

INSTRUCTIONS

1. For PURPOSE, check (✓) FOR ENROLLMENT if you have never been issued a PhilHealth Identification Number (PIN) or Family Health Card. Check (✓) FOR UPDATING if you only want to update or make corrections to certain information previously submitted when you enrolled. Fill out the appropriate portions of the form and attached the corresponding documentary requirements.
2. Write in **CAPITAL LETTERS**. Write N.A. if the data required are not applicable.
3. Fill out names of spouse/s, children or parents in Items 2.1, 2.2 and 2.3 in the following format.
Example, **Juan Andres de la Cruz Santos III** will be entered as:

Last Name	Name Suffix	First Name	Middle Name
SANTOS	III	JUAN ANDRES	DELA CRUZ
4. Put a check (✓) in the appropriate boxes .
5. Attach a photocopy of required supporting documents to the accomplished form prior to submission to PhilHealth. Spouse/s, parents and all children declared as dependents listed in Items 2.1, 2.2 and 2.3 shall continue to be valid unless amended by the member.
6. For child/ren 21 years old or above and with permanent disability, attach a copy of Medical Certificate.
7. For Self-employed under the Individually Paying Member, please indicate the following:
 - a. For Professionals, specify your profession.
 - b. For Non-Professionals, specify your occupation.
 - c. Check the appropriate box of your estimated average monthly family income for the past twelve (12) months.
8. The member or guardian (if member is a minor) should certify that information provided are true and correct by signing the space provided for. If unable to write, please affix the thumb mark in the space provided.

DOCUMENTARY REQUIREMENTS

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| 1. Registered Member | <ul style="list-style-type: none"> • Birth/Baptismal Certificate or any of the following Identification (ID) cards issued by a government official authority: <ul style="list-style-type: none"> - Passport - Driver's License - Professional Regulation Commission (PRC) ID - National Bureau of Investigation (NBI) Clearance - Police Clearance - Postal ID - Voter's ID - Barangay Certification - Government Service Insurance System (GSIS) e-Card - Social Security System (SSS) Card - Senior Citizens Card - Overseas Workers Welfare Administration (OWWA) ID - OFW ID - Seaman's Book - Alien Certification of Registration/Immigrant Certification of Registration - Government Office and Government Owned & Controlled Corporation (GOCC) ID, e.g. Armed Forces of the Philippines (AFP) ID, Home Development Mutual Fund (HDMF) ID - Certification from the National Council for the Welfare of the Disabled Persons (NCWDP) - Department of Social Welfare and Development (DSWD) Certification - Integrated Bar of the Philippines ID - Company IDs issued by private entities or institutions registered with or supervised or regulated either by the Bangko Sentral ng Pilipinas (BSP), Securities and Exchange Commission (SEC) or Insurance Commission (IC) | |
| 2. Spouse | <ul style="list-style-type: none"> • Marriage Certificate/Contract
For Muslim spouse, Affidavit of Marriage issued by Office of the Muslim Affairs (OMA), shall pass through the Shari'a Court and must be registered/authenticated in the National Statistics Office (NSO) | |
| 3. Children | <ul style="list-style-type: none"> a. Legitimate or illegitimate children below 21 years old b. Adopted children below 21 years old c. Stepchildren below 21 years old d. Mentally or physically disabled children who are 21 years or above | <ul style="list-style-type: none"> • Birth Certificate • Court Decree of Adoption • Marriage Certificate between the natural parents and stepfather/stepmother and Birth Certificate/s of the stepchildren • Birth Certificate and Medical Certificate issued by the attending physician stating and describing the extent of disability. |
| 4. Parents | <ul style="list-style-type: none"> a. Parent/s 60 years old above b. Stepparents 60 years old or above c. Adoptive parents 60 years old or above | <ul style="list-style-type: none"> • Birth Certificate of both registrant and parent
(In the absence of Birth Certificate of parent, any proof attesting to the date of birth of the parent/s) • Marriage Certificate/Contract between biological parent of the member and the stepparent; • Birth Certificate of the stepparent
(in its absence, a notarized affidavit of two disinterested persons attesting to the date of birth); • Birth Certificate of the member-child indicating the name of his/her biological parent; and • Death Certificate of member's deceased biological parent • Court Decree/Resolution of Adoption or photocopy of Birth Certificate of the child in which the adoption and is annotated thereto; and • Birth Certificate/s of adoptive parents or in its absence, a notarized affidavit of two disinterested persons attesting to the date of the birth |