
	<p style="text-align: center;">Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet</p>		Document Code: SDO-GQF-QF-CRD-OSDS-SDS-003 Revision: 00 Effectivity date: 09-03-2018
DIVISION MEMO NO. <u>037</u> S. 2020			Name of Office: SGOD

To: Division Office Personnel
Schools District Supervisors, School Heads
School Health Personnel
All others concerned

From: **BENILDA M. DAYTACA, EdD, CESO VI**
Assistant Schools Division Superintendent
OIC - Office of the Schools Division Superintendent

FEB 06 2020

Subject: **SDO - BENGUET'S RESPONSE TO THE NOVEL CORONAVIRUS OR 2019-nCoV**

Date: **FEBRUARY 05, 2020**

1. Pursuant to the directive of the President and DM 15, s. 2020, and in consideration of current government efforts to contain the 2019-nCoV ARD, the Schools Division of Benguet enforces the measures for the prevention and control of the 2019-nCoV in Basic Education Schools and Offices.

2. **The following measures shall be observed for DepEd activities for the month of February 2020:**
 - a. Travel limitations and restrictions.
 - i. Official travel of all DepEd personnel and learners previously approved to the People's Republic of China and its special administrative regions are temporarily banned.
 - ii. Personnel and learners coming from travel abroad shall comply with the 14-day prescribed quarantine procedures of proper government authorities before returning to work/school.

 - b. Conduct of division and school activities.
 - i. All division and district events involving the learners and/or teachers requiring travel and congregation this month of February are suspended or postponed until further notice.
 - ii. All off-campus activities defined in DO no. 66, s. 2017 are suspended.

 - c. Public information and awareness campaigns. School health personnel shall lead the information campaign to the district and schools. Attached is the Enclosure No. 5 and 7 of DM 15, s.2020.

 - d. Close monitoring, appropriate management and referral of the health status of personnel and learners presenting respiratory infection by the school health personnel and/or clinic teacher using the attached referral form. (Enclosure No. 8 of DM 15, s.2020)

 - e. PSDS, Secondary School heads with close participation of school health personnel shall submit every Monday of the week to the SDO – School Health Section a health situation report from the schools using the attached template. (Enclosure No. 9 of DM 15, s.2020)

3. Attached to this memo are: Enclosure no. 5, 7, 8, 9, of DepEd Memoranda 15, s.2020.

4. For immediate dissemination and strict compliance.

SAFETY PRECAUTIONS AND PROTOCOLS²

1. General Precautions

- a. DepEd reiterates its earlier directives for the strict observance of precautions recommended by DOH and WHO to reduce the general risk of transmission of respiratory infection, specifically, proper hand and respiratory hygiene, and safe food practices. Proper hand hygiene is needed to minimize the risk of transmission through touching any contaminated object, material or surface; the respiratory hygiene is needed to reduce the risk of spreading the virus by an infected individual; and the safe food practices is to reduce risk of exposure to or ingestion of contaminated food.
- b. The following proper hand and respiratory hygiene, and safe food practices, and related precautions are enjoined:
 - i. Frequently clean hands by using alcohol-based hand rub or soap and water;
 - ii. When coughing and sneezing, maintain distance and cover mouth and nose with flexed elbow or tissue – throw tissue away into a closed bin immediately and wash hands;
 - iii. Avoid close contact with anyone who has fever and cough;
 - iv. If you have fever, cough and difficulty breathing, seek medical care early and share previous travel history with your health care provider;
 - v. When visiting live markets in areas currently experiencing cases of novel coronavirus, avoid direct unprotected contact with live animals and surfaces in contact with animals;
 - vi. The consumption of raw or undercooked animal products should be avoided. Raw meat, milk or animal organs should be handled with care, to avoid cross-contamination with uncooked foods, as per good food safety practices; and
 - vii. Within healthcare facilities, enhance standard infection prevention and control practices in hospitals, especially in emergency departments.
- c. Airflow in classrooms should be improved by opening windows and doors as much as possible.


2. When Respiratory Symptoms Occur

Wearing of medical mask is indicated for an individual exhibiting or feeling symptoms of respiratory infections. The medical mask is intended to contain respiratory secretions. Thus, it should be worn as much as possible. The

² Sourced from the Department of Health (DOH) and the website of the World Health Organization (WHO), and additionally from other reputable sources such as the Centers for Disease Control Prevention (CDC) of the United States of America.

