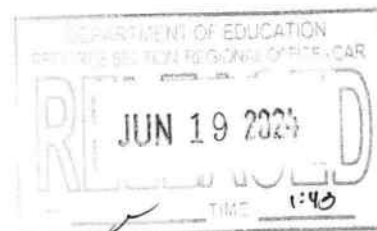




Republic of the Philippines
Department of Education
Cordillera Administrative Region



19 June 2024

REGIONAL MEMORANDUM


No. 390.2024

**IMPLEMENTING GUIDELINES ON THE UTILIZATION OF DOWNLOADED
PROGRAM SUPPORT FUNDS FOR THE MEDICAL, NURSING, DENTAL,
AND NUTRITION SERVICES (MDNS) PROGRAM FOR FY 2024**

To: Assistant Regional Director
Schools Division Superintendent
School Health Personnel
All Others Concerned

1. This office disseminates DM-OUOPS-2024-09-02033 from the Bureau of Learner Support Services-School Health Division (BLSS-SHD) to guide the utilization of the downloaded Program Support Funds (PSF) for Medical, Nursing, Dental and Nutrition Services (MDNS) for FY 2024.
2. Allowable Activities for the downloaded funds are the following:
 - a. procurement of medical and dental supplies and equipment in ROs/SDOs for the school clinics, including those that were not covered by the identified Central School Elementary School Clinics under the School Dental Health Care Program;
 - b. procurement of additional supplies needed to sustain/maintain the clinics at all governance levels; and
 - c. hiring of clinic aides to maintain uninterrupted service during school hours.
3. Attached is a copy of DM-OUOPS-2024-09-02033 for your reference.
4. For any questions and clarifications, please contact Georgina C. Ducayso, ESSD-chief at 09287816074 or Joane S. Bumanghat, School Dental Health Care Program at 09091657891.
5. Immediate dissemination of this Memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III

Director IV/Regional Director 

Enclosure: As Stated

ESSD/GCD/jsb-*implementing guidelines on the utilization of downloaded psf for the mdns program for fy 2024*
June 19, 2024



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DepEd Tayo Cordillera



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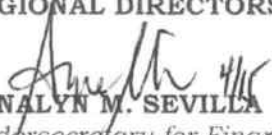
Republika ng Pilipinas
Department of Education

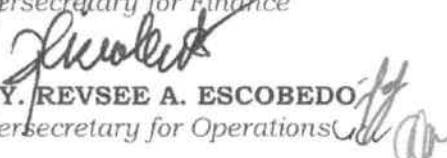
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024-02073

TO : REGIONAL DIRECTORS

FROM :  ANNALYN M. SEVILLA
Undersecretary for Finance

:  ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : IMPLEMENTING GUIDELINES ON THE UTILIZATION OF
DOWNLOADED PROGRAM SUPPORT FUNDS FOR THE
MEDICAL, NURSING, DENTAL, AND NUTRITION SERVICES
(MNDNS) PROGRAM FOR FY 2024

DATE : March 13, 2024

I. Background

The Department of Education (DepEd) through the Bureau of Learner Support Services-School Health Division (BLSS-SHD) issues this Memorandum to provide guidance in the utilization of the downloaded Program Support Funds (PSF). The implementation of the Medical, Nursing, Dental, and Nutrition Services (MNDNS) is anchored on the following issuances:

- Oplan Kalusugan sa DepEd through DepEd Order (DO) No. 28, s. 2018, entitled Policy and Guidelines on Oplan Kalusugan sa Department of Education.
- DO No. 41, s. 2020 entitled Guidelines on the Implementation of the School Dental Health Care Program Including Medical and Nursing Services for SY 2020-21; and
- DepEd Memorandum No. 062, s. 2021 entitled Supplemental Guidelines to DepEd Order No. 41, s. 2020-21.

II. Allocation of Program Support Funds

- The 16 DepEd Regional Offices (RO) shall receive Fifty-Seven Million Six Hundred Fifty Thousand Pesos (PhP 57,650,000), to be charged under the Learner Support Program (LSP) Funds.
- The Regional Office shall receive the allocated amount enclosed as Annex 1 of this document for ready reference.

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Continued on Page 02

- c. The funds will be released through the issuance of a Sub-Allotment Release Order (Sub-ARO) from the Central Office (CO) to the ROs. The ROs shall request from the Department of Budget and Management (DBM) counterparts the corresponding Notice of Cash Allocation.
- d. The Regional Offices/School Division Offices Medical Officers/Dentists shall prepare the necessary Work and Financial Plan (WFP) and Project Procurement Management Plan (PPMP) for the recommending approval by the Education Support Services Division (ESSD)/Schools Governance Operation Division (SGOD) Chiefs to the Regional Directors/Schools Division Superintendents.

