



Republic of the Philippines
Department of Education
REGION III
Schools Division Office of Bulacan

December 9, 2021

DIVISION MEMORANDUM

No. 298

FREE ANNUAL LABORATORY EXAMINATION FOR DIVISION OFFICE EMPLOYEES

To: Assistant Schools Division Superintendents
Division Chiefs
Head of Offices
All others concerned

1. Pursuant to Division Memorandum No. 117 entitled Annual Laboratory Examination of All Schools Division Office Bulacan Employees, this office will conduct a Free Annual Laboratory Examination of all Division Office Employees including permanent and contract of service personnel this Division on December 20, 2021 at 6:00 am to 12:00 noon.
2. The activity aims to determine the annual health status of the employees to detect occurrence of illness (PTB, Hypertension, Diabetes Mellitus) if it has already set in, to prevent it's further progression, if not totally treat it.
3. A Mobile Diagnostic Laboratory with a paramedical team shall be available at SDO from 6:00 to 12:00 noon to provide the laboratory package, to wit:
 - a. Chest X ray (at least 11x14 film)
 - b. Urinalysis
 - c. Complete Blood Count (Hemoglobin, Hematocrit)
 - d. Fasting Blood Sugar
 - e. Lipid Profile (Total Cholesterol, Triglycerides, HDL, LDL)
 - f. SGPT
 - g. BUN
 - h. Creatinine
 - i. Uric Acid
 - j. ECG
4. Chest x ray is required to all employees except for pregnant women in their 1st and 2nd trimester who shall be advised to undergo sputum microscopy.
5. Personnel with chest x ray taken 6 months earlier should have another one taken.



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
Website: <https://bulacandeped.com> Email: bulacan@depd.gov.ph



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6. All employees who shall undergo the laboratory examinations are advised not to take anything by mouth (NPO) after midnight until the tests are done the following morning. Fasting should be at least 8-10 hours prior to blood extraction.
7. The laboratory package fee shall be charged against division GAD fund subject to usual accounting and auditing procedures.
8. All personnel who will not avail of the laboratory package must submit to School Health Section their laboratory results until December 31, 2021.
9. Strict adherence to minimum public health standard must be observed at all times.
10. Attached is the schedule of activity for ease reference.
11. Immediate and wide dissemination is desired.


ZENIA G. MOSTOLES Ed.D., CESO V
Schools Division Superintendent



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Schedule for Laboratory Examination December 20, 2021
6:00 am. -12:00 nn

Third floor Lobby	Registration and Attendance
Conference Room A	Blood extraction
Conference Room B	ECG
Mobile Clinic	X ray/ ultrasound



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