



CITCO INTERNATIONAL SUPPORT SERVICES LIMITED – PHILIPPINE ROHQ
PRE-EMPLOYMENT PHYSICAL EXAMINATION SCHEDULE FORM

Date Issued: _____ Valid Until: _____

Name: _____ Age: ____ Sex: [] Male [] Female

- PRE-EMPLOYMENT PROCEDURES:**
- Complete Physical Examination
 - Complete Blood Count (CBC)
 - Urinalysis
 - Fecalalysis
 - Chest x-ray
 - Drug Test (Shabu & Marijuana)

Important Reminders:

- This form may be presented to Aventus Medical Care (please refer below for the address) clinic together with any 2 valid government issued ID.
- Urine specimen containers will be provided at the clinic. Kindly collect a mid-stream urine sample during the day of examination and immediately submit to the laboratory. (Female can submit a specimen at least 7 days after the last day of menstruation)
- A separate urine container will be provided for the Drug Test. It is advisable to have a full bladder for the required level of urine (60ml).
- The patient should collect a pea sized stool specimen in the morning before proceeding to the clinic and must be submitted to the Laboratory within 2 hours after collection
- Patient with **Eye Glasses** should bring it during the examination (for Visual Acuity).
- For the Drug test, patient is required to present 2 valid IDs (company ID, driver's license, Fire arm license, GSIS ID, Integrated Bar of the Phils., NBI Clearance, Overseas Filipino Worker's ID, Overseas Filipino Worker's Adm. ID, Passport, Police clearance, Postal ID, PRC license, School ID, Seaman's book, Senior Citizen's ID, Solo Parent ID, SSS ID, TIN, Voter's ID) prior to any availment.
- **No fees will be collected from the patient. PPE costs are charged through Intellicare.**
- All hard copies of PPE results are by request only. Aventus will send only if requested by the company.
- **Repeat examination/clearances (i.e repeat urinalysis, pulmo clearance, cardio clearance) will be shouldered by the patient.**


Leilani Zeta

Applicant's signature

Authorized HR Representative Signature
**CITCO INTERNATIONAL SUPPORT SERVICES LIMITED
– PHILIPPINE ROHQ**

Clinic copy

Confirmation of Pre-employment Examination (HR copy)

(Once the above examination is complete, detach this portion and submit it to HR/Recruitment)

PPE TESTS COMPLETED: ☐ YES

WITH PENDING TEST/S: _____ TO COME BACK ON: _____

Applicant's printed name:	Date:	Time:
Applicant's signature:	Aventus Signature of Nurse-on-duty:	

CLINIC ADDRESS: Clinic Hours for PPE: Mon-Sat. 7am-3pm (no lunch break)

AVENTUS MAKATI CLINIC

6th Floor Filomena Bldg. 104 Amorsolo Street, Legaspi
Village Makati, Contact No: (02)8817-2715, 8817-1464

AVENTUS ORTIGAS CLINIC

Unit 16, 18-20 Ground Floor AIC Grande
Tower, Sapphire road, Ortigas Center, Pasig
City, Contact No: (02) 8584-2430

AVENTUS CLINIC-ALABANG

2nd Floor Sycamore ARC 1 Building,
Buencamino St., Alabang Zapote Road
Alabang, Muntinlupa City, Contact No: (02) 8556-3598

AVENTUS CALAMBA CLINIC

Ground Floor, Marchi Square,
National Highway Paciano, Rizal, Calmba, Laguna
Contact No: +639661491110

AVENTUS CUBAO

G/F Unit 17-18 Manhattan Parkview Tower One,
General Romulo Avenue, Barangay Socorro,
Araneta City Cubao, Quezon City

AVENTUS CLINIC-PCS

2/F Philippine College of Surgeons, Edsa,
Quezon City (beside SM North Annex) (02) 8352-4677

AVENTUS CLINIC-U.N AVENUE

5th Floor, Times Plaza Building, U.N. Avenue
Cor. Taft Avenue, Manila, Contact No: (02) 8353-6807

AVENTUS CLINIC-PASAY

Scape Bldg. Macapagal Ave., cor. Pearl Drive,
CBP, San Rafael, Brgy. 76, Pasay City
Contact No: (02) 8838-0627, 8839-0298

