



**MUNICIPALITY OF TUBIGON**

**CITIZEN'S  
CHARTER**





**STIMULATION AND  
THERAPEUTIC ACTIVITY  
CENTER (STAC)**  
ADMINISTRATIVE SERVICES





**SERVES AS AN INFORMAL VENUE FOR SOCIALIZATION FOR CWDS OF THE FOLLOWING SERVES:**

- a) Occupational Therapy
- b) Physical Therapy
- c) Special Education

The Stimulation and Therapeutic Activity Center is where Breaking Barriers for Children provides free comprehensive rehabilitation services to children with disabilities in Tubigon.

Designed to uplift the situation of poor Filipino children with disabilities aged 0-14 years. It also serves as an informal venue for socialization for CWDs and their families, as well as a training resource for Physical Therapy, Occupational Therapy, Social Work, and Inclusive education. In addition, the STAC centers are designed and equipped to serve as a resource centers for children from satellite center centers.

Office or Division:		STAC OFFICE		
Classification:		SIMPLE		
Types of Transaction:		G2G-Government to Government		
CHECKLIST OF REQUIREMENTS:			WHERE TO SECURE	
<ul style="list-style-type: none"><li>• Photocopy of birth certificate</li><li>• Barangay certificate of residency</li><li>• Referral from the Neurologist / Physiatrist</li></ul>			STAC OFFICE	
CLIENTS	AGENCY STATION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1.Approach the PACD	Assist the parents of CWD For referral to Neurology/ Physiatrist for identification of disability	None	5 mins.	PACD Staff/ (Frances Salitrero)
2.Submit the complete requirements	Conduct intake interview and validate the submitted requirements	None	20 mins.	PACD Staff/ (Frances Salitrero)
3.Wait for the assessment of New Intake	<div>The PACD staff will refer to the designated services for treatment/session:<ul style="list-style-type: none"><li>• Occupational Therapy</li></ul></div>	<div>Free for Tubigon CWDs</div> <div>Municipal Ordinance No. 2009-11-308 for Outside Tubigon</div>	<div>20 mins.</div> <div>1 hour per CWD</div>	

	<ul style="list-style-type: none"> <li>Physical Therapy</li> <li>Special Education</li> <li>Socialization</li> <li>Physiatrist/ Neuro Check-up</li> <li>Supplemental Feeding 8 sessions</li> <li>Other Related Activities (NDPR, Children's Month, Christmas Program)</li> </ul>	Professional Fee 8 sessions/ treatment P600.00  P50.00  P120.00  P160.00  P20.00	1 hour per CWD  1 hour per CWD	
TOTAL:		None	45 minutes	

