



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

Item No.: 14

Date: 22 2026 SEP

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

By: [Signature]
Date: 9.7.26 Time: 9:00

2nd INDORSEMENT

August 10, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-12 of the Sangguniang Bayan of San Miguel, Leyte.

Issues/concerns for review/recommendation/legal opinion is/are as follows:

- Ordinance No. 2026-12 entitled: **“An Ordinance establishing the San Miguel Municipal Infirmary as a Sustainable Economic Enterprise Healthcare Facility of San Miguel, Leyte”**

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Section 18¹ in consonance with Section 313(a)² of the Local Government Code of 1991 (R.A 7160). Hence we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer

¹ (Power to Generate and Apply Resources. - Local government units shall have the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities; to create their own sources of revenues and to levy taxes, fees, and charges which shall accrue exclusively for their use and disposition and which shall be retained by them

² **Section 313. Special Accounts to be Maintained in the General Fund.** - Local government units shall maintain special accounts in the general fund for the following:

(a) Public utilities and other **economic enterprises**;

Profits or income derived the operation of public utilities and other economic enterprises, after deduction for the cost of improvement, repair and other related expenses of the public utility or economic enterprise concerned, shall first be applied for the return of the advances or loans made therefor. Any excess shall form part of the general fund of the local government unit concerned.

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-o0o-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
07 August 2026

PROVINCIAL
LEGAL OFFICE
RECEIVED
By: 
Date: 8.10.26 Time: 9:24

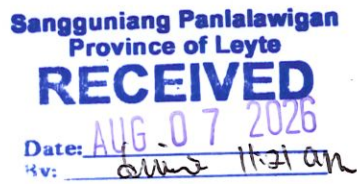
The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-12** of the **Municipality of San Miguel, Leyte**, entitled: **An Ordinance establishing the San Miguel Municipal Infirmary as a Sustainable Economic Enterprise Healthcare Facility of San Miguel, Leyte.**


FLORINDA JILL S. UYVICO
Secretary to the Sangguniang



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
-oOo-

OFFICE OF THE SANGGUNIAN BAYAN



August 04, 2026

The Honorable Members of the Sangguniang Panlalawigan of Leyte
Thru: The Sangguniang Panlalawigan Secretary
Provincial Legislative Building,
Candahug, Palo, Leyte

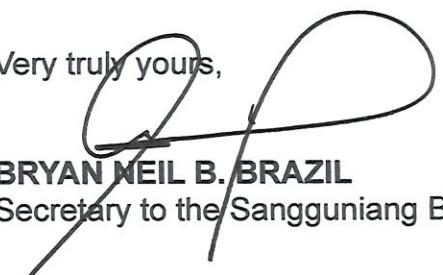
Gentlemen/Ladies:

I have the honor to forward herewith pertinent documents of the Sangguniang Bayan of the Municipality of San Miguel, Leyte for review and approval, to wit:

1. Fifteen (15) copies of Municipal Ordinance No. 2026-12, Series of 2026 entitled: **"AN ORDINANCE TO FURTHER ESTABLISH THE SAN MIGUEL MUNICIPAL INFIRMARY AS A SUSTAINABLE ECONOMIC ENTERPRISE HEALTHCARE FACILITY"**.

Kindly acknowledge receipt hereof.

Very truly yours,


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON JULY 20, 2026

PRESENT:

Hon. Estanislao D. Sabdao, Jr.	-	Municipal Vice-Mayor/Presiding Officer
Hon. Jerome P. Peñaranda	-	SB Member
Hon. Danilo L. Aureo	-	SB Member
Hon. Norman Niel G. Martija	-	SB Member
Hon. Letecia G. Espos	-	SB Member
Hon. Francis Jay D. Sabdao	-	SB Member
Hon. Raul A. Salas	-	SB Member
Hon. Richard Len B. Lapidario	-	SB Member

ABSENT:

