

BITUIN P. HECHANOVA, RN, MN, MSPH-HA, CHA

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CAREER OBJECTIVES

To deliver quality and safe healthcare services to patients.
To adhere and contribute to the institution's vision and mission.

PERSONAL PROFILE

Date of Birth: April 9, 1981
Birthplace: General Santos City, Philippines
Sex: Female
Civil Status: Married
Nationality: Filipino
Language: Filipino, English

EDUCATION

August 2022	Passed the Civil Service Exam – Pen and Paper Test (Professional Level)
May 2018	UNIVERSITY OF THE VISAYAS Colon St., Cebu City Master of Science in Public Health Major in Hospital Administration
November 2013	ATENEO DE DAVAO UNIVERSITY Jacinto St., Davao City Master in Nursing Major in Nursing Administration
December 2006	Passed the Philippine Nursing Licensure Exam
March 2006	ATENEO DE DAVAO UNIVERSITY Bachelor of Science in Nursing
1998 - 2001	ATENEO DE DAVAO UNIVERSITY Bachelor of Science in Industrial Engineering Team Player, ADDU Ladies Football Team Team Player, Davao City Ladies Football Team
March 1998	NOTRE DAME OF LAGAO FOR GIRLS Lagao, General Santos City Participant, 1997 Raimuna Nasional Jakarta Indonesia
March 1994	NOTRE DAME OF LAGAO FOR GIRLS Lagao, General Santos City

WORK EXPERIENCES

Sarangani Provincial Hospital – Glan

July 1, 2018 – date

Administrative Officer II

- Acts as Head of Hospital Operations and Patient Support Service; and oversees the whole hospital operations;
- Acts as Officer-in-charge in the official absence of the Chief of Hospital;
- Facilitates human resource personnel actions;
- Facilitates hospital human resource mapping and secures quick generation and approval of contracts and appointments of the hospital's non-plantilla personnel;
- Advises the Chief of Hospital on matters pertaining to the hospital's fiscal health;
- Oversees the preparation of detailed financial plans by analyzing and evaluating both financial data and statistical data in the preparation of budgets, projected patient levels, proposed staffing requirements and projected operating costs;
- Defines the accounting requirements for the hospital for incorporation into the patient accounting system, fiscal and statistical information system and present/other accounting systems that may be installed in the future;
- Reviews and ensures that financial documents (ObRs/TFOS, vouchers, and other documents attached) for both General & Trust Fund financial transactions are posted and indexed;
- Oversees the preparation and review of Augmentation/Work & Financial Plan & Request for Allotment;
- Prepares financial reports including cost reimbursement plans from the DOH, local indigency programs, PhilHealth and other insurance providers;
- Coordinates with the hospital Bookkeeper and accounting subordinates in the preparation and generation of monthly financial statements;
- Prepares presentations and IECs of hospital fiscal information for the Provincial Health Office – Hospital Management Team (in Annual Operations Reviews, others:), provincial, regional and national regulating bodies/offices, economic bureaus, official guests and other stakeholders;
- Represents the hospital in local, provincial, regional and national forums as needed; and
- Performs all other functions as may be provided by law.

Jul. 2016 – Jun. 2018

Quality Assurance Coordinator/ Quality Assurance Officer I

- Facilitates Service Recovery:
 - Proposes strategic plans;
 - Drafts quality assurance memos containing measures for observations that need immediate resolution for the approval of the Administrative Officer and the COH; and
 - Initiates service recovery interventions in accordance with institutional ethical standards
- Coordinates the conduct of Health & Safety WALKABOUTS:
 - Coordinates with the QAC in determining the makeup of a regular Walkabout team;
 - Sets regular and need-to-basis Walkabout schedules and performs actual walkabouts with the team;

