



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 562, s. 2022

7 8 11 2022

ANNUAL MEDICAL EXAMINATION for SY 2022-2023

TO : Assistant Schools Division Superintendents
Chief, CID and SGOD
Senior Education Program Specialists/Education Program Specialists II
Public Schools District Supervisors/Districts-in-charge
Public Elementary and Secondary School Heads
All Others Concerned

1. Consistent with DepEd-DOH Joint Memorandum Circular 2021-01 titled *Operational Guidelines on the Implementation of Limited Face-to-Face Learning Modality*, all schools implementing face-to-face classes are to resume the delivery of school-based health services to learners.
2. In compliance to DepEd Order No. 014, s. 2020 that all personnel shall undergo an annual physical examination, in accordance with the provisions of RA 11223 or the Universal Health Care Act and its Implementing Rules and Regulations. The conduct of the physical examination shall be in accordance with the precautionary and protective measures in light of the COVID-19 health emergency (Enclosure No. 3 of DO No. 14, s. 2020 under Administrative Support of Support Mechanisms, page 31).
3. In line with this, the following laboratory and radiologic examinations are being recommended by the Medical Officer:
 - a. **Complete Blood Count, Urinalysis, Chest X-ray PA**
 - b. **Pregnant personnel should NOT have Chest X-ray PA**
4. This memorandum may serve as **Laboratory Request**.
5. The Medical Officer may request appropriate additional tests if clinically warranted.
6. The laboratory and radiologic examination should be conducted by a duly registered diagnostic laboratory or hospital.
7. Original copies of above tests must be presented **on or before August 15, 2022**.
8. Widest dissemination of this Memorandum is desired.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

7/15/22

SPP/JMA-MKP/SGOD/RBP/kibdelacruz





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**GUIDELINES IN THE CONDUCT OF ANNUAL MEDICAL EXAMINATION DURING
COVID-19 PANDEMIC**

1. The routine annual physical examination shall ensure the appraisal of the health status of an individual, which is relevant in the present pandemic situation.
2. In view of the COVID-19 pandemic, DepEd Order No. 14, s. 2020 entitled “Guidelines on the Required Health Standards in Basic Education Offices and Schools” provides minimum public health standards in order to prevent transmission of COVID-19.
3. In addition, DepEd Order No. 14, s. 2020 also provides that the conduct of annual physical examination of all DepEd teaching and non-teaching personnel of DepEd schools and offices shall be in accordance with precautionary and protective measures in light of the COVID-19 health emergency.
4. Thus, the following measures should be carefully observed by all teaching and non-teaching personnel when submitting to laboratory work-up:
 - a. Choose a facility which is most accessible in the locality.
 - b. Bring a copy of this Division Memorandum as it will serve as the Laboratory Request Form.
 - c. Make sure to wear a face mask properly and at all times in public places.
 - d. Observe physical distancing and be mindful of the markings provided in public places.
 - e. Submit cooperatively to the necessary steps at facility entrances such as foot baths, applying to hand disinfectants and body temperature taking.
 - f. Go directly to designated area for laboratory work-up and avoid loitering.
 - g. If possible, inquire from the facility if they can arrange to send the laboratory result via e-mail or provide a notification through call or text message.
 - h. Perform proper hand hygiene after leaving the area.
 - i. When arriving at home, make sure to wash hands and change clothing before interacting with members of the household.
5. If it is physically not feasible to have the medical examination due to geographical difficulties or other hindering circumstances, one may postpone the annual physical examination until the situation becomes more favorable.
6. Attached is the annual physical examination form for your reference.

HEALTH EXAMINATION RECORD

Name: _____ Division: _____ Department: _____
 Date of Birth: _____ Type of Work: _____ Sex: _____ Civil Status: _____

Date:	Date:	Date:
Height:	Height:	Height:
Weight:	Weight:	Weight:
Temperature:	Temperature:	Temperature:
Respiratory System:	Respiratory System:	Respiratory System:
Fluorography:	Fluorography:	Fluorography:
Sputum Analysis:	Sputum Analysis:	Sputum Analysis:
Circulatory System:	Circulatory System:	Circulatory System:
Blood Pressure:	Blood Pressure:	Blood Pressure:
Pulse:	Pulse:	Pulse:
Sitting:	Sitting:	Sitting:
Agility Test:	Agility Test:	Agility Test:
Digestive System:	Digestive System:	Digestive System:
Genito-Urinary:	Genito-Urinary:	Genito-Urinary:
Urinalysis, etc.:	Urinalysis, etc.:	Urinalysis, etc.:
Skin:	Skin:	Skin:
Locomotor System:	Locomotor System:	Locomotor System:
Nervous System:	Nervous System:	Nervous System:
Eyes:	Eyes:	Eyes:
Conjunctivitis, etc.:	Conjunctivitis, etc.:	Conjunctivitis, etc.:
Color Perception:	Color Perception:	Color Perception:
Vision:	Vision:	Vision:
With glasses:	With glasses:	With glasses:
Far:	Far:	Far:
Near:	Near:	Near:
Without glasses:	Without glasses:	Without glasses:
Far:	Far:	Far:
Near:	Near:	Near:
Nose:	Nose:	Nose:
Ear:	Ear:	Ear:
Hearing:	Hearing:	Hearing:
Right:	Right:	Right:
Left:	Left:	Left:
Throat:	Throat:	Throat:
Teeth and Gums:	Teeth and Gums:	Teeth and Gums:
Immunization:	Immunization:	Immunization:
Remarks:	Remarks:	Remarks:
Recommendation:	Recommendation:	Recommendation:
Employee's Signature:	Employee's Signature:	Employee's Signature:
Employee's Name (Print):	Employee's Name (Print):	Employee's Name (Print):
Physician's Signature:	Physician's Signature:	Physician's Signature:
Physician's Name (print)	Physician's Name (print)	Physician's Name (print)