



January 31, 2020

REGIONAL MEMORANDUM
No. 082, s.2020



**CONDUCT OF ANNUAL HEALTH EXAMINATION TO ALL
TEACHING AND NON-TEACHING PERSONNEL**

TO: ALL SCHOOLS DIVISION SUPERINTENDENTS
This Region

1. Pursuant to Civil Service Commission Memorandum Circular No. 17, s. 1989 and MC No. 33, s. 1997, all DepEd Teaching and Non-Teaching Personnel shall undergo annual physical examination. The Annual Health Examination shall be conducted to ensure that employees are physically fit to perform their assigned roles and functions to give quality, healthy and safe services as public servant.
2. Sec. 22 of RA no. 4670 otherwise known as The Magna Carta for Public School Teachers states that "Compulsory medical examination shall be provided free of charge for all teachers before they take up teaching, and shall be repeated not less than once a year during the teacher's professional life". Thus, this can be charged to MOOE-GAD funds, provided that the consolidated data of the previous Annual Health Examination is at hand.
3. Based on the result of the 2018-2019 Annual Health Examination of DepEd Caraga Personnel, the top ailments are Urinary Tract Infection, Hypertension, Cardiac Pathology, Diabetes and Inflammation of the Cervix. Hence the following laboratory and diagnostic tests are required:
 - a. Complete Blood Count (CBC)
 - b. Urine Analysis (UA)
 - c. Standard Chest X-ray (except for pregnant women). Pregnant women are required to submit Sputum Analysis in lieu of Chest X-ray. This is in support to the World Health Organization's goal to screen at least 5% of the population for Pulmonary Tuberculosis.
 - d. For Personnel who are 40 years old and above and those who are Hypertensive and Diabetic: ECG, Fasting Blood Sugar (FBS), Lipid Profile, Creatinine, Uric Acid, and SGPT.
 - e. For female employees, Pap smear (30 years old and above) should be done for 3 consecutive years. If with normal results, subsequent screening will be done every 3 years.
 - f. For male employees (50 years old and above), prostate specific antigen.
4. All personnel who had their laboratory/medical examination six (6) months before the schedule will still undergo the annual physical examination except Chest X-ray.

ESSD/mnl
01/31/2020



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5. Oral Dental Evaluation is also required to all personnel as part of Annual Dental Clearance.
6. Form 86 duly signed by a Physician will be utilized in accordance to DepEd Memorandum No.22, s. 2015.
7. A consolidated report on the Annual Physical Examination shall be submitted to the Regional Office on or before June 30, 2020.
8. Noncompliance of examination shall require the employee to tender a Written Letter of Explanation. This shall be submitted to the SDOs and shall form part of their individual file.
9. For strict compliance.


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