



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

03 July 2023

DIVISION MEMORANDUM
SGOD No. **083**, s. 2023

**MEDICAL OFFICER'S DAILY SCHEDULE OF CONSULTATION
AT THE SCHOOLS DIVISION CLINIC**

To: Functional Division Chiefs
Public Schools District Supervisors/ Principals In-Charge
Education Program Supervisors
Sections and Units Heads
School Heads
All Other Concerned

1. One of the major roles of the Medical Officer in the Schools Division Clinic is to conduct medical consultation to all SDO South Cotabato teaching and nonteaching personnel and to all learners as well. With the Doctor's expertise, she will be able to assess the health status and unknown medical conditions that our personnel and learners have, and subsequently conduct early interventions as to the management, investigations and referral of patients to other Specialist Doctors.
2. Anent this, consultation and interpretations of results from diagnostic and laboratory results will be scheduled from 9:00 a.m. to 11:00 a.m. and from 2:00 p.m. to 4:00 p.m. daily, except Thursdays as it is the day scheduled for school monitoring of **Ok sa DepEd** Program implementation, and some other unscheduled days to cater our **Ok sa DepEd** events cum BMKK and meetings with partners and stakeholders.
3. Emergency consultations should be done first, without the need to fall in line anytime during the day as long the Medical Officer is in the clinic.
4. For patients/clients with their own attending physicians in the public or private setting, it is highly advised that they continue their monitoring and consultation with their own Doctors, as a part of the medical code of ethics and as a form of respect to their physicians as well, except during medical emergencies, when first aid treatment must be administered until patient is stable.
5. Personnel concerned are advised to observe the DOH's minimum public health standards, which include but shall not be limited to wearing of face mask, physical distancing, use of a hand washing facility or sanitizer upon entering, and other applicable health protocols to contain the spread of infectious diseases.
6. For any inquiry regarding the conduct of this activity, personnel concerned may contact Dr. Amida A. Macalimbon at telephone no. 228- 7894.

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020



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7. Immediate dissemination of this memorandum is directed.

LEONARDO M. BALALA, CESE
Schools Division Superintendent

Encl.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:

POLICY

AAM/DM - medical officer's daily schedule of consultation at the division clinic
0000/July 03, 2023

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