



Republic of the Philippines
QUEZON CITY COUNCIL

Quezon City
20th City Council

PO20CC-271

49th Regular Session

ORDINANCE NO. SP- 2642, S-2017

AN ORDINANCE AMENDING ORDINANCE NO SP-2426, SERIES OF 2015, RESTRUCTURING THE "ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL" TO A LEVEL II GENERAL HOSPITAL, CREATING AND PROVIDING FOR ITS STAFFING REQUIREMENTS AS PRESCRIBED BY THE DEPARTMENT OF HEALTH (DOH) AND OTHER EXISTING LAWS, RULES AND REGULATIONS.

Introduced by Councilors FRANZ S. PUMAREN, DIORELLA MARIA G. SOTTO, ALEXIS R. HERRERA and GODOFREDO T. LIBAN II.

Co-Introduced by Councilors Precious Hipolito Castelo, Voltaire Godofredo L. Liban III, Ramon P. Medalla, Ranulfo Z. Ludovica, Estrella C. Valmocina, Anthony Peter D. Crisologo, Lena Marie P. Juico, Elizabeth A. Delarmente, Victor V. Ferrer, Jr., Oliviere T. Belmonte, Gian Carlo G. Sotto, Kate Abigail G. Coseteng, Jose Mario Don S. De Leon, Eufemio C. Lagumbay, Marvin C. Rillo, Raquel S. Malañgen, Irene R. Belmonte, Ivy Xenia L. Lagman, Marra C. Suntay, Hero Clarence M. Bautista, Karl Edgar C. Castelo, Allan Butch T. Francisco, Marivic Co-Pilar, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Donato C. Matias, Eric Z. Medina and Ricardo B. Corpuz.

WHEREAS, Rule X, Section 2 of the Local Government Code of 1991 and its Implementing Rules provide that any local government unit may adopt its own organizational structure and staffing pattern in order to organize, restructure and consolidate the functions of offices to achieve economy, efficiency and simplicity;

WHEREAS, the Local Government of Quezon City recognizes the importance of health and overall safety of its people;

WHEREAS, in order to effectively accomplish its objective of providing immediate patient care by the nature of hospital operation, to include high priority purchases of emergency drugs and medicines, laboratory regents and dietary daily market

purchases, and other life-saving services to its constituents, there is a need to restructure the Rosario Maclang Bautista General Hospital to a level II General Hospital;

WHEREAS, the development, maintenance and administration of the "Rosario Maclang Bautista General Hospital" can be carried out more effectively and efficiently by assigning such to the Department of Health (DOH) under the governing authority of the City Mayor.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

ARTICLE I

SECTION 1. STAFFING REQUIREMENTS – To perform the functions of the "ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL", the following positions are hereby created:

Level 2 Hospital
 Model Organizational Structure for a Level 2 Hospital
 (100 to 200 Bed Capacity)

No. of Positions	Organizational Unit	Salary Grade
	<i>Office of the Medical Care Center Chief</i>	27
1	<i>Office of the Medical Center Chief</i>	9
1	<i>Administrative Assistant III</i>	11
1	<i>Computer Maintenance Technologist I</i>	
TOTAL - 3		
	<i>Medical Service</i>	
1	<i>Medical Specialist IV</i>	24
1	<i>Administrative Assistant I</i>	7
TOTAL - 2		
	<i>Out-Patient Unit</i>	
1	<i>Medical Specialist III</i>	24
4	<i>Medical Specialist II</i>	23
1	<i>Nurse III</i>	17
1	<i>Psychologist II</i>	15
4	<i>Nurse I</i>	11
1	<i>Nursing Attendant I</i>	4

TOTAL - 12		
	<i>Admitting/ Information</i>	
1	Administrative officer II	11
5	Administrative Assistant I	7
TOTAL - 6		
	<i>Nutrition and Dietetics</i>	
1	Nutrition and Dietician III	18
2	Nutrition and Dietician I	11
4	Cook II	5
6	Administrative Aide II	3
TOTAL - 13		
	<i>Pharmacy</i>	
1	Pharmacist III	18
6	Pharmacist I	11
1	Administrative Aide III (Utility Worker II)	3
TOTAL - 8		
	<i>Medical Social Work</i>	
1	Social Welfare Officer III	18
3	Social Welfare Officer I	11
1	Social Welfare Assistant	8
TOTAL - 5		
	<i>Emergency Medicine Department</i>	
1	Medical Specialist III	24
2	Medical Specialist II	23
6	Medical officer III	21
1	Nurse III	17
10	Nurse II	15
6	Nursing Attendant II	6
TOTAL - 26		
	<i>Clinical Departments</i>	
5	Medical Specialist III	24
12	Medical Specialist II	23
6	Medical officer IV	23
12	Medical officer III	21
TOTAL - 35		
	<i>Special Care Areas</i>	
2	Medical Specialist III	26
4	Medical officer III	6

