

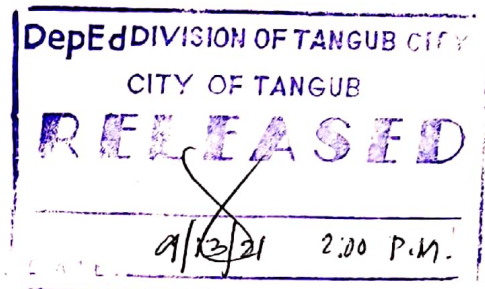


September 13, 2021

**Division Memorandum**  
No. 238 s.2021

**ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM No. 83 s.2021**  
**Re: ANNUAL PHYSICAL EXAMINATION FOR DepEd EMPLOYEES,**  
**TEACHERS AND NON-TEACHING PERSONNEL FY: 2021**

To: **Assistant Schools Division Superintendent**  
**Chief Education Supervisors (CID & SGOD)**  
**Education Program Supervisors**  
**District In Charge**  
**Elementary and Secondary School Heads**  
**All Other Concerned**  
**This Division**



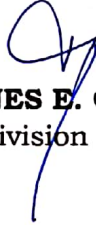

1. With consideration of the current pandemic situation, only the diagnostic laboratory assessment of the results of the chest x-ray, CBC and urinalysis will be done by the Division Medical Officer, and **not** the actual medical checkup. Actual medical checkup may STILL be done, as necessary, when deemed by the Division Medical Officer.
2. Upon assessment of the diagnostic laboratory results by the Division Medical Officer, those personnel with irregularities or results that deviate from the normal are required to undergo a repeat test for confirmation of the initial result.
3. A list of teachers and non-teaching personnel with abnormal laboratory results will be sent by the Division Medical Officer to the School Heads. Following the Data Privacy Act of 2012, the School Heads will inform the personnel individually, in the most private manner, to do a repeat test.
4. Teachers and non-teaching personnel with abnormal urinalysis results are advised to watch the video thru this link <https://bit.ly/UrineSampleGuide> for instruction on the proper collection of urine specimen. The urine specimen should be clean-catch midstream urine. Improper collection of urine specimen can lead to abnormal results. Female teachers and non-teaching personnel who had their menstrual period at the time of the urinalysis should indicate this on the urinalysis laboratory result by putting a note "with period" on the upper left-hand corner.
5. Hard copies of the laboratory results are to be submitted to the School Heads, and the School Heads, in turn, shall compile the results and submit them to the Division Medical Officer.
6. Upon assessment of the repeat laboratory results, the Division Medical Officer will send a new list of teachers and non-teaching personnel still with abnormal results to the School Heads for scheduling of a virtual medical consultation.





REPUBLIC OF THE PHILIPPINES  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**DIVISION OF TANGUB CITY**

7. Teachers and non-teaching personnel are still advised to comply with the IATF protocols and strict minimum health standards during the diagnostic and laboratory test at their chosen laboratory, such as:
- Physical distancing of 1 to 2 meters apart
  - Coughing etiquette
  - Wearing of face mask and face shield
  - Bringing of own ball pen
8. Immediate dissemination and strict compliance of this memorandum.

  
**AGUSTINES E. CEPE, CESO V**  
Schools Division Superintendent 

AEC/goe/09-13-2021

