



Republic of the Philippines  
Department of Health  
**OFFICE OF THE SECRETARY**

28 October 2020

**DEPARTMENT CIRCULAR**  
No. 2020- 0360

**FOR :** **ALL DIRECTORS OF CENTERS FOR HEALTH DEVELOPMENT (CHD); MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (MOH-BARMM); CHD REGULATORY LICENSING AND ENFORCEMENT DIVISIONS; OWNERS/HEADS OF PRIMARY CARE FACILITIES; AND ALL OTHERS CONCERNED**

**SUBJECT :** **Clarification on the Application Fee of Department of Health – License to Operate (DOH-LTO) and Department of Health – Permit to Construct (DOH-PTC) of Ancillary Services of Primary Care Facilities**

This is to clarify Section X.B of Administrative Order No. 2020-0047 titled “Rules and Regulations Governing the Licensure of Primary Care Facilities in the Philippines”:

“The application fee for DOH-LTO and DOH-PTC for PCF shall be waived until a new schedule of fees is issued by DOH.”

The ancillary services of Primary Care Facilities (PCFs) may be located within or outside the premises of PCFs, and/or have different ownership. Thus, the tables below clarify the payment of application fee for DOH-LTO of ancillary services of PCF:

**New ancillary services\*:**

Ownership	Location	
	Within the PCF Premises	Outside the PCF Premises
Same with PCF	Waived fee	Pay application fee
Different from PCF	Waived fee	Pay application fee

\*Except FDA-licensed ancillary services

**Currently DOH-licensed ancillary services\*:**

Ownership	Location	
	Within the PCF Premises	Outside the PCF Premises
Same with PCF	Pay application fee	Pay application fee
Different from PCF	Pay application fee	Pay application fee

\*Except FDA-licensed ancillary services

The application fee for DOH-PTC of new ancillary services, if applicable, located outside the premises of a new PCF, regardless of ownership, are not waived.

The application fees for pharmacy and radiological services shall follow the schedule of fees prescribed by the Food and Drug Administration.

Dissemination of the information to all concerned is requested.

By Authority of the Secretary of Health:

**DR. MARIA ROSARIO SINGH-VERGEIRE, MPH, CESO IV**  
OIC - Undersecretary of Health  
Health Regulation Team