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TOTAL - 6		
	<i>Department of Pathology</i>	
1	<i>Medical Specialist III</i>	24
1	<i>Administrative Aide III</i>	6
TOTAL - 2		
	<i>Blood Bank</i>	
1	<i>Medical Specialist II</i>	23
1	<i>Medical Technologist III</i>	18
3	<i>Medical Technologist II</i>	15
3	<i>Nurse II</i>	15
TOTAL - 8		
	<i>Anatomic and Clinical Laboratory</i>	
1	<i>Medical Specialist II</i>	23
1	<i>Medical Technologist III</i>	18
3	<i>Medical Technologist II</i>	15
1	<i>Chemist II</i>	15
4	<i>Medical Technologist I</i>	11
4	<i>Medical Laboratory Technician II</i>	8
4	<i>Laboratory Aide II</i>	4
TOTAL - 18		
	<i>Department of Radiology</i>	
1	<i>Medical Specialist III</i>	24
2	<i>Medical Specialist II</i>	23
1	<i>Radiologic Technologist III</i>	15
3	<i>Radiologic Technologist II</i>	13
3	<i>Radiologic Technologist I</i>	11
1	<i>Administrative Aide IV</i>	4
TOTAL - 11		
	<i>Dental Services</i>	
1	<i>Dentist IV</i>	23
1	<i>Dentist II</i>	17
1	<i>Dental Aide</i>	4
TOTAL - 3		
	<i>Health Information Management</i>	
1	<i>Administrative Officer V</i>	18
1	<i>Statistician II</i>	15
1	<i>Administrative Officer IV</i>	15
2	<i>Administrative Officer I</i>	11
2	<i>Data Controller</i>	3

TOTAL - 7		
	<i>Office of the Chief Nurse</i>	
1	Nurse VII	24
1	Nurse V	20
1	Nurse VI	19
1	Administrative Aide VI	6
TOTAL - 4		
	<i>Clinical Nursing Unit</i>	
2	Nurse III	17
4	Nurse II	15
51	Nurse I	11
26	Nursing Attendant	4
TOTAL - 83		
	<i>Operating Room</i>	
1	Nurse III	17
2	Nurse II	15
12	Nurse I	11
6	Nursing Attendant	4
TOTAL - 21		
	<i>Delivery Room</i>	
1	Nurse III	17
6	Nurse II	15
5	Nurse I	11
5	Midwife I	9
TOTAL - 17		
	<i>Special Care Unit (Post Anesthesia Care Unit)</i>	
1	Nurse III	17
6	Nurse II	15
3	Nursing Attendant I	4
TOTAL - 10		
	<i>Intensive Care Unit</i>	
1	Nurse III	17
6	Nurse II	15
2	Nursing Attendant II	6
TOTAL - 9		
	<i>Neonatal Intensive Care Unit (NICU)</i>	
1	Nurse III	17
14	Nurse II	15
6	Nursing Attendant II	6
TOTAL - 21		
	<i>Pulmonary/ Respiratory Unit</i>	
1	Respiratory Therapist II	14
3	Respiratory Therapist I	10
3	Laboratory Aide II	4
TOTAL - 7		

	<i>Central Supply and Sterilization</i>	
1	Nurse II	15
2	Nursing Attendant II	6
5	Nursing Attendant I	4
TOTAL - 8		
	<i>Office of the Administrative Officer</i>	
1	Chief Administrative Officer	24
1	Administrative Aide VI (Clerk III)	6
TOTAL - 2		
	<i>Human Resource Management</i>	
1	Administrative Officer V (HRMO III)	18
1	Administrative Officer IV (HRMO II)	15
1	Administrative Assistant II (HRMO I)	11
2	Administrative Assistant II (HRM Assistant I)	8
TOTAL - 5		
	<i>Procurement</i>	
1	Administrative Officer V (Supply Officer III)	18
1	Administrative Officer III (Supply Officer II)	14
1	Administrative Assistant III (Buyer III)	11
2	Administrative Assistant I (Computer Operator I)	8
TOTAL - 5		
	<i>Budget</i>	
1	Administrative Officer V (Budget Officer III)	18
1	Administrative Officer III (Budget Officer II)	15
1	Administrative Assistant III (Budgeting Assistant)	3
TOTAL - 3		
	<i>Materials Management</i>	
1	Administrative Officer V (Supply Officer III)	18
1	Warehouseman II	8
1	Administrative Assistant I	7
3	Administrative Aide IV	4

