

DIVISION MEMORANDUM

SGOD-2025- 122

To : Health and Nutrition Personnel
Public Schools District Supervisors
Elementary School Heads
Secondary School Heads
All Other Concerned

Subject : **SUBMISSION OF ANNUAL MEDICAL EXAMINATION RESULTS OF TEACHING AND NON TEACHING PERSONNEL SCHOOL BASED**

Date : February 21, 2025

1. Promotion of Health and prevention of illness of our teaching and non-teaching personnel is one of the essential requirements of the Department of Education, in compliance with the CSC Memorandum Circular No.17,s. 1989 and DepEd Memorandum no. 22, s.2015 stipulating that all DepEd Employees (Teaching personnel and Non-teaching personnel) shall undergo Annual Medical Examination.
2. The Annual Medical Examination aims to:
 1. help detect diseases/illnesses/health conditions and consult a physician for proper treatment and case management when needed; and
 2. address any nutritional deficiencies or health concerns making changes of diet and lifestyle following medications.
3. The following routine diagnostic tests are the following:
 - a. Complete Blood Count (CBC)
 - b. Urinalysis
 - c. Chest X-Ray (for pregnant teachers sputum AFB is required instead of Chest X-Ray); and
 - d. Fasting blood sugar (FBS) (optional)

4. The laboratory results shall be submitted to the respective district nurses on or before March 07, 2025.
5. For information and strict compliance.

Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D., CESO VI
Schools Division Superintendent

Melanie P. Estacio
2/24/25

