



CERTIFICATE OF COMPLIANCE DOCUMENTARY REQUIREMENTS

1.1 MEDICAL X-RAY FACILITY

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
1. Duly accomplished medical x-ray license application form (Initial/ Renewal)	Applicant
2. Photocopy of the Official Receipt of the personal dose monitor (TLD or OSL) from the provider of personnel dose monitoring service (Initial & Renewal)	DTI-PAB Accredited Personal Dosimetry Service Providers
3. Photocopy of the VALID Professional Regulation Commission (PRC) license of all the radiologist/s and radiologic/x-ray technologist/s. (Initial & Renewal)	Professional Regulation Commission
4. Photocopy of the certificate of all the radiologist/s for being a Fellow of the Philippine College of Radiology (FPCR) or Diplomate of the Philippine Board of Radiology (DPBR) (Initial & Renewal Application with new/changed Radiologist)	Philippine College of Radiology
5. Certificate of training of the radiologic/x-ray technologist in radiation protection if he/she acts as the radiation protection officer (Initial & Renewal)	Recognized training provider of FDA
6. Photocopy of performance test report from FDA – CSL/DTI – PAB accredited testing body (CT-Scan and Mammography) (Initial & Amendment)	FDA – CSL/DTI – PAB accredited testing body service providers
7. Photocopy of the business/mayor's permit or SEC/DTI registration of the facility (Initial Only)	Mayor's office from the municipality where the facility is located/ Department of Trade and Industry/ Securities and Exchange Commission
8. Machine Calibration Report duly signed by the Service Engineer (Initial Only)	Service Engineer of the facility/ supplier/ third service party
9. Photocopy of valid notarized contract of employment of all the radiologist/s and radiologic/x-ray technologist/s. The CDRRHR recommends that the contract be valid for at least one year. (Initial & Renewal)	Applicant
10. Photocopy of the latest DOH License to Operate (LTO) /Certificate of Accreditation (COA). (Renewal Only)	Applicant
11. Duly filled-up and notarized affidavit of continuous compliance. (Renewal Only)	Applicant