

# IN - PATIENT



1. If recommended for admission after undergoing medical consultation or diagnostic examination, secure an admitting order from an AVEGA-affiliated doctor in an AVEGA-accredited hospital where you will be admitted.



2. Proceed to the admitting section and present your admitting order and AVEGA card. The medical staff will swipe your card for validation of membership eligibility. If APPROVED, In-Patient LOE will be printed. Sign the LOE. If DECLINED, staff will call AVEGA's Customer Service for assistance.



3. Occupy allowed room or room category nearest to your plan benefit.



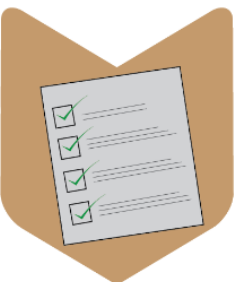
4. Inform AVEGA's Customer Service regarding admission within 24 hours.



5. PRO will issue an AVEGA RCS 3 for the confinement and discuss the benefit plan. Sign the RCS 3.



6. File Philhealth for Philhealth-required procedures.



7. Please validate if all charges are correct. Settle any excess and miscellaneous upon discharge.

**Note:** If you had your consultation or diagnostic examination in another clinic or hospital, please present the results and recommendation of the AVEGA-affiliated doctor to the AVEGA Coordinator for you to be assigned an AVEGA-affiliated doctor in an AVEGA-accredited hospital where you will be admitted.