

October 29, 2019

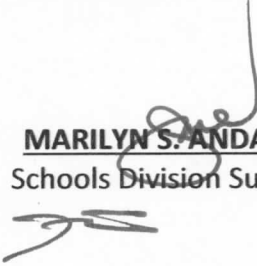
DIVISION MEMORANDUM

No. 671 S. 2019

**ROLL-OUT OF GENERAL ORIENTATION ON MENTAL HEALTH PEER SUPPORT AND
GENDER DISPARITY TO DEPED GUIDANCE COUNSELOR DESIGNATE**

**TO: Assistant Schools Division Superintendents
CID/SGOD Chiefs
PSDS/ DISTRICT OICS
Elementary/Secondary School Heads
All others concerned**

1. This office announces the conduct of **“ROLL-OUT OF GENERAL ORIENTATION ON MENTAL HEALTH PEER SUPPORT AND GENDER DISPARITY TO ALL DEPED GUIDANCE COUNSELOR DESIGNATE”** on **November 13-15, 2019** at **Ecotech Cebu, Lahug, Cebu City**.
2. The purpose of this activity is to have an information drive on Mental Health Awareness.
3. Accommodation shall be charge to GAD Funds while travel and other incidental expenses shall be chargeable against local/Division MOOE Funds subject to its availability and usual accounting and auditing rules and regulations.
4. This Memorandum serves as Authority to Travel for the participants and Division Personnel.
5. Immediate and wide dissemination of this Memorandum is desired.


MARILYN S. ANDALES, Ed.D. CESO V
Schools Division Superintendent

TRAINING DESIGN OF THE PROPOSED THREE-DAY GENERAL ORIENTATION ON MENTAL HEALTH AND GENDER DISPARITY

Date: November 13-15, 2019

Venue: ECOTECH CENTER CEBU

Course/Program Title: ROLL-OUT OF GENERAL ORIENTATION ON MENTAL HEALTH PEER SUPPORT AND GENDER DISPARITY TO DEPED GUIDANCE COUNSELOR DESIGNATE

Course/Program Brief Description:

Mental health refers on how we think, feel and behave. If a simple stress is not managed, depression may come in and if it is left untreated he/she can no longer control his feelings. Some of us may be running our life like a roller coaster as if there is no more tomorrow. In doing this, we not shortchange and deprive our loved one of our time and attention, but also we can be unkind to our mind and body due to the stress that crammed activities create.

Over the course of our lives, when we experience mental health problems, our thinking, mood, and behavior could be affected. Many factors contribute to mental health problems, including: biological factors, such as genes or brain chemistry, life experiences, such as trauma or abuse and family history of mental health problems. Mental health problems are common but help is available. People with mental health problems can get better and many recover completely.

As a learner-centered public institution, Department of Education fully supports The Philippine Mental Health Law. One of its agenda is to have information drive on Mental Health Awareness. It is indeed helpful in dealing and helping our learners regardless of gender equality with mental health problems especially to those experiencing depression and having suicidal thoughts.

I. Particular Continuing Competencies:

After the General Orientation on Mental Health Peer Support for Department of Education Nurses, the participants will be:

- Oriented with Mental Health Program
- Acquired knowledge with Mental Health terminologies
- Capacitated with skills in supportive communication
- Capacitated with skills in Psychological First Aid
- Equipped with Gender Disparity Awareness in relation to Mental Health

