

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) commits to on the attainment of the following accomplishments in accordance with the indicated measures for the period January - June, 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.-Dec. 2022	ACTUAL ACCOMPLI SHMENT	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
USHER MFO1: ISO aligned Health Services	Percentage compliant of process under ISO standard	USHER Staff	100% compliant to standard	100	5	5	5	5.00	NC from SSA was complied
	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- TO SUBMIT DRAFT
	Number of forms registered and revised	Dr. Yu, Dr. Guinocor, Amarillo, Compendio	3	1	4	5	5	4.70	ER FORM for Revision (Draft form was submitted to QAC) and Certificate of Appearance (Registered) and Dental forms (For registration) Awaiting for Approval
USHER MFO2: Administrative Support Management of Health Services	Efficient & customer-friendly frontline services	USHER Staff	Zero Complaint	0	5	5	5	5.00	Hiring of 2 Emergency Med techs and 1 Rad Tech, 2 clerks (for lab and X-ray) during annual/Periodic Medical Examination for students and employees.
	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, AACUP
USHER MFO3: Health and Wellnes in the New Normal	Number of injury/accident prevention activities conducted	Dr.Tabada, Fruto, Gapasin	17	8	5	5	4	4.70	9 colleges (Graduate School included), IHS, 2 Employees Union (AdPA & VFA, 5 Research Centers (Meeting Done))

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	Number of Dental Health prevention and promotion activities conducted	Dr. Buzon & Berrame	17	9	5	4	5	4.70	9 Colleges, IHS, 2 Employees Union, 5 Research Centers
	Number of Non communicable Diseases Prevention and Control activities conducted	Dr. Yu, Dr. Guinocor, Dr. Tabada, C.Fruto, F.A.Gapasin, C. Baldonado, K. Abellana	5	2	4	5	5	4.70	Feb-Heart Month, May-Hypertension Awareness Month, September - Obesity Prevention; Mental Health-septembe, November-Diabetes
	Number of Communicable Diseases Prevention and Control activities conducted	Dr. Yu, Dr. Guinocor, Dr. Tabada, N.Gahum, Z.J.Compendio, R.A. Santos	3	3	5	5	5	4.70	January, HIV, June- Dengue Awareness, Dec. HIV/Aids
	Number of Reproductive, Maternal and Child Health activities conducted	Dr. Yu, Dr. Guinocor, Dr. Tabada, K.Abellana, N. Gahum M.F.Reyes	5	3	5	4	5	4.70	March- Womens Month, April - VSU Anniversary Health and Wellness, May - Cervical Awareness Month, August- Breastfeeding and and Family Panning Awareness Month, October-Breast Cancer Awareness Month- November-Prostrate Cancer Awareness Month,
	Number of GRC coordinated activities	Dr. Tabada, USHER Staff	6	4	5	5	4	4.70	base on GAD budget plan submitted 2021-To coordinate with GRC
	Percentage of staff and employees attended for Entrance Medical Examination	Amarillo, Bandilla, Nursing Service, Fernandez, Mercado, Guiñarez, Dr. Guinocor, Dr. Tabada & Dr. Yu	100%	100%	5	5	5	5.00	Number of new employees (ODHRM)-
	Number of staff and employee for annual medical examination attended	Amarillo, Bandilla, Nursing Service, Fernandez, Mercado, Guiñarez, Dr. Guinocor. Dr. Tabada & Dr. Yu	100%	100%	5	5	5	5.00	Data from ODHRM: FACULTY Member: Perm- 242; Temp-148; Temp S-10; Partime- 124) Admin Staff - Casual- 50; Contractual- 19; Perm- 243; Temp- 10; Job Order 810) 1656/1656 -- Proposed a policy on Mandatory Annual Medical Examination of all permanent employees.

