NCC CAPACITY BUILDING PROGRAM

"DISCOVERING GOVERNMENT E-SERVICES"





PREMIUM REMITTANCE AND REPORTING





REMIT PREMIUMS THROUGH:



PHILHEALTH OFFICES

ACCREDITED PAYMENT CENTERS



ACCREDITED COLLECTING BANKS



MLHUILLIER PAWNSHOPS



POST OFFICES



SM RETAIL, INC.



REPORTING PREMIUM REMITTANCES

REPORTING SCHEMES

HARDCOPY

(for less than 10 employees)

RF1

Monthly/Quarterly

SOFTCOPY

- □ RF1 Excel Format
- **□ EPRS**
- □ ePay

Monthly, depending on the last number of the employer's PEN





HARDCOPY RF-1

1	RF	PHELIPPINE H	BALTH INSURANCE CORPORAT												F	OR	l F	HIL	HE	ALTH USE		
\Box	PHILHEALTH I	NO	PLOYER'S REMITTANO	E REPORT			ate R By:	teceix	ved:							Sig	gne	ture O) vec	Printed Name	Action Taken:	
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1	TELEPHONE NO							HO	USDK	OLD							l			DEDUCTION TO PR	EVIOUS RF-1	
6			NAME OF EMPLOYEE/	8		7												0			REMIUM	10 NEMBER STATUS
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11	11 ACKNOWLEDGEMENT RECEIPT (ME-S/POR/OR/PAR)				17	1			тота						PS + E			Ξi			13 CERTIFIED CORRECT	
.AJ	PPLICABLE PERIOD	REMITTED AMOUN	ACKNOWLEDGEMENT RECEIPT NO.	TRANSACTION DATE	NO. OF EMPLOYEES		_					on ever	y pege	10		-5+1	۶					BONATURE OVER PRINTED NAME
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	PLEASE RAND INSTRUCTIONS					ΙL						n Berla			•		?					14 0400 05 04000



SOFTCOPY RF-1

□ RF1 Excel Format

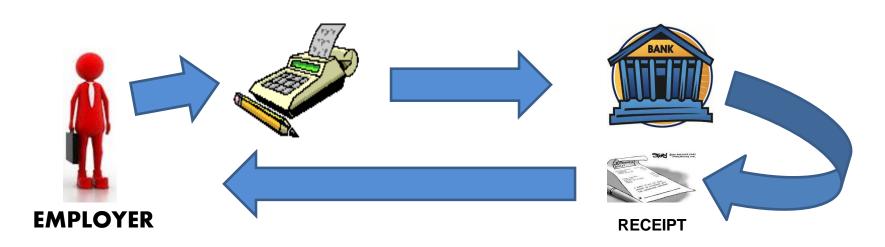
Features:

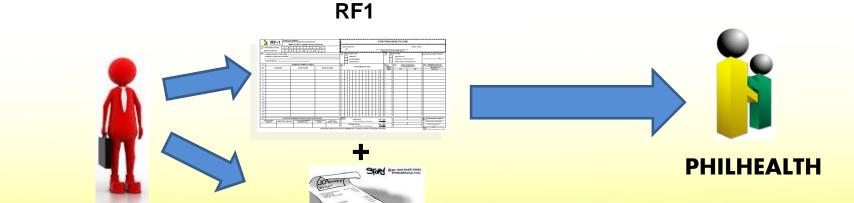
- □RF-1 is prepared through MS Excel Worksheet provided by PhilHealth
- □File is saved as "text" (textfile)
- □ Textfile is submitted to PhilHealth through CD/DVD/USB





PREMIUM REMITTANCE AND REPORTING PROCESS





RECEIPT

EMPLOYER



PHILHEALTH ONLINE SERVICES EMPLOYED SECTOR





ONLINE REMITTANCE AND REPORTING PHILHEALTH EPAY SYSTEM



٦		PERSONAL PROPERTY.		FOR PHILHEALTH USE	
	TOTAL PROPERTY.	EMPLOYERS REMETING	T DHO	On Special Advisor	
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ξ	SEE NO. 19	mental formation of the second	Transfer M. P.	MINTER CO.	1 Janes 181

Softcopy RF-1 in textfile format



(Upload RF1 and pay)



Bank saves the softcopy RF-1 and payment info

EMPLOYER

Using the RF-1 Excel Template, employer creates RF-1 in a textfile format and submit it through the Bank's facility.





