

AICS Requirements

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Medical Assistance for Hospital Bill	
1. Medical Certificate/Clinical Abstract complete with name, license number, and signature of the Physician	Attending Physician from a hospital/clinic or from Medical Records
2. Hospital bill (With name and Signature)	Billing clerk of the hospital
3. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing.
4. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, Philhealth, PAG-IBIG, Comelec, NBI, DFA and among others)
5. Social Case Study Report	Licensed Social Worker from any government/ non- government welfare agencies.
Medical Assistance for Medicine/ Assistive Device	
1. Medical Certificate/Clinical Abstract complete with name, license number, and signature of the Physician	Attending Physician from a hospital/clinic or from MedicalRecords
2. Prescription complete with name, license number, and signature of the Physician	Attending Physician from a hospital/clinic
3. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing.
4. Social Case Study Report	Licensed Social Worker from any government/ non- government welfare agencies.
5. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, Philhealth, PAG-IBIG, Comelec, NBI, DFA and among others)
Medical Assistance for Laboratory Requests	
1. Medical Certificate/Clinical Abstract complete with name, license number, and signature of the Physician	Attending Physician from a hospital/clinic or from Medical Records
2. Laboratory Requests with name, license number, and signature of the Physician	Attending Physician from a hospital/clinic
3. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing
4. Social Case Study Report	Licensed Social Worker from any government/ non- government welfare agencies
For Food Assistance	
1. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, Philhealth, PAG-IBIG, Comelec, NBI, DFA and among others)
2. Project proposal and Food distribution List (CRCF client)	Head of the Residential
3. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Burial Assistance for Transfer of Cadaver	
1. Registered Death Certificate/ Certification from the tribal chieftain	City/Municipal Hall, hospital, funeral Parlor or Tribal chieftain
2. Funeral Contract	The authorized staff of the Funeral parlor/ Memorial Chapel
3. Transfer Permit	City/Municipal Hall, hospital, funeral Parlor or Tribal chieftain,
4. Embalming certificate	The authorized staff of the Funeral parlor/ Memorial Chapel
5. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing.
6. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, NBI Philhealth, PAG-IBIG, Comelec, DFA and among others)
Educational Assistance	
1. Enrolment Assessment Form or Certificate of Enrolment/Registration	Registrar, Authorized staff from the school
2. Validated School ID/ Valid I.D of the Parent/guardian	Registrar, Authorized staff from the school, Government agencies issuing an identification card (SSS, Philhealth, LTO, PAG-IBIG, Comelec, NBI, DFA and among others)
3. Statement of Account for college students	Registrar, Authorized staff from the school
Burial Assistance for Funeral Bill	
1. Registered Death Certificate/ Certification from the tribal chieftain	City/Municipal Hall, hospital, funeral Parlor or Tribal chieftain
2. Funeral Contract	The authorized staff of the Funeral parlor/ Memorial Chapel
3. Transfer Permit	City/Municipal Hall, hospital, funeral Parlor or Tribal chieftain
4. Embalming certificate	The authorized staff of the Funeral parlor/ Memorial Chapel
5. Barangay Certificate/ Certificate of Residency	From the Barangay where the client is presently residing.
6. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, NBI Philhealth, PAG-IBIG, Comelec, DFA and among others)
For Cash Assistance for Other Support Services	
1. Any valid Government Issued I.D	Government agencies issuing an identification card (SSS, LTO, NBI Philhealth, PAG-IBIG, Comelec, DFA and among others)
2. Depending on the circumstances: <ul style="list-style-type: none"> • Police Report/Fire incident report from the Bureau of Fire • Passport/Travel Document, certification from OWWA • Certification from Caseworker from rescued clients • Blotter and social worker's certification for the victims of online sexual exploitation of children 	Police Station, Barangay, Bureau of Fire, Philippine Embassy/Consulate, Social Worker from welfare agencies.