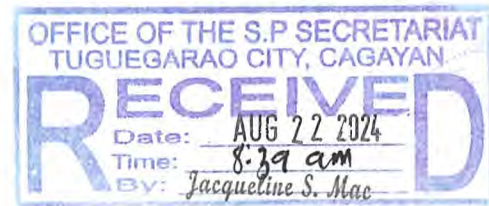




Republic of the Philippines  
Province of Cagayan  
Tuguegarao City



**OFFICE OF THE CITY MAYOR**

21 August 2024

**THE PRESIDING OFFICER AND MEMBERS**

Sangguniang Panlungsod  
This City

**Dear Presiding Officer and Members of the Sanggunian:**

Greetings of solidarity and peace!

We would like to request for a resolution authorizing the undersigned to represent, enter and sign on behalf of City Local Government Unit-Tuguegarao in the attached draft Memorandum of Agreement with Department of Health *re.* the appointment of Medical Officer III to be stationed at the City Health Office.

For your information and appropriate action. Thank you and best regards.

In the name of public service,

  
**MAILA ROSARIO S. TING-QUE**  
City Mayor



Republic of the Philippines  
 Department of Health  
**Cagayan Valley Center for Health Development**



August 7, 2024  
**OFFICE OF THE CITY MAYOR**  
**RECEIVED**

Hon. Maila Rosario S. Ting-Que  
 City Mayor  
 Tuguegarao City, Cagayan

Date: AUG 7 9 20 2024  
 Title: Ut  
 By: Ut

Dear Mayor Ting-Que,

In a significant effort to enhance health care services across the Region, the Department of Health Hospitals has launched an initiative to share its Medical Officer III positions with various primary care facilities to address the critical shortage of medical professionals in underserved areas, ensuring that high quality healthcare is accessible to all communities.

In view of this, our DOH hospitals through the Cagayan Valley Center for Health Development (CVCHD) will be deploying **Dr. Maylin A. Punsalan** in your health facility to augment your existing health care workers thereby strengthening the primary health care system, allowing better management of common health issues and reducing the patient load of higher-level hospitals.

The selection criteria for this initiative was based on high population density and areas having no deployed Doctor to the Barrio (DTTB) in the health facility.

We would like to emphasize that the deployed Medical Officer III shall focus on rendering medical and surgical services to patients preferably from 1:00 pm to 9:00 pm to provide access to services outside office hours.

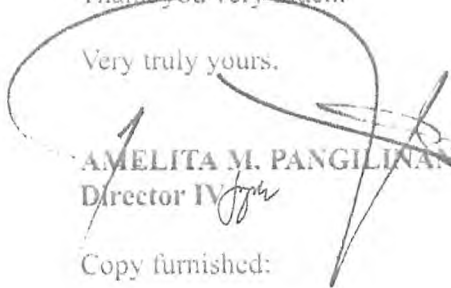
Attached is a Memorandum of Agreement between your facility and the CVCHD which provides additional terms and conditions of the above-mentioned initiative as well as the roles and responsibilities of the contracting parties.

For further clarifications and inquiries, you may keep in touch with Engr. Erick U. Taguinod at CP # 09265257071 and Ms. Marlene D. Corpuz at CP# 09059356354.

Thank you and anticipating that the outcome of this initiative will be a substantial improvement in the healthcare system in the Region.

Thank you very much.

Very truly yours,

  
**AMELITA M. PANGILINAN, MD, MPH, CESO III**  
 Director IV

Copy furnished:

GILBERT ALLEN D. MATEO, MD  
 OIC-City Health Officer

MS. JADE MARTHA D. CABAATAN  
 DMO IV



MAYLIN A. PUNSALAN, MD  
Medical Officer III

AMELITA M. PANGILINAN, MD, MPH, CESO III  
Director IV

HON. MAILA ROSARIO S. TING-QUE  
City Mayor

VICTORINO F. MANINGAS, CE, MPBM-PA  
Witness

# MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This AGREEMENT is entered into by and among:

The **DEPARTMENT OF HEALTH (DOH)** a government agency created and existing under the laws of the Republic of the Philippines, with principal office located at San Lazaro Compound, Sta. Cruz, Manila herein, represented by **AMELITA M. PANGILINAN, MD, MPH, CESO III**, in his/her capacity as the Director IV of **Cagayan Valley Center for Health Development**, Carig Sur, Tuguegarao City, and herein referred to as the "DOH";

AND

The **CITY OF TUGUEGARAO, CAGAYAN**, Philippines, likewise a government agency created and existing under the laws of the Philippines, herein represented by its **MAYOR, HON. MAILA ROSARIO S. TING-QUE** and with office address located Tuguegarao City, Cagayan, herein referred to as the "Local Government Unit (LGU)".

AND

**DR. MAYLIN A. PUNSALAN**, with residence at \_\_\_\_\_, assigned at the City Health Office of Tuguegarao City herein referred to as the "Physician".

