



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

23 Feb 2026

DIVISION MEMORANDUM
SGOD-2026-057

GUIDELINES ON THE REQUEST AND DEPLOYMENT OF MEDICAL RESPONDERS FOR DEPED ACTIVITIES

TO: Assistant Schools Division Superintendent
Chiefs, Curriculum Implementation and
Schools Governance and Operations Divisions
Cluster Heads
Elementary and Secondary School Heads
This Division

1. In reference to Regional Memorandum ESSD-2026-025 and SGOD-2026-047 entitled *Reiteration on the Prioritization of School Health Personnel on the Implementation of Oplan sa Kalusugan sa DepEd-Healthy Learning Institution (OKD-HLI) Program and Learners' Health Assessment and Screening (LHAS)*, this memorandum is issued to ensure the effective delivery of primary medical and dental care to learners and to support their holistic development.
2. In line with these, all School Health Personnel are instructed to prioritize the implementation of OKD-HLI and LHAS activities. Tasks not directly aligned with these programs may be reassessed and deprioritized, subject to the discretion of the School Health Section Head, SGOD Chief, or ESSD Chief.
3. Enclosed in this memorandum is the recommended prioritization matrix to guide planning, scheduling, and task management.
4. The following guidelines are hereby established for all participants during DEPED activities:
 - 4.1 Submission of Request. A formal letter-request for medical responders, duly signed by the concerned office or program holder, shall be submitted to the School Health and Nutrition Clinic at least three (3) days prior to the scheduled activity to allow adequate preparation and proper scheduling. The availability of health personnel shall be confirmed by the Medical Officer III or, in the absence, the Nurse-in-charge. Furthermore, the requests for medical responders shall include their inclusion as members of the Technical Working Group (TWG) in the activity.



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- 4.2 Establishment of Medical Area. A designated medical area shall be set up in a location that is accessible, clearly marked, and visible to all participants.
- 4.3 Maintenance and Personal Medications. Pregnant women, senior citizens, individuals with uncontrolled or in-flare pre-existing medical conditions and participants who are sick or symptomatic (e.g., fever, cough, colds, etc) are discouraged from participating to minimize health risks. However, should they choose to attend, participants are responsible for bringing and properly taking their own maintenance medications (e.g., antihypertensive drugs, oral or injectable hypoglycemic agents) as well as medications for acute infections such as cough, colds, or infected wounds.
- 4.4 Handling of Minor Health Concerns. Participants with minor complaints or non-emergency health concerns, such as blood pressure monitoring or basic assessments, are advised to proceed directly to the designated medical area for appropriate assistance.
- 4.5 Additional Medication Needs. Any additional medicines prescribed or required during the activity that are not available from the medical team shall be shouldered by the participant or the program organizer.
- 4.6 Reporting of Emergency Cases. All emergency cases must be reported immediately to the nearest program holder, staff member, or medical responder. Participants are advised not to proceed to the medical station alone in emergency situations.
- 4.7 Emergency Response. In emergency cases, the medical responder will promptly attend to the participant, administer first aid, and facilitate referral to a higher-level health facility if necessary.
5. For inquiries, you may contact Dr. Lyn Frances Dominique P. Gumban, Medical Officer III, at 09182276157
6. For information and strict compliance.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated



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Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

RULES AND REGULATIONS

Adriano A. Daligdig/SGOD/MLA – guidelines on the request and deployment
of medical responders for deped activities
0161/February 23, 2026



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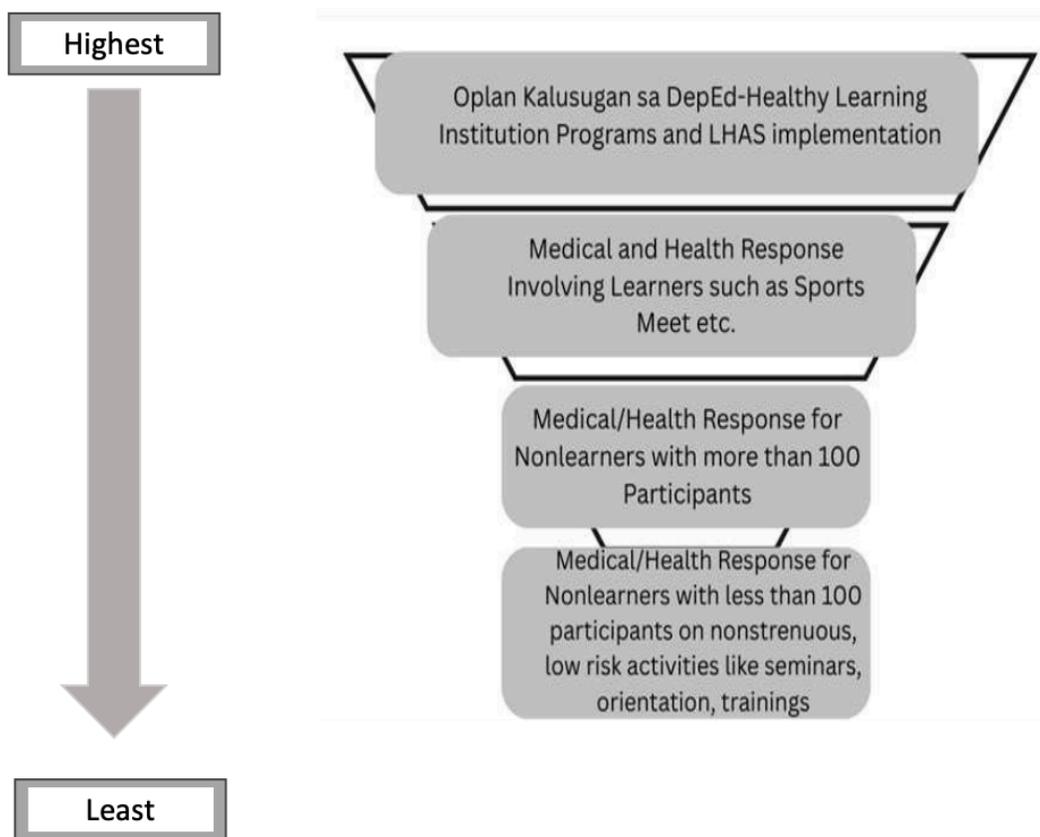
Enclosure 1:



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Enclosure of Regional Memorandum ESSD-2026-025

PRIORITIZATION MATRIX OF SCHOOL HEALTH PERSONNEL TASKS



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