

**St. Luke's Medical Center Extension Clinic (SLEC)**

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**Day 1 July 16, 2007 Monday**

Step 1 *OUTSIDE SLEC BUILDING.*

- Fell in line.

Step 2 *GROUND FLOOR ENTRANCE.*

- After 30 mins. of waiting (around 5:00am), the guards started to let the people in. He checked our original Appointment Letter and passport. He stamped our original letter with "SLMCEC-PDS" (in blue ink) and returned it. He also stamped the back of our hands with SLEC's logo (for entry in case you go out of the building anytime during the day). Do not forget to have a copy of the letter according to the number of visa applicants (especially in cases with derivative visas). The copy will be attached to its designated PDS (Patient Data Sheet)
- Issued priority numbers and then the 4-page PDS forms (per applicant). At this stage, no priority is given to senior citizen, handicapped, pregnant women, and children. It's first come, first serve.
- While waiting for the Reception Area to be opened (at 6:00am), the people were busy filling out the PDS forms. Don't worry; there is enough space and writing table inside the building. No sweat, the info needed in the sheet is very elementary (like petitioner's name and address, phone number, intended POE (point of entry), name of relatives if any and their phone #s and addresses in the US). In my case, I did not list any, but only my husband. Do not paste your visa photo in the forms. The receptionist will staple it herself. Note: Don't forget to bring liquid eraser or any eraser of some sort.

Step 3 *RECEPTION AREA AT THE GROUND FLOOR.*

- Waited for our priority number to be called. Submitted the accomplished PDS forms, passport and one (1) visa photo. I noticed that the senior citizen, children, handicapped and pregnant women were let to fall in line even if their numbers are not yet called.
- Reception staff checked the accuracy of the data as compared with passport. Let you sign any unsigned sheet or correct any inaccurate info.
- After she was done, she gave the forms to the Digital Picture-Taking Section (just at the back of their cubicle). There were about four lady receptionists, so this stage was quite fast. At this point, you need to give one (1) visa photo.
- Waited for our name to be called for the digital picture-taking.
- When called, we proceeded to the picture-taking section. Done. PDS left there.
- Then waited outside for name to be called again. This time, they were encoding our data in their system.
- About 20 mins, name called. Handed-over our PDS for payment.

- Step 4 CASHIER at the 5<sup>th</sup> FLOOR (opens at 7:00am)
- PDS handed to Cashier. Paid \$95.00 + \$67.00 (adult + child) converted to Philippine peso. Issued OR and stapled it with the PDS. At this point, the Priority number is no longer in use. Gave PDS back.
- Step 5 X-RAY at the 3<sup>rd</sup> FLOOR
- Gave the PDS to the attending X-Ray staff (there's a signage hanging to where the staff/table is located). Applicants 14 years and below are exempted (unless if given an instruction by the attending physician during the physical/medical consultation). The waiting game started. After 15 minutes, name was called.
  - The staff let me sign a document. Then, wait again. Then, she got the PDS and told me to wait again.
  - After 30 minutes, my name was called. I was asked to dress up the required robe at the female dressing area (too small; can only accommodate at about 5-6 people)
  - After 15 minutes, I was taken to the X-Ray Room. X-Ray done.
  - PDS given back to me.
- Step 6 LABORATORY at the 4<sup>th</sup> FLOOR
- Submitted the PDS to the Lab Reception Counter. Applicants of 14 years and below are exempted. Waited.
  - Then after 4 mins, my name was called. They let me sign a paper for HIV testing and gave me container for urine and blood (looks like a test tube) sample. Then, PDS was given to me.
  - Proceeded to the main Laboratory for blood drawing and handed PDS to attending nurse/medtech. Chairs are stationed just outside the lab for waiting. Name called. Done. PDS given back to me.
  - Then, proceeded to table in front of the ladies Comfort Room for the urinalysis (it's actually a pregnancy test). If there is no staff in sight, wait. They will eventually come when they see you.
  - Gave PDS to staff. Then went inside the Comfort Room, lock the door and peed. Gave urine sample to staff along with PDS. Then waited again.
  - Results from HIV testing and urinalysis were consolidated at Laboratory Reception Counter. Then waited and waited (about 20 mins.).
  - Name was called. Results and my PDS were given back to me. .
- Step 7 PHYSICAL EXAM/MEDICAL HISTORY CONSULTATION at the 5<sup>th</sup> FLOOR
- Submitted both our PDS (I and my 5 y.o child) to the U.S Counter. All visa applicants (child and adult alike) must undergo this stage. This area is kinda noisy because the Australia, New Zealand and Canadian Counter (fused in 1 counter) is also located here. Don't worry, the US Counter is there to help you on what to do. If you are lost, go to the US Counter for help.
  - After a minute, name called (through their PA system) for the **height and weight** determination. Returned PDS to US Counter. 10 minutes past, name called for the **eye test**. Then, PDS returned to US Counter again. 15 mins past, name called for the **Vital Signs**. Then submitted to US Counter again. 15 mins past, name was called for the **Immunization History Interview**. The line was really long. We were in the Doctor's Room after 30 mins of waiting. Be ready will all your immunization records. For kids, the record from the health center will do. If a private doctor did the shots, ask for a medical certificate and not just the informal patient data record. On our case, I had

brought the official receipts of the shots from the private doctor, and fortunately, it was accepted by the doctor. Remember, you will be asked for any chickenpox scar. If you have, no varicella shot will be given. You are considered immune. Submitted PDS to US Counter again.