- Consolidates Walkabout findings, initiates preventive and remedial measurements and confer with members of the WAC on pertinent findings.
- Improves and monitors Hospital Client Satisfaction Ratings through:
 - Oversees the daily conduct of Client Satisfaction Survey including generation of daily (for real-time service recovery), monthly and yearly summaries for the purpose of service improvement and personnel reward system;
 - Compiling and inspecting recently-submitted Patient's Evaluation Checklists for the immediate conduct of service recovery where needed;
 - Proposing schemes aimed at addressing common satisfaction barriers;
 - Overseeing the regular conduct of NBB compliance surveys;
- Monitors quality assurance-related activities of all departments;
- Assists the Chief of Hospital in the implementation of continuing quality improvement activities in the hospital;
- Drafts, submits for review and revisions and secures approval of the Chief of Hospital for:
 - Institutional and committee policies;
 - Institutional Manuals of Procedures;
 - Management plans.
- Assists the COH in collaborating all hospital sections/units to identify priorities to ensure compliance with system policies, standards, and regulations while ensuring patient interactions are aligned with the Hospital Facility Health System for better patient experience;
- Coordinates with the Committees and the management in the annual review and revision of policies, institutional program manuals, management plans and similar others;
- Coordinates with section heads in the generation of sectional vision and mission statements, and facilitates the generation and integration of sectional plans into the hospital vision;
- Acts as assistant to the Administrative Officer and the Chief of Hospital in the upkeep of the hospital's regulatory licenses and accreditations and takes active role in capability upgrade and other preparations;
- **Renders functions as Emergency Room Head Nurse & Triage Coordinator in the event of heightened alert levels, actual disasters and sudden influx of patients en masse at the ER.**
- **Alternates with Nursing Service Supervisors in Providing support duties to undermanned clinical floors;**
- Performs all other functions as may be provided by law.

Jan. 2016 – Jun. 2016 **Nurse II**

- Plans and recommends manpower complement at ER/DR/OPD and make schedule for approval by Nurse III;
- Assumes responsibility in decision making related to any nursing intervention at ER/DR/OPD deemed necessary;
- Formulates and recommends policies for improvement of patient care at ER/DR/OPD to the Quality Assurance Committee;
- Represents the ER/DR/OPD in the Quality Assurance Committee;
- Coordinates all activities of the ER/DR/OPD with other services;
- Ensures and observes compliance to Infection Control Guidelines and Patient Isolation at ER/DR/OPD;

- Reports to Nurse III on matters pertinent to the maintenance of the unit, availability of supplies and equipment and other tools necessary for the delivery of quality nursing care warranting compliance to preventive maintenance standards and completeness of Emergency Cart and other supplies;
- Assists in the emergency procedures such as but not limited to intubations, cardiopulmonary resuscitations, defibrillations, intravenous insertions, cut-downs, suturing, attachment of cardiac monitor, pulse oximeter, EKG taking, nasogastric tube insertion and Foley catheter insertion, repairs of wounds, and other surgical procedures;
- Facilitates emergency transfer of patients to higher level hospital;
- Administers medication and vaccines to patients observing ten (10) golden rules and observes for untoward reactions and promptly institutes remedial actions and accomplishes appropriate documentation;
- Reports, all notifiable cases to Disease Surveillance Coordinator;
- Facilitates submission of ER/DR/ OPD monthly reports as required by accrediting and regulatory bodies to Nurse III;
- Participates in continuing nursing education with at least 8 units annually;
- Provides an environment that is conducive to the physical, spiritual and emotional well-being of self and co-workers following 100% the 5's, safety and infection control guidelines;
- Performs other duties as required by the Chief of Hospital.

Sep. 2015 – Dec. 2015 **Staff Nurse (OPD, ER and DR)**

- Performs triaging of all incoming OPD clients;
- Ensures the use of appropriate PPEs in all interactions with clients;
- Oversees the registration of qualified OPD clients for consultation services;
- Ensures the smooth provision of OPD services;
- Serves as SPH-Glan ABTC Point-person and helps oversee Animal Bite Treatment services:
 - Represents the SPH-Glan in all program-related orientations, updates, data verification seminars and capability-building program trainings;
 - Oversees the full implementation of the ABTC services in the SPH-Glan;
 - Liaises with the Rural Health Unit in ensuring the smooth delivery of program services;
 - Coordinates closely with Regional and Provincial program proponents in ensuring the basic delivery and success of the ABT Program;
 - Prepares and submits mandatory and other program reports;
 - Updates and maintains ABTC program logbooks and records;
 - Maintains updated program manuals.
- Updates and safe keeps OPD & Emergency Logbooks;
- Coordinates with the hospital National Tuberculosis Control Program (NTP) Coordinator in the identification and internal referral of presumptive PTB cases.
- Assessment:
 - Establishes rapport;
 - Performs quick physical assessment;
 - Reviews need for confinement and prepares patients mentally in the event of confinement;
 - Obtains Nursing History;

