**Checklist: How to Apply for Your PhilHealth ID (2025)**

1. **Check If You Already Have a PhilHealth Number** ☐ Search old payslips, company records, or prior PhilHealth emails
 ☐ Use the PhilHealth Member Inquiry system (via Member Portal)
 ☐ Contact the PhilHealth hotline for verification

**Tip:** Don’t apply for a new number if you already have one. Duplicate records may delay your ID processing.

1. **Prepare Required Documents**
 ☐ Valid government-issued ID (e.g., PSA Birth Certificate, Passport, Driver’s License)
 ☐ Completed PhilHealth Member Registration Form (PMRF)
 ☐ 1×1 or 2×2 ID photo (recent and in proper format)

**Tip:** If you’re a student, unemployed, or a dependent, bring supporting documents like a school ID, birth certificate, or proof of relationship.

1. **Choose Your Registration Path**
 ☐ Option A: Walk-in at your nearest PhilHealth Local Health Insurance Office
 ☐ Option B: Online registration (for existing members updating info)

**Tip:** Walk-in applicants should come early to avoid long queues. Online systems may have downtime. Always double-check before submission.

1. **Pay Your Contribution (If Applying as a Voluntary Member)**
 ☐ Choose payment method: GCash, Maya, over-the-counter, or bank
 ☐ Pay the initial monthly contribution

**Tip:** Keeping your membership active while job hunting gives you continued healthcare coverage.

1. **Wait for Your PhilHealth ID**
 ☐ Ask if you’ll receive a regular (paper) or digitized PVC PhilHealth ID
 ☐ Keep the acknowledgment slip or reference number

**Tip:** Photocopy and scan your PhilHealth ID. You may need to submit it to multiple employers during job applications.

1. **Update Your PhilHealth Info for Employment** ☐ Download and fill out PMRF for updating civil status, address, or job type
 ☐ Submit at a branch or via email (depending on office instructions)

**Tip:** Always keep your Member Data Record (MDR) updated—many employers ask for this during onboarding.

1. **Keep These Handy for Job Applications**
 ☐ Printed and scanned PhilHealth ID
 ☐ Updated MDR
 ☐ Copy of contribution receipt (if recently paid as a voluntary member)

**Tip:** Keep a digital folder with your PhilHealth documents ready to upload or email to HR.