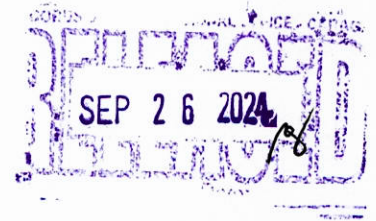




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. 1001, s. 2024

SEP 26 2024

To: Schools Division Superintendents
All Others Concerned

**PARTICIPATION IN THE TRAINING ON MENTAL HEALTH ASSESSMENT CUM
SCHOOL MENTAL HEALTH PROGRAM ORIENTATION**

1. In reference to the Office of the Undersecretary for Operations (OUOPS) Memorandum No. 2024-09-07607, the Bureau of Learner Support Services – School Health Division (BLSS-SHD) will conduct a *Training on Mental Health Assessment cum School Mental Health Program (SMHP) Orientation* on September 30 to October 4, 2024, at City State Tower, Ermita, Manila.

2. Participants in this activity are the regional and division SMHP coordinators and Registered Guidance Counsellors as follows:

Division / Office	Name	Position / Designation
Regional Office	Charlestone A. Otaza	Technical Assistant II- SMHP
Agusan del Norte	Desiree T. Silmaro	Nurse II / SMHP Coordinator
Agusan del Sur	Ronan Dael	Nurse II / SMHP Coordinator
Bayugan City	Herlyn D. Asis	Registered Guidance Counsellor
Bislig City	Fritzie A. Magada	Nurse II / SMHP Coordinator
Butuan City	Nancy N. Caballero	Registered Guidance Counsellor
Cabadbaran City	Jocelyn S. Basnillo	Registered Guidance Counsellor
Dinagat	Twinie R. Antipasado	Nurse II / SMHP Coordinator
Siargao	Joe Pete Tiu	Nurse II / SMHP Coordinator
Surigao City	Maria Kristine Elizabeth H. Mangyan	Registered Guidance Counsellor
Surigao del Norte	Sarah Grace Beltran	Nurse II / SMHP Coordinator
Surigao del Sur	Hypzibah L. Andoy	Nurse II / SMHP Coordinator
Tandag City	Rudeline V. Azarcon	Nurse II / SMHP Coordinator

3. Travel expenses of participants shall be charged to SMHP program support funds or local funds subject to the usual accounting and auditing rules and regulations.

4. Attached is a copy of the abovementioned Memorandum for your reference.

5. For your information and dissemination.

MARIA INES C. ASUNCION
Director III
Officer-In-Charge
Office of the Regional Director



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Website: caraga.deped.gov.ph



2024-09-15432

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 2



Encl.: As stated

Reference: OUOPS Memo No. 2024-09-07607

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

HEALTH EDUCATION ORIENTATION

ESSD/jcc
09/25/2024



2024-09-15432

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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OM-OUOPS-2024-69 - 07607

TO : REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
SCHOOLS DIVISION SUPERINTENDENTS

FROM : *[Signature]*
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : CONDUCT OF TRAINING ON MENTAL HEALTH ASSESSMENT
CUM SCHOOL MENTAL HEALTH PROGRAM ORIENTATION

DATE : September 5, 2024

Republic Act of 11036 mandates the Department of Education (DepEd) to "ensure that mental health promotions in public and private educational institutions shall be adequately complemented with qualified mental health professionals." As such, the Bureau of Learner Support Services, through its School Mental Health Program (SMHP), will conduct a **Training on Mental Health Assessment cum School Mental Health Program Orientation on September 30 to October 4, 2024 within Metro Manila, exact venue is to be announced.** This activity aims to provide participants with the knowledge and skills needed in the conduct of mental health assessment, particularly in the administration, scoring, and interpretation of select screening and/or assessment tools. Attached herewith is a copy of the concept note for the training.

In line with this, **SMHP Coordinators from ALL Regional Offices (ROs) and Schools Division Offices (SDOs), including BARMM, are invited to the training.** A total of 245 participants, preferably those who have attended the training on Mental Health Crisis Management and Referral Mechanisms on August 12 to 16, 2024, are expected to attend the training.

Participants are requested to register through <https://tinyurl.com/trainingonmhassessment> on or before **September 16, 2024 (Friday).**

The travel expenses of the participants shall be charged to local funds. DepEd ROs and SDOs may charge travel expenses to the program support funds for the SMHP. ROs and SDOs are requested to augment travel expenses as needed. Participants are advised to coordinate with their respective finance officers for the allocation of travel expenses. Expenses incurred are subject to the usual accounting, budgeting, and auditing procedures.