- Identifies objective & subjective problems of patients;
 - Detects abnormalities from the assessment & results of diagnostic examinations;
 - Establishes nursing diagnosis.
- Plans, provides and evaluates emergency nursing care to patients in coordination with the health care team;
- Performs independent triaging in the prioritization of clients needing emergency care, confinement or both;
- Performs infection control protocols such as handwashing and utilization of applicable PPE prior to medication administration, performance of other treatment regimen and other interaction with patients;
- Inserts cannula for Intravenous Fluids aseptically and starts IVF therapy as ordered by the attending physician;
- Administers prescribed emergency or initial non-emergency medication:
 - Observes SPH-Glan medication safety protocols and the Ten Golden Rules of Drug Administration;
 - Observes patients for potential drug to drug or drug to food interactions or delayed hypersensitivity to medication;
 - Logs all administered drugs and observations into patients' records judiciously;
- Performs emergency measures to emergency cases with the healthcare team utilizing the principles of CAB (Circulation, Airway and Breathing);
- Works closely with other members of the resuscitation team:
 - Assists Physicians in intubations;
 - Performs controlled bagging and suctioning;
- Prepares patients for and assists physicians in therapeutic and diagnostic procedures;
- Aseptically prepares for, and assists physicians in minor surgical operations;
- Performs post-mortem care;
- Operates medical equipment such as Suction Machine, ECG Machine, Cardiac Monitors, Manual & Automated External Defibrillators, Electronic Thermometer, Pulse Oxymeter, Doppler Fetal Monitor, Oxygen Concentrators, Autoclave Machine, Nebulizer Machine, Sphygmomanometer, Stethoscope, Weighing Scale, Glucometer, Mechanical Beds, Wheelchair, Stretcher, etc.;
- Maintains supply levels of emergency drugs and medical supplies in the Emergency Room and takes note of expiration dates;
- Helps facilitate the transport of patients for referral to higher facilities:
 - Prepares patient and family/carer for the transfer;
 - Prepares and ensures completeness of necessary clinical & non-clinical documents;
 - Secures acceptance from higher facilities and facilitates ambulance transport preparations;
 - Takes vital signs of patients prior to departure and endorses same to paramedic crew accompanying patient;
- Performs exigent Paramedic Crew Escort services.
- Discharges out-patient emergency clients properly:
 - Provides proper medication instruction on drug frequency and dosage, dates of follow up appointments and other instructions (depending on the case) as well as referral letters for special cases needing complementary care in the community;
 - Ensures the return of Return Referral Slips and logs pertinent data into patients' records.

- Ensures the provision of essential newborn care to newborn babies during childbirths through the methodical application of “Thorough Drying, Skin to Skin Contact between mother and baby, Delayed Cord Clamping and Early Initiation of Breastfeeding”;
- Monitors the condition of the fetus in the course of labor, identifies early signs of childbirth complications and reports problems to the team promptly;
- Monitors observance of exclusive breastfeeding in the Obstetric Wards;
- Offers support and advice following events such as miscarriage, termination, stillbirth, neonatal abnormality and neonatal death;
- Works with the hospital's Health Education & Promotion Office (HEPO) as Health Educator in the actual conduct of general lectures, demonstrations and one on one orientations in the Obstetric Wards on:
 - Exclusive Breastfeeding & Kangaroo Mother Care;
 - Institutional policies on Breastfeeding & SPH-Glan Breastfeeding Support Group;
 - Responsible Parenthood & Family Planning;
 - Common household health problems and solutions;
 - National Health Programs; and
 - Emergent community health concerns.

RO Diagan Cooperative Hospital

Nov. 2014 – Apr. 2015 **Nurse Supervisor**

- Acts as overall head of the nursing service;
- Performs all nursing functions, duties and responsibilities (wards, ER, OPD, OR, & DR)
- Performs other duties as required by the Chief Executive Officer.

