

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.

2. Prepare Required Documents

- Valid government-issued ID (e.g., PSA Birth Certificate, Passport, Driver's License)
- Completed PhilHealth Member Registration Form (PMRF)
- 1x1 or 2x2 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. **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.