



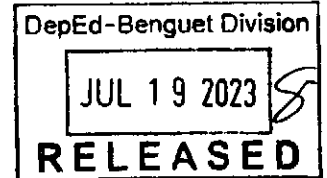
Republic of the Philippines
Department of Education
Schools Division of Benguet

17 JULY, 2023

DIVISION MEMORANDUM

No. 242, S2023

To: Public Schools District Supervisors, Coordinating Principals
 All Division Office Personnel
 All Others Concerned



**ANNUAL PHYSICAL EXAMINATION OF DEPED EMPLOYEES
 (TEACHING AND NON-TEACHING PERSONNEL) CY 2023-2024**

1. All Department of Education (DepEd) teaching and non-teaching personnel shall undergo annual physical examination in compliance with the Civil Service Commission Memorandum Circular No. 17, s. 1989.
2. 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 using the revised Form 86. See Enclosure No 1.
3. The following are the requirements for the said examination:
 - a. CBC
 - b. Urinalysis
 - c. Chest X-ray
4. Chest X-ray is required to all employees except for those pregnant women in their 1st and 2nd trimester of pregnancy. Personnel with Chest X-ray taken 6 months earlier should undergo same procedure. (DO No. 44 s. 2004 Strengthening TB Prevention and Control Program.
5. For Personnel who are 40 years old and above and those who have known Hypertension, Cardiac Problem, diabetes or kidney disease: Blood Chemistry (Lipid Profile, FBS/HbA1c, BUN, Creatinine, SGOT, SGPT, Blood Uric Acid) and ECG is highly suggested. It is further advised for female employees 30 years old and above that Pap smear should be done for 3 consecutive years. If the 3 consecutive years resulted normal, the next Pap smear would be after 5 years.
6. **Annual Health Examination Form 86** may be filled out by the DepEd Medical Officer, or any government-licensed physician.
7. Schedule of medical examination by DepEd Medical officer will start on July 24, 2023 to August 18, 2023. Please coordinate with your nurse in charge for scheduling.
8. A consolidated report on the result of the Annual Physical Examination shall be submitted to the SDO-SHNU on or before September 4, 2023.
9. For strict compliance.


SALLY L. BANAKEN-ULLALIM CESO V
 Schools Division Superintendent



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Department of Education
SCHOOL HEALTH AND NUTRITION UNIT

Name: _____ Region: CAR Division: Benguet
 Date of Birth: _____ Place of Birth: _____ Civil Status: _____
 School: _____ Occupation: _____ Sex: _____
 Age: _____ Wt: _____ Height: _____ Temperature: _____
 BP: _____ Pulse Rate _____ Respiratory Rate: _____

Date of Examination: _____

Past History:

PHYSICAL EXAMINATION

Skin: _____
 ENT: _____
 Chest: _____
 • Heart: _____
 • Lungs: _____
 Abdomen: _____
 Genito Urinary Tract: _____
 Extremities: _____
 Central Nervous System: _____

LABORATORY EXAMINATION

Chest X-ray: _____
 Urinalysis: _____
 Fecalalysis: _____
 Other Lab Exams: _____

DIAGNOSIS: _____

TREATMENT: _____

REMARKS: _____

 Employee's Signature
 (over printed name)

 Physician's Signature
 (over printed name)