III. Program Components and Allowable Activities

A. Partnerships and Linkages

For the effective implementation of the School Dental Health Care Program (SDHCP), the Department of education shall coordinate closely with other government agencies, organizations, Local Government Units (LGUs), other institutions, communities and families to:

- i. Engage the participation of private practitioners in providing medical, nursing, dental, and nutrition services to all K-12 learners in public schools nationwide and in addressing the shortage in school health personnel for the effective implementation of this program.
- ii. Source additional basic supplies such as toothbrushes and fluoridated toothpaste for the K-12 learners in public schools, especially those located in low-income areas, to address the gap in supplies needed for the effective implementation of the school-based daily toothbrushing activities.
- iii. Participate in advocacy campaign activities that promote health, nutrition and hygiene among the youth and advocate behavior change in relation to diet, hygiene, nutrition, tobacco use and substance abuse through media and other venues; and
- iv. Assist in the conduct of outreach activities in schools.

The Regional Offices are encouraged to formalize or document the collaboration with Government Offices (GO) Non-Government offices (NGO) partners utilizing instruments such as Memorandum of Understanding (MOU), Memorandum of Agreement (MOA), Note Verbale, Deed of Donation and others, following existing DepEd Guidelines on partnerships. Section VII of DO No. 28, s. 2018 titled "Policy and Guidelines on Civil Society Organizations (CSOs) in the Department of Education" references critical provisions in engaging with partners

B. Provision of medical and dental supplies and equipment for clinics

- i. Procurement of medical and dental supplies in ROs/SDOs for the school clinics, including those which were not covered by the identified Central Elementary School Clinics under the School Dental Health Program; and
- ii. Procurement of additional supplies needed to sustain/maintain the clinics in all governance levels.

C. Hiring clinic aides to maintain uninterrupted service during school hours.

IV. Eligible Expenses

- a. Conduct of meetings and orientation activities for RO/SDO key officials, school health personnel, school heads, and other stakeholders;
- b. Meals during meetings and orientation activities;
- c. Board and Lodging for Technical Working Groups, Resource Speakers, and DepEd Guests;
- d. Supplies for school clinics and for the clinics in all DepEd governance levels;
- e. Transportation expenses for dental and medical service delivery;
- f. Repairs and maintenance of equipment and instruments used in clinics;
- g. Miscellaneous expenses directly related to the program; and
- h. Salary for Clinic Aides (if hiring is necessary).

V. Utilization of Funds

- a. The utilization of funds shall be in accordance with Section III and IV of this guidelines and shall comply with the existing budgeting, accounting, auditing and procurement rules and regulations.
- b. Should there be a deficiency in the downloaded funds, the RO and SDO may augment the funding requirements, subject to availability of funds.
- c. The LSP funds provided herein shall be valid for obligation and disbursement until December 31, 2025.

I. Roles and Responsibilities

VI.1. The Central Office, through the BLSS-SHD, shall:

- a. Develop strategies and action plans including the setting up of Medical, Nursing, Dental and Nutrition Technical Working Group (TWG);
- b. Issue related policies and take charge in the overall execution of this Program;
- c. Prepare logistical plans and allocate funds for the Medical, Nursing, Dental, and Nutrition Services;
- d. Undertake capacity development of and technical assistance to program implementers at all levels;
- e. Undertake program oversight as well as monitoring and evaluation, analyze data from the field, and issue recommendations for improving program implementation;
- f. Network and coordinate with partner agencies, organizations, and local government units for program advocacy, mobilization for public awareness campaigns, treatment referral, legislation, monitoring, and overall policy compliance; and
- g. Coordinate with the Bureau of Curriculum Development (BCD) for the inclusion of the following into the K-12 curriculum:
 - i. The benefits of proper tooth brushing with fluoridated toothpaste and flossing of teeth after every meal;

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- ii. Key concepts on health, nutrition and oral hygiene management that are age-appropriate, culture- and gender-sensitive, and interactive; and
- iii. The importance of behavior changes to prevent or minimize the dangers posed on oral health by risky behaviors in terms of diet, nutrition, hygiene, tobacco use, and substance abuse.

VI.2. Regional Offices through the ESSD shall:

- a. Provide technical assistance to division offices on the conduct of training and orientation, funding sources;
- b. Link up with external partners and the Central Office, among others;
- c. Establish a functional RO school clinic to administer medical, dental and nursing services, including nutrition counselling and treatment, to all RO personnel in need of health services. A Citizen's Charter shall be posted in every RO Clinic as required by the Civil Service Commission;
- d. Provide support for medical, nursing, dental and nutrition services and logistical plans;
- e. Conduct training and capacity development for health and nutrition service implementers;
- f. Undertake program advocacy with LGUs;
- g. Conduct monitoring and evaluation (M&E) of the medical, nursing, dental, and nutrition services program;
- h. Submit quarterly consolidated reports to BLSS-SHD.; and
- i. Conduct an annual Performance Implementation Review of the School Health Care Program and submit findings and recommendations to BLSS-SHD.

