April 8, 2020
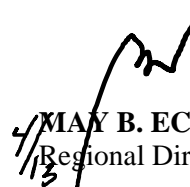
REGIONAL MEMORANDUM

No. ____094____. s, 2020

TO   :   SCHOOLS DIVISION SUPERINTENDENTS
                     Heads, All Public Elementary and Secondary Schools
                     All Others Concerned

CHECKLIST GUIDE FOR SCHOOLS DIVISION SUPERINTENDENTS/SCHOOL HEADS AS INITIAL ASSESSMENT TO SCHOOLS REQUESTED BY LOCAL GOVERNMENT UNITS AS QUARANTINE AREAS

1.   Relative to the requests of the Local Government Units (LGUs) on the conversion of public spaces to operate as temporary treatment and monitoring facilities for the management of persons under investigation and mild cases of (COVID-19), compliance to standards as indicated in the Department of Health Department Memorandum No. 2020-0123 (DOH DM 2020-0123) is a requirement.

2. Attached for your reference is a copy of the Devised Assessment Tool to facilitate the initial identification of schools that can be utilized as a quarantine area.

3. For information and guidance.

MAY B. ECLAR, PhD, CESO V
Regional Director

Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318 | **Fax No.:** (074) 422-4074
Website: **www.depedcar.ph** | **Email Address:** **car@deped.gov.ph**

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Enclosure to Memo___s. 2020

School Assessment Tool:
Compliance to standards as indicated in the Department of Health Department Memorandum No. 2020-0123 (DOH DM 2020-0123)

Subject: Interim Guidelines on the Management of Surge Capacity through the Conversion of Public Spaces to Operate as Temporary Treatment and Monitoring Facilities For the Management of Persons Under Investigation and Mild Cases of Coronavirus Disease 19 (COVID-19)

Instructions
1. This form should be filled up by the school heads of public schools identified by the local government unit (LGU) to be used as temporary treatment and monitoring facilities for COVID-19. This roughly answer item **IIc of the evaluation of request to use DepEd facilities for COVID-19 related purposes (OM-OSEC-2020-004, item no. 14**.
2. This is to be submitted to the Schools Division Superintendent (SDS) as a reference in the approval/disapproval of the request.
3. Should there be problems seen or unmet indicators in the assessed school, this would also serve as a baseline for the needs of the school or improvements to be made before it can be fit to be used. Improvements to the school are assumed to be handled by the requesting LGU.

Name of School			
District:		Division:	
School Head:		Contact No.	

GENERAL GUIDELINES:
The following indicators should be mentioned in the agreements between school and LGU:

Trigger for converting public spaces:	☐ Municipality, City or Province has declared an ENHANCE COMMUNITY QUARANTINE ☐ Current health facilities are operating nearing its maximum surge capacity ☐ No other government facility is available
Management of facility	☐ LGU Health office

Services to be offered:	☐ Out-patient services
	    ☐ Consultation – mild respiratory symptoms
	    ☐ Provision of supportive treatment and psychosocial service
	☐ Treatment and monitoring
	    ☐ For PUI – with no optimal isolation space at home
	    ☐ For COVID-19 patients with mild symptoms
	☐ Referral
	☐ Others:

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SPECIFIC GUIDELINES:

A. Patient Management
- Persons Under Investigation (PUI) and mild COVID-19 cases can be managed in these temporary facilities only if suitable ISOLATION ROOMS are available.

  * By design, classrooms are not suitable isolation rooms. Conversion of available rooms into suitable isolation rooms will be taken care of the requesting LGU.

B. Location Features

	Indicators	YES	NO	Remarks
B.1.	Accessible within a maximum of two (2) hours to a Level 2 or Level 3 hospital accepting PUI or confirmed COVID-19 patients;			(Indicate time of travel from school to hospital; name of the hospital)
B.2.a.	Have: o uninterrupted access to electricity,			
B.2.b.	o potable water source, and			
B.2.c	o sewer line			

C. Minimum Infrastructure Requirement

	Indicators	YES	NO	Remarks
C.1.	Temporary treatment and monitoring facilities must be fully enclosed with adequate lighting;			(Indicate number of rooms)
C.2.	There should be at least fan ventilation to be provided;			(Indicate actual number of functional units)
C.3.	There should be a separate entrance and exit for the patients and healthcare workers;			(Note number of rooms with 2 doors)
C.4.	Adequate space: Distance between patient beds should be maintained at least 3 feet apart on all sides;			(Indicate approximate size rooms)
C.5.	Backup supply of electricity and free-flowing water for at least 72 hours must be ensured, in case of water and power interruption;			(Remarks on water tanks and back-up generators)
C.6.	The provision of fixed or temporary plumbing fixture per person must follow the following requirements:			
C.6.a.	One(1) water closet per 25 males and one (1) per 20 females			(Indicate actual number of functional units)
C.6.b.	One(1) lavatory for every 10 males and one (1) for every 10 females			(Indicate actual number of functional units)
C.6.c.	One (1) shower per 8 persons			(Indicate actual number of functional units)

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C.6.d.	A dedicated toilet and shower for each PUI should be provided when possible. *In cases where this arrangement is not feasible, the toilet/shower facilities must be disinfected after every use.			(Indicate actual number of functional units)
C.6.e.	*One (1) urinal per 10-50 males, adding one (1) fixture for each additional 50males			(Indicate actual number of functional units)

**

All 14 items met – school/facility only need minor adjustments to make it functional

More than 7 items met – moderate adjustments/ repair needed to make facility functional

Less than 7 items met – major adjustments/ repair needed to make facility functional

Remarks:

_____

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_____.

Accomplished by:

Date:

Verified/Certified:

Date:

RDRRMT/ARD/afc_04.08.2020

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