



Bureau of Corrections

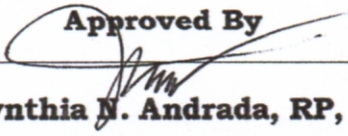
Document Reference Code
BUC-AAR-PR-001


Revision No.	Effectivity Date
0	01/05/2018

DIAGNOSTIC MEDICAL PROCEDURE

Page 1 of 4

REVISION HISTORY AND APPROVAL

Rev.	Date	Nature of Changes	Approved By
0		Original issue.	 Dr. Cynthia N. Andrada, RP, RGC

	<h1>Bureau of Corrections</h1>	Document Reference Code BUC-AAR-PR-001	
		Revision No. 0	Effectivity Date 01/05/2018
DIAGNOSTIC MEDICAL PROCEDURE		Page 2 of 4	

1. PURPOSE

This procedure describes the overall inmate's medical diagnosis

2. SCOPE

This procedure covers the conduct of complete medical examination to determine the inmate's physical and mental illness as well as needs.

3. DEFINITION OF TERMS/ACRONYMS

IMR	• Inmate Medical Record
MDR	• Medical Diagnostic Report
MR	• Medical Referral
Vital Signs	• Measurement of the body's most basic function
Vital Statistics	• Measurement of height, weight and Body Mass Index



Bureau of Corrections

Document Reference Code
BUC-AAR-PR-001

Revision No.
0

Effectivity Date
01/05/2018

DIAGNOSTIC MEDICAL PROCEDURE

Page 3 of 4

4. PROCEDURE DETAILS

Activity	Person Responsible	Details/Functions	References
<p>START</p> <p>↓</p> <p>Collates information</p> <p>↓</p> <p>Interview PDLs</p> <p>↓</p> <p>Conducts Physical/ Neurological Examination to newly admitted PDLs</p> <p>↓</p> <p>Prepares and Encodes Medical Reports</p> <p>↓</p> <p>Conducts Medical Consultation and Guidance counselling to inmates</p> <p>↓</p> <p>Prepares and Encodes Medical Consultation Record</p> <p>↓</p> <p>A</p>	<p>Medical Specialist I</p> <p>Medical Specialist I</p> <p>Medical Specialist I</p> <p>Medical Specialist I Administrative Aide III</p> <p>Medical Specialist I</p> <p>Medical Specialist I Administrative Aide III</p>	<ul style="list-style-type: none"> • Collates pertinent information from the PDL Registration Sheet • Interview newly received PDLs about their Past Medical History, Family History, Personal/Social Case History • Take vital signs and vital statistics • Conducts physical and neurological examination to newly received PDLs • To determine inmate's fitness for work assignments, presence of disabilities, and required special medical attention • Prepares and encodes Medical Examination/Psychiatric Examination, Medical Diagnostic Report (MDR), Inmate Medical Record (IMR), Medical Referral (MR) • Take vital signs • Ask chief of complaints • Interview and examine • Do laboratory work ups or special procedure • Give treatment, • Referral to NBP-Hospital • Provide guidance and counselling • Prepares and encodes Medical Consultation Record • Encodes Medicines Consumption 	



Bureau of Corrections

Document Reference Code
BUC-AAR-PR-001

Revision No.
0

Effectivity Date
01/05/2018

DIAGNOSTIC MEDICAL PROCEDURE

Page 4 of 4

Activity	Person Responsible	Details/Functions	References
<p style="text-align: center;">A</p> <p style="text-align: center;">↓</p> <div style="border: 1px solid black; padding: 5px; text-align: center;">Submission of inmates Medical Diagnostic Reports</div> <p style="text-align: center;">↓</p>	<p>Medical Specialist I</p>	<ul style="list-style-type: none"> • Submits MDR to the Case Coordination Section 	
<div style="border: 1px solid black; padding: 5px; text-align: center;">Submission of PDL's Medical Record and Medical referral to MSC Infirmary</div> <p style="text-align: center;">↓</p> <div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center; width: fit-content; margin: auto;">END</div>		<ul style="list-style-type: none"> • Submits PDL's Medical Records to the Chief, NBP Hospital • Submits Medical Referral to the Chief NBP Hospital and Head, MSC Infirmary 	