



Center for Linkages and Placement

Medical Endorsement Slip

Date: January 13, 2025

Dr. **ALAN ANGELO N. RAYMUNDO**

Head, Medical and Dental Office

This University

Dear Dr. Raymundo,

This is to endorse Ms./Mr. **Rairen C. Serrano** taking up **College of Computing and Information Sciences - Bachelor of Science in Information Technology Major in Information and Network Security** who would like to secure a Medical Certificate, routine laboratories included.

Said Medical Certificate is a requirement for his/her OJT/practicum.

Very truly yours,

Ms. CYNTHIA MARGARETTA R. JOSÉ

Director



Instructions for Securing a Medical Endorsement Slip and Medical Certificate

Step 1: Download and Print Medical Endorsement Slip

- Visit the CLP Website, locate the Medical Endorsement Slip form.
- Download and print the form
- Submit to CLP for signing

Step 2: CLP Sign the Medical Endorsement Slip

Step 3: Submit Signed Medical Endorsement Slip to UMak Clinic

- Take the signed Medical Endorsement Slip to the UMak Clinic.
- Request an OJT Referral Slip for the required Medical Laboratory Exams from the UMak Clinic.

Step 4: Take Required Medical Laboratory Exams

Option 1: If you have a Fit-to-Work Certificate certified by DOH-accredited clinics and hospitals, **proceed to Step 5.**

Option 2: Undergo the following medical laboratory exams:

- Urinalysis, Fecalalysis, Complete Blood Count (CBC), Chest X-ray, *Any other required medical tests, if specified.*

Step 5: Submit Laboratory Results/Fit-to-Work Certificate to UMak Clinic

- Submit the laboratory results directly to the UMak Clinic to secure a **Medical Certificate**.

Step 6: Photocopy and Submit Medical Certificate

- Photocopy the Medical Certificate
- Attached the Medical Certificate at the Internship Request Form along with all the Pre-deployment requirements.