



Republic of the Philippines  
Department of Health  
**OFFICE OF THE SECRETARY**

24 March 2020

**DEPARTMENT MEMORANDUM**

No. 2020 - 0152

**TO :** **ALL DIRECTORS OF CENTERS FOR HEALTH DEVELOPMENT, MINISTER OF HEALTH OF BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO, CHIEF/HEADS OF DEPARTMENT OF HEALTH MEDICAL CENTERS, HOSPITALS, SANITARIA, INSTITUTES AND OTHER HEALTH FACILITIES**

**SUBJECT :** **Guidelines on Temporary Re-deployment of Nurses under the Nurse Deployment Program from Rural Health Units/Health Centers/Health Stations to Department of Health (DOH) and Local Government Unit (LGU) Hospitals in Response to COVID-19 Health Emergency**

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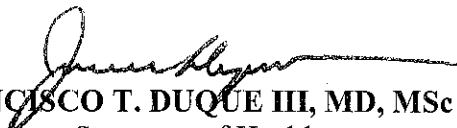
Pursuant to Proclamation No. 922 (s. 2020) "Declaring a State of Public Health Emergency throughout the Philippines" dated March 9, 2020 and Republic Act No. 11469 or the "Bayanihan to Heal As One Act," and to provide for the specific guidelines on the Department Memorandum dated March 14, 2020 on the Directives on the Deployment of Nurses under the Nurse Deployment Program (NDP) to Department of Health (DOH)/Local Government Unit (LGU) Hospitals in Response to Corona Virus Disease (COVID-19) Health Emergency, the following guidelines shall be implemented:

1. The Centers for Health Development (CHD) Directors and Minister of Health of Bangsamoro Autonomous Region of Muslim Mindanao (MOH-BARMM) shall have the discretion to temporarily re-deploy NDP nurses to DOH/LGU Hospitals. To facilitate the request, said hospitals shall submit the following:
  - a. Signed request from Medical Center Chiefs/Local Chief Executives addressed to CHDs/MOH BARMM; and
  - b. Human Resource for Health (HRH) inventory of hospitals and hospital census on presumptive and confirmed COVID-19 cases using the template prescribed by the CHD/MOH-BARMM or the attached template (Annex A).
2. The CHD/MOH-BARMM shall:
  - a. Ensure the continuity of health services in both hospitals and primary care facilities. As such, redistribution of NDP nurses shall consider both the gaps of hospitals and the HRH needs of municipalities to avoid undue disruption in provision of essential health services, both individual and population-based, in primary care, especially in Geographically Isolated and Disadvantaged Areas (GIDAs);
  - b. Determine the number and distribution of nurses in areas affected by re-deployment and to consider the limitations in mobility of NDP nurses due to restrictions in travel and availability of public transport;
  - c. Issue a Regional Personnel Order and endorsement relevant to the hospital assignment of NDP nurses;

- d. Submit the list of NDP nurses with their respective hospitals of assignment and period of deployment to Health Human Resource Development Bureau (HHRDB) for updating of database; and,
  - e. Conduct regular monitoring and evaluation of deployed NDP nurses in hospitals and provide feedback to HHRDB on the performance of deployed nurses and encountered issues/challenges related to implementation of this memorandum.
3. CHDs/MOH-BARMM, through the Provincial DOH Office (PDOHO)/Provincial Health Office (PHO), shall:
- a. Ensure the provision of the following to NDP nurses re-deployed in hospitals:
    - i. Personal Protective Equipment and other supplies/equipment/logistics needed;
    - ii. Proper orientation on Department Memorandum No. 2020-0108 re: "Guidelines for Management of Patients with Possible and Confirmed COVID-19," hospital infection control, and other institutional policies shall be conducted prior to assignment of NDP nurses to hospital units;
    - iii. COVID-19 special risk allowance in addition to the hazard pay granted under the RA 7305 or the "Magna Carta of Public Health Workers" in accordance to RA 11469 or the "Bayanihan to Heal as One Act;" and,
    - iv. Medical tests and treatments for those NDP nurses who are identified as Patients Under Investigation and confirmed to have COVID-19 in accordance to existing guidelines.
  - b. Coordinate with recipient DOH/LGU hospitals regarding specific job description during the period of assignment as well as financial and logistic counterparts for the benefit and welfare of re-deployed NDP nurses including, but not limited to, the following:
    - i. Meals or meal allowance during their tour of duty;
    - ii. Measures to maintain security and safety of the nurses;
    - iii. Transportation or transportation of allowance; and,
    - iv. Modest board and lodging whenever necessary;
  - c. Facilitate proper endorsement of tasks between NDP nurses and the immediate supervisor and concerned LGU for the continuity of health service delivery; and,
  - d. Endorse the NDP nurses to their respective hospital assignments.
4. NDP nurses re-deployed in hospitals shall:
- a. Render service of forty-hours a week following the agreed upon schedule of duty with the hospital of assignment;
  - b. Ensure delivery of client-centered, evidence-based, quality healthcare services;
  - c. Adhere to protocols of the hospital pertaining to safe and quality care, infection control and other applicable institutional policies;
  - d. Respond efficiently and effectively to the health needs consistent with the approved standards of care and guided accordingly by their corresponding profession;
  - e. Work under the direct supervision of the head of the hospital or the designated nurse supervisor;
  - f. Submit reports to hospitals/CHDs/MOH-BARMM/PDOHO/PHO as directed;
  - g. Report to respective immediate supervisors and CHDs/MOH BARMM, as appropriate, any untoward events that can threaten their safety and security in his/her area of assignment;
  - h. Perform other functions as mandated under the existing pertinent and national laws and protocol (e.g. Local Government Code, Civil Service Code); and,

- i. Submit daily time record (DTR) to hospitals and PDOHO/PHO and CHDs/MOH-BARMM.
5. NDP nurses retained in their original areas of assignment in public primary care facilities (e.g. Rural Health Units/City Health Offices/Barangay Health Stations) shall:
  - a. Initiate and implement public health measures to prevent and control communicable diseases and emerging and re-emerging diseases;
  - b. Participate in the national COVID-19 response by implementing protocols for screening, monitoring and managing COVID-19 cases in their communities;
  - c. Facilitate appropriate referral of patients for further evaluation and management of COVID-19;
  - d. Support implementation of community quarantine as mandated by authorities; and,
  - e. Continue to provide services and perform their functions as stated in their job description and performance commitment as NDP nurses.
6. The duration of temporary re-deployment shall be effective for (3) months, or until the COVID-19 public health emergency situation cease, whichever happens first. Thereafter, NDP nurses shall return to their original areas of deployment upon receipt of personnel order from their respective CHD/MOH-BARMM.

This shall take effect starting March 31, 2020.

  
FRANCISCO T. DUQUE III, MD, MSc  
Secretary of Health

**ANNEX. A**

**Inventory of HRH and COVID cases in DOH or LGU Hospitals**

Name of Hospital: _____				Level or Classification: _____	
Address: _____				Ownership: <u>DOH / LGU</u>	
(Bgy)	(municipality)	(province)	(region)	Bed capacity: _____	

**I. No. of Health Personnel**

Type of Health Personnel	Current Number of Staff			COVID status of staff		
	Permanent/Temporary	Contractual	Others (affiliates, visiting consultants, etc)	PUM	PUI	Confirmed
Physicians						
Nurses						

**II. Hospital Census of Patients-Under-Investigation and Confirmed Cases of Covid-19 (latest available as of date of request)**

Number of Patients	PUM	PUI	Confirmed
Admissions			
Consultations			
Total			

Number of COVID-19 related deaths: \_\_\_\_\_