Downloads the RF1 for processing







PHILHEALTH EPAY SYSTEM PROVIDERS

BPI

UNION BANK

BANCNET

SECURITY BANK

CITIBANK





ELECTRONIC PREMIUM REPORTING SYSTEM (EPRS)

FEATURES:

- □ PREPARATION AND REPORTING OF RF1 IS DONE ON-LINE (INTERNET)
- ☐ GENERATES STATEMENT OF PREMIUM ACCOUNT (SPA)
- USER-FRIENDLY

REQUIREMENTS:

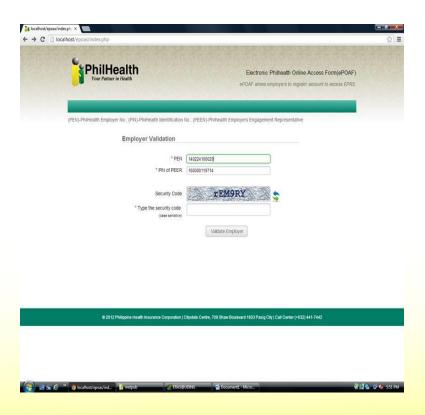
- ☐ EMPLOYER MUST BE REGISTERED (WITH PHILHEALTH EMPLOYER NUMBER OR PEN)
- EMPLOYER MUST HAVE INTERNET CONNECTION AND VALID EMAIL ADDRESS
- ☐ EMPLOYER MUST HAVE AN UPDATED EMPLOYEE BASELINE WITH CORRESPONDING PHILHEALTH IDENTIFICATION NUMBER (PIN)

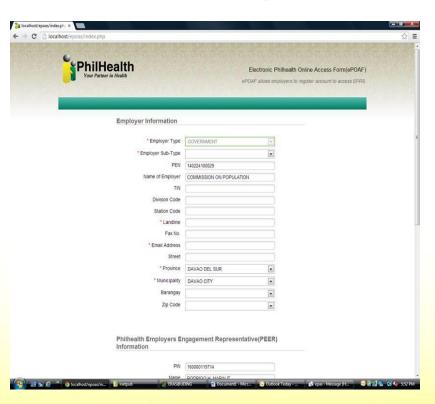




ELECTRONIC PREMIUM REPORTING SYSTEM (EPRS)

□ REGISTER (ONLINE/walk-in)









ELECTRONIC PREMIUM REPORTING SYSTEM (EPRS)

PhilHealth Your Partner in Health	
Electronic F	Premium Reporting System 3.0 LEWINW KEDOLLING TIZEN 3.7
PEN : Password :	Login

EPRS current version is v.2.5





WHAT'S INSIDE EPRS?

uesday, March 05, 2013

Electronic Premium Reporting System 24

Welcome TABERDO, RENANTE CORPUZ







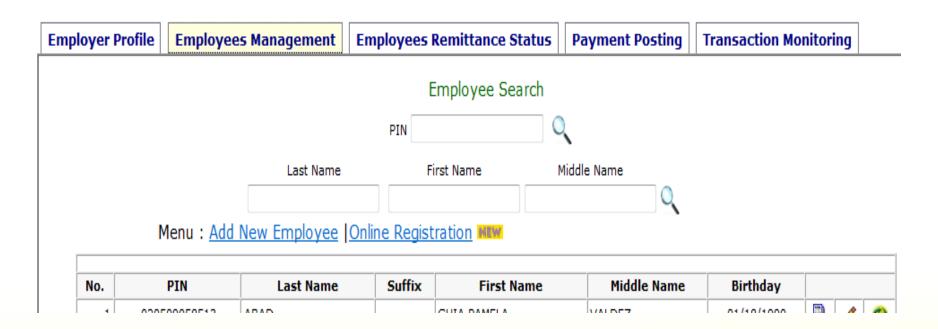
ployer Profile Employees Mana	gement	Employees Remittance Status	Payment Management	Transaction Monitor
Employer Profile				
				Sync 💙
PhilHealth Employer Nun	nber (PE	N): 004000003809		
Name of Employer		: PHILIPPINE HEALTH INSURAI	NCE CORPORATION-CARZ	
Business Address		: 4F SSS BLDG HARRISON-CLA	AUDIO CARANTES BAGUIO	CITY BENGUET
Employer Type		: GOVERNMENT		
Employer Sub-Type		: GOVERNMENT CORPORATION	V	
Tax Identification Number	er (TIN)	: 003505401006		
Name of Head		: MYLA BUEMIO		
Contact Number		: 4448361		
Email Address		: solmirr@yahoo.com		



