



Republic of the Philippines  
**House of Representatives**  
Quezon City, Metro Manila

*Atty. Marilyn B. Yap, DPA*  
Secretary General

**MEMORANDUM**

FOR : ALL CONCERNED  
SUBJECT : DOCUMENTS NEEDED TO AVAIL OF PHILHEALTH HOSPITALIZATION BENEFITS  
DATE : 17 December 2014

Please be reminded that the following documents are required in availing of PhilHealth hospitalization benefits. The names and contact numbers of authorized signatories/contact persons are indicated opposite the said forms.

DOCUMENT	SIGNATORIES	
PhilHealth Claim Form 1 <i>(available at the Accounting Service, and at hospitals)</i>	<b>Accounting Service (any one of the following)</b>	
	Ms. Lourdes A. Jayme	0917-8014286
	Ms. Aurora Valentina V. Nonan	0917-5167173; 0922-8887359
	Mr. Arnulfo D. Davantes	0922-8230700; 0915-4795640
	<b>Contact Person:</b> Ms. Luz Ocampo (0917-8205587)	
Certificate of PhilHealth Contributions	<b>Cashiering Service</b>	
	Mr. Abraham G. Calica	0918-9655020
	<b>Contact Person:</b> Mr. Alberto Jose (0927-7248364)	
PhilHealth Members Data Record (MDR)	None required	

The PhilHealth Members Data Record (MDR) can now be accessed on-line through the Human Resource Management Service, Personnel Management Information System (HRMS-PMIS) using any computer within the HRep premises with Local Area Network (LAN) connection and internet browser. It is suggested that you maintain copies of your MDR in your respective offices and residences. You may also request for copies of the same from the PhilHealth Central Office, located at 880 Estuar Bldg., Quezon Ave., Quezon City, or from any PhilHealth office.

For information and guidance.

*Marilyn B. Yap*