Dr. Jorge P. Royeca Memorial Hospital (former General Santos City District Hospital)

Nov. 2010 – Aug. 2011 **ER Nurse**

- Aids patients in an emergency situation, performs minor surgeries when necessary and treats patients who have experienced critical injuries or allergic reactions.
- Assisting Doctors with emergency medical care, addressing patient injuries and providing a high quality of nursing standards
- Maintain Emergency Room care standards
- Display strong decision-making skills in emergency scenarios

Jan. 2010 – Nov. 2010 **OR Nurse**

- Assessing patients prior to surgery and alleviating their concerns
- Gathering all supplies needed for the operation
- Assuming responsibility of keeping the operating room sterilized
- Position and prepare patient on operating table
- Assist physician during induction of anesthesia
- Pass medical instruments or other objects to the surgeon during operation
- Monitor patient's vital signs to detect anomalies
- Evaluate patient in postoperative phases

- Adhere to safety standards and precautions
- Assume duties within or out of the sterile field as assigned

Jan. 2008 – Jan. 2010 **Surgical Ward Nurse**

- Prepare the patient and equipment for various procedures and assist the Surgeon
- Prepare and administer medications (Oral, IV and SC) as per prescription
- Collect specimens such as blood, sputum, stool and urine, order and record laboratory results.
- Perform IV insertion, NGT insertion, FC insertion
- Provide Oxygen therapy and secretion suction if needed.
- Monitor any untoward reactions of patient and report to the surgeon.
- Provide basic bedside care for Pre and Post-surgical patients.
- Use universal aseptic techniques during wound care and dressings.
- Provide psychological support to the patient and relatives and educate how to manage their wound/injury.
- Participate in various training programs and seminars for registered nurses.

Allah Valley Medical Specialist Center, Inc.

Jul. 2007 – Dec. 2007 **Medical/Surgical Ward Nurse**

- Change dressings, insert catheters, and start IVs
- Adjust specialized medical equipment as needed, as well as interpret and record measurements
- Monitor patients' vitals and report adverse reactions to medications in a timely manner
- Collaborate on discharge planning with the healthcare team
- Answer questions and educate patients and their families on surgical procedures and post-surgery care
- Maintain and update patient files, medical charts, and health records
- Adhere to best nursing practices, standards, and protocols

TRAINING AND SEMINARS

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|--------------------|---|
| July 19 – 23, 2023 | <p>Orientation on Safe Hospital from Disaster Program and Writeshop on DRRM-H Planning for Hospitals
 Department of Health
 Health Emergency Management Unit of Davao Regional Medical Center
 <i>Sarangani Provincial Hospital</i>
 <i>Capitol Compound, Alabel, Sarangani Province</i></p> |
| May 29, 2023 | <p>Foundations of Homeostatic Balance (Fluids, Electrolytes, and Acid-Base): What Nurses need to Know
 Philippine Nurses Association, Inc.
 <i>Via Zoom Virtual Platform</i></p> |
| May 14, 2023 | <p>Basic OSH Training Course for Safety Officer 1 (SO1) with Two (2) Hour Trainer's Training on OSH
 COSHEMAP Academy of Safety and Technology
 <i>Via Zoom Video Communications. Inc.</i></p> |

February 27, 2023	<p>"When the Heart Fails... How Should I Go On?" Philippine Nurses Association, Inc. <i>Via Online Platform</i></p>
November 16 – 19, 2022	<p>Philippine Hospital Association 73rd Annual National Convention with the Theme: Reboot – Redirect – Rise" Philippine Hospital Association <i>The Manila Hotel, Manila, Philippines</i></p>
November 12 – 13, 2022	<p>47th Annual Convention "PCHA on BLAST (Brave Leaders Amidst Sustainability and Transformation: A New Journey in the Healthcare Industry" The Philippine College of Hospital Administrators, Inc. <i>Century Park Hotel, Manila, Philippines</i></p>
October 20, 2022	<p>Philippine Nurses Association, Inc. 100th Foundation Anniversary, 65th Nurses' Week Celebration and National Annual Convention General Assembly 2022 with the Theme: "PNA @ 100 & Beyond: Inspired by a Caring Legacy, Transformed to Lead" Philippine Nurses Association, Inc. <i>Via Virtual Platform</i></p>
October 19, 2022	<p>Philippine Nurses Association, Inc. 100th Foundation Anniversary, 65th Nurses' Week Celebration and National Annual Convention Webinar Series Part 1: PNLI RTD: "Transformed to Lead: Rise Leadership of Emerging Nurse Leaders" Part 2: "Medication Without Harm: A Patient Safety Challenge" Philippine Nurses Association, Inc. <i>Via Virtual Platform</i></p>
October 18, 2022	<p>Philippine Nurses Association, Inc. 100th Foundation Anniversary, 65th Nurses' Week Celebration and National Annual Convention Research Forum 2022 Philippine Nurses Association, Inc. <i>Via Virtual Platform</i></p>
August 27, 2022	<p>Philippine Hospital Association Virtual Webinar Part 4 with the theme: "Deciphering the writings on the Wall" Philippine Hospital Association <i>Via Zoom App</i></p>
June 25, 2022	<p>Philippine Hospital Association Virtual Webinar Part 3 with the theme: "Deciphering the writings on the Wall" Philippine Hospital Association <i>Via Zoom App</i></p>
June 14 – 17, 2022	<p>Mentoring and Coaching of LGU on Disaster Risk Reduction and Management in Health (DRRM-H) Plan Department of Health Center for Health Development SOCCSKSARGEN Region <i>Lex Forum, General Santos City, Philippines</i></p>
June 17, 2022	<p>PCHA Agenda @ 2022: Hospital's Viability and Sustainability The Philippine College of Hospital Administrators, Inc <i>UNILAB, Inc. Via Zoom</i></p>

