AMENDMENT OF BOARD REGULATION NO. 4, SERIES OF 2003 ENTITLED “IMPLEMENTING RULES AND REGULATIONS GOVERNING ACCREDITATION OF DRUG ABUSE TREATMENT AND REHABILITATION CENTERS AND A...

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WHEREAS, Section 76 of Republic Act 9165 or the Comprehensive Dangerous Drugs Act of 2002 enumerates the functions of the Department of Health (DOH) which shall include but not be limited to the following:

(a)

Oversee and monitor the integration, coordination and supervision of all drug rehabilitation, intervention, aftercare and follow-up programs, projects and activities as well as the establishment, operations, maintenance and management of privately-owned drug treatment and rehabilitation centers and drug testing networks and laboratories throughout the country in coordination with DSWD and other agencies;

(b)

xxx

(c)

Encourage, assist and accredit private centers, promulgate rules and regulations setting minimum standards for their accreditation to assure their competence, integrity and stability;

xxx xxx xxx

WHEREAS, Board Regulation No. 7, Series of 2006 entitled “Institutionalizing the Dangerous Drugs Board Integrated Drug Abuse Data Information Network (DDB IDADIN)” requires the use of DDB IDADIN Form 6-06 in reporting data on drug treatment, rehabilitation and aftercare of drug dependents;

WHEREAS, the Integrated Drug Testing Operations Management Information System (IDTOMIS), particularly its module on Drug Abuse Treatment and Rehabilitation, of which Form 6-06 is also a part, shall be replaced by Online IDADIN Reporting System as agreed upon by DDB and DOH to eliminate duplication of data reporting;

WHEREAS, there is a need to update Board Regulation No. 4, Series of 2003, including the Manual of Operations attached thereto, in order to improve the quality of services provided by Drug Abuse Treatment and Rehabilitation Centers (DATRCs);

WHEREFORE, be it RESOLVED as it is hereby RESOLVED, to amend DDB Regulation No. 4, Series of 2003, and its Manual of Operations, as hereunder provided:

Section 1. The Subject of Board Regulation No. 4, Series of 2003 shall now read as “Implementing Rules and Regulations Governing Accreditation of Drug Abuse Treatment and Rehabilitation Centers and Accreditation of Drug Rehabilitation Practitioners”. Thereafter, all provisions bearing the name “Center Personnel” shall be changed to “Drug Rehabilitation Practitioners.”

Section 2. The term “Application Service Provider” is defined as the Department of Health and/or the Dangerous Drugs Board which develops, implements, maintains and operationalizes software-based services and solutions.

Section 3. Section 6 of Board Regulation No. 4, Series of 2003 is hereby amended, such that the penultimate paragraph thereof shall now read as follows:

> “xxx
>
> 15.
>
> The Center shall maintain a set of Information Technology (IT) equipment whose specification shall conform to the minimum requirement set by the DOH as the need arises and after due consultation with the stakeholders. New IT equipment requirements shall be disseminated through a DOH Memorandum Circular which shall be posted in the DOH website.”

Section 4. Section 5, Paragraph 3.1 of the aforesaid Regulation is hereby amended, such that the whole paragraph shall now read as follows:

> “xxx
>
> 3. Service Capability
>
> 3.1
>
> Non-residential Treatment and Rehabilitation Center (Outpatient) - a health facility that provides diagnosis, treatment and management of drug dependents on an outpatient basis. It may be a drop-in/walk-in Center or any other facility with consultation and counselling on addiction as the main services provided, or may be an aftercare service facility. From time to time, it may provide temporary shelter for patients in crisis for not more than twenty four (24) hours.
>
> 3.2 xxx”

Section 5. Section 6, Paragraph 5 of the same Regulation entitled, “Technical Requirements for Accreditation” is hereby amended, such that said paragraph shall now read as follows:

> “xxx
>
> 5.
>
> Manual of Operations – document describing the administrative as well as technical policies and procedures of the center. It shall contain, among others, the background of the center, admission and exclusion criteria, description of services offered, treatment modality, major policies, disciplinary measures, source of funds, and aftercare/referral services. The Manual shall be based mainly on and should be consistent with the DOH Manual of Operations for DATRC.
>
> 6. xxx”

Section 6. Section 8 of the Regulation is hereby amended and shall now read as follows:

> “Issuance of Permit to Construct – for Non-residential and Residential Centers
>
> The applicant shall secure a Permit to Construct from the BHFS for construction of a new facility, alteration, expansion or renovation of an existing health facility, change in classification or increase in bed capacity. It is

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a pre-requisite for accreditation.

