



Securing Referral for Medical Assistance

ABOUT THE SERVICE

Lingkod Barangay Office assists indigent families from barangays of Naga City to avail free medicine.

Department / Office:		LINGKOD BARANGAY OFFICE		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Any Resident		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<ul style="list-style-type: none"> • Prescription from Naga City Hospital or Medical Center 		<ul style="list-style-type: none"> • Naga City Hospital or Medical Center 		
<ul style="list-style-type: none"> • Barangay Certification 		<ul style="list-style-type: none"> • Barangay Hall 		
<ul style="list-style-type: none"> • Certificate of Indigency 		<ul style="list-style-type: none"> • Barangay Hall 		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit Requirements Submit all the requirements to the Personal-In-Charge.			5 minutes	RUBEN D. JIMENEZ JR. Administrative Aide IV (Casual) DENNIS F. DE JESUS Administrative Aide III (Casual) MARJORIE B. BONSAL Administrative Aide I (Casual) JOSE P. MARTINEZ, JR. Administrative Aide I (Casual)
	2. Issuance Of Referral Referral letter issued to the client to be submitted to the Naga City Hospital. For instance of medicine.		5 minutes	RUBEN D. JIMENEZ JR. Administrative Assistant II (Casual) DENNIS F. DE JESUS Administrative Aide III (Casual) RUEL O. BARRIOS CGDH I (Lingkod Barangay Office I)



	TOTAL	P	10 minutes	
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LINGKOD BARANGAY OFFICE

Room 115, Multi-Purpose Bldg., City Hall Complex, J. Miranda Ave., Concepcion Pequeña, Naga City

For more information, please contact:

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