EPRS current version is v.2.5



WHAT'S INSIDE EPRS?

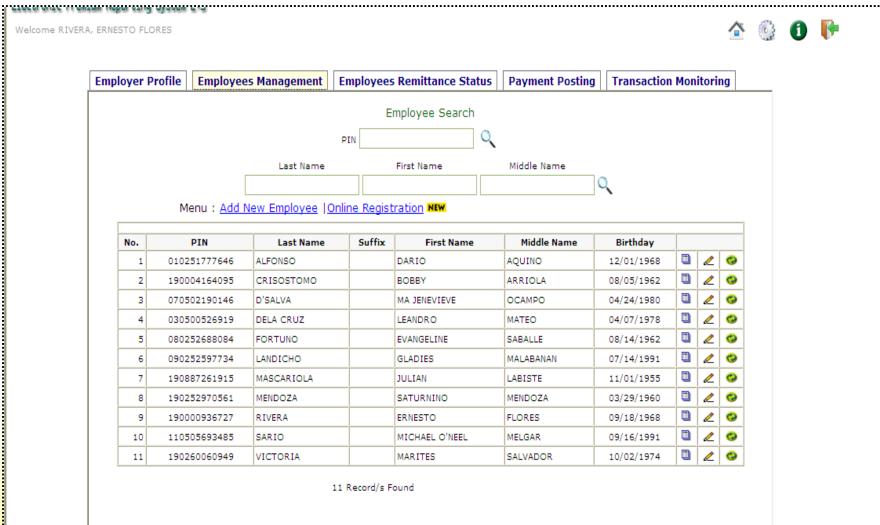


■ MANAGE EMPLOYEES LIST/RECORD ONLINE





Employees Management Module

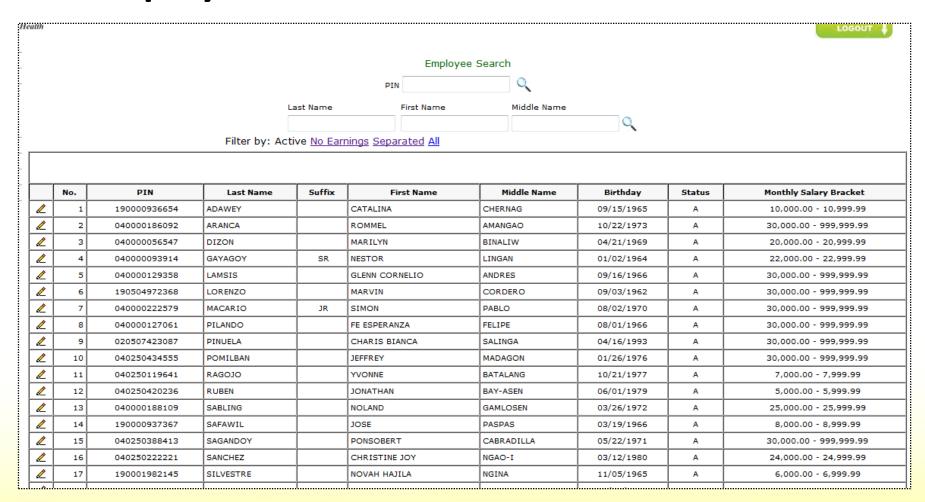




- Displays employees masterlist
- Manage employees' profile



Employees Remittance Status Module

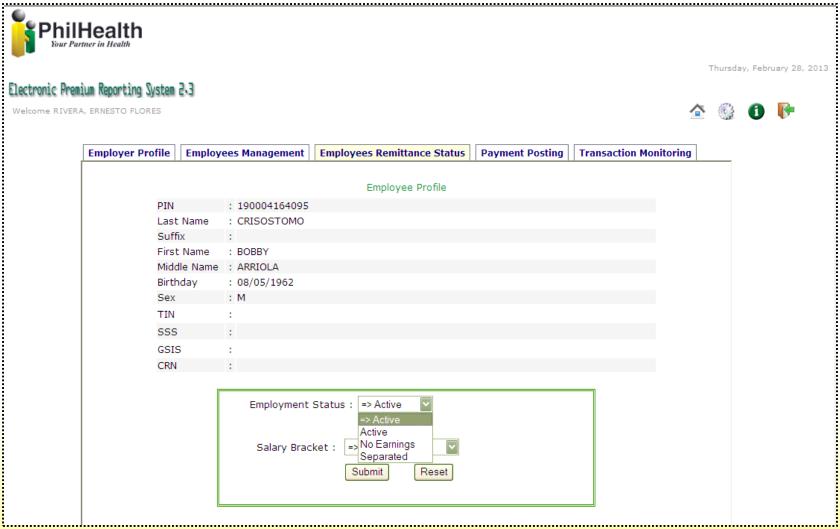


Management of employees' remittance status





Employees Remittance Status sub-module





Updating of employees' employment status



Employees Remittance Status sub-module





Updating of employees' salary bracket



Payment Posting module – PEPRL

Summary of PhilHealth Premium Payment

No. of Employees	Total PS	Total ES	Grand Total	Applicable Month	Generate PEPRL
34	7,837.50	7,837.50	15,675.00	SEPTEMBER, 2012 🗷	Generate SPA/PPPS
					SPA History

Meanwhile claim I perpendict code I perpendict characters I resemble characters I remaind contributes



Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

www.philhealth.gov.ph

Date/Time Generated :

02/27/2013 04:41:48