In case of work suspensions or holidays, **ROs and SDOs concerned are requested to grant compensatory time-off (CTO) to participating personnel,** as applicable, computed against the actual days that they participate in the activity, in accordance with existing Civil Service Commission rules and regulations. Grant of CTO may also

be applicable to situations such as when personnel need to travel a day before the opening (Sunday) or a day after the closing (Saturday) due to the availability of flights, or if the activity falls within a national or local holiday.

For more information, please contact **Jordan P. Concepcion**, Technical Assistant II of the BLSS-SHD, through email at schoolmentalhealth@deped.gov.ph cc: blss.shd@deped.gov.ph, or at telephone number (02) 8632-1368 / 8633-7213.

[BLSS-SHD/JPC]



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

Office of the Director

ADVISORY

September 20, 2024

Venue and Dates

1. This Office hereby announces that the **Conduct of Training on Mental Health Assessment cum School Mental Health Program Orientation** will now be held at the **City State Tower, Ermita Manila**, from **September 30 to October 4, 2024**.

Participant Information

2. **Invitation to the participation in this training will be extended to Registered Guidance Counselors (RGCS)**, in addition to School Mental Health Coordinators. For the details of the allotted slots per DepEd Regional Offices (ROs) and Schools Division Offices (SDOs), kindly see Annex A. This supersedes the information on invited participant provided in the **Office of the Undersecretary for Operations Office Memorandum (OUOPS OM) No. 09-07607** entitled *Conduct of Training on Mental Health Assessment cum School Mental Health Program Orientation*.
3. Offices concerned are requested to **grant compensatory time-off (CTO)** to participating personnel, as applicable, computed against the actual days that they participate in the activity, in accordance with existing Civil Service Commission rules and regulations. Grant of CTO may be applicable to situations such as when **personnel need to travel a day before the opening (Sunday) or a day after the closing (Saturday)** due to the availability of flights, or when a day or **some days within the duration of the activity fall/s under (a) [local] holiday(s)**.

Travel Expenses

4. The **travel expenses of the participants shall be charged to local funds. ROs and SDOs may charge travel expenses to the program support funds for the SMHP.** ROs and SDOs are requested to augment travel expenses as needed. Participants are advised to coordinate with their finance officers for travel expenses. Expenses incurred are subject to the usual accounting, budgeting, and auditing procedures.

Logistics and Accommodation

5. **Registration** will start at **1:00 p.m. on September 30, 2024 (Monday)**.
6. **Check-in will start on September 30 (Monday) and check-out will be on October 4, 2024 (Friday).** Participants who wish to check-in at the hotel before September 30, 2024 and/or after October 4, 2024 are advised to



Republic of the Philippines
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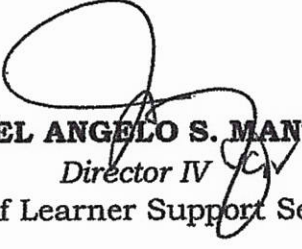
directly coordinate with the hotel for availability of the rooms and payment arrangements.

7. **Meals** (breakfast, lunch, dinner, and AM/PM snacks) will be provided at the venue. With this, take note of the schedule for meals below. For any dietary restriction, please inform the organizers.

Meals	Sep. 30 Day 1	Oct. 1 Day 2	Oct. 2 Day 3	Oct. 3 Day 4	Oct. 4 Day 5
Breakfast		✓	✓	✓	✓
AM Snack		✓	✓	✓	✓
Lunch	✓	✓	✓	✓	
PM Snack	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

8. Participants are advised to **bring their respective laptops** or other writing devices for the activity. Bringing of **personal outlet extension** is highly encouraged.
9. Participants are reminded to **bring their personal medications**, if any. For sudden health concerns during the activity, the organizers may be approached for assistance.

For any concerns and clarifications, please contact Mr. Jordan Concepcion, *Technical Assistant II*, via Viber at 09453211229.


DR. MIGUEL ANGELO S. MANTARING
Director IV
Bureau of Learner Support Services



Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

ANNEX A.

Allotted slots for Participants

Region	SMHP Coords		RGC's
	RO	SDO	
Region I	1	7	7
Region II	1	5	4
Region III	1	10	10
Region IV-A	1	12	11
MIMAROPA	1	4	3
Region V	1	7	6
Region VI	1	11	10
Region VII	1	10	10
Region VIII	1	7	6
Region IX	1	4	4
Region X	1	7	7
Region XI	1	6	5
Region XII	1	4	4
CARAGA	1	6	6
CAR	1	4	4
NCR	1	8	8
BARMM	1	6	5
Grand Total	17	118	110