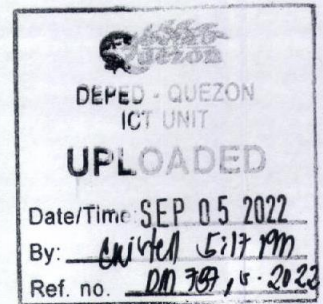




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05 September 2022

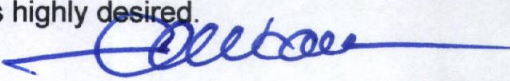
**DIVISION MEMORANDUM**

**DM No. 787, s. 2022**

**SCHEDULE OF DUTY OF SCHOOL HEALTH PERSONNEL AT THE DIVISION OFFICE CLINIC AND SUB-OFFICES**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
School Heads In-Charge of Governance and Operations  
Elementary and Secondary School Heads  
School Health Personnel  
All Others Concerned

1. This Office, through the School Health Section, issues the schedule of duty of nurses' and dentists at the SDO clinic and Sub-Offices effective September 5, 2022. Please see Enclosure for reference.
2. All concerned nurses and dentists shall go on duty on **Official Time** from **Monday to Friday** (8:00 a.m. to 5:00 p.m.) to :
  - check and monitor the Online Health Declaration of SDO personnel;
  - ensure the strict compliance of safety and health protocols in the workplace;
  - provide health and dental services among SDO and field personnel during consultation, treatment and referrals;
  - conduct 5S and weekly inventory of medicines and supplies;
  - perform preventive maintenance of medical equipment;
  - assist the Medical Officer, Dentist-in-Charge and Nurse-in-Charge in the clinic operation, documentation, recording and reporting; and
  - perform other tasks as may be assigned by immediate heads.
3. Strict compliance to this Memorandum is highly desired.

  
**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

shsmtma/09/05/2022  
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Enclosure to DM No. 707 s. 2022

**SY 2022-2023 SCHEDULE OF DUTY AT SDO CLINIC (School Health Section)**

Date of Duty		Nurses on-Duty	Dentist on-Duty
<b>September 2022</b>			
Week 1	September 05-09, 2022	Vivien D. Sayat	<ul style="list-style-type: none"><li>• Dr. Jose Macario Ernie Patino</li><li>• Dr. Lawrence Lazado</li><li>• Dr. Maria Rosario C.Camilon</li></ul>
Week 2	September 12-16, 2022	Genesis E. Olarte	
Week 3	September 19-23, 2022	Nessan Ingrid L. Rapada	
Week 4	September 26-30, 2022	Vincent Byron M. Rama	
<b>October 2022</b>			
Week 1	October 03-07, 2022	Maria Nerissa A. Diego	
Week 2	October 10-14, 2022	Maria Frances L. De Ocampo	
Week 3	October 17-21, 2022	Nipsirc John Ian Hari	
Week 4	October 24-28, 2022	Francis Rainier De Leon	
<b>November 2022</b>			
Week 1	Oct. 31- Nov.04,2022	Chiqui Serafica	<ul style="list-style-type: none"><li>• Dr. Jose Macario Ernie Patino</li><li>• Dr. Lawrence Lazado</li><li>• Dr. Maria Rosario C.Camilon</li></ul>
Week 2	November 7-11, 2022	Christine Rose Deocales	
Week 3	November 14-18, 2022	Meybel C. Nantes	
Week 4	November 21-25, 2022	Ana- Norwina Zarsadias	
Week 5	November 28- Dec.2	Lovelía T. Cuarteron	
<b>December 2022</b>			
Week 1	Dec. 05-09, 2022	Vivien D. Sayat	<ul style="list-style-type: none"><li>• Dr. Jose Macario Ernie Patino</li><li>• Dr. Lawrence Lazado</li><li>• Dr. Maria Rosario C.Camilon</li></ul>
Week 2	Dec. 12-16, 2022	Genesis E. Olarte	
Week 3	Dec. 19-23, 2022	Nessan Ingrid L. Rapada	
Week 4	Dec. 26-30, 2022	Vincent Byron M. Rama	

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On-call duty	Reliever for 1 week duty
1. Perry S. Napenas	1.Ragem Portes
2. Ma. Theresa J. Lim	2.Lovelia T. Cuarteron
3. Jackelyn Mae N. Eborá	
4. Dennis Fernando M. De Villa	
5. Soren Joshua P. Pabella	
6. Ma. Michelle D.L. Querubin	

**SUB-OFFICES**

Real Sub-Office		Nurse on-Duty	Dentist on Duty
Week	Date		
Week 1	September 05-09, 2022 October 03-07, 2022 October 31-Nov. 04, 2022 December 05-09, 2022		
	Monday	May Ann Gail Candelaria	Dr. Zaida O. Marquita
	Tuesday	Ruffa A. Anonuevo	
	Wednesday	Chrisgil A. Crisostomo	
	Thursday	Rea Merana	
	Friday	Ruffa A. Anonuevo	
Week 2	September 12-16, 2022 October 10-14, 2022 Nov. 07-11, 2022 Dec. 12-16, 2022		
	Monday	May Ann Gail Candelaria	Dr. Lina Buaron
	Tuesday	Ruffa A. Anonuevo	
	Wednesday	Chrisgil A. Crisostomo	
	Thursday	Rea Merana	
	Friday	Ruffa A. Anonuevo	