Report Type:

Regular

PRELIMINARY EMPLOYEES PREMIUM REMITTANCE LIST (PEPRL)

PhilHealth Number: 00400003809

Employer Name: PHILIPPINE HEALTH INSURANCE CORPORATION-CAR

Employer Address: 4F SSS BLDG HARRISON-CLAUDIO CARANTES BAGUIO CITY BENGUET

Employer TIN: 003505401006 Employer Type: Government

No.	PhilHealth No.	Surname	Given Name	Middle Name	Applicable Period	Bracket	PS	ES	Status Remarks
1	190000936654	ADAWEY	CATALINA	CHERNAG	09-2012	7	125.00	125.00	A
2	040000186092	ARANCA	ROMMEL	AMANGAO	09-2012	R	375.00	375.00	A
3	040000056547	DIZON	MARILYN	BINALIW	09-2012	Н	250.00	250.00	A
4	040000093914	GAYAGOY	NESTOR	LINGAN	09-2012	J	275.00	275.00	A
5	040000129358	LAMSIS	GLENN CORNELIO	ANDRES	09-2012	R	375.00	375.00	A
6	19050/1972368	LODENZO	MAD//N	CORDERO	09.2012	D	376.00	375.00	٨



Payment Posting module – Generation of SPA

Summary of PhilHealth Premium Payment

No. of Employees	Total PS	Total ES	Grand Total	Applicable Month		Generate PEPRL
34	7,837.50	7,837.50	15,675.00	SEPTEMBER, 2012 🐔		Generate SPA/PPPS
				1	_	SPA History

