



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

Office of the Schools Division
Superintendent

October 9, 2025

DIVISION MEMORANDUM
No. **685**, s. 2025

**CONDUCT OF MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT SERVICES (MHPSS)
IN THE EVENT OF DISTRESSING INCIDENT IN SCHOOLS AND OFFICES**

To: Public Schools District Supervisors
School Administrators
Registered Guidance Counselors / Guidance Counselor Designates
School Health Section Personnel
All others concerned

1. In compliance with the Mental Health Act (RA11036), DepEd Bohol Division, through the School Mental Health Program of the Oplan Kalusugan sa DepEd - Healthy Learning Institution Program under the supervision of the School Governance and Operations Division and the Values Education Program of the Curriculum Integration Division, implements activities to raise awareness on mental health issues, identify and provide support and services to individuals at risk, and facilitate access, including referral mechanisms of individual with mental health conditions to treatment and psychosocial support.
2. Relative to that, this office directs the School Health Section Personnel, Registered Guidance Counselors and Guidance Counselor Designates (with MHPSS training) to respond and **conduct age-appropriate MHPSS** to schools and offices who have undergone a distressing incident or any event who may have caused emotional and psychosocial impact on the learners and personnel.
3. The affected school or office must submit an official Incident Report to the Schools Division Superintendent for documentation and as requirement to deploy MHPSS practitioners.
4. This memorandum shall serve as Travel Order. Travel and other incidental expenses shall be charged to SDO/MOOE/local funds subject to usual accounting and auditing rules and regulations.
5. For wide dissemination and strict compliance.


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