



Admission to Our Lady of Lourdes Infirmary

ABOUT THE SERVICES

AS the OLLI is funded and operated by the city government OLLI's doctors render services in:

- Consultation at the Out – Patient Department
 - Medicine
 - Ob-Gynecology
 - General Surgery
 - Pediatrics
- Emergency Consultation and Management
- Out- Patients Department Consultation
- Minor Surgeries
- Admission
- Dental Services
- Deliveries & Newborn Screening
- Family Planning
- Ambulance Response & Transport
- PhilHealth Accredited

The hospital, wherever possible, provides medicine of patients.

Department / Office:		OUR LADY OF LOURDES INFIRMARY		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Admitted Patients		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
None				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Admission of Patients Go to the Department or to the Emergency Room.		P	3 minutes	ER NURSE
	2. Taking of Patient's Data Nurse Obtains Vital Signs of the Patients, Records complaints and Informs the doctor of the patient's condition		15 minutes	ER NURSE
	3. Examination of Patient Doctor Examines the Patient and writes an admission order. He also issues Instruction to the patients or relatives		15 - 30 minutes	MEDICAL OFFICER ON DUTY



	<p>4. Endorsement to Ward Nurse</p> <p>Nurse carries out doctor's orders and gives prescriptions to relatives</p> <p>Nurse then completes data in the admission forms used and makes laboratory request, if ordered.</p> <p>Nurse inserts IVF</p> <p>Nurse bring the patient to ward and endorses the patient to ward nurses.</p>		<p>10 minutes</p> <p>5 minutes</p> <p>20 minutes</p> <p>2 minutes</p>	<p>OPD or WARD NURSE</p>
<p>5. Obtain medicine from the pharmacy</p> <p>Relatives avail of medicine from the pharmacy and forward to the same the ward nurse or staff.</p> <p>If not available at the pharmacy, relatives purchase medicine outside the hospital</p>			<p>5 - 10 minutes</p> <p>1 - 2 hours or more</p>	<p>ROMELINE G. DELA CRUZ Laboratory Aide II</p>
TOTAL		P	3 hours and 35 minutes	

OUR LADY OF LOURDES INFIRMARY

Km. 12 Carolina, Naga City

For more information, please Contact:

Dr. Vito C. Borja II, MHcA, CFP – City Government Department Head I / City Health Officer I

Email: ollicarolina15@yahoo.com