Generate Statement of Premium Account (SPA) for specified Applicable Period

PEN 00400003809

Applicable Month SEPTEMBER
Applicable Year 2012

Total No. Employee 34

Total Employee Share 7,837.50
Total Employer Share 7,837.50
Report Type Regular

Amount due 15,675.00
Penalties/interest incured 0.00
TOTAL DUE FOR CURRENT SPA: 15,675.00

Submit





Payment Posting module – Generated SPA



Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

Citystate Centre Building, 709 Shaw Boulevard, Pasig City Healthline: 441-7444 Website: www.philhealth.gov.ph



STATEMENT OF PREMIUM ACCOUNT (SPA)

PEN: 004000003809 SPA NO: SPA100000007861

EMPLOYER TYPE: Government DATE: 02/27/2013

Business/Agency Name: PHILIPPINE HEALTH INSURANCE CORPORATION-CAR

Attention: PhilHealth Employer Engagement Representative (PEER) Remittance Due Date

On or Before 10 October 2013

<u>CURRENT SPA CHARGES</u>

Posting Due Date

On or Before 15 October 2013

Applicable Month: September 2012

No. of Employees: 34

Amount of Premium:

Employee Share 7,837.50



Sevent Priging MICHAELE Sevent polyenters PROTECTO

Payment Posting module – SPA History

Summary of PhilHealth Premium Payment

	Juin	mary or riminedic	ar rremain raymene		
No. of Employees	Total PS	Total ES	Grand Total	Applicable Month	
34	7,837.50	7,837.50	15,675.00	SEPTEMBER, 2012 🗷	Generate PEPRL
	1	I			Generate SPA/PPPS
MS=Member St	SPA History				

STATEMENT OF PREMIUM ACCOUNT (SPA) HISTORY

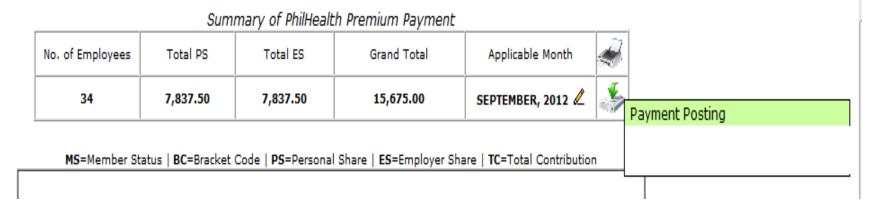
SPA No.	Applicable Period	Personal Share	Employer Share	Total Contribution	No. of Employees	Report Type	SPA Date	
SPA100000007861	09-2012	7,837.50	7,837.50	15,675.00	34	Regular	02/27/2013	
SPA100000007724	12-2012	5,200.00	5,200.00	10,400.00	27	Regular	02/23/2013	
SPA100000007723	11-2012	5,200.00	5,200.00	10,400.00	27	Regular	02/23/2013	=
SPA100000007722	10-2012	5,200.00	5,200.00	10,400.00	27	Regular	02/23/2013	=

4 Record/s Found





Payment Posting module – Payment Posting (for over-the-counter payments)



Select Accredited Collecting	Agent	•
Enter (OR Number	
	O.R. Date	Feb ▼ 27 ▼ 2013
	SPA No.	
Onlin	e Informa	ation
Premium Payable	=>	15,675.00
Applicable Month	=>	SEPTEMBER 2012
Total No. of Employees	=>	34





Transaction Monitoring Module

LOGOUT L

Online Posting Transaction History
Transaction with SPA

View Transaction Without SPA

	SPA No.	Transaction Date	ACA	OR No.	OR Date	Month Covered	Total Employees	Total Amount	Status Report	Date Posted		
***	SPA100000012317	06/16/2014	CBI	AAAAA	06/14/2014	03-2014	33	13,575.00	Received		8	1

Records 1 to 1 of 1 Transaction/s





View/print eRF1

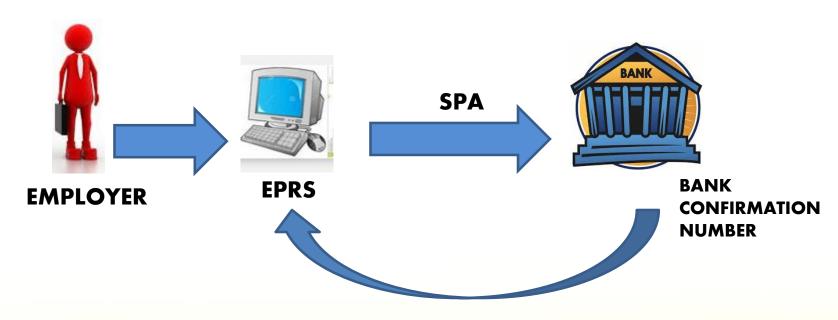


COMING REALLY SOON!





