



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED Memorandum Order

No. 06

Series 2008

Subject: Guidelines for the Accreditation of Clinical Laboratories Involved in the Training of Medical Laboratory Science/ Medical Technology Interns

In accordance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as the "Higher Education Act of 1994" and pursuant to Commission en Banc Resolution No. 739-2007 dated October 15, 2007, and for the purpose of rationalizing Medical Technology Education in the country with the end in view of keeping at pace with the demands of global competitiveness, the following Guidelines for the Accreditation of Clinical Laboratories Involved in the Training of Medical Laboratory Science/ Medical Technology Interns are hereby adopted and promulgated by the Commission, thus:

I. Background and Rationale:

After thirteen (13) years of implementing Administrative Order 118-B s.1992 on "Rules and Regulations Governing the Accreditation of Clinical Laboratories for Training of Medical Technology Interns", much is needed to improve the said issuance to make it relevant and responsive to current health care demands and realities. Recent survey revealed that certain clinical standards, requirements and functions are best managed by the Commission on Higher Education (CHED) pursuant to R.A. 7722, also known as the Higher Education Act of 1994.

While the Department of Health (DOH) is making available certain health facilities, including clinical laboratories to become part of educational environment, it then becomes a partner to CHED in the promotion of quality learning and training of future Medical Laboratory Scientists/ Medical Technologists.

II. Objective:

To contribute to quality learning and formation of Medical Laboratory Scientists/Medical Technologists through collaborative internship training program while continually maintaining the safety, integrity and quality of laboratory performance at all times.

III. Scope:

The policies and guidelines embodied here shall apply to all schools, colleges, universities and clinical laboratories offering Training Programs for Bachelor of Medical Laboratory Science / Bachelor of Science in Medical Technology.

IV. Definition of Terms:

Institution-based Clinical Laboratory- this refers to an accredited tertiary category clinical laboratory in a hospital or a school. In areas where there are limited number of tertiary category institution-based clinical laboratories, affiliation of interns can be carried out in an accredited tertiary category free standing laboratory provided that rotation be carried out in special sections like Blood Bank, Microbiology and Histopathology.

Medical Laboratory Scientist/Medical Technologist - a person certified by the Professional Regulation Commission who engages in the work of Medical Laboratory Science/Medical Technology under the supervision of a Board Certified Pathologist.

Clinical Instructor (CI)/Interns Coordinator (IC)/Clinical Coordinator (CC) – a registered Medical Laboratory Scientist/Medical Technologist (MLS/MT) sent by the affiliating school / college/ university who shall:

- 1) act as a liaison officer between the Higher Education Institution (HEI) and the accredited affiliating tertiary category, institution-based clinical laboratories;
- 2) coordinate with the training officer or the chief medical laboratory scientist/ medical technologist in the proper implementation of the internship training programs of both the HEI and the accredited training clinical laboratory in terms of progressive evaluation of interns' attendance, behavior and performance on an official visit at least once a week;
- 3) prepare and submit monthly reports on matters related to the proper implementation of the internship training program; and,
- 4) participate in the review, revision and updating of the internship training program.

Training Officer – a person responsible for the internship training program of an accredited training clinical laboratory of the MLS/MT interns who could be any of the following:

- a. Chief Pathologist
- b. Chief Medical Technologist/Registered Medical Technologist who shall meet the qualifications as stated on Section VI-2.

The training officer shall be responsible for the following:

1. Preparation of the MLS/MT Internship Training Program in consultation with the laboratory staff and in congruence to the CMO No. 14 s. 2006;
2. Signing of the Memorandum of Agreement prepared by the school and the training institution;

3. Monitoring and evaluation of the implementation of the training program;

Medical Laboratory Science/Medical Technology Internship Training Program – structured learning experiences and activities by which the MLS/MT students develop professional skills through a systematic application of knowledge to actual life situations in the community, hospital and the industry.

Medical Laboratory Science/Medical Technology (MLS/MT) Training Laboratory – a tertiary category hospital-based and/or institution-based clinical laboratory duly licensed to operate by the Bureau of Health Facilities and Services (BHFS) of the Department of Health (DOH) to be the training facility for Medical Laboratory Science/Medical Technology interns.

