



Availing of Free Medicines

ABOUT THE SERVICE

The purpose of this service is to provide the prescribed medicines to patients after the consultation and those who are walk-in patients with job orders from the Mayor's Office

Service is available at the City Health Office to any person/ individual who are residents of Naga City and who needs the medicines for treatment.

Department / Office:		CITY HEALTH OFFICE		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Patients		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
None				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Client proceed to CHO and present prescription	2. Check the prescription presented by the client/ patient		1 minute	JOSEPHINE B. TOLEDO BHA - OPD Dispensary MIA A. DELA TRINIDAD Administrative Aide I (Casual) OPD Dispensary
	3. Record patient's data and medicines prescribed in the Dispensary Card and have it signed by patient/ client		5 minutes	
	4. Give health education on proper taking of medicines		5 minutes	
	5. Provide the medicines prescribed		2 minutes	
6. Client receives medicine			1 minute	
TOTAL		P	14 minutes	

CITY HEALTH OFFICE

Naga City Center for Health and Nutrition Building, City Hall Complex, J. Miranda Avenue, Concepcion Pequeña, Naga City

For more information, please contact:

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