[DOH ADMINISTRATIVE ORDER NO. 107, S. 2003, October 27, 2003]

GUIDELINES ON THE IMPLEMENTATION OF THE DRUG TEST OPERATIONS MANAGEMENT SYSTEM (DTOMIS)

I.   BACKGROUND/RATIONALE

The task of regulating Drug Test Laboratories/Centers (DTL/DTC) is a function of the Department of Health in accordance with the provisions of Republic Act No. 9165 also known as "Comprehensive Dangerous Drugs Act of 2002".

Article III, "Dangerous Drug Test and Record Requirement" of the said law in particular has specifically mandated the DOH to license, accredit, and monitor Drug Test Laboratories/Centers to ensure quality of drug testing results; accredit physicians for drug dependency examination and provision of care; and establish, operate and maintain DTL/DTCs in government hospitals.

Section 6, No. 5 of the DOH Implementing Rules and Regulations governing the licensing and accreditation of DTLs/DTCs requires that the DOH to approve the Application Service Provider for effective authentication of test results and prompt interface with Information and Communication Technology (ICT) systems of Agency Data Beneficiaries of drug test results.

On August 27, 2003, the Congressional Oversight Committee on Dangerous Drugs instructed the DOH to set up a "stop gap" ICT solution within one month that will supplant the current operation of an ASP operating within the administrative and regulation framework of the Land Transportation Office. As a consequence of said instruction the DOH developed the Drug Test Operations Management System (DTOMIS) software, enhanced the current available ICT infrastructure of the DOH, and trained DOH personnel strategically distributed throughout the country. The implementation of DTOMIS is a paramount thrust to reduce the cost of drug testing.

And as approved by the Dangerous Drugs Board (DDB) in its October 24, 2003 meeting the DTOMIS is hereby adopted for implementation and until such time appropriate enhancements are introduced as determined by the DOH and concurred by the DDB.

II.   OBJECTIVES

The Drug Test Operation Management Information System has the following objectives:

> 1. To provide interconnectivity and standardized solution for accredited DTLs/DTCs so that the results may be used by other Agencies;

2. To provide an efficient and effective system for updating, maintaining, sharing and accessing voluminous transaction data that are repeated annually;

3. To enforce standards on input, process, and output to simplify registration and results verification and monitoring;

4. To produce accurate, reliable and timely drug testing data;

5. To improve client satisfaction through better, faster, more convenient and cheaper public service;

6. To strengthen DTL/DTC quality assurance program;

7. To generate at least PhP 1 billion annual savings from the aggregate expenses of persons required to be drug tested.

III.   SCOPE AND COVERAGE

This Order shall cover all Drug Test Laboratories/Centers, the Department of Health, including its Centers for Health Development (CHD) and Retained Hospitals, and the Agency Data Beneficiaries.

IV.   GENERAL GUIDELINES

1. Effective 03 October 2003, the Information Management Service must assure that the DTOMIS software is deployed to all DOH trained personnel assigned at the CHDs;

2. Effective 03 October 2003, the DOH and its CHDs shall deploy the DTOMIS software to all DOH accredited DTLs/DTCs. Deployment of the software to the DTLs/DTCs includes installation, provision of minimum training and doctrine materials, and registration of Drug Test Kits. The Drug Test Results generated from the DTOMIS shall be deemed officially acceptable reckoned from this date;

3. Effective November 3, 2003, only drug test results generated by the DTOMIS shall be accepted as Official by the DOH and all the Agency Data Beneficiaries.   Accredited DTCs/DTLs including newly accredited ones, however, must contact the CHD under which they are regulated or the DOH Central Office for the installation of the DTOMIS software and registration of drug kits onwards the subject date as a continuing process;

4. The DOH shall transfer the Security Codes for authenticating the Drug Test Results to the Head of the Agency Data Beneficiary as shall be explicitly requested by the latter.   The Agency Data Beneficiary shall exert due diligence in protecting the confidentiality of the said codes and the persons under it that are authorized to