II. Content/ Details:

Sub-Topics	Scheduled Dates & Time Allotment for every topic (in hours)	Expected Learning Outcomes	Activities to Achieve Learning Outcomes	Assessment Strategies including Assessment Tools	Requirements/ Outputs	Resource Person
Day 1: November 13, 2019 (Wednesday)						
7:00-8:00 AM	Registration of Participants					
8:00- 9:00 AM (1 hr)	Opening Program	The participants are expected to: - Explain the rationale of this general orientation. - Level their expectation from the speakers etc. & vice versa	Lecture/ Discussion	Not Applicable	Not Applicable	Dr. Novie O. Mangubat- SGOD- Chief Dr. Gerardo S. Mantos- SGOD- EPS Dr. Marilyn S. Andales- SDS Ms. Paz T. Bacolod, LPT- PDO-I
Session 1: 9:00 – 10:00 AM (1 hour)	Gender Disparity in Relation to Mental Health	The participants are expected to: -Understand the concept of Gender Disparity in Relation to Mental Health	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Mr. Gerardo S. Mantos SGOD – EPS I
Session 1: 10:00 AM- 12:00 NOON (2 hours)	Mental Health & Psychosocial Support	The participants are expected to: -Understand the concept of Psychosocial Support	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Cabañero, Maria Theresa M. / Rochel A. Gamali
12:00-1:00 PM---- Lunch Break						
1:00 PM- 1:15 PM (15 mins.)	Breathing Exercise					Facilitators
Session 2: 1:15 PM- 3:00 PM (1 hr & 45 mins)	Psychological First Aid	The participants are expected to: -Understand the concept of Psychological First Aid	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Hazel Tañedo / Salina Loquellano
3:00-3:15 PM (15 mins)	Group Activity (TABLEAU)	The participants are expected to: - Validate and normalized feelings - Identify and	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators

	address needs and sources of strength				
3:15-3:30 PM (15 mins.) Breathing Exercise	The participants are expected to: - Validate and normalized feelings - Identify and address needs and sources of strength	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators
3:30-4:00 PM (30 mins.) Identifying and Addressing Needs	The participants are expected to: - Validate and normalized feelings - Identify and address needs and sources of strength	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators
4:00- 4:30 PM (30 mins.) Group Activity (T-Shirt Art, Crossing the Hurdle)	The participants are expected to: - Validate and normalized feelings - Identify and address needs and sources of strength	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators
4:30- 5:00 PM (30 mins.) Reflection	The participants are expected to: - Validate and normalized feelings - Identify and address needs and sources of strength	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators

Day 2: November 14, 2019 (Thursday)

7:30-8:00AM Management of Learning- Group 2

Session 3: 8:00-11:00 AM (3 hrs.) Art, Drama and Dance Therapy	The participants are expected to: -Understand the concept of Art, Drama and Dance Therapy	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Abigail Apple Malagar
11:00 AM- 12:00 NOON (1 hr.) Group Activity	The participants are expected to: - Validate and normalized feelings - Identify and address needs and sources of strength	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators

12:00-1:00 PM---- Lunch Break

1:00-1:15 PM (15 mins.) Warm Up Activity					Group 3
Session 4: 1:15-4:00 PM General Orientation on Mental Health Peer Support/ Stigma/ Suicide	The participants are expected to: -Understand the concept of Mental Health Peer Support - Understand the nature of stress	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Joeprill Anthony Abellanosa

	<p>and difference between stress capacity & stress overload.</p> <p>- Understand Mental Health, its Myths & Facts</p> <p>- Understand Stigma & Suicide Myths & Facts</p>				
4:00-5:00 PM (1 hr.) Group Activity	<p>The participants are expected to:</p> <p>- Validate and normalized feelings</p> <p>- Identify and address needs and sources of strength</p>	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Facilitators
Day 3: November 15, 2019 (Friday)					
7:30-8:00AM Management of Learning					
Session 10: 8:00-9:00 AM (1 hr.) Effective Communication	<p>The participants are expected to:</p> <p>-Understand the concept of Effective Communication</p>	Lecture/ Discussion	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Atty. Orville T. Dela Cerna- Legal Officer III
<p>Session 11: 9:00AM-11:00 AM (2 hrs.) Supportive Communication with Practice Activities</p> <p>11:00 AM- 12:00 NOON (1 hr.) Demonstration</p>	<p>The participants are expected to:</p> <p>- Learn the basic concepts, principles & techniques of supportive communication</p>	Lecture/ Discussion/ Group Work Activities	Personal Reflection Sheet	Accomplished Reflection Sheet/Daily Journal	Atty. Orville T. Dela Cerna- Legal Officer III
12:00-1:00 PM---- Lunch Break					
Session 12: 1:00-4:30 PM (3 hrs. & 30 mins.) Supportive Communication Workshop Proper	<p>The participants are expected to:</p> <p>- Acquire the necessary skills in supportive communication</p>	Group Work Activities	Demonstration	Accomplished Reflection Sheet/Daily Journal	Atty. Orville T. Dela Cerna- Legal Officer III
4:30-5:00 PM (30 mins.) Closing Program	<p>Challenge Response</p> <p>Distribution of Attendance of Attendance/ Participation</p> <p>Closing Remarks</p>		<p>Dr. Novie O. Mangubat- SGOD Chief Participants</p> <p>Dr. Novie O. Mangubat</p> <p>Dr. Gerardo S. Mantos- SGOD EPS</p>		

