



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**



**Office of the Schools Division Superintendent**

February 17, 2023

DIVISION MEMORANDUM

No. 64, 2023

TO: Assistant Schools Division Superintendent  
CID/SGOD/OSDS  
Public Elementary and Secondary School Heads  
Teaching and Non-teaching Personnel  
All Others Concerned

**ANNUAL MEDICAL EXAMINATION OF DEP ED PERSONNEL CY 2023**

1. Pursuant to the Dep Ed Memorandum No. 22s 2015 entitled "Annual Physical Examination of DepEd Employees (Teaching and Non- Teaching personnel) as per RA 1123 "The Universal Health Care Act, its Implementing Rules and Regulations, and in compliance with the Civil Service Commission Memorandum Circular No. 17 s 1989, all SDO Tabuk City employees (Teaching and non-teaching personnel) are required to undergo Annual Physical examination.

2. The physical examination aims to ensure that all teaching and non-teaching personnel are physically fit to perform their assigned tasks and functions.

3. The following radiologic examination and laboratories are strongly recommended by the medical officer.

Chest X-Ray PA (At least 6months validity if personnel has already undergone chest X-Ray)  
**Except for Pregnant personnel**

**a. For 35 years old and below:**

Chest X-Ray  
CBC  
Urinalysis

**b. For 36-39years old**

Chest X-Ray  
CBC  
Urinalysis  
Fasting blood sugar  
Lipid Profilehas  
Blood Urea Nitrogen  
Creatinine  
Blood Uric Acid  
SGOTand SGPT  
Pap Smear for women (Optional)



**Address:** BCS compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga  
**Email:** tabuk.city@deped.gov.ph  
**Website:** <https://www.depedtabukcity.com>



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**c. For 40 years old and above and/or Personnel <40 years old with existing comorbid conditions (such as hypertension, diabetes mellitus, chronic kidney disease, cardiovascular disease and other comorbidities)**

Chest X-Ray

CBC

Urinalysis

Fasting blood sugar

Lipid Profile

Blood Urea Nitrogen

Creatinine

Blood Uric Acid

SGOT and SGPT

12L ECG

HBA1C (for Diabetic personnel only)

Pap Smear for women (Optional)

4. Teachers' Annual health Examination and Form 86 certification may be conducted by any of the following:

A. Any government based physician.

B. The SDO Medical Officer per appointment at the SDO clinic or by District scheduling in the SDHCP Central clinics.

C. Any private medical practitioner on personnel's preference. The annual medical and physical examination expense of teaching personnel is covered by cash allowance granted under Dep Ed Order No. 13 s 2021 entitled "Supplemental Guidelines on the Grant of Cash Allowance to Teachers".


5. School nurses shall collect all Form 86 of teaching and non-teaching personnel with attached photocopy of laboratory and diagnostic results on or before May 15, 2023.

6. School nurses are required to submit consolidated Form 86 on or before May 31, 2023.

7. Dental/oral examination shall also be conducted by the Division Dentists.

8. Any concern related to this memorandum shall be directed to the Medical Officer Guia Grace Dagadag thru mobile number 09178516898.

9. Immediate dissemination and compliance of this memorandum is required.

  
**IRENE S. ANGWAY, PhD, CESO VI**  
Schools Division Superintendent



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