May 19 – 20, 2022	Orientation on Online Document Process and Tracking System Province of Sarangani <i>Sarangani Capitol Gym, Alabel, Sarangani Province</i>
April 25, 2022	1-Day Environmental Training Course for Managing Heads MIT Center for Sustainable Resource Management Pollution Control Academy, Davao City, Philippines <i>Via Zoom Video Communications, Inc</i>
April 21, 2022	PGCA-Laguna Chapter Dunong-Buhay Webinar Series “Foods that can Help Improve Mental Health” PGCA-Laguna Chapter <i>Via Virtual Platform</i>
May 28, 2022	Philippine Hospital Association Midyear Convention “Digitalizing the 21st Century Hospital” Philippine Hospital Association <i>Via Zoom App</i>
May 18, 2022	Orientation on the Online System of Healthcare Waste Management and Action Planning Department of Environment and Natural Resources Region 12 and Provincial Government of Sarangani <i>PHO Conference Room, Alabel, Sarangani Province</i>
April 30, 2022	Philippine Hospital Association Virtual Webinar Part 2 with the theme: “Deciphering the writings on the Wall” Philippine Hospital Association <i>Via Zoom App</i>
February 26, 2022	Philippine Hospital Association Virtual Webinar Part 1 with the theme: “Deciphering the writings on the Wall” Philippine Hospital Association <i>Via Zoom App</i>
February 25, 2022	PCHA Agenda @ 2022: Hospital’s Viability and Sustainability The Philippine College of Hospital Administrators, Inc <i>UNILAB, Inc. Via Zoom</i>
February 22 – 24, 2022	Capacity Building of Green Building Professional in the Department of Health on Green, Safe, and Resilient Health Facilities Department of Health in Partnership with the World Health Organization <i>Via Zoom Web Conferencing</i>
January 26 – 27, 2022	Training of Medical Assistance Information System (MAIS) for Sarangani and General Santos City MAIP Recipient Hospitals Department of Health Center for Health Development SOCCSKSARGEN <i>General Santos Real Hotel Development Corp (East Asia Royale), General Santos City, Philippines</i>
December 5, 2021	Advanced Cardiovascular Life Support (ACLS) American Safety & Health Institute <i>Via Virtual Platform</i> <i>1 Heart Solutions, Davao City, Philippines</i>
November 17 – 19, 2021	Philippine Hospital Association 72nd Virtual Annual National Convention with the Theme: “PHA Goes Back to the Future: Returning to the Mainstream of the Health Care System” Philippine Hospital Association <i>Via Virtual Platform</i>

