

## PHIL HEALTH AND NATIONAL COMMISSION APPLICANT

<b>Office or Division:</b>	Seniors Office / Department			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	Government to Citizen			
<b>Who may avail:</b>	All Senior Citizens of San Juan City 60 years old and above			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Accomplished Application Form from PhilHealth		OSCA Staff		
<b>CLIENT STEPS</b>	<b>AGENCY ACTIONS</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. All senior citizens must submit to this office their Phil Health Application together with the photocopy of their senior ID card	1. Verification of information		2 minutes	OSCA Staff
	2. Encoding and processing		5 minutes	OSCA staff
	3. Forwarding transmittal records to Phil Health Office monthly.			OSCA Staff

**End of Transaction: Transaction Time: 7 minutes**