Hon. Thelma M. Brazil	-	SB Member (official leave)
Hon. Samuel P. Salomon	-	Ex-Officio Member, President, Liga ng mga Barangay (official leave)
Hon. Joss Novem B. Labaclado	-	Ex-Officio Member, President, Sangguniang Kabataan Pambayang Pederasyon (official leave)

Resolution No. 180
Series of 2026

AN ORDINANCE TO FURTHER ESTABLISH THE SAN MIGUEL MUNICIPAL INFIRMARY AS A SUSTAINABLE ECONOMIC ENTERPRISE HEALTHCARE FACILITY

WHEREAS, the San Miguel Municipal Infirmary was established under Ordinance No. 16 S.202 dated December 5, 2022, to provide quality and accessible healthcare services to the residents of San Miguel and neighboring areas;

WHEREAS, to ensure the continued delivery of quality services, it is essential to generate sufficient revenues for its operation, maintenance, and improvement;

WHEREAS, the Local Government Code 1991 (Republic Act No. 7160) empowers local government units to create and operate economic enterprises, including healthcare facilities, to enhance service delivery and achieve fiscal sustainability;

WHEREAS, Section 17 of Republic Act No. 7160 (Local Government Code of 1991) mandates municipalities to provide basic services and facilities, including infrastructure facilities intended primarily to service the needs of the residents and funded out of municipal funds, such as clinics, health centers, and other health facilities to carry out health services;

WHEREAS, the municipality recognizes the importance of prescribing reasonable rates for hospital services while balancing the need for exemptions and discounts to support vulnerable sector of the community;

WHEREAS, it is the policy of the Municipality of San Miguel to establish fair and justifiable fees to sustain the San Miguel Municipal Infirmary as an economic enterprise and to ensure equitable access to healthcare services;

WHEREFORE on motion of Hon. Francis Jay D. Sabdao duly seconded by all members present;

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME P. PEÑARANDA
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
SB MEMBER

HON. LETECIA G. ESPOS
SB MEMBER

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 20 2026
By: [Signature]

Certified Correct:

NOW THEREFORE, BE IT ORDAINED, by the Sangguniang Bayan of Municipality of San Miguel, Leyte in regular session assembled;

MUNICIPAL ORDINANCE NO.2026-12
Series of 2026

Authored by: HON. FRANCIS JAY D. SABDAO
Committee Chair on Rules, Privileges, Ordinances and Health

SECTION 1. TITLE: This shall be known as “ AN ORDINANCE ESTABLISHING THE SAN MIGUEL MUNICIPAL INFIRMARY AS A SUSTAINABLE ECONOMIC ENTERPRISE HEALTHCARE FACILITY OF SAN MIGUEL, LEYTE”.

SECTION 2. PURPOSE. This ordinance aims to:

- 1. To improve the financial sustainability of the San Miguel Municipal Infirmary (SMMI) while ensuring that quality healthcare services are made accessible to the general public.
- 2. Prescribe fair and reasonable rates for room accommodations, laboratory fees, medicines, and other hospital services.
- 3. Ensure the sustainable operation of the San Miguel Municipal Infirmary as an economic enterprise.
- 4. Establish clear guidelines for managing patients with outstanding balances.

SECTION 3. PRESCRIBED RATE AND FEES

For the purpose of generating revenue to support the maintenance and operations of the San Miguel Municipal Infirmary, the following prescribed rates and fees enumerated hereunder for the services rendered and medicine administered at the San Miguel Municipal Infirmary shall be applied to all in patients and out-patients, except for cases where PhilHealth deductions or other government healthcare assistance / insurance program fully cover the total bill

3.1 ROOM FEE/RATE

ROOM	FEE
SERVICE WARD	500.00
PAYWARD	650.00
SEMI-PRIVATE (ELECTRIC FAN)	800.00
SEMI-PRIVATE (AIRCONDITIONED)	1,200.00
PRIVATE ROOM (AIRCONDITIONED)	1,500.00
SUITE ROOM (WITH AIRCON, TV, AND REFRIGERATOR)	2,000.00

Note: The above rates may be reviewed annually by the Sangguniang Bayan, in coordination with the Hospital Management Committee or a duly designated committee, to consider any increase or inflation in prices based on PhilHealth adjustments or the facility's operational cost requirements.

