



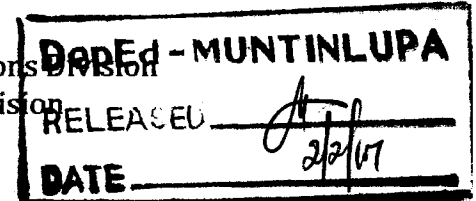
Republic of the Philippines  
Department of Education  
National Capital Region

**SCHOOLS DIVISION OFFICE  
CITY OF MUNTINLUPA**

January 27, 2017

**DIVISION MEMORANDUM**

To: OIC- Assistant Schools Division Superintendent  
Chief Education Supervisor, School Governance and Operations Division  
Chief Education Supervisor, Curriculum Implementation Division  
Public Elementary & Secondary School Principals/ OIC's



**ANNUAL PHYSICAL EXAMINATION OF DEPED EMPLOYEES  
(TEACHING AND NON-TEACHING PERSONNEL)**

1. Pursuant to DepEd Memorandum No. 22, s.2015 entitled Annual Physical Examination of DepEd Employees, all Teaching and Non-Teaching Personnel shall undergo annual physical examination to ensure that all staff are physically fit to perform assigned roles and functions.
2. All Teaching and Non-Teaching (National or City paid) staff shall secure medical certificates from any government physician upon presentation of their laboratory results (minimum: Chest Xray, CBC and Urinalysis).
3. Each personnel is entitled to choose his/her medical service provider. However, everyone is encouraged to avail of the Philhealth Primary Care Benefit1 (PCB1) package in all barangay health centers where the personnel are enlisted so as not to incur additional expense from the employee. You are to present your Philhealth ID. For X-ray please see attached schedule per school. The referral form is also attached.
4. School nurses will be needing to furnish CHO Philhealth members the masterlist of teaching and non-teaching staff.
5. Personnel with significant findings need to repeat the laboratory test and subsequently present medical clearance.
6. Diagnostic results will be consolidated by the school nurse to be submitted to Ms. Ma Teresa S. Indap, Division Nurse-in-Charge on or before April 28,2017.
7. Wide dissemination of this Memorandum is desired.

**MAURO C. DE GULAN, Ed.D.**  
Schools Division Superintendent



**HEALTH CENTERS CATERING DEPED ANNUAL PHYSICAL EXAMINATION**

1. Southville Health Center
2. Poblacion Health Center
3. Tunasan Health Center
4. Putatan Health Center
5. Bayanan Annex Health Center
6. Bayanan Main Health Center
7. Alabang Health Center
8. Cupang Health Center
9. Sucat Health Center

**AVAILABLE HEALTH CENTER SERVICES (c/o Philhealth)**

1. Complete Blood Count
2. Urinalysis
3. Fecalalysis
4. Fasting Blood Sugar (ensure 8 hours fasting prior blood extraction)

**CHEST X-RAY SCHEDULE at PUTATAN HEALTH CENTER (8:00 am to 3:30pm)**

No.	SCHEDULE	SCHOOL/ OFFICE
1	Mar 2, 2017	Bagong Silang ES
2	Mar 2, 2017	Lakeview Integrated School
3	Mar. 3, 2017	Bayanan ES - Main
4	Mar. 6, 2017	Victoria Homes ES
5	Mar. 6, 2017	Bayanan ES - Unit 1
6	Mar. 7, 2017	Sucacat ES - Main
7	Mar. 8, 2017	Itaas ES
8	Mar. 9, 2017	Filinvest Alabang ES
9	Mar. 9, 2017	Cupang ES - Annex
10	Mar. 9, 2017	F. De Mesa ES
11	Mar. 10, 2017	Tunasan ES
12	Mar. 10, 2017	Buli ES
13	Mar. 13-14, 2017	Poblacion ES
14	Mar. 14, 2017	Sucacat ES- Zone 3 and Zone 4
15	Mar. 15, 2017	Putatan ES
16	Mar. 16, 2017	Soldiers Hills ES
17	Mar. 17 & 20, 2017	Muntinlupa ES
18	Mar. 20, 2017	Cupang ES
19	Mar 21 - 22, 2017	Alabang ES
20	Mar. 23, 2017	Muntinlupa Business HS- Annex
21	Mar. 23, 2017	Muntinlupa National HS- Tunasan Annex
22	Mar. 24 & 27, 2017	Muntinlupa Business HS - Main
23	Mar. 27, 2017	Muntinlupa Science HS
24	Mar. 28-29, 2017	Pedro Diaz HS
25	Mar 30-31, 2017	Muntinlupa National HS
26	Apr. 3, 2017	Muntinlupa Business HS - Annex
27	Apr. 4, 2017	Division Office

*Prepared by:*  
Maripaz M. Lavin, R.N  
Division Nurse

Republic of the Philippines  
Department of Education  
**DIVISION OF MUNTINLUPA**

**REFERRAL SLIP**

To: \_\_\_\_\_ Date: \_\_\_\_\_

*This is to refer to you:*

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

School: \_\_\_\_\_

Request for:

- Chest/ Xray
- Urinalysis
- Fecalalysis

- CBC
- FBS
- Others specify: \_\_\_\_\_

Remarks: ***For Annual Physical Examination***

Referred by:

\_\_\_\_\_

\_\_\_\_\_

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**DIVISION OF MUNTINLUPA**

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Referred by:

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