

Provision of Dental Services

The service is rendered to persons needing dental consultation, tooth extraction, dental care and tooth filling.

Office or Division:	Rural Health Unit			
Classification:	Simple			
Type of Transaction:	G2C-Government to Client			
Who may avail:	All residents of Burgos, La Union			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
NONE			NONE	
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCE SSING TIME	PERSON RESPONSIBLE
1. Register & secure record	1. Interview and record data 1.1 Take and record vital signs in the Individual Treatment Record	None	10 min	Rural Health Midwives/Human Resources for Health Personnel RHU
2. Enter Dental Room when your number is called	2. Examine and render appropriate service to patient	none	30 min	Provincial/Mun. Dentist RHU
3. Receive prescribed	3. Provide prescribed	none	5 min	Rural Health Midwives/Huma



medicines if available	medicines if available 3.1 Issue prescription if medicine is not available in the Pharmacy			n Resources for Health Personnel RHU
4. Proceed to Treasury office for the payment of fees	4. Give order of appropriate fees	>Tooth Extraction- P50.00 >Oral Prophylaxis/Dental Care-free >Tooth Filling- P150.00 >Dental Certificate- P35.00	5 min	Rev. Collection Clerk II/ Mun. Treasurer Treasury Office
5. Present receipt of payment to obtain dental certificate	5. Issue dental certificate	none	5 min	Provincial/Mun. Dentist RHU
	TOTAL	Refer to step number 4	55 min	