Attested by:

Concurred:

Approved:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO E. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. JEROME S. DENARANDA
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTUA
SB MEMBER

HON. LETECIA G. ESPINO
SB MEMBER

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

Certified Correct:

BRYAN NEIL B. BFAZIL
Secretary of the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME R. BENARANDA
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
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HON. LETECIA G. ESPINOZA
SB MEMBER

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

3.2 LABORATORY FEES

Please refer to ordinance no. 26-B, series of 2020 The Comprehensive Revenue Code and Marker Code for the rates/fees.

Note: The laboratory fees may be updated based on the availability of resources, the rising cost of medical supplies, or changes in medical technology.

3.3 MEDICINE FEES AND OTHER SUPPLY FEES

The San Miguel Municipal Infirmary shall provide essential medicines to patients at affordable prices. The prices for medicines dispersed to patients shall be based on the actual cost plus a reasonable markup to cover administrative and operational expenses.

Details on specific price of medicines and other supply fees are available at the Pharmacy and Billing Section of the Infirmary.

Note: Medicine and other supply prices may be adjusted annually based on supplier's costs or inflation.

All hospital fees and charges, including room rates, laboratory, medicines, and other service fees, shall be paid directly at the LGU San Miguel Treasury Office.

SECTION 4. OTHER HOSPITAL SERVICE FEES

The following service charges shall be imposed for various auxiliary services rendered and to be rendered by the San Miguel Municipal Infirmary:

SERVICE TYPE	FEE
Dialysis	4,000.0 / session
Hyperbaric Therapy	2,500.00 / session
Circumcision (with supplies)	1,000.00
Removal of foreign body	500.00
Excision (with supplies)	1,000.00
X-Ray	500.00
Skull	
Cervical APL	500.00
Chest PAV	200.00
Chest Lateral	200.00
Chest Apicolordotic	300.00
Chest APL (Pedia)	400.00
Forearm, Hand, Wrist	400.00
Lumbo Sacral	500.00
Thigh, Leg, Knee, Foot APL	500.00
Abdomen Flat/Upright	700.00

Nebulization	70.00
Nebulization with nebule	150.00
Oxygen @800psi	250/hr
ECG	300.00
Catheter Insertion	250.00
IV Insertion	400.00
NGT insertion	750.00
Dressing Fee	170.00

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. RAUL A. SALAÑO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. JEROME P. PEMARANDA
SB MEMBER

HON. DANIL O. L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
SB MEMBER

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

HON. LETECIA G. ESPINOSA
SB MEMBER

OS	15.00
Cotton Balls with Betadine	40.00
Urine Bag	200.00
Wee Bag	40.00
Syringe	15.00
Medical Certification	150.00
Medico- Legal Certification	500.00
Death Certification Fees (forms)	200.00
Birth Certification Fees (forms)	200.00
Lost OPD Card Number	100.00

SERVICE TYPE	FEE
Out-Patient Consultation / Emergency Room Consultation	300.00
Minor surgery (includes dressing, small, medium, large suturing)	300.00-1,000.00
Major Procedure (e.g. intubation, minor operation)	1,500.00-2,000.00 (depending on case complexity)

Note Hemodialysis:

- Covers both inpatient and outpatient procedures, including emergency dialysis procedures for acute renal failure
- Claims for multiple sessions may be filed using one (1) claim form for both inpatient and outpatient hemodialysis.
- May be availed of even as a second case rate (full case rate amount)
- 90-day benefit limit: One session is equivalent to one day's deduction from the 90 allowable days per year.
- If procedure is done during confinement, only the total number of confinement days shall be deducted.