WITNESSETH

WHEREAS, Republic Act No. 7160, otherwise known as the Local Government Code (LGC) of 1991, states that the functions and responsibilities for the delivery of basic health services and other related facilities have been transferred from the DOH to the LGU;

WHEREAS, Republic Act No. 11223, otherwise known as Universal Health Care Act aims to ensure that all Filipinos are guaranteed equitable access to quality and affordable health care services;

WHEREAS, the Cagayan Valley Medical Center pursuant to Department Memorandum No. 2024-0164 Interim Guidelines for the Sharing of Positions among Department of Health Operating Units shared Medical Officer III positions to Cagayan Valley CHD to be deployed to selected Local Government Units in Region 2;

WHEREAS, the City of Tuguegarao, a densely populated area and in dire need of physician who will provide specialty healthcare and augment the medical human resource requirement in area and recipient of the sharing of positions mechanism;

WHEREAS, in view of the above premises, the CVCHD will be deploying the much needed physician (Medical Officer III), by the name of **DR. MAYLIN A. PUNSALAN** and the LGU is willing to accept the same;

WHEREAS, **DR. MAYLIN A. PUNSALAN**, agrees to serve in the said health facility until \_\_\_\_\_;

NOW, THEREFORE, in consideration of the foregoing premises, by mutual consent, the parties do hereby enter into this covenant with the terms and conditions hereof under stipulated:

## SECTION I: ROLES AND RESPONSIBILITIES

### A. The Local Government Unit shall:

1. Mandate the deployed physician to focus in rendering medical and surgical services at a different time with that of the Municipal/City Health Officer preferably from 12:00 noon to 9:00 pm (exclusive of breaktime) to cater to clients outside office hours and refrain from the provision of administrative functions;
2. Provide RHU staff to assist the physician during his/her tour of duty;
3. Provide modest board and lodging including additional incentives;
4. Pay the PHIC income shares and CNA bonus of the shared employee concerned; *if applicable*
5. Reimburse Per Diem and Travelling Expenses incurred in any official business as long as it is beneficial to the LGU;
6. Provide a health budget and logistical requirements such as, but not limited to, medicines, medical supplies and instruments, which may be needed in the course of the delivery of basic health services;
7. Support policies, programs and plan initiated by the Physician in developing and improving the health system especially as aligned with the implementation of the Universal Health Care Act;
8. Ensure the safety and security of deployed Physician in the area especially during night shift through the provision of hotline for reporting of cases and through designating a focal person as the over-all-in charge in managing and responding to safety and security issues and concerns of the Physician;
9. Allow the attendance to training relevant to his/her function to facilitate a more effective and efficient delivery of health services.

**B. The DOH Cagayan Valley Centers for Health Development (CVCHD)** shall provide technical and administrative supervision over the Physician thru Municipal Health Officer (MHO) and Development Management Officer IV (DMO IV) ensuring the safety and welfare in close coordination with the concerned Rural Health Unit (RHU) officials or Local Chief Executive.

### C. The Deployed Physician shall:

1. Focus on regular medical and surgical consultations, procedures and treatment and follow up care;
2. Consult with other healthcare professionals and refer patients to higher level facility, as needed
3. Maintain confidentiality and impartiality at all time maintaining sensitive patient information such as examination results, medical history, and reports;
4. Join medical missions as needed;

### Further, the deployed Physician shall:

1. Render medical, surgical and other clinical services at a different time with the Municipal/City Health Officer preferably from 12:00 noon to 9:00 pm, Mondays to Fridays to be able to cater clients outside office hours.
2. Work with the Municipal Health Officer (MHO) who shall oversee his/her activities in coordination with Local Government Unit (LGU);
3. Maybe recalled for duties and responsibilities at CHD or PDOHO and shall participate in training, fora, research and other activities as maybe organized;
4. Submit Daily Time Records (DTRs), Accomplishment Reports, and other administrative related documents/ reports for purpose of compensations, program monitoring and evaluation as may be required by CVCHD;
5. Report to the Municipal Health Officer and Cagayan Valley Center for Health Development as necessary, any untoward events that can threaten his/her safety and security.

MAYLIN A. PUNSALAN, MD  
Medical Officer III

HON. MAILA ROSARIO S. TING-QUAMELITA M. PANGILINAN, MD, MPH, CESO III  
Director IV

VICTORINO F. MANINGAS, CE, MPBM-PA  
City Mayor  
Witness

**SECTION II: AMENDMENT, TERMINATION AND OTHER AGREEMENT**

**ALL PARTIES FURTHER AGREE THAT:**

- A. The Memorandum of Agreement shall not be amended or modified without the consent of the contracting parties in writing;
- B. This Agreement shall take effect immediately upon signing hereof and shall remain in force and in effect until revoked, modified, or amended accordingly;
- C. The deployed Physician shall be pulled out if the municipal government fails to comply with the provisions stipulated hereof;
- D. The deployed physician shall not be involved in administrative functions of the RHU so that their activity shall focus on the provision of medical and surgical services to patients;
- E. The deployed physician shall not engage in any political partisan activities

WHEREOF, in view of the foregoing covenants, the parties here to mutually bind themselves the full responsibility and accountability to the stipulated conditions contained herein.

IN WITNESS WHEREOF, the PARTIES have here unto signed this Memorandum of Agreement in the City of Tuguegarao, Cagayan, this day of \_\_\_\_\_, 2024.

**HON. MAILA ROSARIO S. TING-QUE**  
City Mayor

**AMELITA M. PANGILINAN, MD, MPH, CESO III**  
Director IV

**MAYLIN A. PUNSALAN, MD**  
Medical Officer III

Witness:

VICTORINO F. MANINGAS, CE, MPBM-PA  
ENGINEER III/ RCWIO

\_\_\_\_\_

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES  
\_\_\_\_\_ S.S

Before me personally appeared the above-mentioned parties with their corresponding any valid Government ID:

Name : \_\_\_\_\_  
 Government ID : \_\_\_\_\_  
 Dates Issue : \_\_\_\_\_

Name : \_\_\_\_\_  
 Government ID : \_\_\_\_\_  
 Dates Issue : \_\_\_\_\_

Known to me to be the same persons who executed the foregoing instrument, and they acknowledged to me the same their free act and deed.

This instrument consists of four (4) pages, including the page on which this acknowledgment is written, and is signed by the parties and the witnesses on each and every page thereof and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_, in \_\_\_\_\_, Philippines.

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Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_