



Republic of the Philippines
QUEZON CITY COUNCIL

Quezon City
20th City Council

PO20CC-377

63rd Regular Session

ORDINANCE NO. SP-**2718**, S-2018

AN ORDINANCE CHANGING THE TITLE, ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN OF THE CENTER FOR CHILDREN WITH SPECIAL NEEDS AND EXPANDING ITS SERVICES, AMENDING FOR THE PURPOSE ORDINANCE NO. SP-2617, S-2017.

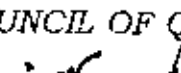

Introduced by Councilors JULIENNE ALYSON RAE V. MEDALLA and LENA MARIE P. JUICO.

Co-Introduced by Councilors Anthony Peter D. Crisologo, Elizabeth A. Delarmente, Victor V. Ferrer, Jr., Oliviere T. Belmonte, Alexis R. Herrera, Precious Hipolito Castelo, Voltaire Godofredo T. Liban III, Ramon P. Medalla, Ranulfo Z. Ludovica, Estrella C. Valmocina, Roderick M. Paulate, Gian Carlo G. Sotto, Kate Abigael G. Coseteng, Jose Mario Don S. De Leon, Franz S. Pumaren, Eufemio C. Lagumbay, Marvin C. Rillo, Irene R. Belmonte, Ivy Xenia L. Lagman, Marra C. Suntay, Hero Clarence M. Bautista, Jose A. Visaya, Karl Edgar C. Castelo, Godofredo T. Liban II, Andres Jose G. Yllana, Jr., Allan Butch T. Francisco, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Diorella Maria G. Sotto, Donato C. Matias, Eric Z. Medina and Ricardo B. Corpuz.

WHEREAS, Quezon City Ordinance No. SP-2617, S-2017 was passed with the objective of strengthening the City's efforts for children who are disabled, impaired, handicapped, and in need of special education as well as services for rehabilitation;

WHEREAS, expanding the services of the center with its corresponding staffing pattern will ensure the achievement of the City's policy of protecting and promoting the rights of children and in providing the full support to the improvement of their total well-being.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:  



SECTION 1. TITLE – Ordinance No. SP-2617, S-2017 is hereby amended to change the title "Children with Special Needs (CSNs)" to "Children with Disabilities (CWDs)." This amendment shall be applicable to all provisions of Ordinance No. SP-2617, S-2017 and this Ordinance.

SECTION 2. ORGANIZATION -- The Center for Children with Disabilities and its functions, duties and responsibilities is hereby created, organized, and established under the Office of the City Mayor.

SECTION 3. CREATION OF UNITS – The Center for Children with Disabilities will be composed of five (5) units with the following respective roles:

- a) **Administrative Support Unit.** This unit shall attend to the personnel and administrative needs of the Center.
- b) **Health Unit.** This unit shall be composed of medical professionals to examine, prescribe and administer treatment to the clients of the Center.
- c) **Education Unit.** This unit shall attend to the special educational needs of the clients of the Center.
- d) **Livelihood Unit.** This unit shall attend to the livelihood and skills training needs of the clients of the Center.
- e) **Social and Empowerment Unit.** This unit shall develop programs for the promotion of the Center's services and advocacies by partnering with various NGOs, public, private, and international institutions. It shall develop trainings and modules for stakeholders and conduct relevant studies to be used by the Center.

SECTION 4. SERVICES – The Quezon City Center for Children with Disabilities shall provide the following services thereby amending Section 5 of Ordinance No. SP-2617, S-2017.

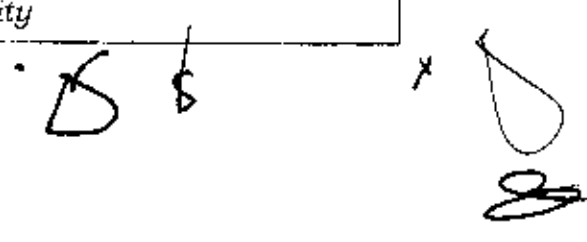
- a) **Empower the community key persons, family and volunteers through educational strategies and materials towards disability awareness, sensitivity and responsiveness;**
- b) **Evaluation and diagnosis of children with suspected or confirmed developmental disorders or disabilities;**
- c) **Therapy services**

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- 1) Physical therapy
- 2) Occupational therapy
- 3) Speech therapy
- 4) Supervision of home care therapy
- d) Educational and Livelihood and Skills Training services
 - 1) Recommendation for placement of CWDs to appropriate special education, mainstreaming, or inclusion programs
 - 2) SPED tutorial
 - 3) Livelihood and Skills training
- e) Training for members of the Barangay Council for the Protection of Children (BCPC), day care workers, public school teachers, community workers and volunteers in the prevention of disabilities, identification of common developmental conditions, provision of proper care to CWDs, and other relevant topics;
- f) Training for Physical, Occupational, Speech therapy interns, and other medical practitioners, thereby developing direct, indirect and consultative service delivery system;
- g) Establish linkages and partnerships with relevant government and non-government organizations; and other services that will facilitate development of CWDs.