VI.3. Schools Division Offices (SDO) through the SGOD shall:

- a. Provide technical assistance to districts and schools in coordination with partners;
- b. Establish a functional SDO school clinic to administer medical, dental and nursing services, including treatment, to all SDO personnel in need of medical and oral health services. School medical officers, dentists and nurses shall be assigned to the SDO dental clinic on rotation basis. A Citizen's Charter shall be posted in every SDO Clinic as required by the CSC;
- c. Conduct training and capacity development for implementers;
- d. Undertake program advocacy with LGUs;
- e. Conduct monitoring and evaluation of the Oral Health Program; and
- f. Submit quarterly consolidated accomplishment report to RO-ESSD.

VI.4. Schools through the School Head shall:

- a. Ensure effective implementation of the school health policy and program activities in the school setting;

- b. Secure the support and participation of the community, including the Parent-Teacher Associations (PTAs) and other stakeholders, for the program;
- c. Collaborate with key partners for the following:
 - i. put in place systems and mechanisms that will allow all stakeholders to take part in the implementation of this policy;
 - ii. craft specific roles and responsibilities of each school personnel to make sure that all requirements and standards are met; and
 - iii. ensure the inclusion of the medical, nursing, dental, and nutrition programs in the School Improvement Plan (SIP) and Annual Implementation Plan (AIP).
- d. Ensure regular daily provision of potable drinking water and clean running water to the school clinic in accordance with the medical, nursing, and dental programs.
- e. Ensure that all the medical, nursing, and dental health cards and accomplishment reports prepared by the medical officers, dentists and nurses for effective monitoring and evaluation of the Program for a period of 3 years after the learner has withdrawn from the school are kept and secured.
- f. Ensure all records are kept and confidential and can only be accessed by the school head, designated school health personnel and should be covered by the provision of the Data Privacy Act of 2012.
- g. Submit a report to the Schools Division Office.

VII. Prohibitions

School authorities shall strictly observe the prohibition on accepting donations or sponsorships from or having any financial or material involvement with tobacco companies in advancing this Program. Violation of this prohibition is punishable under existing law and DepEd Order No. 6, s. 2012 titled "Policy and Guidelines on Comprehensive Tobacco Control".

VIII. Monitoring and Evaluation

- a. For the effective monitoring of the implementation and utilization of the downloaded PSF, the Regional Office shall submit a Utilization Report to the Central Office through the BLSS-SHD, copy furnished to the Office of the Undersecretary for Operations
- b. The Office of the Undersecretary for Operations, through BLSS-SHD, in close coordination with the ESSD and the involved SGOD will monitor and evaluate the implementation of the activity

For more information, please contact the Bureau of Learner Support Services-School Health Division, 3rd Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at blss.shd@deped.gov.ph or at telephone number (02) 8632-9935.

For immediate dissemination and compliance.

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Region XI			Digos City		M	200,000
Region XI			Island Garden City of Samal		S	150,000
Region XI			Mati City	regularized on 5/14/2012	M	200,000
Region XI			Panabo City		M	200,000
Region XI			Tagum City		M	200,000
						3,090,000
Region XII						890,000
Region XII	8	S	General Santos City		M	300,000
Region XII			Koronadal City		M	300,000
Region XII			Kidapawan City		M	300,000
Region XII			Cotabato		L	250,000
Region XII			Sarangani		M	300,000
Region XII			South Cotabato		M	300,000
Region XII			Sultan Kudarat		M	300,000
Region XII			Tacurong City*		S	150,000
						3,090,000
Caraga						890,000
Caraga	12	M	Agusan Del Norte		M	200,000
Caraga			Agusan Del Sur		M	200,000
Caraga			Bayugan City	regularized on 7/3/2012	S	150,000
Caraga			Bislig City		M	200,000
Caraga			Butuan City		M	200,000
Caraga			Cabadbaran City	regularized on 9/26/2012	S	150,000
Caraga			Province of Dinagat Island		M	200,000
Caraga			Siargao		M	200,000
Caraga			Surigao City		M	200,000
Caraga			Surigao del Norte		M	200,000
Caraga			Surigao del Sur		M	200,000
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CAR						890,000
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CAR			Apayao		M	200,000
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CAR			Benguet		M	200,000
CAR			Ifugao		M	200,000
CAR			Kalinga		M	200,000
CAR			Mt. Province		M	200,000
CAR			Tabuk City	regularized on 11/21/2013	M	200,000
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NCR						890,000
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NCR			Mandaluyong City		M	200,000
NCR			Manila		L	250,000
NCR			Marikina City		M	200,000

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