



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

January 9, 2023

Division MEMORANDUM
No. **012** , s. 2023

2023 ANNUAL PHYSICAL EXAMINATION OF ALL DEPED EMPLOYEES

To : Public Schools District Supervisors/Districts in-Charge
School Heads
District/School Nurses
This Division

1. In reference to RM no. 11, s. 2023 re: ANNUAL PHYSICAL EXAMINATION OF ALL DEPED EMPLOYEES **all teaching and non-teaching personnel are required to undergo an Annual Physical Examination.** The medical examination ensures that all employees are healthy considering that their physical wellbeing has a significant impact on the delivery of services.
2. The following diagnostic test shall be required:
 - a. Chest Xray – PA view (except for pregnant women)
 - b. Complete Blood Count
 - c. Urinalysis
3. For Personnel with existing comorbid conditions (e.g. hypertension, diabetes mellitus, chronic kidney disease, cardiovascular disease, etc.) the following additional laboratory tests are advised:
 - a. Lipid Profile
 - b. Fasting Blood Sugar
 - c. Creatinine
 - d. SGPT
 - e. BUA
 - f. ECG 12 lead
4. An oral examination shall also be conducted by the Division Dentist or by any government/private Dentist. School Health Division (SHD) Form 4-A shall be signed by the examining dentist prior to the signature of the Medical Officer or any government/private physician.
5. Consolidated district reports on the Annual Health Examination shall be submitted via email through hypzibah.andoy002@deped.gov.ph on or before April 17, 2023.





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6. For your information, guidance and compliance.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Encl.:

References: RM no.11, s. 2023

To be indicated in the Perpetual Index
under the following subjects:

HEALTH

ANNUAL PHYSICAL EXAMINATION

AAL//DM- 2023 ANNUAL PHYSICAL EXAMINATION OF ALL DEPED EMPLOYEES
012/JANUARY 9, 2023

