

**MEMORANDUM OF AGREEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

This **MEMORANDUM OF AGREEMENT AS AFFILIATING HOSPITAL** made and entered into in \_\_\_\_\_, Philippines, this day of \_\_\_\_\_, 20 \_\_\_\_ by and between;

**PRESIDENT**

**Research Institute for Tropical Medicine** with office address at **Alabang, Muntinlupa**, a duly authorized tertiary care-capable hospital, represented by **DR. REMIGIO M. OLVEDA** herein referred to as the PARTY OF THE FIRST;

and

\_\_\_\_\_, with the office address at \_\_\_\_\_, a duly registered educational institution by the Securities and Exchange Commission (SEC) and Commission on Higher Education (CHED) represented by \_\_\_\_\_ herein referred to as the PARTY OF THE SECOND PART:

**WITNESSETH**

**DEAN**

**WHEREAS**, the PARTY OF THE FIRST PART is licensed tertiary care-capable hospital of at least 50-beds capacity of 80% annual occupancy rate per month;

**WHEREAS**, the PARTY OF THE SECOND PART is tertiary level learning institution who accepts enrollees under the duly authorized and recognized Health Science and related programs of the Commission on Higher Education (CHED);

**CHIEF, NURSE**

**WHEREAS**, health workers outflow contributed to the deterioration health services and health sciences education;

**WHEREAS**, concerned agencies such as the Department of Health (DOH), Commission on Higher Education (CHED), Professional Regulation Commission (PRC) and other professional organizations are exerting concerted action to halt further deterioration in health service delivery and science education;

**CHAIRPERSON, TTRC**

**WHEREAS**, quality health sciences education require ample and appropriate opportunities for the health science students to acquire and/ or enhance skills in the chosen discipline;

**WHEREAS**, there is a limited numbers of health facilities that can provide adequate and suitable learning opportunities for health science students;

**WHEREAS**, DOH facilities have been used for training, affiliation and learning exposure of students pursuing health science courses to hone the knowledge, skills and behavior acquired at health science schools/colleges/universities;

**WHEREAS**, students in the process of learning are also actively contributing to the overall performance of DOH facilities to deliver health services;

**DIRECTOR IV**

**WHEREAS**, partnership between DOH and school/college/university will be mutually beneficial, i.e. use of DOH facilities as base hospital will contribute to enhanced health service delivery and hospital development (DOH), and skilled health science students (school).

PRESIDENT

DEAN

CHIEF NURSE

CHAIRPERSON . TTTC

DIRECTOR IV

Now, therefore, premises considered, the parties mutually agree the following:

1. The PARTY OF THE SECOND PART shall accept enrollees for subjects requiring hospital duties and/ or internship for completion as prescribed by CHED’s approved health science courses;
2. The PARTY OF THE FIRST PART shall be the AFFILIATING HOSPITAL for the PARTY OF THE SECOND PART and therefore agrees and allows the duly enrolled \_\_\_\_\_ students for their related learning experiences in the hospital subject to policies, procedures, and guidelines for evaluation from the said PARTY OF THE SECOND PART, the Department of Health , Commission on Higher Education, Professional Regulation Commission Board of Nursing and other health units and agencies.
3. In consideration of the used of the facility as base hospital, the PARTY OF THE FIRST PART may require commensurate institutional fee either monetary or its equivalent in kind that will contribute to the overall hospital development and effective provision of learning environment for the students.

SECTION 1

COVENANT OF THE HOSPITAL

Witnessed further, that the PARTY OF THE SECOND PART shall strictly comply with the provisions of this Memorandum of Agreement (MOA) and any violation thereof shall be legitimate ground for cancellation of the MOA.

1. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall allow the students affiliates to use its designed training and/or learning facilities for related learning exposure.
2. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall determine the number of students based on standard ratios required by CHED and the hospital.
3. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall, together with the \_\_\_\_\_ name of school \_\_\_\_\_ determine the area of rotation of the students where in the judgment of the **Research Institute for Tropical Medicine, Alabang, Muntinlupa** that the students can be trained effectively.
4. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall provide conference and / or training room for the use of students during didactic phase and/or lectures, workshop and related activities.
5. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall provide a library equipped with books and journals to be used by students for their learning and references.
6. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall participate in the development of learning exposure course design.
7. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall conduct orientation, conference and related activities for the school personnel involved in the student education for the proper implementation, evaluation and improvement of the program.

PRESIDENT

DEAN

CHIEF NURSE

CHAIRPERSON, TTTC

DIRECTOR IV

8. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** will require the student affiliates to submit reports, case studies and similar documents, and perform activities that will contribute to the development of the student’s knowledge, skills and behavior required by the medical science discipline.
9. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** may require the student-affiliates to wear uniforms, sign attendance sheets, accomplish forms, submit reports, perform duties and responsibilities that **Research Institute for Tropical Medicine, Alabang, Muntinlupa** may deem necessary for the proper and effective monitoring for the students attendance, behavior and performance, and in general for the effective and efficient implementation of the program.
10. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** shall not in any way be responsible and/or liable for any personal injury including death or damage to property sustained or caused or contributed to by the student affiliates. The school agrees that the student-affiliate will indemnify the **Research Institute for Tropical Medicine, Alabang, Muntinlupa** for whatever injuries caused or occasioned thereto due to negligence of conduct of the school’s students arising from or in connecting with the performance in their obligations under this contract.
11. **Research Institute for Tropical Medicine, Alabang, Muntinlupa** through TTTC may conduct evaluation to students / affiliates to measure the effectiveness of the training program.

**SECTION 2**

**COVENANT OF THE SCHOOL**

1. Design, formulate and prepare the program with the active participation of the hospital or its designated training representative.
2. Pay corresponding appropriate fee/s per number of student-affiliates and areas of rotation during actual affiliation and/ or learning exposure.
3. Pay or replace with the same kind and brand any damaged and / or loss of **Research Institute for Tropical Medicine, Alabang, Muntinlupa** property, equipment and supplies.
4. Ensure that the student-affiliates observe and abide by the **Research Institute for Tropical Medicine, Alabang, Muntinlupa** policies, rules and regulations, and that professional discipline is maintained at all times.
5. Ensure that no student-affiliates will be allowed to report to the assigned area without the presence of a Clinical Instructor or Training Coordinator. The hospital shall be provided with the resume of the Clinical Instructor / Preceptor together with the list of students.
6. Attend orientation, conference, seminar, and related activities conducted and/or facilitated by the **Research Institute for Tropical Medicine, Alabang, Muntinlupa** for the proper implementation, evaluation and improvement of the program.
7. Ensure that students are protected, immunized against hepatitis B, influenzae, rabies, and tetanus (OPTIONAL) prior to hospital affiliation .

The terms of this memorandum of agreement is from \_\_\_\_\_ and renewable yearly thereafter.

**ALL PARTIES FURTHER AGREE THAT:**

1. The MOA shall not be amended or modified without the consent of the contracting parties.
2. The MOA shall take affect immediately upon the signing hereof, and shall remain in force and in effect until revoked, modified, or amended accordingly.

**WHEREOF**, in view of the foregoing covenants, the parties hereto mutually bind themselves the full responsibility and accountability to the stipulated conditions contained herein.

**IN WITNESS WHEREOF**, the parties hereto have signed this Memorandum of Agreement in \_\_\_\_\_, Philippine this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Director IV, RITM

\_\_\_\_\_  
President,

\_\_\_\_\_  
Chief Nurse, RITM

\_\_\_\_\_  
Dean,

\_\_\_\_\_  
Chairperson, TTRC-RITM