November 12, 2021	<p>“Coping with the Challenges in Hospital Management During the Pandemic: New Concept, Approaches and Learning Experiences” The Philippine College of Hospital Administrators, Inc <i>UNILAB, Inc. Via Zoom</i></p>
October 27 – 29, 2021	<p>Mental Health in the Workplace Seminar Provincial Government of Sarangani <i>Capitol Complex, Alabel, Sarangani Province</i></p>
August 28, 2021	<p>Philippine Hospital Association Virtual Webinar Part IV with the Theme: “What the Worlds Needs Now...” Philippine Hospital Association <i>Via Zoom App</i></p>
June 23, 2021	<p>Healthcare Digitalization Strategy: During & Post Pandemic Health Core International Consultancy, Inc <i>Taguig City, Philippines</i> <i>Via Zoom</i></p>
May 29, 2021	<p>Philippine Hospital Association for Midyear Convention with the Theme: “Untying the Gordian Knot” Philippine Hospital Association <i>Via Zoom App</i></p>
May 25 – 26, 2021	<p>PNA 5th Summer Conference 2021 “NURSES: A Vision for Future Healthcare” Philippine Nurses Association, Inc <i>Via Virtual Platform</i></p>
April 20, 2021	<p>Consultative Meeting with Chiefs of Hospital and other Stakeholders Department of Health Center for Health Development SOCCSKSARGEN Region <i>Via Webex</i></p>
December 10 – 12, 2020	<p>Philippine Hospital Association 71st Annual National Convention and Exhibits with the Theme: “Transformational Disruptions of the Global Healthcare System” Philippine Hospital Association <i>Via Virtual Forum</i></p>
November 15, 2020	<p>PCHA 45th Annual Virtual Convention with the Theme: “Coping with the Challenges in Hospital Management During the Pandemic: Moving Towards the Right Normal” The Philippine College of Hospital Administrators, Inc <i>UNILAB, Inc. Via Zoom</i></p>
October 16, 2020	<p>PCHA Webinar Activity with the title: “Resource Optimization for HR Capacity Building in Hospitals During this Pandemic: A Prelude to the Right Normal” The Philippine College of Hospital Administrators, Inc <i>UNILAB, Inc. Via Zoom</i></p>
September 29, 2020	<p>KamOShtahan sa Rehiyon 6 “PagOSHWag Session: Episode 2 – Healthcare Industry Department of Labor and Employment Occupational Safety and Health Center Region 6 <i>Via Video Conferencing Platform</i></p>

September 16, 2020	PRIME – HRM Webinar Policies and Systems Evaluation Division (PSED) Civil Service Commission Regional Office XII <i>Koronadal City, Philippines</i>
September 12, 2020	Philippine Hospital Association Virtual Regional Conference for Region III, V & NCR with the Theme: “Carpe Diem: Opportunities in Adversities” Philippine Hospital Association <i>Via Zoom App</i>
March 12, 2020	53rd ANSP Midyear Convention Association of Nursing Service Administrators of the Philippines, Inc (ANSAP) <i>The Manila Hotel, Manila, Philippines</i>
February 13 – 14, 2020	Competency Training on Peri-Operative Nursing Glan Medicare Community Hospital <i>Glan, Sarangani Province, Philippines</i>
November 20 – 23, 2019	Philippine Hospital Association 70th Annual National Convention with the Theme: Mapping the Universe of Healthcare Philippine Hospital Association <i>Manila Hotel, Philippines</i>
November 16 – 17, 2019	PCHA 44th Annual Convention “Governance and Innovation: Creating New Vision in Hospital Management” The Philippine College of Hospital Administrators, Inc <i>Manila Hotel, Philippines</i>
November 14, 2019	45th Annual Convention and Scientific Meeting “ORNAP: A Hallmark of Excellence” Operating Room Nurses Association of the Philippines (ORNAP), Inc <i>The Manila Hotel, Manila, Philippines</i>
March 28 – 29, 2019	2nd Patient Safety Congress Making Patient Safety Work! Translating Theory into Practice University of the Philippines Manila in collaboration with UP College of Medicine, UP College of Nursing & UP College of Pharmacy <i>Philippine International Convention Center (PICC), Manila Philippines</i>
November 14 – 16, 2018	Philippine Hospital Association 69th Annual National Convention with the Theme: Enhance, Enable, Evolve Philippine Hospital Association <i>Manila Hotel, Philippines</i>
November 10 – 11, 2018	PCHA 43rd Annual Convention “Achieving T.R.U.E. Administration among Diversified Hospitals and Healthcare Partners (Transforming Realistically through Utilization and Empowerment)” The Philippine College of Hospital Administrators, Inc <i>Manila Hotel, Philippines</i>
August 24 – 25, 2018	1st Healthcare Facilities – Occupational Safety, Health & Environment Congress “Transforming Healthcare Facilities to Safe and Green Environment” Philippine College of Occupational Medicine, Inc <i>Newtown Plaza Hotel, Baguio City, Philippines</i>

