



ST. CLARE'S MEDICAL CENTER, INC.

"Sharing a Wealth of Quality Healthcare"

CONSULTANT REQUIREMENTS

VISITING CONSULTANT

1. Application letter or Letter of Intent addressed to the following:

Araceli P. Jo, MD - Medical Director

Genaro L. Chan, MD - Chief of Clinics

2. (3) Letters of Reference

3. Photocopy of the following:

- Medical School Diploma
- Residency Training Certificate
- Fellowship/ Diplomate Certificate
- Other certificates
- Updated IDs - Phil. Board License (PRC), PHIC, TIN,

4. 2 pcs 1x1 colored picture

5. Fill-out application form from SCMC

6. Processing Fee of Php 1,000

7. Curriculum Vitae

Notes:

- A. Upon submission of all the requirements and payment of processing fee and acknowledgment receipt will be issued.
B. You will be notified through email, phone call or sms the schedule of your interview. C. On the day of interview please come in comfortable attire no jeans.

SCMC PROFESSIONAL CENTER CLINIC SPACE APPLICATION REQUIREMENTS

ACTIVE CONSULTANT

- Same as visiting consultant requirements (1-6)
- Must be a Diplomate consultant

SCHEDULE OF FEES

- Php 40,000 (**Goodwill Fund, non-transferable/non-refundable**)
- Initial payment Php 10,000 (reservation of schedule)
- Remaining Php 30,000 payable in one year
- 100/hour rent

AMENITIES:

- Telephone, water, security and housekeeping

Notes:

- A. Existing Visiting consultant are required to follow the same procedures but will be exempted from undergoing the interview process.
B. Old affiliated consultants must update their credentials.

For inquiries:

Pls. call Mr. John Paul Umali: 8831-6512 loc. 108 / 126

Submit it to the Accounting Department of SCMC Hospital building once form is filled out.