



## 20. Issuance of Health Identification Card (Food & Non – Food)

No person shall be employed in any food establishment without a Health Certificate issued by the local health authority. This certificate shall be issued only after the required physical and medical examinations are performed and immunizations are administered at prescribed intervals.

<b>Office or Division</b>	Office of the Municipal Health Officer			
<b>Classification</b>	Simple			
<b>Type of Transaction</b>	G2C - Government to Citizen			
<b>Who may avail</b>	Residents of Midsayap and nearby Municipalities			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Specimens		Client		
X - ray Result (1 original copy)		Facility with X-ray Machine		
Drug Test Results (1 original copy) (Optional / For Butchers Only)		RHU / DOH Accredited Laboratory		
Fecalysis Result (1 Original Copy)		DOH Accredited Laboratory		
Urinalysis Result (1 Original Copy)		DOH Accredited Laboratory		
<b>Client Steps</b>	<b>Agency Action</b>	<b>Fees to be paid</b>	<b>Processing Time</b>	<b>Person Responsible</b>
1. Present complete requirements upon admission at the information counter	1. Receive complete requirements and scan for completeness	None	15 Minutes	<i>Sanitation Inspector</i> Office of the Municipal Health Officer
2. Proceed to Environmental Sanitation Room	2. Conduct of actual Interview	None	10 Minutes	<i>Sanitation Inspector</i> Office of the Municipal Health Officer
	2.1. If approved by Sanitation Inspection Officer, proceed to encoding	None	10 Minutes	



	of Health ID			
	2.2. Endorse to Municipal Health Officer the recommended Health ID for approval	None	10 Minutes	
3. Claim signed Health ID	3. Release of Health ID for Food Handlers and post instructions	None	10 Minutes	<i>Sanitation Inspector</i> Office of the Municipal Health Officer
	<b>TOTAL:</b>	<b>None</b>	<b>55 Minutes</b>	