



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools
Division Superintendent**

April 2, 2025

DIVISION MEMORANDUM
No. 225 s. 2025

ANNUAL MEDICAL EXAMINATION

To: Public Schools District Supervisors/Acting-PSDS/OIC-PSDS
School Administrators
All Teaching and Non-Teaching Personnel
School Health Section Personnel
All Others Concerned

1. This office strictly adheres with CSC Memorandum Circular no. 17, s. 1989 and DepEd Memorandum no. 22, s. 2015 stipulating that all DepEd Employees (Teaching and Non-teaching Personnel) shall undergo **Annual Medical Examination**.
2. The following routine diagnostic tests are required:
Complete Blood Count
Urinalysis
Chest X-ray
3. Additional diagnostic tests are recommended for those who are 40 years and above and/or those who have pre-existing medical condition:
Lipid Profile, Fasting Blood Sugar or HbA1c, BUA, Creatinine, SGPT, SGOT
ECG-12 Leads
PAP Smear (for females)
4. Attached herewith is the **Laboratory Request Form**.
5. For widest dissemination and strict compliance.


FAY C. LUAREZ, EdD, PhD, TM, CESO VI
Assistant Schools Division Superintendent

SGOD/SHS/madl



Address: 0050 Lino Chatto Barangay Cogon,
Tagbilaran City, Bohol
Telephone No.:
email Address: deped.bohol@deped.gov.ph
www.depedbohol.org
DepEd Tayo Bohol Division





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REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

Name of DepEd Personnel: _____
Address: _____ Mobile phone: _____ Email add: _____
Age: _____ Birthday: _____ Gender: _____ Civil Status: _____

LABORATORY REQUEST

_____ The following routine diagnostic tests are required:

Complete Blood Count
Urinalysis
Chest X-ray

_____ Recommended tests for those who are 40 years and above or below 40 years old who have pre-existing medical condition:

Lipid Panel
Uric Acid
SGPT
ECG-12 Leads

FBS or HbA1c
Creatinine

_____ Optional for females:

PAP Smear

Maria Aurora D. Luma-ad
Maria Aurora D. Luma-ad, MD, MA
Medical Officer III
SDO Bohol