SECTION 5. STAFFING PATTERN - To fulfil its functions, the Center for Children with Disabilities shall employ the following regular plantilla personnel whose positions and qualifications are based on stipulations of the policies of the Qualification Standards of CSC M.C. No. 01, S-1997, thus, amending Section 6 of Ordinance No. SP-2617, S-2017.

QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES			
No. of Position	Position	SG	Qualifications
1	Director I	25	Master's Degree; 5 years of supervisory/management experience; 120 hrs. of supervisory/management learning and development intervention undertaken within the last 5 years; Career Service (Professional)/ Second Level eligibility



A. Administrative Support Unit			
No. of Position	Position	SG	Qualifications
1	Administrative Officer III	18	Bachelor's degree; 2 years of relevant experience; 8 hours of relevant training; Career Service (Professional); Second Level Eligibility
1	Administrative Assistant II (Clerk IV)	8	Completion of 2 years college studies; 1 year of relevant experience, 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility
1	Administrative Aide IV (Driver II)	4	Elementary School Graduate; Professional Driver's License (MC 11, s.96-Cat. II)
1	Administrative Aide III (Utility Worker II)	3	Must be able to read and write; MC 11, s.96 - Cat. III

B. Health Unit			
No. of Position	Position	SG	Qualifications
1	Medical Specialist III (Diagnostician)	23	Doctor of medicine; 2 years of relevant experience, 8 hours of relevant training; RA 1080 (Physician)
1	Medical Specialist III (Developmental Pediatrician)	23	Doctor of medicine; 2 years of relevant experience, 8 hours of relevant training; RA 1080 (Physician)
1	Occupational Therapist III	18	Bachelor's degree in Occupational Therapy; 2 years of relevant experience, 8 hours of relevant training; RA 1080 (Occupational Therapist)

1	Physical Therapist III	18	Bachelor's degree in Physical Therapy; 2 years of relevant experience, 8 hours of relevant training; RA 1080 (Physical Therapist)
1	Speech Therapist II	14	Bachelor's degree relevant to the job; 1 year of relevant experience; 4 hours of relevant training; Career Service (Professional); Second Level Eligibility

C. Education Unit

No. of Position	Position	SG	Qualifications
1	Special Education Teacher V	17	Bachelor's degree in the field of specialization or its equivalent with at least eighteen (18) units in professional education; 1 year of relevant experience; 4 hours of relevant training; PBET/Teacher RA 1080
1	Administrative Assistant II (Clerk IV)	8	Completion of 2 years college studies; 1 year of relevant experience; 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility

D. Livelihood Unit

No. of Position	Position	SG	Qualifications
1	Project Evaluation Officer III	18	Bachelor's degree relevant to the job*; 2 years of relevant experience 8 hours of relevant training; Career Service (Professional); Second Level Eligibility
1	Administrative Assistant II (Clerk IV)	8	Completion of two 2 years college studies; 1 year of relevant experience; 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility;

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E. Social and Empowerment Unit			
No. of Position	Position	SG	Qualifications
1	Project Development Officer III	18	Bachelor's degree relevant to the job**; 2 years of relevant experience; 8 hours of relevant training; Career Service (Professional); Second Level Eligibility
1	Administrative Assistant II (Clerk IV)	8	Completion of 2 years college studies; 1 year of relevant experience; 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility
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*preferably business related course
 **preferably development related course

SECTION 6. TRANSITORY PROVISION – The Center for Children with Disabilities shall be a Special Unit under the Office of the City Vice Mayor which shall also act as the lead agency in its operations until such time that its supervision is transferred, subject to the amendment of this Ordinance.

SECTION 7. APPROPRIATION – The amount necessary for the implementation of this Ordinance shall be appropriated from any available funds of the City.

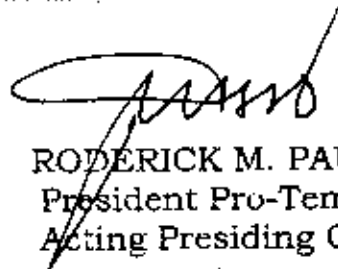
SECTION 8. SEPARABILITY CLAUSE – If, for any reason, any part or provision of this Ordinance shall be held unconstitutional or invalid, other parts or provisions hereof which are not affected thereby, shall continue to be in full force and effect.

SECTION 9. REPEALING CLAUSE – All ordinances, resolutions, executive orders, memorandum circulars, rules and regulations or parts thereof, which are inconsistent with any provisions of this Ordinance, are hereby repealed or modified accordingly.

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SECTION 10. EFFECTIVITY – This Ordinance shall take effect immediately upon its approval.

ENACTED: June 4, 2018.



RODERICK M. PAULATE
President Pro-Tempore
Acting Presiding Officer

ATTESTED:


Atty. JOHN THOMAS S. ALFEROS III
City Secretary

APPROVED: 09 JUL 2018


HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on June 4, 2018 and was PASSED on Third/Final Reading on June 18, 2018.


Atty. JOHN THOMAS S. ALFEROS III
City Secretary