ONLINE PAYMENT VIA EPRS



Electronic PhilHealth
Acknowledgment Receipt

(EPAR)





Online Payment EPRS v.3.1:



Monday, December 9, 2013 Welcome TANGGOL, FARRAH ALI

Employer Information

Employees Management

Remittance Management

Payment Management

Payment Posting

Transaction Monitoring

System Settings

Tools

PAYMENT FOR POSTING

SPA NO. ; SPA100000011813

SPA DATE : 12/09/2013

APPLICABLE PERIOD ; 11-2012

; 5,000.00

PERSONAL SHARE

EMPLOYER SHARE ; 5,000.00

GRAND TOTAL

: 10,000.00

NO. OF EMPLOYEES : 16

REPORT TYPE ; Regular

PAYMENT OPTION: | Select List Payment Option

Select List Payment Option PhilHealth Over-the-Counter

Collecting Agent: Banks/Non-Banks

Online Payment









Employer Information

Employees Management

Remittance Management Payment Management

Payment Posting

Transaction Monitoring

System Settings

Tools

PAYMENT FOR POSTING

SPA NO. ; SPA100000011813

SPA DATE : 12/09/2013 APPLICABLE PERIOD : 11-2012 PERSONAL SHARE ; 5,000.00 EMPLOYER SHARE ; 5,000.00 GRAND TOTAL : 10,000.00

NO. OF EMPLOYEES ; 16 REPORT TYPE : Regular

PAYMENT OPTION: Online Payment

Electronic Payment













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WHY DO WE NEED TO USE ONLINE SERVICES?

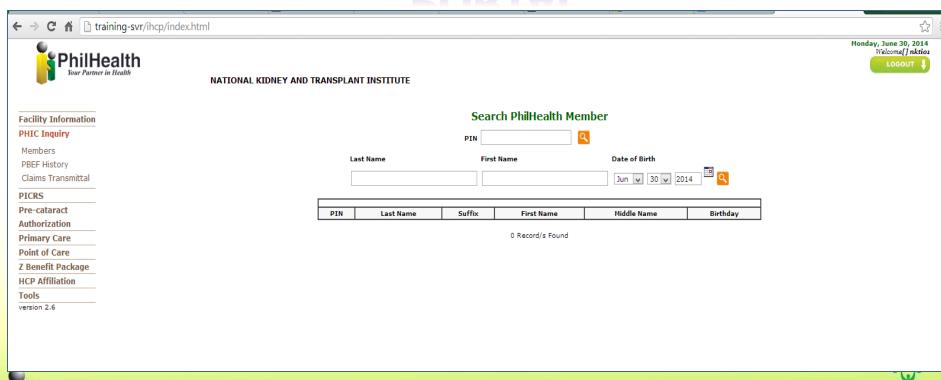




PHILHEALTH ONLINE SOLUTION FOR

HEALTH CARE INSTITUTIONS

HEALTH CARE INSTITUTION (HCI) PORTAL







ONE OF THE OBJECTIVES:

GET RID OF TOO MUCH CLAIMS REQUIREMENTS

- Duly accomplished PhilHealth Claim Form 1
- Clear copy of Member Data Record (MDR)
- Proof of Premium Contribution (Official Receipt)





HOW?

HCI PORTAL

Generates PhilHealth Benefit Eligibility Form (PBEF). HCl Portal checks the eligibility of the member and their dependent/s from PhilHealth's membership and contribution database.





THANK YOU!





REGISTRATION PROCESS (EMPLOYED SECTOR)





EMPLOYED SECTOR (GOVERNMENT AND PRIVATE)

PhilHealth Employer No.:	Citys	tate Centre 709 Shaw	Philippines JRANCE CORPORAT Boulevard, Pasig City vw.philhealth.gov.ph		ER1 PLOYER DATA RECORD					
Name of Agency/Office/Departm Sector)	ent (for Gov	t. Sector)/Business/	Firm/Employer (for pri	ivate	TIN					
2. Address of Agency/Office/ Depar	tment/Busin	ess/Firm/Employe	r		2a. Tel. No.					
3. E-Mail Address					за. Postal Code					
4. If Regional/Branch Office, State name and address of Main/Head		4a. Main/Head O	ffice/Employer	4b. Date C	Operation Started					
·				4c. No. of	Employees					
5. Services Rendered/Nature of Bus	iness/Opera	tion (for Private Sec	tor)							
6. Type of Agency (For Gov't Sector) L	ocal	Corporation	□ s	pecial Project					
		Tational	Constitutiona	ıl						
(For Private Business/Operation)	□ s	ingle Proprietor	Partnership	□ c	orporation					
I hereby certify that the above data are true and correct to the best of my knowledge and belief.										
Date Head	of Agency or	Representative	Signature	Ti	itle or Position					
Т	his portio	n is to be filled-	up by PhilHealth							
Date Received:	Evaluate	d by:		Date Eva	luation:					
		Name a	nd Signature							

COMPANY REGISTRATION

ER1

Attachments:

- □ SEC / DTI / CDA Registrations
- ☐ License to Operate





EMPLOYED SECTOR (GOVERNMENT AND PRIVATE)

ENGLISH VERSION				This form can be reproduced and is not for sale.		
PHILIPP Citystate Ce Healthline: IMPORTANT REMINDER 1. Your Phill-lealth Identifica 2. The issuance of PIN does 3. Always use your PIN in pi	, ,	PMRF PHILHEALTH MEMBER REGISTRATION FORM October 2010 PhilHealth Member(Pin) FOR ENROLLMENT FOR UPDATING				
1. MEMBER INFORMATION						
Last Name	Name Suffix		First Name	Middle Name		
Date of Birth (mm-dd-yyyy)	Place of Birth(City/Municipality,Province)	Sex Male Female	Civil Status Single Widow(er) Married Legally Se	· I I		
Residential Address						

(CHECK APPLICABLE BOX) PHILHEALTH Er2 □ INITIAL LIST (Attach to PhilHealth Form Eri) SUBSEQUENT LIST REPORT OF EMPLOYEE-MEMBERS NAME OF EMPLOYER/FIRM: EMPLOYER NO. E-MAIL ADDRESS: PHILHEALTH DATE OF (DO NOT FILL) PREVIOUS EMPLOYER EFF. DATE OF SSS/GSIS NAME OF EMPLOYEE POSITION SALARY EMPLOY-(IF ANY) COVERAGE NUMBER MENT TOTAL NO. LISTED ABOVE: SIGNATURE OVER PRINTED NAME PAGE OF SHEETS

TO BE ACCOMPLISHED IN DUPLICATE

MEMBER-EMPLOYEE REGISTRATION



for employees without PhilHealth Identification Number (PIN)



List of newly hired employees (with and without PIN)





DUTIES AND RESPONSIBILITIES OF EMPLOYERS

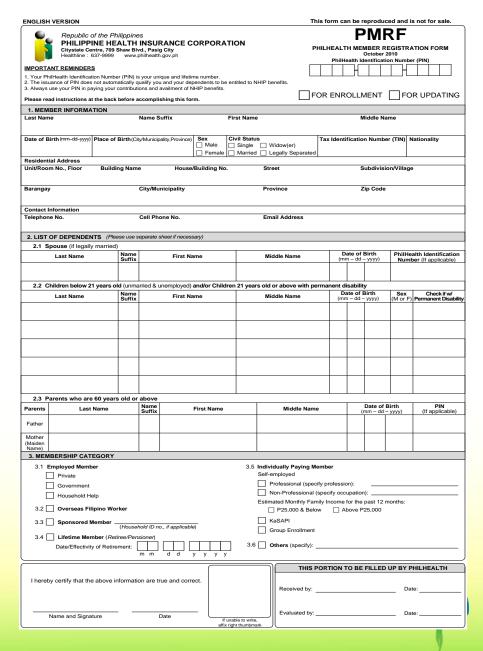
- Inform PhilHealth of any change in company data/status such as:
- ✓ change in company address;
- ✓ change of business name; or
- ✓ temporary/permanent cessation of business operations



	SHED IN DUPLICATE			PLEASE READ I	NSTRUCTIONS AT TI	HE BAC
	Republic of the Philippine PHILIPPINE HEAI PRO ADDRESS & CONTACT	LTH INSURAN	CE CORPORAT	ION	ER-	3
PhilHea	lth Employer No.				EMPLOYER I	PATA
		ĹŢ			AMENDMENT	
					April 20	04
1. Complete Na	me of Agency/Business	/Firm/Employer			·	
2. Address of A	gency/Business/Firm/En	nployer	=		Post	al Code
Channe/Corr	ection of Name of Agen	on /Business /Eisen /E				Ш
Previous :	ection of Name of Agend	ty/ businessy rimiy E	Present:			
1. Change/Corr Previous :	ection of Address of Ag	ency / Office / Depa	Present :	Employer		
5. Change of Le	and Posconality	16	Change of Authoria	and Cimpatoms		
From: Single Propriet Partnership Corporation Others	Partnership Corporation Others	rietorship Pre	Name			nature
	solidation of Company/	ies	Name	100 TO 10	Suspension of Op	nature perati
Name of Surviv		Pattie	alth Employer Number			
				Fire Bankruptcy	Demolition	
	This was the contract to the c					
	orbed Company(ies):	[] [] [1111111-11	Separation of	of Employees	ffectiv
(1)		11111			of Employees	ffectiv
(1)(2)		11111		Separation of Others	of Employees	_
(1)(2)(3)				Separation of Others	of Employees	_
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(1) (2) (3)				Separation Others 10. Terminatio Merger	Processing Processing n/Dissolution of Operation Date of E	peratio
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(1)	(he case of lack of upner, you may use	e additional short) To:	e Narve	Separation of Others	Prese specific n / Dissolution of Op Date of E egal Personality Trace made on Resumption	perati
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(1)	(In case of lack of space, you may use Employer TIN Dwnership From:	To:	te Name)	Separation of Others	The people of Employees Prov people Dote of E ggal Personality The people on Resumption ration ectivity disposition (day)	peratio
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(1) (2) (3) 9. Correction of From: 11. Change of C Reasen/s: Date of L Effectivity (menth)	(In case of lack of opper, you many use Employer TIN	(Complete above data are con	rect to the best of m	Separation of Others	The people of Employees Proc people Date of E ggal Personality Greenality on Resumption ration ectivity displayed (day)	

DUTIES AND RESPONSIBILITIES OF MEMBERS

- -Change of civil status/ Change of name
- Additional Dependents
- Change of address





MEMBER DATA RECORD (MDR)



- MDR is issued to members upon registration together with the PhilHealth Identification Card
- MDR reflects the member's information as provided upon registration/amendme nt. It also include the member's dependent/s.



ONLINE SOLUTIONS - REGISTRATION

EMPLOYERS	DETAILS
ONLINE REGISTRATION	LINK TO PHILIPPINE BUSINESS REGISTRY SYSTEM (PBR) – DTI
RECORD AMENDMENT	EMPLOYER DATA RECORD(ER3) (UNDERGOING DEVELOPMENT)

INDIVIDUALS	DETAILS
ONLINE REGISTRATION http://www.philhealth.gov.ph/services	PhilHealth Identification Number (PIN) Generation
RECORD AMENDMENT	MEMBER DATA RECORD AMENDMENT (UNDERGOING DEVELOPMENT)



