



ULTRASOUND PROCEDURES

Office or Division:	Radiology Unit: Diagnostic Section: ULTRASOUND				
Classification:	Simple				
Type of Transaction:	G2C – Government to Citizen				
Who may avail:	ER-Patient, Out-Patient and Admitted Patient				
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE			
For Out-patient: Hospital Card (1 original copy) Radiology Request Form (1 original copy)		Out-Patient Department			
For In-patient/ ER-patient: Patient's Chart (1 original copy) Radiology Request Form (1 original copy)		Emergency Room			
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE	
1. Proceed to Radiology Receiving Area and present Request Form <ul style="list-style-type: none"> • Out-patient: Patient • ER-Patient • In-patient 	1. Receives request form 1.1 Gives verbal and written instructions for preparation prior to the procedure 1.2 Inform the Patient/NOD of the schedule	None	10 Minutes	<i>Radiologic Technologist</i> Radiology Unit <i>Nurse on Duty/Nursing Aide</i> Nursing Service Division	
	2. Performs the procedure	None	60 Minutes	<i>Radiologic Technologist</i> Radiology Unit	
3. Wait for the issuance of Charge Slip	3. Issue charge slip	None	3 Minutes	<i>Radiologic Technologist Aide/ Radiologic Technologist</i> Radiology Unit	
4. Pay or settle bill at the Cashier	4. Receives payment and issue Official Receipt	1 ORGAN (INCLUDING RLQ)	₱800.00	5 Minutes	<i>Collecting officer on duty</i> Cashier Unit
		2D ECHO	₱2,500.00		
		HBT	₱1,000.00		
		UPPER ABDOMEN	₱1,200.00		
		LOWER ABDOMEN (KUBP or KUB + PELVIC)	₱1,200.00		
		WHOLE ABDOMEN	₱2,400.00		
		TRANSRECTAL (PROSTATE or PELVIC)	₱1,500.00		
		KUB	₱1,000.00		

		BREAST (BILATERAL)	₱1,500.00		
		THYROID	₱1,200.00		
		NECK	₱1,500.00		
		CRANIAL	₱950.00		
		SCROTAL WITH DOPPLER	₱1,350.00		
		INGUINOSCROTAL WITH DOPPLER	₱1,500.00		
		FAST	₱1,500.00		
		CHEST	₱800.00		
		CHEST MAPPING UNILATERAL	₱1,200.00		
		CHEST MAPPING (BILATERAL)	₱1,700.00		
5. Goes back to Radiology Receiving Area and present Official Receipt	5. Encode the Official Receipt 5.1 Informs the patient as to the date of release of Official Result	None		2 Minutes	<i>Radiologic Technologist Aide/ Radiologic Technologist Radiology Unit</i>
6. Proceeds to Radiology receiving area	6. Release of Official Result; Provide a digital copy (if requested)	None		In-Patient & ER: within 24 Hours OPD: 3 working days	<i>Radiologic Technologist Aide/ Radiologic Technologist Radiology Unit</i>