



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

DIVISION MEMORANDUM
No. 231, s.2024

June 4, 2024

**CAPACITY BUILDING OF SCHOOL HEADS AND REGISTERED GUIDANCE
COUNSELORS IN THE PROMOTION OF MENTAL HEALTH AND STRENGTHENING THE
REFERRAL SYSTEM OF MENTAL HEALTH CASES IN THE DIVISION OF BULACAN**

To: Assistant Schools Division Superintendents
Division Chiefs
Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School Health Section
All others Concerned

1. The Schools Division Office, through the SGOD- School Health Section, shall conduct Capacity Building of School Heads and Strengthening the referral system of mental health cases in the Division of Bulacan on July 9 to 11 2024 at a venue to be announced.
2. By the end of this capacity building, participants will be able to:
 - a) Educate the learners or personnel with mental health conditions on the process of referral.
 - b) Facilitate access including referral mechanisms of learners and personnel with mental health conditions to treatment and psychosocial support; and
 - c) Ensure the most appropriate service is accessed at the earliest opportunity.
3. Participants in this activity are the select 66 Elementary School Representatives to be identified by the Public Schools District Supervisors (2 representatives per district), 66 Secondary School Heads to be identified by EDDIS Chairs (15 representatives from EDDIS 1,3, 5 and 6, and 3 representatives from EDDIS 2 and 4), and 12 Registered Guidance Counselors.
4. Attached for your reference are the following:
 - a. Enclosure No.1 Training Matrix
 - b. Enclosure No.3 Technical Working Group.
5. All concerned are reminded to strictly observe the health and safety protocols against COVID-19.
6. This Memorandum serves as travel order to all listed personnel.
7. Immediate and widest dissemination of this Memorandum is desired.


NORMA F. ESTEBAN, Ed.D, CESO V
Schools Division Superintendent



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Enclosure No.1 to Division Memorandum No. 271, s. 2024

CAPACITY BUILDING OF SCHOOL HEADS AND REGISTERED GUIDANCE COUNSELORS IN THE PROMOTION OF MENTAL HEALTH AND STRENGTHENING THE REFERRAL SYSTEM OF MENTAL HEALTH CASES IN THE DIVISION OF BULACAN

TRAINING MATRIX

DAY 1	
8:00-9:00 AM	Registration
9:00-9:30 AM	Preliminaries
9:30-10:0 AM	Warming up and unfreezing activities
10:00-12:00 PM	Mental Health Bill and status of mental health in the Philippines Resource Speaker: Maria Niña M. Mariñas
12:00-1:00 PM	Lunch Break
1:00-3:00 PM	Common Mental Health and Psychosocial Problems in school <ul style="list-style-type: none"> • Behavior Problem • Bullying Resource Speaker: Maribel M. Cruz
3:00-3:15 PM	Health Break
3:15-5:00 PM	<ul style="list-style-type: none"> • Depression • Suicide Resource Speaker: Maria Niña M. Mariñas
5:00-6:00 PM	Practices of Mental Health Program in School Resource Speaker: Maribel M. Cruz
DAY 2	
8:30-11:30 AM	Mental Health Promotion Resource Speaker: Anita S. Ramos
11:30-1:00 PM	Lunch Break
1:00-3:00 PM	Child Protection Policy involving the reported mental health and Psychosocial cases Resource Speaker: Eliseo Godoy
3:00-3:15 PM	Health Break
3:15-6:00 PM	Referral and Counselling System Resource Speaker: Maria Niña M. Mariñas
DAY 3	
8:30-11:30 AM	Flow of referral system in addressing mental health cases of DepEd to Provincial Health Office and their access sites. Resource Speaker: Ma. Fatima Sevilla
11:30-1:00 PM	Lunch Break
1:00-2:30 PM	Action Planning
2:30-4:00 PM	Closing Program



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Enclosure No.2 to Division Memorandum No. 271, s. 2024

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COUNSELORS IN THE PROMOTION OF MENTAL HEALTH AND STRENGTHENING THE
REFERRAL SYSTEM OF MENTAL HEALTH CASES IN THE DIVISION OF BULACAN**

TECHNICAL WORKING GROUP

1.	Carlo Angelo P. Castillo, MD	SDO Bulacan
2.	Marilene G. Ramos, LPT, MAT	SDO Bulacan
3.	Catrine Edriane S. De Guzman, RN	SDO Bulacan
4.	Mae Lyn Delos Santos, RN	SDO Bulacan
5.	Ma. Lourdes J. Patag	SDO Bulacan
6.	Mariezel M. Sulit, RN	SDO Bulacan
7.	Mylene Dela Cruz, RN	SDO Bulacan
8.	Mary Grace V. Yutoc, RN	SDO Bulacan
9.	Shirley C. Burgos, RN	SDO Bulacan
10.	Editha Bequizo, RN	SDO Bulacan
11.	Julie Ann Mariano, RN	SDO Bulacan
12.	Resource Speaker- Eliseo Godoy	SDO Bulacan- EPS Guidance
13.	Resource Speaker- Maria Niña M. Mariñas, RGC	FFHNAS
14.	Resource Speaker-Anita Ramos,RGC	Prenza NHS
15.	Resource Speaker- Maribel Cruz, RGC	Mariano Ponce NHS
16.	Resource Speaker-Ma. Fatima Sevilla	Bulacan Provincial Health Office
17.	Danica Mae P. Domingo	SDO Bulacan
18.	Analyn Cruz	SDO Bulacan