

# PRE-ENROLLMENT HEALTH ASSESSMENT (PEHA) 2023

## HOW TO BOOK AN APPOINTMENT FOR **PHYSICAL ASSESSMENT**

1. On your web browser, type: [uphs.appointlet.com](https://uphs.appointlet.com)
2. Select **PEHA CONSULTATION (MC for Admission)** as the **MEETING TYPE**
3. Choose **PRE-ENROLLMENT HEALTH ASSESSMENT (Morning or Afternoon)** (whichever has available slots) from the list of **PHYSICIANS**
4. Pick your preferred **DATE AND TIME** for in-person consultation. This will take place at the Out-Patient Department of **UP Health Service, J.P. Laurel Avenue, Diliman, Quezon City.**
5. Provide complete and accurate **PERSONAL INFORMATION** in all required fields and tick **CONFIRM BOOKING** to complete the process. You will receive a copy of your booking form in your email inbox.

**IMPORTANT:** To avoid cancellation of appointment, please indicate **MC FOR ADMISSION (PEHA)** on the **Reason for Consult Field.**

### **REMINDERS:**

1. Use your active email address and contact numbers. Provide complete and correct personal information in the Appointlet booking form.
2. Proceed to UP Health Service **AT LEAST 30 minutes before** your appointment. Bring your own PEN and WEAR A FACE MASK. Present the **APPOINTLET BOOKING CONFIRMATION** email sent to you.
3. Bring **HARD COPIES** of the MC for Admission requirements. We will only accommodate students with **COMPLETE requirements ON THE DAY OF CONSULTATION.**  
**No/Incomplete results = NO consultation = NO medical certificate**
4. IF you are currently experiencing COVID-19 symptoms or tested **POSITIVE FOR COVID-19** and is currently in isolation on your appointment, please do **NOT** proceed. We will only allow re-scheduling of your consultation **PROVIDED THAT** you can present your **END OF ISOLATION CLEARANCE** or **MEDICAL CERTIFICATE (recovered).**

### **OTHER INFORMATION:**

- *Appointlet* slots open every Friday 9am (ex. June 5-9 will open on June 2)
- "No Times Available" means FULL; check the *Appointlet* once in a while as slots would open due to cancellations.
- In the event that you are unavailable on your appointment, **CANCELLATIONS** are allowed up to 4 hours before the schedule. Click the **CANCEL** button on the booking confirmation email.
- Those who do not show up on their appointments will be given **LEAST PRIORITY** and may cause delays in their enrolment process.
- **Medical Certificate for Admission will be issued ONLY if the student is deemed FIT at the time of consultation. Further diagnostic tests or referrals to specialists may be required by the examining physician. One-day process is not guaranteed.**
- **No PEHA** (lab, x-ray, consultation) on holidays and suspension of work in the government