SECTION 5. PHILHEALTH COVERAGE, OUTPATIENT SERVICES, AND SPECIAL TREATMENT PACKAGES

Guidelines:

1. Coverage Through PhilHealth:
 - If the patient is a Registered PhilHealth member, professional fees for doctors will be primarily covered through PhilHealth benefit packages.
 - These benefits are paid through All Case Rates.
 - The case rate amount shall be deducted by the Health Facility from the member's total bill, which shall include professional fees of attending physicians prior to discharge
 - The case rate amount is inclusive of hospital charges and professional fees of attending physician
 - Documents needed: copy of Member Data Record or PhilHealth Benefit Eligibility Form (PBEF) and duly accomplished PhilHealth Claim Form 1
 - Only admissible cases shall be reimbursed

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Residing Officer

Concurred:

HON. RAUL A. SALANO
SB MEMBER

HON. JEROME F. PENTRABANDA
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HON. RICHARD LEN E. LAPIDARIO
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
SB MEMBER

Approved:

HON. LETECIA G. ESPINOSA
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

- Any remaining balance after PhilHealth deduction may be covered through the Assistance to Individuals in Crisis Situations (AICS) or other government healthcare assistance / insurance program subject to evaluation and availability of funds
- Billing and Collection: All professional fees shall be reflected in the patient's billing statement and collected through the San Miguel Municipal Infirmary's official billing process. Patients or their significant others shall settle the professional fees at the LGU San Miguel Treasury Office upon issuance of the Statement of Account.
 - Municipal Employees and Indigent and Non-Indigent Residents: Remaining professional fees, after PhilHealth deductions, may be charged to the Assistance to Individual in Crisis Situation (AICS) program or other government healthcare assistance as applicable.
 - Residents of San Miguel who choose to avail of private or semi-private room accommodations will receive free hospital services. However, any remaining hospital bill after PhilHealth deductions shall be paid by the patient. They shall not be eligible for Assistance to Individuals in Crisis Situations (AICS) or any other government healthcare assistance programs.
 - Non-resident Patients: All non-resident patients of the municipality of San Miguel shall pay the applicable professional fee in full, after PhilHealth deductions. These fees are not covered by the AICS program unless otherwise approved by the MSWDO on a case-by-case basis for indigent individuals.
 - Adjustment of Fees: The above professional fees may be reviewed and adjusted annually by the Chief of Hospital in consultation with the Sangguniang Bayan, depending on current DOH guidelines and prevailing local conditions.

SECTION 6-A. OUTPATIENT SERVICES

To promote preventive care, early disease detection, and accessible primary healthcare, the San Miguel Municipal Infirmary shall continuously provide outpatient services to all individuals seeking medical consultation, including both residents and non-residents of San Miguel.

1. Scope of Outpatient Services

The following services shall be offered under the outpatient program:

- General medical consultations
- Minor surgical procedures (e.g., wound dressing, suturing)
- Family planning and reproductive health consultations
- Child and maternal care (e.g., immunizations, prenatal checkups)
- Non-emergency laboratory and diagnostic procedures
- Preventive screenings (e.g., blood pressure monitoring, blood sugar checks)
- Mental health and wellness counseling (subject to personnel availability)

2. Eligibility and Prioritization

- All patients, regardless of residency, may avail of outpatient services.
- Priority shall be given to:

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. ESTANISLAO P. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. RAUL A. SALANO
SB MEMBER

HON. JEROME P. ENRILANDA
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
SB MEMBER

Approved:

HON. LETECIA G. ESPINO
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

- Senior Citizens and Persons with Disabilities (PWDs)
- Pregnant women and children
- Residents of San Miguel and Registered Philhealth Konsulta beneficiaries