BUDGET TEMPLATE FOR TRAINING AND DEVELOPMENT PROGRAMS

Activity: ROLL-OUT OF GENERAL ORIENTATION ON MENTAL HEALTH PEER SUPPORT AND GENDER DISPARITY TO DEPED GUIDANCE COUNSELOR DESIGNATE

Level : District
Venue : Ecotech Cebu, Lahug, Cebu City
Date : November 13-15, 2019

ITEM OF EXPENDITURE	# REQUIRED (e.g. # of pax/unit/s ets/day)	Cost per Unit/Hour	Total # of days	Amount
A. Pre Implementation				
Designing/ Materials Development				
Honorarium				
Materials				60,000
Travelling Expenses				
Fares: Air				
Land				
Sea				
Sub-total Pre Implementation				
B. Implementation				
Accommodation				
November 12, 2019				
Dormtel	25	500	1	12,500
Staff Room	25	400	1	10,000
Accommodation Dormtel November 13-14, 2019	25	500	2	25,000
Accommodation Staff Room November 13-14, 2019	125	400	2	100,000
November 15, 2019				
Dormtel	5	500	1	2,500
Staff Room	11	400	1	4,400
Meals Day Zero (Dinner) November 12, 2019	50	400	1	20,000
Meals November 13-15, 2019 (Breakfast, AM/PM snack, lunch dinner)	150	1,200	3	540,000
November 16, 2019 Breakfast	16	200	1	3,200

Venue				
Executive Hall	3	4,000	3	12,000
Molave	2	2,500	2	5,000
Others November 13-15, 2019				
Brewed Coffee	5	500	5	2,500
LCD Projector per hour	5	300	5 (8hours)	12,000
Travelling Expenses				
Fares: Air				
Land				
Sea				
Vehicle Rental				
Terminal Fees				
Sub-total Implementation				
Total A & B				
Contingency (Service Fee) = 5%				37,205
GRAND TOTAL				841,305

Financial Projection:

Php 841,305

Expected Number of Participants:

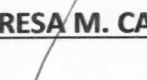
150 participants

Proposed Charge of the Participants:

Free


Relevant Details in Support of the Financial Viability of the Program: **The expenses of this activity will be charged to Division Medical Funds.**

Prepared by:

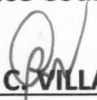

MARIA THERESA M. CABAÑERO, RN, MAN
Nurse II

Reviewed by:

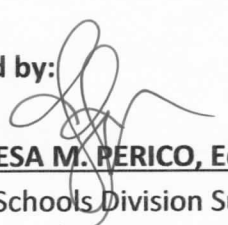

VIRGILIO C. TANTUICO, MD
Medical Officer III


NOVIE O. MANGUBAT Ed.D
SGOD Chief

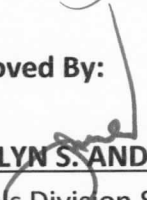
**Certifying the Availability of Funds for the Roll-out of General Orientation on Mental Health
Peer Support and Gender Disparity to Department of Education Division of Cebu Province
Guidance Counselor Designate**


RIANN C. VILLAMANTE, CPA
Accountant III, Division Finance Officer

Noted by:


CARTESA M. PERICO, Ed.D
Asst. Schools Division Superintendent

Approved By:


MARILYN S. ANDALES, Ed.D CESO V
Schools Division Superintendent