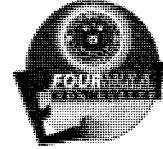




Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

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October 28, 2008

Department Memorandum
No. 2008 - 0240

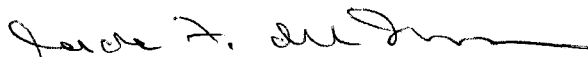
To : **All Regulatory Officers of DOH/CHDs, Owners/Operators/
Analyst of Drug Testing Laboratories and All Others
Concerned**

Subject : **Request for Change of Drug Test Result**

Any request for change/correction of drug test result shall be governed by the following guidelines:

1. The request should be made through the Incident Report (IR) portion, not that of Memorandum for Record (MFR), of the Integrated Drug Test Operation and Management Information System (IDTOMIS) within three (3) days from the date the incident took place providing the details including the reason why it happened, and the corrective measures done.
2. The properly coded drug test kit, original copies of the duly accomplished Consent Form (CF) and Custody and Control Form (CCF), respectively, hard copy of IR duly signed by the analyst and the Head of Laboratory, and generated drug test report should be brought to the Bureau of Health Facilities and Services (BHFS) or Center for Health Development (CHD) which has the jurisdiction over the requesting drug testing laboratory for verification of the authenticity of the result and other data. If brought to the CHD, the BHFS shall immediately be notified in writing of the CHD's evaluation/findings.
3. The necessary correction shall be done by the BHFS/IDTOMIS staff.
4. Precaution shall be observed to avoid repetition of the incident.
5. Violation of this Memorandum shall be punishable by suspension/revocation of accreditation, as the case may be.

By authority of the Secretary of Health:


JADE F. DEL MUNDO, MD, FPBO, FPCC
Undersecretary of Health