3. Non-Resident and Indigent Non-Resident Patients

- Non-resident patients may avail of outpatient services subject to applicable fees. PhilHealth benefits shall be applied first, and the remaining balance shall be paid out-of-pocket.
- Indigent non-resident patients may request financial assistance through the Municipal Social Welfare and Development Office (MSWDO), which may evaluate the case for support through the Assistance to Individuals in Crisis Situation (AICS) program of government healthcare assistance, subject to availability of funds.
- In emergency outpatient cases, immediate care shall not be denied due to financial limitations; payment arrangements may be facilitated per Section 7 of this ordinance

4. Fee Structure and Coverage

- Outpatient services shall follow the service fees outlined in Sections 3 of this ordinance.
- PhilHealth Konsulta Package benefits shall be applied to all registered members.
- Remaining fees may be settled by patients directly or through the AICS program or other government healthcare assistance depending on the eligibility and residency status.

5. Schedule of Outpatient Service

Outpatient services at the San Miguel Municipal Infirmary shall be made available daily, but primarily under specific conditions. These include instances when no physician is available at the Rural Health Unit (RHU) between 8:00 AM and 5:00 PM. In such cases, patients may seek outpatient care at the infirmary during these hours.

Additionally, patients who arrive at the Emergency Room (ER) beyond regular hours – after 5:00PM – shall be attended to regardless of whether their condition is an emergency of non-emergency.

Emergency cases shall be prioritized and given immediate care, while non-emergency cases will be accommodated and managed appropriately and also may be scheduled for outpatient consultation at the RHU clinic hours, thus ensuring that all patients receive the necessary medical attention.

6. Coordination with the PhilHealth Konsulta Program

- The San Miguel Municipal Infirmary shall fully integrate the Konsulta Package into its outpatient services, following PhilHealth Circular No. 2023 0013.
- Patients shall be encouraged to register San Miguel Municipal Infirmary as their Konsulta Provider
- Covered Konsulta services include outpatient consultations, diagnostic exams, health screenings, and essential medicines.

Certified Correct:

SECTION 6-B. ANIMAL BITE TREATMENT PACKAGE

The San Miguel Municipal Infirmary shall offer an Animal Bite Treatment Package covering post-exposure prophylaxis (PEP) and wound care.

PACKAGE INCLUSIONS:

- Wound cleaning and dressing
- Tetanus Toxoid injection (if applicable)
- Rabies vaccination (first to sixth dose, per schedule)
- Rabies Immunoglobulin (RIG), if indicated
- Patient education and documentation

PACKAGE RATE:

CATEGORY	RATE (Php)
Animal Bite Treatment (Rabies Category II & III)	3,000.00-5,850.00 (depending on case classification and vaccine requirement)

Note:

- Fees are subject to PhilHealth deduction.
- Indigent residents of San Miguel may avail themselves of financial assistance through the Assistance to Individuals in Crisis Situations (AICS) program, particularly in cases where tetanus toxoid or anti-tetanus serum is unavailable at the infirmary and must be purchased externally. The AICS assistance may be used to cover the remaining costs of the required medication, ensuring that patients receive timely and appropriate treatment.

SECTION 7. EXEMPTIONS AND DISCOUNTS

1. Senior Citizens and Persons with Disabilities (PWDs)

In accordance with Republic Act No. 9994 (Expanded Senior Citizens Act) and Republic Act No. 10754 (Expanding the Benefits and Privileges of PWDs), Senior Citizens and PWDs are entitled to

- A 20% discount on applicable fees, medicines, and services.
- Free hospital services (including room accommodation, laboratory tests, medicines, and other hospital services) after PhilHealth deductions from the total bill
- Any remaining hospital bill after PhilHealth deductions will be charged to the Assistance to Individuals in Crisis Situation (AICS) or other government healthcare assistance.

For non-residents of San Miguel, only the 20% discount shall apply after PhilHealth deductions.

