

## 9. Support to Senior Citizen's Project: Senior Citizens Assistance for Assistive Devices

This service provide assistance to senior citizens, as mandated by RA 9994 known as the Expanded Senior Citizens Act, thereby granting additional benefits and privileges to the senior citizens in the Philippines, particularly in Davao del Norte.

<b>Office/Division</b>	Provincial Social Welfare Development Office- Public Service and Development Division			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2C			
<b>Who may avail:</b>	Senior Citizens (Elderly) who are residents of Davao del Norte			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<p><b>FOR ASSISTIVE DEVICE:</b></p> <ul style="list-style-type: none"> <li>• Letter request from client of LGU (1 original copy)</li> <li>• Whole body picture (1 original copy)</li> <li>• Medical Certificate (1 original) from Physician or Case Summary (original copy) from the MS/CSWDO</li> <li>• Barangay Certification of indigency where he/she belongs</li> <li>• Valid ID of claimant (photocopy)</li> </ul>		<ul style="list-style-type: none"> <li>-Client himself/herself and or Local Government Unit</li> <li>-Client himself/herself</li> <li>-Any National Government and District Hospitals of Davao del Norte or from the Rural Health Unit of the respective LGU</li> <li>-Client himself/himself or the claimant in behalf of the patient to the Barangay where the client resides</li> <li>-Claimant (if the patient is unable to transact)</li> </ul>		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Client fills-out client log book at the Information Desk	Refer to Focal Person for interview and validation of requirements	None	1 minute	<i>Administrative Aide / PSWDO</i>

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2. Client submit documents to Senior citizens focal	Validate and review all documents/requirements presented by the client  If client is eligible for the assistance, process the documents and advise client on the next step	None	5 minutes	<i>Focal Person</i> PSWDO-PSO
3.Fill-out the Acknowledgment Form	If client is eligible for the assistance	None	2 minutes	
4. Proceed to P.G. Department Head for approval	Review and approved documents presented	None	2 minutes	<i>P.G. Department Head</i> PSWDO
5. Wait for the releasing of the Assistive Device	Released requested assistive device	None	3 minutes	<i>Focal Person</i> PSWDO-PSO
<b>TOTAL:</b>			<b>12 minutes</b>	