AVENTUS CLINIC-BGC

Ground Floor, Unit 1 Citibank Plaza,
34th St. corner Lane D,
Bonifacio Global City Taguig
Tel # (02) 8352-8335

AVENTUS MANDALUYONG

Lower 2/F St. Francis Square Building Julia Vargas Ave.,
corner Bank Drive Ortigas Center
Mandaluyong City

AVENTUS CLINIC- STA. ROSA

2nd Floor CARVAJAL Bldg. 2, National Highway,
Balibago City, Sta. Rosa Laguna
Contact No:(049) 519-4337

AVENTUS CLINIC- CLARK

Ground floor Tech Hub BPO Bldg. 5 SM Clark,
M.A. Roxas Highway,
Brgy. Malabánias, Angeles City Pampanga
Contact No: (045) 499-8417, 499-8419

AVENTUS CLINIC-CEBU

Unit 203 2/F TGU Tower I.T. Park
Asiatolon, Apas, Cebu City
Contact No: (032) 268-8072, (032) 268-9236

AVENTUS CLINIC PARANAQUE

Unit 9 Ground Floor Aseana One Building,
Bradco Avenue Aseana City Parañaque City
Tel #: (02) 8245 - 3611; (02) 8245 – 3603

AVENTUS CLINIC-CEBU CYBERGATE

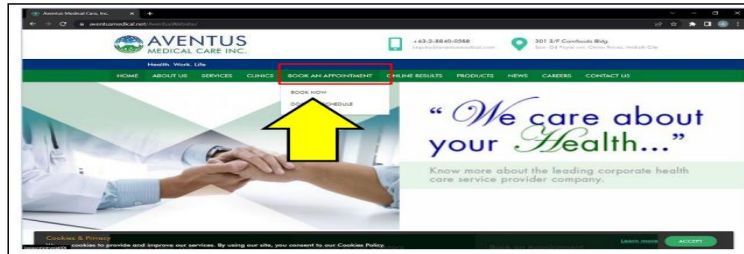
Level 3 Unit 309 and 302 Robinsons Cybergate 2029

HOW TO SET UP AN APPOINTMENT FOR PRE EMPLOYMENT PHYSICAL EXAMINATION

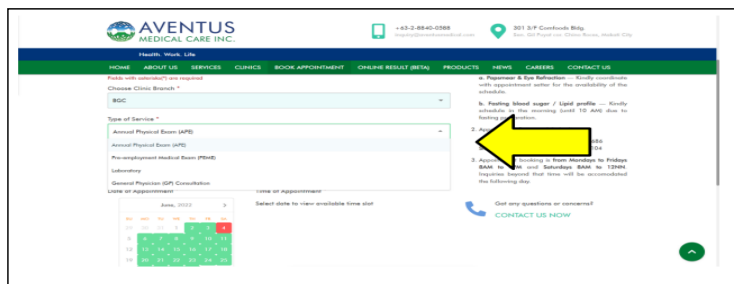
❖ Patients must directly book the PEME APPOINTMENT ON AVENTUS WEBSITE

<https://www.ventusmedical.net/AventusWebsite>

1. Type <https://ventusmedical.net/AventusWebsite/> in Address Bar on Web Browser
2. Hover the BOOK AN APPOINTMENT and click BOOK NOW



3. This will be redirected to the Appointment Portal. Choose the preferred clinic and Pre-Employment Medical Exam (PEME)



4. Then, fill up your Personal Information and other details needed. Lastly, click SUBMIT APPOINTMENT.
5. Upon submission, you will get a confirmation SMS and email (if available) of your appointment.

IMPORTANT REMINDERS

- Patients must schedule an appointment with Aventus Clinic at least 2 days prior PEME preferred date
- Wait for the confirmation of Aventus regarding your PEME schedule
- If the patient failed to visit the clinic on his/her appointment date, he/she should schedule an appointment again in the website
- No confirmed appointment, No PEME
- Bring the following: PEME SLIP, valid IDs and face mask
- **Please always include the Complete Company Name. This is required for successful booking.**

Patient needs to register on the link or scan the QR code provided at least 1-2 hours prior their scheduled appointment. Then take a screenshot of the alert message and present to our triage personnel or clinic guard on duty. This Retail Clinic Portal is for the clinic access of PATIENTS & CLINIC PHYSICIANS

<https://www.ventusmedical.net/retail-clinic/portal>