2. San Miguel Municipal Officials and Employees

Municipal employees and officials, along with their spouses and unmarried children under 21 years old, are entitled to the following:

- Free hospital services (including room accommodation, laboratory tests, medicines, and other hospital services), any remaining hospital bill after PhilHealth deductions will be charged to the Assistance to Individuals in Crisis Situations (AICS) or other government healthcare assistance.
- Family members may use the designated room type assigned to the municipal employee or official, subject to availability.

Attested by:

Concurred:

Approved:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO D. SABBADO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. JEROME P. BENARANDA
SB MEMBER

HON. DANILLO L. AUREO
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HON. NORMAN NIEL G. MARTIJA
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HON. FRANCIS JAY D. SABBADO
SB MEMBER

HON. RAUL A. SALAÑO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

ATTY. NORMAN D. SABBADO
Municipal Mayor

Certified Correct:

3. Residents of San Miguel

Both indigent and non-indigent residents of San Miguel are entitled to:

- Free hospital services including room accommodation, laboratory tests, medicine, and other hospital services).
 - Any remaining hospital bill after PhilHealth deductions will be charged to the Assistance Individuals in Crisis Situations (AICS) or other government healthcare assistance.
4. Non-resident indigent individuals may be granted assistance or discounts after PhilHealth deductions from the total bill, and the remaining bill will be charged to Assistance to Individuals in Crisis Situations (AICS) or other government healthcare assistance subject to availability of funds and the approval of the MSWDO.
5. Non-Resident but Not Indigent Individual: Non-residents who do not qualify as indigent must pay all applicable fees after PhilHealth deductions from the total bill for the medical services they receive at the San Miguel Municipal Infirmary.

SECTION 8. USE OF REVENUES

All revenues collected from room rates, laboratory services, medicine fees, and other hospital charges shall be allocated solely for the following purposes:

- Payment for basic operational expenses (e.g., medical supplies, utilities, maintenance of equipment, etc.)
- Improvement and upgrading of hospital facilities, equipment, and services.
- Development and implementation of new healthcare programs for the community.
- Payment of any legal, regulatory, and accreditation requirements related to hospital operations.
- Hiring and training of medical and support personnel to ensure quality service delivery.
- Procurement of essential drugs, vaccines, and emergency medical supplies.
- Establishment and maintenance of an efficient patient referral and transport system.
- Enhancement of administrative systems, including health information systems, and patient records management.
- Provision of indigency support or assistance programs for underprivileged patients

SECTION 9. POLICY ON OUTSTANDING BALANCES

1. Issuance of Statement of Account

- Upon discharge, patients with unpaid bills will be issued a detailed Statement of Account (SOA) indicating the total outstanding balance, and payment instructions.
- All payments shall be made at the LGU SAN MIGUEL Treasury Office, and an Official Receipt shall be issued accordingly.

2. Payment Arrangements:

- Patients unable to pay in full may enter into a Payment Agreement/Promissory Note with the Municipal Treasurer's Office. The agreement must include a payment schedule and terms.

Concurred:

Attested by:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. RAUL A. SALANO
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HON. JEROME P. BENARANDA
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HON. DANILLO L. AUREO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. NORMAN NIEL G. MARTUA
SB MEMBER

Approved:

HON. LETECIA G. ESPDS
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary of the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

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HON. LETECIA G. ESPROS
SB MEMBER

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. RAUL A. SALAÑO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

Approved:
ATTY. NORMAN D. SABDAO
Municipal Mayor

3. Grace Period:
- A 30-day grace period from the date of discharge will be granted for payment negotiation of terms.
4. Demand for Payment:
- If the balance remains unpaid after the grace period, the following steps will be taken:
 - a. A Notice of Demand will be issued, giving the patient 15 additional days to settle the balance or renegotiate terms.
 - b. Failure to respond to the notice will result in legal action as authorized by the Municipal Mayor.
5. Access to Services:
- Patients with outstanding balances may still access emergency services but will not qualify for elective or non-emergency services until balances are cleared or a new payment plan is agreed upon.