Pathologist – a duly registered physician who is specially trained in Clinical and/or Anatomic Pathology certified by the Philippine Board of Pathology.

V. Standard Policies:

All tertiary clinical laboratories that are licensed by the Department of Health (DOH) through the Bureau of Health Facilities and Services (BHFS) can apply for accreditation with CHED as training clinical laboratories for the interns. The internship program shall ensure that:

1. the quality, integrity and safety of the clinical laboratory performance is maintained at all times;
2. the interest of the clients and patients is of utmost concern;
3. the interns learn and hone their skills. The proper work attitudes and values are also acquired through observance of ethical practices and policies that respect the right and dignity of clients and patients regardless of their capacity to pay;
4. the burden of laboratory workload is the responsibility of a registered medical technology staff. The students shall be trained and supervised by the staff and under no circumstances should the workload be turned over to the interns; and,
5. all requisites for learning and training process must be a joint, full-time responsibility of the laboratory and affiliating school, including the development of a written training manual, assignment of a qualified, full-time and responsible clinical instructor/interns coordinator/clinical coordinator for the supervision of the Medical Laboratory Science/Medical Technology Interns, their evaluation and that of the training program.

VI. Training Requirements:

1. Only qualified, responsible and available laboratory personnel shall oversee the Medical Laboratory Science/Medical Technology internship-training program. Other than the Head Pathologist of the Clinical Laboratory, the registered Chief Medical Laboratory Scientist/Medical Technologist or

another registered Medical Laboratory Scientist/Medical Technologist of the laboratory may be officially designated to be responsible for the training.

2. The Chief Medical Technologist/Medical Laboratory Scientist or another registered Medical Technologist designated as Training Officer of the training clinical laboratory and the Clinical Instructor of affiliating schools shall meet either one of the following requirements:
 - 2.1 at least one year previous experience in training and supervision of medical technology interns;
 - 2.2 has undergone trainers' course conducted by CHED/BHFS-DOH/PASMETH/PAMET;
 - 2.3 has completed postgraduate courses offered by recognized schools of Medical Technology to enable them to qualify and effectively supervise the Medical Technology interns alongside performance of their full-time regular laboratory work.
3. There shall be sufficient supplies and reagents and functional equipment to allow performance of procedures in all sections in the laboratory.
4. The written work assignment and rotation schedule of the Medical Technology interns shall be posted in the laboratory area with all other training requirements prescribed by the CHED.
5. The written agreement or contract between the hospital clinical laboratory and the affiliating school/college/university shall include:
 - 5.1 the agreement to conduct regular joint meetings, conferences including orientation and evaluation of activities involving the dean of institutions, assigned clinical instructor and concerned laboratory personnel;
 - 5.2 the provision regarding payment of regular affiliation fees; and,
 - 5.3 additional payment for extension of internship due to absences and/or demerits. Extension of internship shall not be more than one (1) month.
6. An annual medical technology internship training accomplishment report shall be submitted together with other documentary requirements relative to the medical technology internship training to the CHED.

VII. Requirements for Implementation of the Medical Laboratory Science/Medical Technology Internship Training Program:

The minimum requirements in the written internship training program shall include:

1. CHED Memorandum Order No. 14 s. 2006
2. Inspection and Monitoring – refer to policies and guidelines of CHED

- 3.1 The approval/accreditation of the Medical Technology/Medical Laboratory Science internship training program shall be effective for a period of two (2) years.
- 3.2 The renewal of the accreditation of the Medical Technology/Medical Laboratory Science internship training program shall be done every two (2) years based on the outcome of the inspection, monitoring and compliance with the training requirements including the evaluation and review of the past 5-year performance for the training of medical technology interns.
- 3.3 The monitoring and evaluation of the internship training program shall be done every two (2) years.

VIII. Issuance of Certificate of Accreditation

Upon compliance with all the requirements, the CHED shall issue a Certificate of Accreditation to the institution.

IX. Recession Clause

All CHED issuances and orders pertaining to Medical Laboratory Science/Medical Technology training inconsistent with this set of guidelines are hereby rescinded or modified accordingly.

X. Effectivity

This Order shall take effect within fifteen (15) days after its publication in the Official Gazette or in a newspaper of general circulation.


ROMULO L. NERI
Chairman

March 31, 2008
Pasig City, Philippines