



Republic of the Philippines
Supreme Court
Office of the Court Administrator
Manila

OCA CIRCULAR NO. 246-2024

TO : ALL JUDGES AND COURT PERSONNEL OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT: ANNUAL PHYSICAL EXAMINATION OF ALL JUDGES AND COURT PERSONNEL OF THE FIRST AND SECOND LEVEL COURTS ON OR BEFORE 15 OCTOBER 2024

On the 3rd of July 2024, the Supreme Court of the Philippines has entered into and executed the *Contract for the Comprehensive Health Care Plan for the Judiciary for One (1) Year* with the Kaiser International Healthgroup, Inc. and Manila Bankers and General Assurance (Kaiser International Health Group, Inc. Joint Venture with Manila Bankers and General Assurance Corporation). The Terms and Conditions of the said contract shall be effective for a period of one (1) year, which shall commence on 08 July 2024. The services and benefits under the Judiciary Health Care Plan include, among others, an Annual Physical Examination with the following provisions, to quote:

F. Annual Physical Examination

F.1. Annual Physical Examinations shall include a standard battery/array of physical examinations and laboratory tests;

F.2. The various array of examinations/tests are packaged in accordance with age category as follows:

Age Category	Examinations	Laboratory Tests
Ages 18-35	Complete History and Physical Examination (including BMI measurement, ophthalmologic and ENT tests)	CBC, Urinalysis, Fecalysis, Blood Chemistry: Fasting Blood Sugar (FBS), HbA1c, BUN, Creatinine, Uric Acid, Total Cholesterol, Triglyceride, HDL, LDL, HDL/LDL Ratio, Liver Function:

Re: Annual Physical Examination of All Judges and Court Personnel of the First and Second Level Courts
On or Before 15 October 2024

		SGPT(ALT), SGOT(AST), Chest X-ray (PA View), 12 Lead-ECG (Optional).
Ages 36-50	Complete History and Physical Examination (including BMI measurement, ophthalmologic and ENT tests)	CBC, Urinalysis, Fecalysis, Blood Chemistry: Fasting Blood Sugar (FBS), HbA1c, BUN, Creatinine, Uric Acid, Total Cholesterol, Triglyceride, HDL, LDL, HDL/LDL Ratio, Liver Function: SGPT(ALT), SGOT(AST), total Bilirubin, B1/B2, Total Protein and A/G ratio (TP-A/G), Alkaline Phosphatase, Serum Electrolytes: Sodium (Na), Potassium (K), Calcium (Ca); Chest X-ray (PA View); Cardiac Work-up: 12-lead ECG or Treadmill Stress Test plus 2D Echocardiography (Plain); <u>For Females:</u> Mammography and Pap Smear <u>For Males:</u> Digital Rectal Examination + PSA <u>If with indications:</u> Bone Densitometry Whole Abdomen and Pelvic Ultrasound Proctoscopy Pulmonary test Thyroid Function Test
Ages 51 & above	Complete History and Physical Examination (including BMI measurement, ophthalmologic and ENT tests)	CBC, Urinalysis, Fecalysis, Fecal Immunochemical Test (FIT) Blood Chemistry: Fasting Blood Sugar (FBS), HbA1c, BUN, Creatinine, Uric Acid, Total Cholesterol, Triglyceride, HDL, LDL, HDL/LDL

		Ratio, Liver Function: SGPT(ALT), SGOT(AST), total Bilirubin, B1/B2, Total Protein and A/G ratio (TP-A/G), Alkaline Phosphatase, Gamma- Glutamyl Transferase (GGT), Serum Electrolytes: Sodium (Na), Potassium (K), Calcium (Ca); Chest X-ray (PA View); Cardiac Work-up: 12- lead ECG or Treadmill Stress Test plus 2D Echocardiography with Doppler Studies; <u>For Females:</u> Mammography and Pap Smear <u>For Males:</u> Digital Rectal Examination + PSA <u>If with indications:</u> Bone Densitometry Whole Abdomen and Pelvic Ultrasound Proctoscopy Pulmonary test Thyroid Function Test
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- F.3. The annual physical examinations of the Justices and Judges may be done either as in-patient or out-patient service, at an accredited hospital/clinic of their choice. The attending physician shall recommend the array of tests to be done. The coverage thereof shall not be subject to the age category mentioned in Paragraph F.2.;
- F.4. The annual physical examinations of all officials, employees, and others who are enrolled shall be done as an out-patient service at an accredited hospital/clinic; and
- F.5. Drug testing of Judges, officials, and employees shall be included as part of the annual physical examination on a random basis.

Aware of the present global health and physical welfare concerns, and in line with one of the guiding principles of the Supreme Court's Strategic Plan for Judicial Innovations 2022-2027 (SPJI), which is timely and fair justice, there is a need to boost efficiency and promote a healthy environment within the Judiciary by protecting and ensuring the physical and psychological wellness of all judicial officers and employees. Therefore, and for everyone to stay physically fit or become aware of their physical health condition, all judges and court personnel of the first and second level courts are hereby **ENJOINED** to lead a healthy lifestyle, observe healthy practices and habits by availing of and undergoing a basic **Annual Physical Examination on or before 15 October 2024**.

All Executive Judges and Presiding Judges of single-sala second level courts are **DIRECTED** to monitor and ensure that all judges and court personnel under their respective administrative supervision will undergo the required basic Annual Physical Examination.

For strict compliance of all concerned.

14 August 2024



RAUL B. VILLANUEVA
Court Administrator