistance to qualified indigent and financially incapacitated patients. All the Parties are likewise mandated to strictly comply with all the other relevant provisions of the same Act.

VII. EFFECTIVITY

- a. For the purpose of access to or utilization of MAIFIP Program funds this agreement shall be valid and effective upon the execution thereof and shall remain in force and in effect depending on the effectivity of General Appropriation Act.

VIII. TERMINATION

CONSUELO L. GARCIA, CPA
Provincial Accountant

JORVY D. PALATTAO, MD
Chief of Hospital

ALEXANDER T. PINENTEL
Provincia Governor

COURTNEY LOWE MARTIN, CPA
DOH - CHD 13 Accountant III

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SAR C. CASSION, MD, MPH, CESO III
DOH-CHD 13 Regional Director

7. Professional fees, provided that the expenses for the professional fees shall not exceed 50% of the approved amount of medical assistance.

In case of non-availability of clinically indicated drugs and medicines, services and procedures, or lack of available beds in the government health facility as certified by the Chief of Hospital or his/her designated official, the concerned health facility may enter into a Memorandum of Agreement (MOA) with DOH licensed and PhilHealth accredited government/private health facility to provide the medical needs of the MAIFIP Program Beneficiary that shall be charged to the MAIFIP Program funds of the referring health facility subject to the guidelines set by the DOH and prevailing accounting rules and regulations.

In case the health facility has no available drugs and medicines in their Pharmacy, the Pharmacist or Special Disbursement Officer in charge, upon the approval of the Chief of Hospital, may avail the services outside the facility to provide the services to the patient subject to the strict observance of the provisions of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act, its Implementing Rules and Regulations, and other pertinent laws and issuances

b. Access to and utilization of the MAIFIP Program Funds Terms shall be subject to the following terms and conditions:

1. MAIFIP Program beneficiaries shall be admitted to basic or non-private ward /accommodation and may be admitted to the next available private accommodation only on the following conditions:
 - i. Non-availability of basic or non-private ward accommodation as assessed and certified by the hospital's registered social worker, or the Medical Center Chief (MCC) or his/her duly authorized representative. Provided, that once a basic or non-private ward becomes available, the patient shall be transferred therein; or
 - ii. Emergency cases requiring immediate critical care and which are admitted to the Intensive Care Unit of the health facility. However, once the patient has been stabilized as certified by the attending physician, the patient shall be transferred to a basic or non-private ward; or
 - iii. Patients with communicable diseases, those immune compromised, or any clinical condition requiring isolation as certified by the attending physician.
2. MAIFIP Program funds shall be valid from the date of issuance until December 31 of the same year of issuance subject to the provisions of the GAA of the current year;
3. For cases requiring multiple stakeholder participation, coordination among DOH/CHD, Partner Agencies, government, and private hospitals/facilities, and MSWs, is highly encouraged for better communication, reports submission services, and referral of patients.

V. ALLOCATED AMOUNT:

- a. The First Party has allocated in favor of the Second Party the total amount of Two Million Pesos (**₱2,000,000.00**) Philippine Currency.

Effective January 1, 2025, administrative expense fees can no longer be automatically deducted from the total amount sub-allotted to Centers for Health Development (CHDs), the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), DOH hospitals, and other partner health facilities. Should there be a need to allocate funds for administrative expenses, concerned offices and health

CONSUELO L. GARCIA, CPA
Provincial Accountant

JOJOY D. PALATTAO, MD
Chief of Hospital I

ALEXANDER T. PIMENTEL
Provincial Governor

COURTNEY LOVE MARTIN, CPA
DOH - CHD 13 Accountant II

02-10161-2025-09-004/005
Skt 2025-01-000154 / 02-001033

ARC CASSION, MD, MPH, CESO III
OH-CHD 13 Regional Director

ACKNOWLEDGEMENT
Second Party

REPUBLIC OF THE PHILIPPINES)
_____) S. S.

BEFORE ME, a Notary Public, this _____, in City/Province of _____, Philippines, personally appeared the following:

Name: _____ Identification Card _____ Date & Place of Issuance: _____

TERENCE ANTHONY S. VESAGAS, MD _____

Known to me to be the same persons who executed the foregoing Memorandum of Agreement, consisting of _____ pages including this page and they acknowledged to me that the same are their free act and voluntary deed and the institution they respectively represent.

WITH MY HAND AND SEAL this _____, 2025 in _____

Doc. No. _____

Page No. _____

Book No. _____

Series of 2025.

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ACKNOWLEDGEMENT

First Party

REPUBLIC OF THE PHILIPPINES)
CITY OF BUTUAN) S. S.

BEFORE ME, a Notary Public, this 04 APR 2025, in City of Butuan, Philippines, personally appeared the following:

Name: Identification Card Date & Place of Issuance:

CESAR C. CASSION, MD, MPH, CESO III _____

Known to me to be the same persons who executed the foregoing Memorandum of Agreement, consisting of _____ pages including this page and they acknowledged to me that the same are their free act and voluntary deed and the institution they respectively represent.

WITH MY HAND AND SEAL this 04 APR 2025, 2025 in BUTUAN CITY

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