1. The applicant accomplishes the required documents and submits them to the CHD for endorsement to the BHFS. Upon filing of application, the applicant pays the corresponding fees to the Cashier of the DOH in person, or through postal money order.

Documentary requirements – Permit to Construct

1.1 Letter of application to the BHFS Director

1.2 Letter of endorsement to the BHFS (if filed at the CHD)

1.3 Four (4) sets of Site Development Plan and Floor Plan signed and sealed by a licensed architect and/or engineer

1.4 DTI/SEC Registration (for private facilities) or Enabling Act/Board Resolution (for government facilities)

2. The BHFS reviews the documents and approves/disapproves the issuance of Permit to Construct.

2.1 If approved, the BHFS issues a Permit to Construct to the applicant.

2.2 If disapproved, the BHFS returns the documents, together with their findings and recommendations to the applicant. Failure to comply within thirty (30) days shall be a ground for denial of application. Hence, the applicant has to re-file his application and pays the required fees."

Section 7. Section 9 of the Regulation is hereby amended, such that the whole section shall now read as follows:

"The following application fees shall be paid to the cashier of the DOH:

Permit to Construct Fees

Accreditation Fees

Non-Residential Center

Php1,000.00

Php6,000.00

Residential Center

Php1,000.00

Php14,000.00

Fees may be adjusted by the DOH if deemed necessary.

The initial Certificate of Accreditation of private center shall be issued upon deposit of twenty thousand pesos (Php20,000.00) cash bond per center/branch applied for."

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Section 8. Section 12 of the Regulation is hereby amended such that the entire section shall now read as follows:

"Renewal of Accreditation

1.

Application for the renewal of accreditation shall be filed with the BHFS or CHD ninety (90) days before the expiry date.

2.

The procedure for application for renewal of accreditation shall be as follows:

2.1

Applicant prepares the required documents and submits them to the BHFS or CHD. Upon filing the application, the applicant pays the fee for the renewal of accreditation to the cashier of the DOH in person or through postal money order.

Documentary Requirements for Certificate of Accreditation:

- Application for Renewal of Accreditation

- List of Personnel and training(s) attended

- List of Equipment / Instruments

- Annual Financial Report for the past three (3) years

- Annual Program Evaluation Report for the past three (3) years

2.2

The BHFS conducts onsite survey to determine compliance with standards.

2.3

The BHFS approves/disapproves the issuance of accreditation.

2.3.1

If approved, the BHFS issues an accreditation to the applicant.

2.3.2

If disapproved, the BHFS sends the findings and recommendations to the applicant for compliance. Failure to comply within fifteen (15) days shall be a ground for denial of application. However, applicant may opt to re-file his application, provided that he shall pay the required accreditation fee."

Section 9. Section 13 of the Regulation entitled "Monitoring of Centers" is hereby amended, such that the entire section shall now read as follows:

"The BHFS shall require all Centers to regularly upload patient's profile to DDB IDADIN.

The BHFS or CHD may conduct an onsite monitoring of the accredited center. It is required for the CHD regulatory officers to coordinate with the BHFS before the conduct of monitoring and furnish the latter with a report of the findings. The monitoring visits shall be unannounced and conducted during regular office hours. BHFS monitoring team shall be allowed unrestricted ocular inspection of the Center, access to any case file or charts of patients, random chart reviews, and individual and/or group interviews with patients and/or

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employees of the Center."

Section 10. Section 19 containing the paragraph "Accreditation of Physician" of the Regulation, is hereby amended such that sub – paragraph 2 shall now read as follows:

xxx

2.

The physician must be a psychiatrist or an addiction medicine specialist; if not, the physician must either be a general practitioner for at least three (3) years or a specialist in any other medical field, and must have had a supervised training in the diagnosis and management of drug dependents for at least one (1) month. Thereafter the physician must attend continuing education trainings provided by reputable organizations recognized by the Department of Health.

Section 11. Repealing Clause. Provisions of previous issuances, which are contrary or inconsistent with those provided in this Regulation are hereby rescinded and modified accordingly.

Section 12. Effectivity. This Regulation shall take effect fifteen (15) days after its publication in two (2) newspapers of general circulation and after its registration with the Office of the National Administrative Register (ONAR), UP Law Center, Quezon City.

Approved and Adopted, this 12th day of December, in the Year of Our Lord, 2013, in Quezon City.

(SGD) Secretary ANTONIO A. VILLAR, JR.
Chairman, Dangerous Drugs Board

Attested by:

(SGD) JOSE MARLOWE S. PEDEREGOSA
Undersecretary-Executive Director
Secretary of the Board

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