



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

21 June 2021

**DEPARTMENT CIRCULAR**

No. 2021- 0276

FOR : **ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES; MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (MOH-BARMM); DIRECTORS OF CENTERS FOR HEALTH DEVELOPMENT (CHD) AND HEALTH FACILITIES AND SERVICES REGULATORY BUREAU; PRESIDENT OF THE PHILIPPINE HEALTH INSURANCE CORPORATION; LOCAL CHIEF EXECUTIVES; HEADS OF PRIMARY CARE FACILITIES; AND ALL OTHERS CONCERNED**

SUBJECT : **Guidelines on the Issuance of DOH - License to Operate (DOH-LTO) to PhilHealth Konsulta Package-Accredited Primary Care Facilities**

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Administrative Order (AO) No. 2020-0047, titled “Rules and Regulations Governing the Licensure of Primary Care Facilities in the Philippines” took effect on October 29, 2020. As stipulated in Section V.A., “All primary care facilities (PCFs) shall secure a Department of Health – License to Operate (DOH-LTO) and must be compliant at all times with the licensing standards and requirements of the Health Facilities and Services Regulatory Bureau (HFSRB) and Food and Drug Administration (FDA)”.

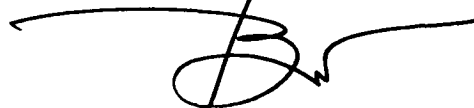
The Centers for Health Development-Regulation, Licensing and Enforcement Division (CHD-RLED) are currently at the dissemination and advocacy stage. This creates a problem with access to safe and good quality primary care services at the grassroots level, having no licensed PCFs as of this time. To correct the gap, the Department of Health, through the CHD-RLED, shall implement the following guidelines:

1. Rural health units, urban health centers, and private medical clinics accredited by PhilHealth as a Konsultasyong Sulit at Tama (Konsulta) health care provider for 2021 shall be issued a DOH – License to Operate (DOH-LTO) a PCF.
2. Those KONSULTA package-accredited PCFs shall submit to their respective DOH Center for Health Development – Regulatory Licensing and Enforcement Division (CHD-RLED) the following documents:
  - a. Accomplished application form for DOH-LTO of PCF
  - b. Copy of PhilHealth Certificate of Accreditation as Konsulta health care provider
3. After evaluation for completeness and correctness of the submitted documents, the CHD-RLED shall issue a DOH-LTO a PCF to the applicant.
4. Validity of DOH-LTO as PCF shall be until December 31, 2021.

5. In the case that PhilHealth has terminated the Konsulta accreditation of a PCF, PhilHealth shall inform the CHD-RLED. The CHD-RLED shall immediately issue a Cease and Desist Order on the PCF with terminated Konsulta accreditation.
6. The application for renewal of DOH-LTO shall follow the annual cut-off dates, in accordance with AO No. 2019-0004, titled "Guidelines on the Annual Cut-off Dates for Receipt of Complete Applications for Regulatory Authorizations Issued by the Department of Health." Only PCFs that are compliant with all the licensing standards and requirements stipulated in AO No. 2020-0047 shall be issued with the renewal of DOH-LTO.
7. Upon renewal, the PCF will be evaluated based on the DOH licensing standards and requirements. If found fully compliant, a DOH-LTO a PCF shall be issued.
8. The DOH-licensed a PCF shall be accredited by PhilHealth, once compliant with the accreditation standards and requirements.

For strict implementation.

By Authority of the Secretary of Health:



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