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Week 3	September 19-23, 2022 October 17-21, 2022 Nov. 14-18, 2022 December 19-23, 2022		
	Monday	May Ann Gail Candelaria	Dr. Lina Buaron
	Tuesday	Ruffa A. Anonuevo	
	Wednesday	Chrisgil A. Crisostomo	
	Thursday	Rea Merana	
	Friday	Ruffa A. Anonuevo	
Week 4	September 26-30, 2022 October 24-28, 2022 Nov. 21-24, 2022 December 26-30, 2022		
	Monday	May Ann Gail Candelaria	Dr. Lina Buaron
	Tuesday	Ruffa A. Anonuevo	
	Wednesday	Chrisgil A. Crisostomo	
	Thursday	Rea Merana	
	Friday	Ruffa A. Anonuevo	
Week 5	November 28-Dec. 02, 2022		
	Monday	May Ann Gail Candelaria	Dr. Lina Buaron
	Tuesday	Ruffa A. Anonuevo	
	Wednesday	Chrisgil A. Crisostomo	
	Thursday	Rea Merana	
	Friday	Ruffa A. Anonuevo	

Catanauan Sub-Office		Nurse on-Duty	Dentist on Duty
<b>Week</b>	<b>Date</b>		
Week 1	September 05-09, 2022 October 03-07, 2022 October 31-Nov. 04, 2022 December 05-09, 2022		
	Monday	Estrella G. Lorca	Dr. Sheryll R. Novela

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	Tuesday	Katrina Thea Reyes	
	Wednesday	Princess Leni May Rejano	
	Thursday	Cleo Duke Rivadulla	
	Friday	Stacey Jerdette Rivera	
Week 2	September 12-16, 2022 October 10-14, 2022 Nov. 07-11, 2022 Dec. 12-16, 2022		
	Monday	Sarah Jean D. Almeyda	Dr. Aileen Aquino
	Tuesday	Charmagne R. Sales	
	Wednesday	Estrella G. Lorca	
	Thursday	Katrina Thea Reyes	
	Friday	Princess Leni May Rejano	
Week 3	September 19-23, 2022 October 17-21, 2022 Nov. 14-18, 2022 December 19-23, 2022		
	Monday	Cleo Duke Rivadulla	Dr. Estelita Estrella
	Tuesday	Stacey Jerdette Rivera	
	Wednesday	Sarah Almeyda	
	Thursday	Estrella Lorca	
	Friday	Katrina Thea Reyes	
Week 4	September 26-30, 2022 October 24-28, 2022 Nov. 21-24, 2022 December 26-30, 2022		
	Monday	Estrella G. Lorca	Dr. Sheryll Novela
	Tuesday	Katrina Thea Reyes	
	Wednesday	Princess Leni May Rejano	

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	Thursday	Cleo Duke Rivadulla	
	Friday	Stacey Jerdette Rivera	
Week 5	November 28-Dec. 02, 2022		
	Monday	Sarah Jean Almeyda	Dr. Aileen Aquino
	Tuesday	Charmagne R. Sales	
	Wednesday	Estrella G. Lorca	
	Thursday	Katrina Thea Reyes	
	Friday	Princess Leni May Rejano	
On-Call		Laiza Rose S. Espinosa	

Gumaca Sub-Office		Nurse on-Duty	Dentist on Duty
Week	Date		
Week 1	September 05-09, 2022 October 03-07, 2022 October 31-Nov. 04, 2022 December 05-09, 2022		
	Monday	Margaret Z. Abaricia	Dr. Rizza Hernandez
	Tuesday	Maria Cerila Almonte	
	Wednesday	Christine Rose Deocales	
	Thursday	Lea C. Barrameda	Dr. Martha Salome Acorda
	Friday	Grant Lakian	
Week 2	September 12-16, 2022 October 10-14, 2022 Nov. 07-11, 2022 Dec. 12-16, 2022		
	Monday	Margaret Z. Abaricia	Dr. Rizza Hernandez
	Tuesday	Maria Cerila Almonte	
	Wednesday	Christine Rose Deocales	

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	Thursday	Lea C. Barrameda	Dr. Martha Salome Acorda
	Friday	Grant Lakian	
Week 3	September 19-23, 2022 October 17-21, 2022 Nov. 14-18, 2022 December 19-23, 2022		
	Monday	Margaret Z. Abaricia	Dr. Rizza Hernandez
	Tuesday	Maria Cerila Almonte	
	Wednesday	Christine Rose Deocales	
	Thursday	Lea C. Barrameda	Dr. Martha Salome Acorda
	Friday	Grant Lakian	
Week 4	September 26-30, 2022 October 24-28, 2022 Nov. 21-24, 2022 December 26-30, 2022		
	Monday	Margaret Z. Abaricia	Dr. Rizza Hernandez
	Tuesday	Maria Cerila Almonte	
	Wednesday	Christine Rose Deocales	
	Thursday	Lea C. Barrameda	Dr. Martha Salome Acorda
	Friday	Grant Lakian	
Week 5	November 28-Dec. 02, 2022		
	Monday	Margaret Z. Abaricia	Dr. Rizza Hernandez
	Tuesday	Maria Cerila Almonte	
	Wednesday	Christine Rose Deocales	
	Thursday	Lea C. Barrameda	Dr. Martha Salome Acorda
	Friday	Grant Lakian	

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