



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

September 14, 2022

DEPARTMENT CIRCULAR

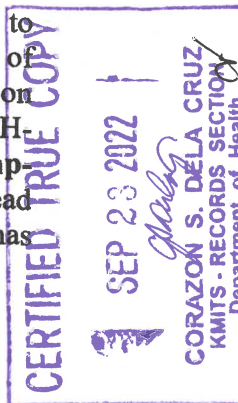
No. 2022 - 0492

FOR : **DIRECTORS OF CENTERS FOR HEALTH DEVELOPMENT (CHD); DIVISION CHIEFS OF CHD-REGULATION, LICENSING AND ENFORCEMENT DIVISION (RLED) AND HEALTH FACILITIES AND SERVICES REGULATORY BUREAU; MINISTER OF HEALTH-BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (MOH-BARMM); REGULATORY OFFICERS; HEAD OF DOH LICENSED HEALTH FACILITIES; AND ALL OTHERS CONCERNED**

SUBJECT : **Advisory on the Proof of Submission to the National Database of Human Resources for Health Information System (NDHRHIS) by the DOH Regulated Health Facilities**

The Department of Health (DOH), through the Health Facilities and Services Regulatory Bureau (HFSRB), mandates DOH regulated health facilities such as hospitals, cancer treatment facilities, primary care facilities, and clinical laboratories to use and regularly submit data and information concerning human health resources to the National Database of Human Resources for Health Information System (NDHRHIS). This information system was created to strengthen the data collection system concerning human health resources, and be used as a reliable database to guide planners, managers, and decision-makers for research and policy development processes to support the requirements of the Universal Health Care Act.


Recent challenges have been encountered in the submission of data to the NDHRHIS due to large volume of information being received. As such, to ensure timely enforcement of licensing process, HFSRB and CHD-Regulation, Licensing, and Enforcement Division (CHD-RLED)/MOH-BARMM-Regulation, Licensing and Enforcement Cluster (MOH-BARMM-RLEC) are requested to temporarily accept a printed screenshot of the **Temp Affiliation Menu in the NDHRHIS** with date indicated and shall be duly signed by the head of the facility as a proof of submission to the NDHRHIS until such time that the issue has been resolved.

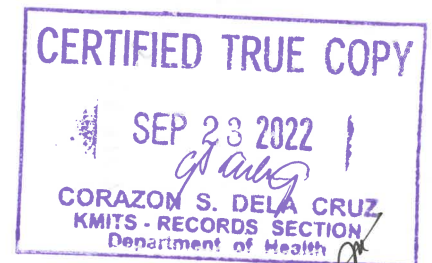


Please refer to the attached Department Memorandum No. 2022-0380 titled "Submission of Temporary Proof of Registration to NDHRHIS as Part of Facility Licensing Requirements" dated August 22, 2022, for guidance

For dissemination and compliance.

By Authority of the Secretary of Health:


ATTY. CHARADE B. MERCADO-GRANDE, MPSA
OIC-Undersecretary of Health
Health Regulation Team





Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

22 August 2022

DEPARTMENT MEMORANDUM

No. 2022 - 0380

FOR : ALL DOH OFFICES/BUREAUS/UNITS AND ITS ATTACHED AGENCIES, CENTERS FOR HEALTH DEVELOPMENT (CHDs), AND OTHERS CONCERNED

SUBJECT : Submission of Temporary Proof of Registration to NDHRHIS as Part of Facility Licensing Requirements

This has connection with Department Memorandum (DM) 2022-0028, which reiterates the mandatory registration and annual updating of public and private hospitals and health facilities HRH data in the National Database of Human Resources for Health Information System (NDHRHIS) and its corresponding Update Report Form as part of licensing requirements.

Currently, there is a large volume of submissions in the System leading to a delay in the approval of facility registrations. The Bureau acknowledges that such delays may affect the hospitals and health facilities' submission of requirements for the licensing process.

To proceed with the licensing, in lieu of the Update Report Form, a **printed screenshot of the Temp-Affiliation Menu in the NDHRHIS with date indicated and duly signed by the head of the facility (please refer to Annex A)** may be shown and submitted to the Center for Health Development - Regional Regulations, Licensing, and Enforcement Divisions (CHD-RLEDs) as proof of submission in the NDHRHIS, pending the approval of facility registrations. Kindly note, however, that in the succeeding monitoring activities in 2023 by CHD-RLEDs, Update Report Forms from previous and most recent registrations/data updating shall still be prepared for verification purposes.

The Bureau is continuously working on the fast-tracking of approval of facility HRH registrations. Should there be changes in the current schemes, another Memorandum shall be issued.

For other concerns about the NDHRHIS (e.g. retrieval of accounts), manuals and other pertinent materials can be accessed at bit.ly/NDHRHIS-Materials. For further assistance, you may also send an e-mail to ndhrhis@doh.gov.ph.

For guidance and compliance of all concerned.

By Authority of the Secretary of Health:

LILIBETH C. DAVID, MD, MPH, MPM, CESO I
Undersecretary of Health

Annex A. Sample Screenshot of Temp-Affiliations Menu with Date Indicated

National Database of Selected Human Resources for Health Today is Wednesday : August 17, 2022

Alfonso Rural Health Unit II

Affiliations - Pending Confirmation (Staging)

Provider Type:

Showing 1 to 11 of 11 entries

Name	Type	Service	Category
Cruz, Eric Cruz Malik	Pharmacist	Clinical	Contractual
Cruz, Lisa Adan III	Medical Technologist	Clinical	Permanent
Cruz, Santos Jesus	Barry	Clinical	Contractual
De Leon, Reyes Molera	Dentist	Clinical	Contractual
Dela Cruz, Juan Santos Jr	Doctor	Clinical	Permanent
Dela Cruz, Yanad Juan Jr	Doctor	Clinical	Permanent
Lim, Cruz Eva	Midwife	Clinical	Permanent
Lisa, De Leon Sarah	X-ray Technologist	Clinical	Permanent
Lisa, Santos Reyes	Occupational Therapist	Clinical	Permanent
Santo, Yanad Juan II	Radiologic Technologist	Clinical	Contractual
Tanad, Reyes Pedro Sr	Nutritionist/ Dietician	Clinical	Permanent

Search:

Attested by:

(Signature over Printed Name)
Head of the Facility