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			Jan.-Dec. 2022	ACCOMPLISHMENT	Q ¹	E ²	T ³	A ⁴	
	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. Yu, Dr. Tabada & Dr. Guinocor	100%	100%	5	5	5	5.00	Based on OPD Consultation among employees and dependents from 2020-2021(Medical -380; Dental -70)- 450/450
	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, Dr. Tabada & Gumaod.	100%	100%	5	5	5	5.00	Based on ambulance referrals among employees from 2020-2021- 29/29
	Percentage of outsiders who seek consult and given medical/dental treatment	Dr. Buzon, Berrame, Nursing Service, Fernandez, Bandilla, Mercado, Guiñarez, Dr. Yu, Dr. Tabada & Dr. Guinocor	100%	100%	5	5	5	5.00	Based on OPD Consultation among employees and dependents from 2020-2021(Medical -201; Dental -16)- 217/217
	Number of diagnostic equipment requested, approved and acquired	Nursing Service, Dr. Yu, Dr. Guinocor & Dr. Tabada	10	5	5	4	5	4.70	Diagnostic Set (WARD and OPD), New Laboratory Service capability
	Number of additional medical, nursing and allied health personnel hired	Chief of Hospital; ODAHRD; Planning Office; OVPAF; FMO; OP	15	6	4	5	5	4.70	Number is based on DOH requirement (nurse, midwife, SG, driver, med tech, admin officer)- Letter submitted to Dr. Tulin thru Daniel Leslie Tan
	Number of required trainings attended	Chief of Hospital; Nursing Service;	6	4	5	4	5	4.70	Number is based on DOH requirement (ICD, Medical Records, BLS, SFA, fire and earthquake), 1 PCO DENR, 1 Sanitary Inspector To submit requested training to DOH
USHER MFO4: Public Health Services in the New Normal	Percentage of Returning Residents (Employees, Dependents and Scholars) quarantined and monitored.	(Dr. Yu, Dr. Guinocor, Dr. Tabada; Compendio)	100%	100%	5	5	5	5.00	Average of number of LSI from 2020-2021, 71/711; Target is dependent on the current situation and health -

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	Number of health protocols updated and recommended for approval by the Office of the President.	(Dr. Yu, Dr. Guinocor, Dr. Tabada, Salar, Compendio)	4	2	4	5	5	4.70	1 per quarter
	Number of Sanitary inspection of food establishments, dormitories and housing units within the campus conducted	Dr. Yu; Dr. Guinocor; Dr. Tabada; Fruto	2	1	5	4	5	4.70	1st quarter and 2nd quarter of the year.
	Percentage of request for use of Quarantine Facility evaluated and recommended for approval/disapproval	Dr. Yu; Dr. Guinocor, Dr. Tabada	100%	100%	5	5	5	5.00	84/84; Target is dependent on the current situation and health protocols established.
	Percentage of travel orders evaluated and recommended for approval/disapproval	Dr. Yu; Dr. Guinocor, Dr. Tabada	100%	100%	5	5	5	5.00	565/565; Target is dependent on the current situation and health protocols established.
	Percentage of COVID-19 suspected patients swabbed	G. Fernandez, Salar, Compendio	100%	100%	5	5	5	5.00	Based on Lab Data- 60/60; Target is dependent on the current situation and health protocols established.
	Number of COVID-19 advisory drafted and submitted to Office of the President	Dr. Yu; Dr. Guinocor, Dr. Tabada	4	1	5	4	5	4.70	1/quarter; 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. Tabada, Dr. Guinocor; Salar; Compendio; OPD/ER Nurse	100%	100%	5	5	5	5.00	76/76; 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	Based on data collected from 2021- 21/21; Target is dependent on the current situation and health protocols established.
	Number of Survey For VSU Health Database conducted	Dr. Tabada, C. Fruto, F.A Gapasin	4	1	5	4	5	4.70	Conduct House to House Survey- Survey/ quadrant On-going Proposal

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	Number of regular water analysis conducted	1 Utility; 1 Nurse; 1 PCO	2	0	5	5	4	4.70	Every 6 months
USHER MFO5: Rescue Services	Number of Emergency and rescue policy proposed, approved and established	Chief of Hospital; Emergency Service	1	1	5	5	5	5.00	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)
	Number of emergency and rescue personnel hired and trained	Chief of Hospital; Emergency Service; ODAHRD; Finance Office	12	1	5	4	5	5.00	1 Driver; 1 EMT ; 1 Dispatch Officer/ shift + 1 reliever (Follow-up request for hiring)
USHER MFO7: Innovations in the New Normal	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	5	5	5	5.00	
	iHOMIS maintained	Jay Monn Berondo	1	1	5	5	5	5.00	
	Establish teleconsultation service	USHER ; DOH	1	1	5	5	5	5.00	Submit proposal
	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	9	4	5	5	4.70	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	5	5	5	5.00	

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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	5	5	5	5.00	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	5	5	5	5.00	submitted proposal
	Proposal to purchase New hospital equipment and supplies submitted	COH	1	1	5	5	5	5.00	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								235.20	
Average Rating								4.8	
Adjectival Rating									

Received by:

TONI MARC L. DARGANTES

Planning Office

Date: 7/13/2022

Calibrated by:

DANIEL LESLIE S. TAN

Chairman, PMT

Date: 7-22-22

Approved by:

EDGARDO E. TULIN

University President

Date: 7/26/22

1- Quality

2 - Efficiency

3 - Timeliness

4 - Average