- May 24 – 25, 2018 **Philippine Hospital Infection Control Society, Inc 24th Annual Convention UNITE: Intensifying Implementation of IPC Towards a Stronger National Program**
Philippine Hospital Infection Control Society, Inc
Crowne Plaza Galleria Manila, Quezon City, Philippines
- March 20, 2018 **Disaster Training Updates: Victim Transport & Endorsement, and Fire Drill conducted by the Emergency Medical Service (EMS) of the Bureau of Fire Glan**
Watchers' Pavilion, Glan Medicare Community Hospital
Glan, Sarangani Province, Philippines
- December 28, 2017 **Disaster Training Updates: Basic Carries, Victim Packing, Victim Transport & Endorsement, Bandaging, Fire Fighting, using Firehose, and Basic Life Support Updates conducted by the Emergency Medical Service (EMS) of the Bureau of Fire Glan**
*New ER Complex, Glan Medicare Community Hospital
Glan, Sarangani Province, Philippines*
- November 28 – 30, 2017 **Lactation Management Training**
*GMCH Breastfeeding Subcommittee
New ER Complex, Glan Medicare Community Hospital
Glan, Sarangani Province, Philippines*
- November 25, 2017 **18th Annual Regional Convention and Scientific Meeting with the Theme "Perioperative Nursing: Advancing the Art and Science of Patient Care and Safety"**
Operating Room Nurses Association of the Philippines (ORNAP), Inc Davao Chapter
SMX Convention Center, SM Lanang Premier, Davao City, Philippines
- November 18, 2017 **Disaster Preparedness and Response Training and Workshop**
Philippine Hospital Association
Manila Hotel, Manila, Philippines
- November 15 – 17, 2017 **Philippine Hospital Association 68th Annual National Convention with the Theme: "The Smart Way to Excellence in Global and Local Healthcare"**
Philippine Hospital Association
Manila Hotel, Philippines
- November 10 – 11, 2017 **4th Hospital Occupational Health and Safety (HOHS) Congress with the Theme "HOHS: Mobilizing & Advancing Alliances"**
Section of Occupational and Environmental Medicine Perpetual Help Medical Center – Biñan in cooperation with Philippine College of Occupational Medicine Laguna Chapter
Pan Pacific, Manila, Philippines
- September 12 – 14, 2017 **Disaster Risk Reduction and Management Course for Public Health Sector of Sarangani and Cotabato Province**
Office of Civil Defense Region XII
Phela Grande Hotel, General Santos City, Philippines
- August 23 – 25, 2017 **Disaster Preparedness Training: Fire, Earthquake, & Tsunami Drills conducted by Emergency Medical Service (EMS) Unit of the Bureau of Fire Glan**
*New ER Complex, Glan Medicare Community Hospital
Glan, Sarangani Province, Philippines*

- August 10 – 11, 2017** **OHNAP 31st Chapter Foundation Anniversary and Annual Convention**
The Occupational Health Nurses Association of the Philippines (OHNAP), Inc
The Park Inn by Radisson Davao, Lanang, Davao City, Philippines
- May 23 – 26, 2017** **Workshop on Health Emergency Preparedness, Response and Recovery (HEPRR) Plan for Sarangani Province, General Santos City and Cotabato City**
Department of Health Regional Office XII
Family Country Hotel, General Santos City, Philippines
- May 18 – 19, 2017** **Philippine Hospital Infection Control Society, Inc 23rd Annual Convention “Infection Prevention and Control: Harmonizing the Existence of Humans, Environment and Microbes”**
Philippine Hospital Infection Control Society, Inc
Crowne Plaza Galleria Manila, Quezon City, Philippines
- February 15 – 17, 2017** **1st GMCH Disaster Preparedness Training: Basic Life Support (BLS) Refresher, Fire Drill, Earthquake Drill, and Ropemanship conducted by the Health Emergency Section of the Bureau of Fire Protection Glan Watchers’ Pavilion, Glan Medicare Community Hospital**
Glan Sarangani Province, Philippines
- November 17 – 18, 2016** **15th National Occupational Safety and Health Congress with the theme Sustaining Decent Work through Occupational Safety and Health**
Occupational Safety and Health Center
North Avenue corner Aghan Road, Diliman, Quezon City, Philippines
- October 26 – 28, 2016** **6th Mindanao Occupational Safety and Health Summit with the theme Managing Work-Related Stress for a Healthier and Safer Workplace**
Occupational Safety and Health Network – XI, Inc in cooperation with Department of Labor and Employment – Regional Office XI and Occupational Safety and Health Center
D’ Leonor Inland Resort and Adventure Park
Davao City, Philippines
- September 24, 2016** **Basic Skills Development in Wound Closure Techniques**
Philippine Society of General Surgeons, Inc Davao-Southern Mindanao Chapter and Association of General Surgeons in General Santos City
Multipurpose Conference Hall, General Santos Doctors Hospital Medical Suites, *General Santos City, Philippines*
- August 4 – 5, 2016** **OHNAP 30th Chapter Foundation Anniversary and Annual Convention**
Theme: “OHN: A Leading Force of Change”
Occupational Health Nurses Association of the Philippines (OHNAP), Inc
The Apo View Hotel, Davao City, Philippines
- July 18 – 22, 2016** **Basic Training Course in Hospital Administration**
UP College of Public Health
University of the Philippines Manila, Manila, Philippines
- July 13 – 15, 2016** **Philippine Health Center in cooperation with Institute for Solidarity in Asia 1st Joint Summit on: Governance in Healthcare**
Children’s Heart Foundation Grand Auditorium
Philippine Heart Center Annex Building, Quezon City, Philippines
- April 5 – 7, 2016** **Training on Referral System**
Department of Health Regional Office XII
Family Country Hotel, General Santos City, Philippines