PROTECT YOURSELF FROM CORONAVIRUS!


SYMPTOMS



FEVER




COUGH



COLDS



SHORTNESS OF BREATH



DIFFICULTY IN BREATHING

OBSERVE THE FOLLOWING PREVENTIVE MEASURES

S
T
O
P
N
C
O
V

See a doctor if symptoms of cough and colds persist

Take 8 to 10 glasses of water daily

One's health is important. Maintain a healthy lifestyle and a clean environment

Prepare healthy and well-cooked meals

Never forget to cover your mouth and nose when coughing or sneezing

Crowded places and contact with farm and wild animals should be avoided

Observe proper handwashing techniques (with soap and water) regularly

Vitamin C supplements and vitamin C-rich fruits and vegetables should be taken daily









FOR MORE INFORMATION, YOU MAY CONTACT THE FOLLOWING HOTLINES:
 Department of Health: 02-812-1000 | DepEd Public Assistance and Action Center: 02-812-1000 ext. 1001
 DepEd School Health Division: 02-812-1000 | DepEd Quarter Milk Allocation and Management Service: 02-812-1000



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PIGILAN ANG PAGKALAT NG CORONAVIRUS!



SINTOMAS



SUNDIN ANG MGA SUMUSUNOD NA HAKBANG UPANG MAIWASAN ANG INGOV

1 Agad na **KUMONSULTA SA DOKTOR** kung may sintomas ng ubo at sipon

2 **UMINOM** ng 8 hanggang 10 baso ng tubig araw-araw

3 **PANATILIHING MALUSOG** ang pangangatawan at **MALINIS** ang kapaligiran

4 **LUTUIN NANG MABUTI** ang pagkain gaya ng karne at itlog

5 Huwag kalimutang **TAKPAN ANG BIBIG AT ILONG** kung uubo o babahing

6 **IWASAN ANG MGA MATATAONG LUGAR** at ang hindi protektadong pakikipagsalamuha sa mga hayop

7 **UGALIIN ANG MADALAS AT WASTONG PAGHUHUGAS** ng kamay gamit ang sabon at tubig

8 Mainam na **KUMAIN NG MGA PRUTAS AT GULAY** na hitik sa vitamin C

THE DOCTOR IS
IN



PARA SA KARAGDAGANG IMPORMASYON, MAARING TAWAGAN ANG MGA SUMUSUNOD:

Department of Health: 8711 1001 to 1002 DepEd Public Assistance and Action Center: 8636-1663 / 8633-1942

DepEd School Health Division: 8-632-9935 DepEd Disaster Risk Reduction and Management Service: 8637-4933

Bisitahin ang www.deped.gov.ph/stopncov para sa mga update at health tip

(Enclosure No. 8 to DepEd Memorandum No. 015, s. 2020)

2019 SHD Form 3A

Republic of the Philippines
DEPARTMENT OF EDUCATION
Region _____
Division of _____

School Name/ID

MEDICAL REFERRAL FORM

To _____ Date _____
(Agency)

Address _____

This is to refer to you:

Name: _____ Age: _____ Sex: _____

Address/School: _____ Grade: _____

Chief Complaint:

Impression: _____

Remarks: _____

Name and Signature

Designation

Note: To be detached from upper portion and sent back to the school.

Name of Institution

Medical Treatment Return Slip

Returned to _____

Name of Patient _____ Date Referred _____

Chief Complaint _____

Findings _____

Action/Recommendations _____

Date

Name & Signature

Designation

(Enclosure No. 9 to DepEd Memorandum No. 015, s. 2020)

2019-NCOV ARD HEALTH SITUATION REPORT TEMPLATE

Region : _____
School Division Office : _____
Report for the Week of : _____

I. Summary of Referrals of Persons with Symptoms of Respiratory Infection

School Name	School ID	Number of Referrals	
		Learners	Personnel
Total			

II. Activities Undertaken (Brief)

Date	Title of Activity	Participants (Number/Profile)
<i>Ex. Feb 14, 2020</i>	<i>Orientation on Proper Handwashing</i>	<i>100 Grade 3 learners 10 Elementary School Teachers</i>

III. Needs and Recommendations



Prepared by:

Noted by:

Schools Division Superintendent