
 OSPITAL NG PARAÑAQUE 		Document Code: OSPAR-ADS-MSWS/MC-
ANCILLARY DIVISION APPROVAL MATRIX		Page No. 1 of 3
Policy Title: MANAGEMENT OF SENIOR CITIZEN/ ELDERLY PATIENTS		Section / Department MEDICAL SOCIAL WORK SECTION/ MALASAKIT CENTER
Prepared By: Karl Marx R. Dimayuga, RSW, CMSW Chief, Medical Social Worker	Reviewed By: Gichelle Anne A. Del Valle Head, Billing Section Cherrie Lynn T. Cruz, MD Chief Resident Arnaldo S. Cortez, RN Supervising Administrative Office Meda M. Calderon, RN, MAN Chief Nurse Catherine Michelle G. Bonifacio, RN, MD Executive Assistant	Noted by: Redentor P. Alquiros, MD, MHM Head, Medical & Ancillary Services Darius J. Sebastian, MD, MPH, PHSAE Hospital Administrator Approved by: Jefferson R. Pagsisihan, MD, MHM Hospital Director

CLASSIFICATION: COMPREHENSIVE



OBJECTIVES:

This policy aims to provide the procedures for the proper management of senior citizen/ elderly patients.

COVERAGE: Medical Division, Medical Social Work and Billing Section

RESPONSIBILITIES:

1. It shall be the responsibility of the Medical Officer/Specialist to examine elderly patients and provide necessary treatment..
2. It shall be the responsibility of the MSWS to coordinate and conduct the appropriate procedures for management of senior citizen / elderly patients.



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POLICY:

1. This policy shall set forth in abiding the laws constituted in the Republic Act No. 9994 “The Expanded Senior Citizens Act of 2010.
2. This policy shall enforce all covered areas to abide with this written policy.

PROCEDURE:

1. Physician examines elderly patients and provides necessary treatment. Refers high risk/ vulnerable patients to the MSW for social work intervention.
2. MSW conducts psychosocial assessment.
 - a. Assess the level of psychosocial functioning with a special focus on ruling out abuse or neglect cases.
3. MSW Orients patients on the benefits and limitation of their entitlements stipulated on RA 9994 “The Expanded Senior Citizens Act of 2010”.
 - a. If without a Senior ID card, facilitate the issuance of such ID through coordination and issuance of referral to CSWDO/ OSCA.

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- b. Senior Citizen Philhealth Member
- c. Refer to PhilHealth Cares/ Malasakit Center.
- 4. Billing ensures entitlements of benefits.
- 5. MSW provides appropriate social work intervention.
- 6. MSW documents and reports all activities/ services.

APPENDIX

- (A) ER / OPD/ Ward Referral Form
- (C) Assessment Tool Form
- (F) Social Profile
- (G) Progress Notes
- (H) Closing Summar