TOTAL - 6		
<i>Engineering and Facilities Management</i>		
1	<i>Engineer III</i>	19
1	<i>Engineer II</i>	11
1	<i>Medical Equipment Technician II</i>	8
2	<i>Medical Equipment Technician I</i>	6
1	<i>Electrician II</i>	6
1	<i>Air Conditioning Technician I</i>	6
1	<i>Plumber II</i>	5
1	<i>Carpenter II</i>	5
1	<i>Administrative Aide IV Driver II</i>	4
2	<i>Laborer II</i>	3
TOTAL - 13		
<i>Housekeeping/Laundry</i>		
2	<i>Hospital Housekeeper</i>	8
2	<i>Laundry Worker</i>	3
1	<i>Seamstress</i>	2
TOTAL - 5		
<i>Accounting and Collection</i>		
1	<i>Accountant V</i>	24
1	<i>Accountant II</i>	16
4	<i>Administrative Assistant II (Accounting Clerk III)</i>	8
TOTAL - 6		
<i>Billing and Claims</i>		
1	<i>Administrative Officer V</i>	18
1	<i>Administrative Assistant II</i>	10
5	<i>Administrative Aide VI</i>	8
TOTAL - 7		
<i>Cash Operations</i>		
1	<i>Administrative Officer V (Cashier III)</i>	18
5	<i>Administrative Officer I (Cashier I)</i>	10
1	<i>Administrative Assistant II (Cash Clerk III)</i>	8
TOTAL - 7		
<i>Security (to be contracted out)</i>		
TOTAL NO. OF EMPLOYEES : (Four Hundred Four) 404		

ARTICLE II

THE ORGANIZATIONAL STRUCTURE AND STAFFING STANDARDS

SECTION 2. Under the Revised Organizational Structure and Staffing Standards for Government Hospitals, Level 2 Hospital shall have as minimum, all of Level 1 capacity, including, but not limited to, the following:

- a. An organized staff of qualified and competent personnel with Chief of Hospital/Medical Director and appropriate board-certified Clinical Department Heads;
- b. Departmentalized and equipped with service capabilities needed to support board-certified/eligible medical specialists and other licensed physicians rendering services in the specialties of Medicine, Pediatrics, Obstetrics and Gynecology, Surgery, their sub-specialties and ancillary services;
- c. A general Intensive Care Unit (ICU) for critically ill patients;
- d. A Neonatal Intensive Care Unit (NICU);
- e. A High Risk Pregnancy Unit (HRPU);
- f. Provision of respiratory therapy services;
- g. A DOH-licensed tertiary clinical laboratory; and
- h. A DOH-licensed Level 2 imaging facility with mobile x-ray inside the institution and with capability for contrast examinations.

SECTION 3. Service Capability of a Level 2 Hospital:

3.1.1. Departmentalized hospital that provides clinical care and management on the prevalent diseases in the locality, as well as particular forms or treatment, surgical procedure and intensive care;

3.1.2. Clinical services provided in the Level 1 Hospital, as well as specialty clinical care;

3.1.3. Provide appropriate administrative and ancillary services (clinical laboratory, radiology, pharmacy); and

3.1.4. Nursing care provided in the Level 1 Hospital, as well as total and intensive skilled care.

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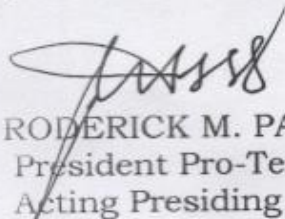
FINAL PROVISIONS

SECTION 4. SEPARABILITY CLAUSE – If any part of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, the remaining parts hereof which are unaffected by the declaration shall continue in full force and effect.

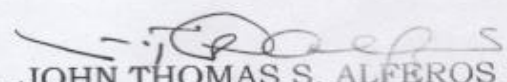
SECTION 5. REPEALING CLAUSE – All ordinances, rules and regulations or parts thereof, which are in conflict with the provisions of this Ordinance are hereby deemed repealed or modified accordingly.

SECTION 6. EFFECTIVELY – This Ordinance shall take effect immediately upon its approval.

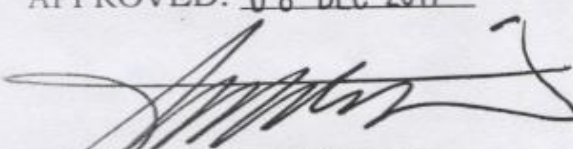
ENACTED: November 27, 2017.


RODERICK M. PAULATE
President Pro-Tempore
Acting Presiding Officer

ATTESTED:

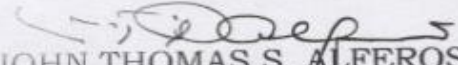

Atty. JOHN THOMAS S. ALFEROS III
City Gov't. Asst. Dept. Head III

APPROVED: 08 DEC 2017


HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on November 27, 2017 and was PASSED on Third/Final Reading on December 4, 2017.


Atty. JOHN THOMAS S. ALFEROS III
City Gov't. Asst. Dept. Head III