March 15 – 17, 2016	Smoking Cessation Clinic Training (Brief Tobacco Intervention Skills Training) FCTC Alliance, Philippines against Tobacco and Other Related NCDs <i>Family Country Hotel, General Santos City, Philippines</i>
December 2, 2015	Occupational Safety and Health Networks General Assembly with the theme “Re/Defining Role for OSH Compliance” Occupational Safety and Health Network XI and Department of Labor and Employment Regional Office XI <i>Davao City, Philippines</i>
August 6 – 7, 2015	OHNAP 29th Chapter Foundation Anniversary and Annual Convention Theme: “OHN: Promoting Wellness for All” Occupational Health Nurses Association of the Philippines (OHNAP), Inc <i>The Apo View Hotel, Davao City, Philippines</i>
October 20 – 25, 2014	177th Postgraduate Course on Basic Occupational Safety & Health (BOSH) for Nurses Occupational Health Nurses Association of the Philippines (OHNAP), Inc <i>Villa Margarita Hotel, Davao City, Philippines</i>

HOSPITAL COMMITTEES

February 10, 2016	Member, Quality Assurance Committee
March 25, 2017	Chairman, Emergency and Disaster Preparedness Committee
January 20, 2018	Member, GMCH Credentialing, Privileging, Selection and Promotions Committee
June 20, 2019	Vice Chairman, Referral Committee
December 12, 2019	Member, Utilization Review Committee
January 20, 2020	Head Coordinator, Smoke-Free Environment Program
January 21, 2020	Chairman, Health and Safety Committee
January 22, 2020	Admin Representative, Infection Prevention and Control Committee
February 27, 2020	Coordinator, Health Emergency Management Service (HEMS)
July 30, 2020	Member, ICT Committee

OTHER HOSPITAL ROLES/DESIGNATIONS

January 13, 2018 to June 30, 2018	Special Assistant to the Chief of Hospital
July 1, 2018 to present	Head, Hospital Operations and Patient Support Service
September 3, 2018 to present	Special Disbursing Officer
April 28, 2021 to present	Approved by the Governor of Sarangani Province to practice nursing profession
April 7, 2022 to present	PHU Point person for Health and Safety
May 11, 2022 to present	Budget Officer
July 14, 2022 to present	De Facto OIC in the absence of the Chief of Hospital

REFERENCES

ARVIN C. ALEJANDRO, MD

Provincial Health Officer II
Province of Sarangani

JOSEPHINE F. ALOG, RSW, MPA

Assistant Department Head
Human Resource Management Department Office
Province of Sarangani

EDEN ROSE P. MALANAO, MD, MSPH-HA, DM

Medical Officer V / Chief of Hospital
Sarangani Provincial Hospital – Glan
Glan, Sarangani Province

DR. SARA JANE T. MANILAY

Vice President for Finance
Golden State College
General Santos City