**2.8. Securing a Medico Legal Certificate**

ABOUT THE SERVICE: Medico-legal certificates are required by the police to support the complaints of victims of violence.

 Medico-legal Certificates are issued by the Rural Health Unit (RHU).

 CLIENT GROUPS:

 General Public

REQUIREMENTS:

 *Letter request from the police addressed to the Municipal Health Officer*

SERVICE SCHEDULES:

 Monday to Friday

 8:00AM-12:00Noon, 1:00PM-5:00PM

TOTAL PROCESSING TIME: 27 minutes

TOTAL FEES/CHARGES:

PROCESS OF AVAILING THE SERVICE:

|  |  |  |  |
| --- | --- | --- | --- |
| Steps Involved | Actions TAken | It will take you  | Please Approach |
| 1. **Go to the Rural Health Unit**

 | Staff-in-charge checks the letter request addressed to the MHO from the police and instructs the client to pay required certification fee and present Official Receipt. | 2 minutes | Staff in Charge |
| 1. **Register Client**

  .  | Staff-in-charge takes the vital signs of the patient and refers client to the MHO. | 3-5 minutes | Staff in Charge  |
| 1. **Issuance of Certificate**

   | The MHO assesses and examines the client before signing the certificate form. Medico-legal Certificate is issued to client. | 5 minutes |  |
| 1. **Dispensing of Medicines and Patient Education**
 | Patient is given the prescribed medication, if necessary. Nurse advices the patient on drug intake and provides necessary health education. | 8-15 minutes | Vanessa ManlapazPHN II |