SECTION 10. POLICY ON AFTER-HOURS EMERGENCY ROOM SERVICES FOR NON-RESIDENTS

1. Payment of Applicable Medical Fees
- Non-resident patients seeking emergency medical services during non-office hours are required to pay the applicable medical fees at the time of service
2. Collection of Payment and Issuance of Temporary Receipt
- In the absence of Treasury staff during non-office hours, the Nurse on Duty or Doctor on Duty shall temporarily collect the applicable fees and issue a Temporary Receipt.
3. Provision of Official Receipt
- Patients or their representatives shall be advised to settle the amount officially at the LGU San Miguel Treasury Office during office hours, where they will be issued an Official Receipt.

This policy ensures that non-residents patients receive necessary emergency care promptly while maintaining proper financial and administrative procedure.

SECTION 11. PROVISION FOR UNAVAILABLE MEDICINES AND SUPPLIES

In cases where specific medicines or medical supplies are unavailable at the San Miguel Municipal Infirmary, patients or their guardians shall be responsible for procuring the necessary items from external sources. To ensure the accuracy and appropriateness of the items, the infirmary staff shall provide a prescription or a list of required supplies. For indigent patients who are financially unable to purchase the prescribed medicines or supplies, assistance may be sought from the Municipal Social Welfare and Development Office (MSWDO). This provision helps ensure that no patient is deprived of necessary care due to financial constraints, in line with the ordinances' objective of delivering accessible and quality healthcare services to all members of the community.

Concurred by:

SECTION 12. MONITORING AND REVIEW

The Municipal Health Officer, together with the Hospital Management Team, shall conduct an annual review of the rates and fees to ensure they remain in line with the hospital's operational and financial needs. The Sangguniang Bayan shall review and, if necessary, amend the fees based on recommendations from the Municipal Health Office and San Miguel Municipal Infirmary.

SECTION 13. IMPLEMENTING RULES AND REGULATIONS. The Municipal Health Officer and the San Miguel Municipal Chief of Hospital, in coordination with the Municipal Treasurer's Office, shall issue the necessary rules and regulations for the proper implementation of this ordinance.

SECTION 14. SEPARABILITY CLAUSE. If any provision of this ordinance is found to be unconstitutional or inconsistent or parts thereof are in conflict, they are hereby repealed, amended or modified accordingly.

SECTION 15. EFFECTIVITY. This ordinance shall take effect immediately upon its approval and posting in conspicuous public places within the municipality.

UNANIMOUSLY APPROVED

July 20, 2026

I HEREBY CERTIFY to the correctness of the foregoing resolution.

Attested by:



HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

HON. JEROME P. BENARANDA
SB MEMBER

HON. DANLO L. AUREO
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. NORMAN NIEL G. MARTIJA
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. LETECIA G. ESPINOZA
SB MEMBER

HON. FRANCIS JAY D. SABDAO
SB MEMBER



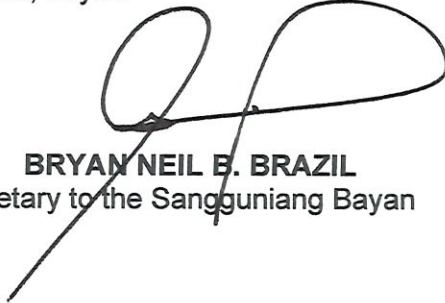
Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

THIS IS TO CERTIFY that Municipal Ordinance No. 2026-12, Series of 2026 as embodied under Resolution No. 180, Series of 2026 entitled: **“AN ORDINANCE TO FURTHER ESTABLISH THE SAN MIGUEL MUNICIPAL INFIRMARY AS A SUSTAINABLE ECONOMIC ENTERPRISE HEALTHCARE FACILITY”**, has been posted in three (3) conspicuous places within the municipality and shall remain posted for three (3) consecutive weeks.

Done this 4th day of August 2026 at San Miguel, Leyte.


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan