

# OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **ELWIN JAY V. YU**, Chief of Hospital I and Head of VSU - University Services for Health Emergency and Rescue Office (USHER) commit to on the attainment of the following accomplishments in accordance with the indicated measures for the period July-December, 2022

**ELWIN JAY V. YU, MD, MPH**  
Chief of Hospital I and Head VSU - USHER

Approved:

**DANIEL LESLIE S. TAN**  
Vice President for Admin & Finance



MFOs/PAPs	Success Indicators	Unit/Persons Responsible	TARGET Jan. to Dec. 2022	ACTUAL ACCOMPLISH MENT	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>USHER MFO1: ISO aligned Health Services</b>	Percentage compliant of process under ISO standard	USHER Staff	100% compliant to standard	ongoing	5	5	5	5.00	NC from SSA has complied and Minor NC from the 4th Internal Quality Audit was not yet closed
	Number of new Quality Procedures Submitted and approved	Dr. Yu, Dr. Guinocor, Amarillo, Compendio	4	4	5	5	5	5.00	OPD/ER/Dental Consultation/Annual Medical Exam Employee (drafts are for submission)
	Number of forms registered and revised	Dr. Yu, Dr. Guinocor, Amarillo, Compendio	2	3	4	5	5	4.70	ER Form-Revised, Dental Form-Registered, Certificate of Appearance (not to be registered, FM-VSU-03 will be used)
<b>USHER MFO2: Administrative Support Management of Health</b>	Efficient & customer-friendly frontline services	USHER Staff	Zero Complaint	Zero Complaint	5	5	5	5.00	Emergency hiring during Annual/Periodic Medical Examination for Students
	Compliance to requirements of regulatory/accreditation bodies	DR. Yu, Compendio, Amarillo, Guiñarez, Bandilla	7	7	5	5	5	5.00	ISO 9001:2015, DOH, DENR, FDA, Philhealth, Philippine Hospital Association, AACCUP
<b>USHER MFO3: Health and Wellnes</b>	Number of injury/accident prevention activities conducted	Fruto, Gapasin	17	0	4	5	5	4.70	(Jan to June-8, meeting done) and July to Dec-0)9 colleges (Graduate School included), 1 HS, 2 Employees Union (AdPA & VFA), 5 Research Centers
	Number of Dental Health prevention and promotion activities conducted	Dr. Buzon & Berrame	17	1	5	5	5	5.00	(Jan to June-9 and July-Dec-1)9 Colleges, 1 HS, 2 Employees Union, 5 Research Centers
	Number of Non communicable Diseases Prevention and Controlactivities conducted	Dr. Yu, Dr. Guinocor, C.Fruto, F.A.Gapasin	5	3	4	5	5	4.70	Feb-Heart Month, May-Hypertension Awareness Month, September - Obesity Prevention, September- MentalHealth, November-Diabetes

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					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	Number of Communicable Diseases Prevention and Control activities conducted	Dr. Yu, Dr. Guinocor, Z.J.Compendio, R.A. Santos	3	1	5	5	5	5.00	(Jan. to June-2 and July to Dec-1) January, HIV, June- Dengue Awareness, Dec. HIV/Aids
	Number of Reproductive, Maternal and Child Health activities conducted	Dr. Yu, Dr. Guinocor, M.F.Reyes	5	3	5	5	5	5.00	Jan. to June-3 and July to Dec.-3) March- Womens Month, April - VSU Anniversary Health and Wellness, May - Cervical Awareness Month, 4- January to June and 2 for July to December
	Number of GRC coordinated activities	USHER Staff	6	2	4	5	5	4.70	
	Percentage of staff and employees attended for Entrance Medical Examination	Amarillo, Bandilla, Nursing Service, Fernandez, Mercado, Guiñarez, Dr. Guinocor, Dr. Yu	100%	100%	5	5	5	5.00	Number of new employees (ODHRM)-27 for July to December 2022
	Number of staff and employee for annual medical examination attended	Amarillo, Bandilla, Nursing Service, Fernandez, Mercado, Guiñarez, Dr. Guinocor & Dr. Yu	100%	100%	5	5	5	5.00	Data from ODHRM: FACULTY Member: Perm-297; Temp 82; Temp S-11; Partime- 124) Admin Staff - Casual- 22; Perm-240; Temp- 10; Job Order 704) Proposed a policy on Mandatory Annual Medical Examination of all permanent employees.
	Percentage of staff, employees and their dependents who seek consult and given medical/dental treatment	Dr. Buzon, Berrame, Nursing Service, Fernandez, Bandilla, Mercado, Guiñarez, Dr.	100%	100%	4	5	5	4.70	Based on OPD Consultation among employees and dependents
	Percentage of staff, employees and their dependents needing further evaluation and treatment referred to higher center/institution	Nursing Service, Fernandez, Bandilla, Mercado, Guiñarez, Dr. Yu, Dr. Guinocor, Caintic	100%	100%	5	5	5	5.00	Based on ambulance referrals among employees
	Number of diagnostic equipment requested, approved and acquired	Nursing Service, Dr. Yu, Dr. Guinocor	10	7	4	5	5	4.70	Diagnostic Set (WARD and OPD), New Laboratory Service capability
		Unit/Persons Responsible	TARGET	ACTUAL	Rating				



MFOS/PAPS	Success Indicators	Responsible	July-Dec. 2022	ACCOMPLISHMENT	Q <sup>1</sup> E <sup>2</sup> T <sup>3</sup> A <sup>4</sup>				Remarks
	Number of additional medical, nursing and allied health personnel hired	Chief of Hospital; ODAHRD; Planning Office; OVPAF; FMO; OP	15	9	5	5	5	5.00	Number is based on DOH requirement (nurse, midwife, SG, driver, med tech, admin officer)
	Number of required trainings attended	Chief of Hospital; Nursing Service;	6	6	5	5	5	5.00	
USHER MFO4: Public Health Services in the New Normal	Percentage of Returning Residents ( Employees, Dependents and Scholars ) quarantined and	(Dr. Yu, Dr. Guinocor, Compendio)	100%	100%	4	5	5	4.70	Number is based on DOH requirement (ICD, Medical Records, BLS, SFA, fire and earthquake), 1 PCO DENR, 1 Sanitary Inspector- Target is dependent on the current situation and health protocols established.
	Number of health protocols updated and recommended for approval by the Office of the President.	(Dr. Yu, Dr. Guinocor, Compendio)	4	2	5	5	5	5.00	3rd quarter-2, 4th quarter-2
	Number of Sanitary inspection of food establishments, dormitories and housing units within the	Dr. Yu; Dr. Guinocor; Fruto	2	2	5	5	5	5.00	1st quarter and 2nd quarter of the year
	Percentage of request for use of Quarantine Facility evaluated and recommended for	Dr. Yu; Dr. Guinocor	100%	100%	4	5	5	4.70	Target is dependent on the current situation and health protocols established.
	Percentage of travel orders evaluated and recommended for	Dr. Yu; Dr. Guinocor	100%	100%	5	5	5	5.00	Target is dependent on the current situation and health protocols established.
	Percentage of COVID-19 suspected patients swabbed	G. Fernandez, Salar, Compendio	100%	100%	4	5	5	4.70	Target is dependent on the current situation and health protocols established.
	Number of COVID-19 advisory drafted and submitted to Office of	Dr. Yu; Dr. Guinocor	4	4	5	5	5	5.00	Target is dependent on the current situation.
	Percentage of employees with symptoms related to COVID-19 identified, monitored and endorsed to City Health Operation Center	Dr. Yu, Dr. Guinocor, Compendio; OPD/ER Nurse	100%	100%	4	5	5	4.70	Target is dependent on the current situation and health protocols established.
	Percentage of work-from-home arrangement request evaluated and recommended for approval/disapproval	Dr. Yu; Dr. Guinocor	100%	100%	5	5	5	5.00	Target is dependent on the current situation and health protocols established.
	Number of Survey For VSU Health Database conducted	C. Fruto, F.A Gapasin	4	1	4	5	5	4.70	Conduct House to House Survey- Survey/ quadrant-planning stage

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USHER MFO5: Rescue Services	Number of regular water analysis conducted	1 Utility; 1 Nurse; 1 PCO	2	2	5	5	5	5.00	Every 6 months
	Number of Emergency and rescue policy proposed, approved and established	Chief of Hospital; Emergency Service	1	1	4	5	5	4.70	Submitted to COH
	Number of Emergency and rescue team, rescue headquarters, evacuation center and equipment/machines/vehicles proposed proposals prepared and submitted	Chief of Hospital; Emergency Service	1	1	5	5	5	5.00	Proposal is included with OUDRRM (Follow-up action taken)
USHER MFO7: Innovations in the New Normal	Number of emergency and rescue personnel hired and trained	Chief of Hospital; Emergency Service; ODAHRD; Finance Office	4	1	4	5	5	4.70	1 Driver, 1 EMT, 1 Dispatch Officer/ shift + 1 reliever
	Number of Hospital Operations Manual proposed and approved	COH, Section Heads	1	1	5	5	5	5.00	
	Electronic database maintained	All USHER Staff	1	1	4	5	5	4.70	
	iHOMIS maintained	Jay Monn Berondo	1	1	5	5	5	5.00	
	Establish telemedicine consultation	USHER ; DOH	1	1	4	5	5	4.70	ongoing- appointment, follow-up and monitoring
	Maintenance of USHER Facebook page, email and Daily Self Check list	Z. Compendio, J. Berondo	1	1	5	5	5	5.00	
	Continuing Medical Education	USHER	14	0	4	5	5	4.70	Jan. to June-9, July to Dec. 0- Morbidity Audit per month , 2 In-house BLS/SFA Refresher (twice a year) need to buy maniquins (Adult and Pedia)
	Request for Anti-Red Tape and Data Privacy Training submitted	COH	1	1	5	5	5	5.00	
	Proposal to construct concrete pavement with Temporary Tent submitted	COH	1	1	4	5	5	4.70	



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	Proposal to construct Waiting/Processing area for dental, lab and X-ray clients submitted	COH	1	1	5	5	5	5.00	submitted proposal
	Proposal to construct a Safe Medical Records submitted	COH	1	1	4	5	5	4.70	submitted proposal
	Proposal to construct a morgue submitted	COH	1	1	5	5	5	5.00	submitted proposal
	Proposal to construct a new counters for the records room, cashier and pharmacy submitted	COH	1	1	4	5	5	4.70	submitted proposal
	Proposal to purchase New hospital equipment and supplies submitted	COH	1	1	4	5	5	4.70	submitted proposal
	Proposal for automatic sprinkler system submitted	COH	1	1	5	5	5	5.00	on-going proposal
	Proposal for the rewiring for the three-phase line of the Infirmary submitted	COH	1	1	5	5	5	5.00	DONE - Dental Section; Records Room and COH office.
Total Over-all Rating								229.00	
Average Rating								4.8723	
Adjectival Rating									

Received by:

  
TONI MARC L. DARGANTES

Planning Office

Date: JAN 13 2023

Calibrated by:

  
DANIEL LESLIE S. TAN

Chairman, PMT

Date: JAN 16 2023

Approved by:

  
EDGARDO E. TULIN

University President

Date: 1/20/2023

1- Quality

2 - Efficiency

3 - Timeliness

4 - Average