- 15 mins, our names were called for the Physical Examination. This is the part where all applicants are asked to disrobe completely. The doctor looked for scars especially in the wrist for any previous suicide attempts. This is also the part wherein you have to be honest with the doctor about your medical history, if you have previous serious illness or any major operation. I completed this phase without no hassle. PDS were in our hand, and then proceeded to....

Step 8 CHECK-OUT COUNTER FOUND IN EACH RESPECTIVE AREAS

- Submitted our PDS and results to X-Ray Department Check-Out Counter
- Checks completeness of medical report form.
- Additional instructions are given.
- Gave the Official Receipt and the instruction page (about ¼ crosswise of a letter-size bond paper) which we will present at the Guard/entrance in the 2<sup>nd</sup> day. The OR was stamped with **“Immunization Area 2<sup>nd</sup> Floor”** (this depends if you have finished the whole 1<sup>st</sup> day exams especially the immunization interview) and the instruction sheet states the **“Results Due On:\_\_\_\_\_”**, which will be the Immunization Room’s basis in giving priority on who should have the shots first
- Done with 1<sup>st</sup> day at SLEC!

**Day 2 July 17, 2007 Tuesday**

Step 9 ENTRANCE AT GROUND FLOOR.

- Asked for the entrance guard’s assistance. Showed the Official Receipt and instruction sheet given by the Check-Out Counter.
- Guard counter-checks the applicant’s name against the Master List. As stamped in the OR, we were told to proceed to 2<sup>nd</sup> floor for the Immunization Room. Stamped the back of our hands with SLEC’s logo,

Step 10 IMMUNIZATION AREA AT THE 2<sup>nd</sup> FLOOR

- Dropped the receipt and instruction sheet (stapled) at the tray just on top of the glass counter in the Immunization Room. Do not forget to do this because you might be waiting for nothing. This is where vaccine/shots were given according to recommendation of the doctor in the Immunization Interview (at the 5<sup>th</sup> floor during the 1<sup>st</sup> day). Quite a long wait. About 30-45 mins.
- The doctor took our OR and instruction sheet from the tray, and proceeded to her cubicle. I think, she was looking/sorting the medical files (PDS and results).
- Called name and entered the Immunization Room. Viola! Our PDS and results were there already!
- Given the shots! Done!
- Then asked to go downstairs at the Releasing Area. PDS and results were not given.

Step 11 RELEASING COUNTERS AT THE GROUND FLOOR

- Prepare your other two visa photos.

- Waited like eternity for our names to be called. We started waiting at around 11:30am and was done at 4:30pm. Do the Math! This is the longest wait of the whole process.
- Called name, and proceeded to Releasing Counter. The staff asked/verified the info in the forms. Then, shoot!! Gave the DS-3025 and X-Ray film (both, to be brought in the USA).

**IMPORTANT NOTES:**

(1) SLEC will only give your DS-3025 (Vaccination Documentation Worksheet) and X-Ray film, NOTHING ELSE. YOUR PASSPORT WILL NOT BE GIVEN BACK TO YOU. SLEC will directly give it to the US Embassy for the Interview.

(2) The 2-day medical examination is the standard duration. However, if SLEC will find any problem or abnormalities in your health, it may be extended to few more days due to further testing. If you will get your results in just 2 days, most likely, you are doing well (health wise).

(3) The façade of the building has no SLEC marking on it, but “**1177 J. Bacobo St.**” on the right part of the building.

(4) It is advisable to be very honest with regards to your medical history, rather done, letting SLEC finds it. And prepare the necessary original medical certificate from the concerned doctor/s.

**TIPS:**

(1) If you are still in your petition's NOA1 stage, go for a medical exam with your private doctor so that you can rectify any illness that requires rigid medication (like tuberculosis) as soon as possible.

(2) Start having your vaccine as early as after NOA1 especially for those that need 2-3 shots to complete. SLEC will only give you one (1) shot per type of vaccine. Well, if you have tons of \$\$\$\$, you can have it in the USA at a higher price.

**CAUTION:** Some people will tell you that SLEC will not accept visa photos with earrings, and then offer you to have a new visa photo taken at their station. Actually, in our visa photos, both Amber and I wear small stud earrings, and SLEC accepted it.

*If you have questions about the process, you can email me at [tingting.rimart@yahoo.com](mailto:tingting.rimart@yahoo.com). I am more than willing to help by sharing my experiences.*