



Republic of the Philippines  
**Department of Education**

REGION IV-A  
**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

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June 10, 2020

DIVISION MEMORANDUM  
NO. 169, s. 2020

To: Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Chief, School Governance and Operation Division  
Division School Health Personnel  
Public School District Supervisors  
Public Elementary and Secondary School Heads  
Public Elementary and Secondary Clinic Teachers  
All Concerned

**IN-SERVICE TRAINING ON BASIC INTERVENTIONS FOR COMMON HEALTH  
CONCERNS AMONG LEARNERS AND SCHOOL HEALTH PROGRAMS  
REORIENTATION FOR THE SY 2020 - 2021**

1. Relative to the results of the 2019 Voice of the Customer (VOC) of Medical Services, gathered from the Clinic Teachers in all the 18 districts of DepEd Cavite Province, majority of them expressed a need for training on basic first aid interventions. Furthermore, with the fast turnover of assigned clinic teachers in schools and to keep them abreast with the current policies, guidelines and directives in relation to Oplan Kalusugan (OK) sa DepEd six flagship programs, a re-orientation to the different school health programs was also viewed as necessary. Thus, this office through the initiative of Medical Unit, shall conduct an in-service training on basic first aid interventions for common school health concerns and re-orientation of school health programs in preparation for its implementation on the coming SY 2020 – 2021. The activity will be facilitated by the assigned division nurses on their respective districts on **July 10, 2020, 9:00 am – 12:00 noon** through the use of **Zoom or Google Meet** web applications.
2. This in-service training aims to capacitate the clinic teachers on the management of common health problems among their learners. Specifically, it aims to:
  - a. Identify correct and appropriate interventions to common health concerns experienced by learners.
  - b. Develop basic skills in applying first aid interventions.



Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite  
(046) 419-0014, 419-1286, 412-0349, 419-1739, 412-0849  
[www.depedcavite.com.ph](http://www.depedcavite.com.ph)  
[deped.cavite@deped.gov.ph](mailto:deped.cavite@deped.gov.ph)





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- c. Become re-oriented on the different school health programs in preparation for its implementation on the coming SY 2020 -2021.
3. Participants of the said activity are **all public elementary and secondary clinic teachers** of SDO Cavite.
4. Attached herewith are the program matrix and the list of program management team and their terms of reference.
5. Relevant inquiries and clarifications regarding the above-mentioned activity may be communicated to the School Nurse/s assigned to your respective districts.
6. Immediate and widest dissemination of this Memorandum is hereby directed.

**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

MBC/DM -169 S.2020  
BU-664./06/09/2020



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[deped.cavite@deped.gov.ph](mailto:deped.cavite@deped.gov.ph)





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*Attachment 1 to Division Memorandum No.169 s. 2020 entitled IN-SERVICE TRAINING ON BASIC INTERVENTIONS FOR COMMON HEALTH CONCERNS AMONG LEARNERS AND SCHOOL HEALTH PROGRAMS REORIENTATION FOR THE SY 2020 - 2021*

**PROGRAM MATRIX**

<b>TIME</b>	<b>TOPIC/ACTIVITY</b>	<b>RESOURCE SPEAKER / FACILITATOR</b>
<b>9:00 – 9:15</b>	Preliminaries <ul style="list-style-type: none"><li>• Prayer</li><li>• National Anthem</li><li>• Cavite Hymn</li><li>• Quality Policy</li><li>• Presentation of Objectives</li><li>• Webinar Protocols</li></ul>	Division Nurses (to be facilitated in their respective assigned district)
<b>9:15 – 10:15</b>	Common Health Concern Experienced by Students and Its Interventions	Division Nurses (to be facilitated in their respective assigned district)
<b>10:15 – 11:15</b>	Re-orientation on Ok sa DepEd Flagship Programs	Division Nurses (to be facilitated in their respective assigned district)
<b>11:15 – 11:30</b>	Transitioning to the New Normal in the Workplace	Division Nurses (to be facilitated in their respective assigned district)
<b>11:30 – 12:00</b>	<ul style="list-style-type: none"><li>• Open Forum</li><li>• Accomplishment of Evaluation link</li><li>• Closing Program</li></ul>	Division Nurses (to be facilitated in their respective assigned district)



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*Attachment 2 to Division Memorandum No.169 s. 2020 entitled IN-SERVICE TRAINING ON BASIC INTERVENTIONS FOR COMMON HEALTH CONCERNS AMONG LEARNERS AND SCHOOL HEALTH PROGRAMS REORIENTATION FOR THE SY 2020 – 2021*

**PROGRAM MANAGEMENT TEAM**

**EXECUTIVE COMMITTEE**

**ROMMEL C. BAUTISTA, CESO V**

Schools Division Superintendent

**GALILEO L. GO, CESE**

Assistant Schools Division Superintendent

**DIANA P. TOPACIO, EdD**

Chief, School Governance and Operations Division

**RAINERIO U. REYES, MD**

Medical Officer III

**ANGELITA C. ORENCIANO, MD**

Medical Officer III

**NICANOR M. SALAZAR, MD**

Medical Officer III

**Registration:** District Assigned Nurses  
**Program:** Maria Belen C. Mojica  
**Technical:** Jomachris T. Javier  
**Documentation:** District assigned nurses  
**QATAME:** c/o Monitoring and Evaluation Unit

**Terms of Reference of Program Management Team**

**Registration** -in charge of securing the attendance of the participants

**Program** – takes charge of the program flow of activity

**Technical** - ensure the smooth flow of the program

**Documentation** – in charge photos and narrative report of the activity

**QATAME** – responsible for the quality assurance of the activity through evaluation process



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