

**MEDICAL INFORMATION CENTER (MIC)**

Number: 02-8895-3308

PLDT Toll Free: 1-800-10-8895-3308

LETTER OF GUARANTEE (LOG)**ANNUAL PHYSICAL EXAMINATION****APE LOG NO. :****APE 2542 - 24000362****DATE ISSUED:****OCTOBER 15, 2024****HOSPITAL/CLINIC NAME:****The Medical City Robinsons Galleria South****Valid until:****OCTOBER 31, 2024****PATIENT NAME:****ELCHICO, MAECHAEL GREGORE D.****AGE:****SEX:****COMPANY NAME:****PHILINSURE CLIENTS/INSURANCE SUBSCRIBERS****ID NO.:****EXPIRY DATE:****PLAN TYPE:****TYPE OF AVAILMENT:**☒ **ANNUAL PHYSICAL EXAMINATION**☐ **PRE-EMPLOYMENT PHYSICAL EXAMINATION****PACKAGE:****BASIC 5 (CBC, URINALYSIS, FECALYSIS, CHEST X-RAY, COMPLETE PHYSICAL EXAM), ECG FOR 35 Y/O ABOVE, PAP SMEAR FOR FEMALE 35 Y/O ABOVE****ADDITIONAL TEST/ANCILLARY PROCEDURE:****RATE:****REMARKS/ENDORSEMENTS:**

**APE RESULT TO BE PICK UP BY MEMBER.
FOR ANY CONCERNS, KINDLY EMAIL US AT ape@etiqa.com.ph**

Prepared by:

Apvalencia
ALLIAH ELSA P. VALENCIA

Clinic Representative:**APE Coordinator's Signature Over Printed Name****Signature over printed name****IMPORTANT REMINDERS TO MEMBER:**

This form may be presented to the Customer Care representative at any ETIQA (formerly ASIANLIFE) accredited clinic provider together with any 2 valid government issued IDs.

For the following procedures, please take note of the following preparations:

- A patient with prescription glasses and/or contact lenses should bring the same during the examination for Visual Acuity.
- **For CBC with platelet count:** No fasting/preparation needed.
- **For blood chemistries** (e.g. FBS and lipid profile), observe 10 hours of fasting. Patient is not allowed to eat or drink until blood extraction.
- **For urinalysis**, urine specimen containers will be provided at the clinic. Kindly collect a mid-stream urine sample during the day of the examination and immediately submit to the laboratory. Females can submit a specimen at least 7 days after the last day of menstruation.
- **For stool analysis**, 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.
- **For Chest x-ray:** Observe precaution for women who are suspected to be pregnant or are pregnant.
- **For ECG:** Wear comfortable clothing with no metallic accessories.
- **For females undergoing Pap smear**, it is recommended by most OB- Gynecologist/Medical doctors to observe the following:
 - To refrain from sexual intercourse for at least 2-3 days before the exam. Should not use vaginal douche/feminine wash 24 hours before the procedure
 - No Menstruation- No Spotting; preferably 7 – 10 days after menstruation.

MEMBER'S PRIVACY POLICY & CONSENT: I, for myself and on behalf of my dependents, authorize Etiqa Philippines to process my personal data, such as, but not limited to, my medical diagnosis/utilization data and to disclose the said personal data to necessary third parties such as, but not limited to, my employer, accredited network providers, headquarter, reinsurers, group policyholders and auditors. I understand that the processing of my personal data shall be used in servicing my account which includes, but is not limited to, the following benefits administration, medical treatment, and management of the plan. I agree to receive marketing updates and offers. I agree to obtain a copy of my records relative to my hospitalization, consultation and treatment or any other medical advice in connection with the benefit/claim availed.

MEMBER'S UNDERTAKING & REMINDER: Plan Member must sign AFTER availment. Unused LOG should immediately be reported to Etiqa Philippines' Account Reconciliation Exit Clearance. Final computation of your coverage will be made once Etiqa Philippines' Medical Claims Payables Department adjudicates your claim considering any of the following: (a) any call less availments; (b) reimbursement claims; and (c) unprocessed claims that are yet to be billed by the accredited network provider. I agree that any availment may be denied under circumstances such as concealment and procedures not related to the illness. I render Etiqa Philippines free from any liability on the collection of the acquired excess charges on benefits.

PROVIDER'S UNDERTAKING & REMINDER:

Accredited Network Provider must sign AFTER COMPLETION OF SERVICE. All procedures/tests must have prior approval from Etiqa Philippines' MIC. For immediate payment, please submit all bills within 30 days. Accredited Network Provider shall notify Etiqa Philippines if payment is not received within 30 days from receipt of submitted bills.

Etiqa Life and General Assurance Philippines, Inc.

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