



#### 4. Issuance of Medical Certificate for Medico - Legal, Senior Citizen, and Person with Disability (PWD) / Person with Reduced Mobility (PRM)

This service caters residents of Midsayap and nearby municipalities who needs medical attention and certificate for legal purposes for Senior Citizen and Persons with Disability for their claim of ID's so as to avail of their benefits.

Office or Division	Office of the Municipal Health Officer			
Classification	Simple			
Type of Transaction	G2C - Government to Citizen			
Who may avail	Residents of Midsayap and nearby Municipalities			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
Police Report (1 original copy) (for Medico Legal Only)		Midsayap Police Station		
Barangay Certification (1 original copy) (for Senior Citizen & PWD/PRM Only)		Barangay where the client belong / resides		
Valid ID, Latest Picture of Senior Citizen / Person with Disabilities (for Senior Citizen & PWD/PRM Only)		Commission on Elections; Municipal Social Welfare Development Office		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Present complete requirements upon admission at the information counter	1. Receive of Complete Requirements and Taking of vital signs	None	15 Minutes	<i>Nurse on duty</i> <i>Midwife I</i> <i>Midwife II</i> <i>Midwife III</i> Office of the Municipal Health Officer
2. Proceed to Medical Consultation Room	2. Interview, physical examination and medical consultation	None	25 Minutes	<i>Municipal Health Officer</i> Office of the Municipal Health Officer
3. Receive signed Medical Certificate	3. Release & Issuance of Medical Certificate	None	2 Minutes	<i>Nurse on duty</i> <i>Midwife II</i> Office of the Municipal Health Officer
<b>TOTAL:</b>		<b>None</b>	<b>42 Minutes</b>	