

Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

Office of the Superintendent

May 4, 2020

Division Memorandum No. 204, s.2020

**Webinar on Mental Health and Psychosocial Support Services (MHPSS) in
Emergencies Relative to COVID-19**

To: **All Public Schools District Supervisors**
Public School Heads
School Health and Nutrition Personnel
School DRRM Coordinators
Others Concerned

1. The School Governance and Operations Division through the School Health and Nutrition Section and Social Mobilization Section will be conducting a webinar on Mental Health and Psychosocial Support Services (MHPSS) relative to COVID-19 on **7 May 2020, Thursday** (9:00 am onwards) via Zoom Cloud Meetings.
2. The objectives are to:
 - a. deepen understanding on the epidemiological characteristics of COVID-19 and its implications to education;
 - b. articulate the epidemiological characteristics of COVID-19 and the appropriate protection and response measures for front-liners, support staff, and other DepEd personnel and learners;
 - c. Provide an avenue for the participants to appreciate the importance of MHPSS amidst COVID-19 pandemic.
3. Participants are School Health and Nutrition Personnel and School DRRM Coordinators. All identified participants are required to register to this link: **tinyurl.com/MHPSS2020BAGUIO**
4. After registering, download the Zoom Client for Meeting for desktop/laptop users and Zoom Cloud Meeting for iOS and Smartphone users. **See Enclosure No. 1** of this memorandum for the Step by Step instruction on how to download and join the webinar and **Enclosure No. 2** for the Online Training Protocol and **Enclosure 3** for the Activity Matrix.
5. Immediate and wide dissemination of this Memorandum is desired.

MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: Division Memo No. 169 S. 2020, RM No. 90 and 91 S. 2020
To be indicated in the Perpetual Index:
under the following subjects:

DRRM
COVID-19

MENTAL HEALTH

PYSCHO SOCIAL
SERVICES

SGOD/SocMob/jss



No. 82 Military Cut-off Road, Baguio City
074-442-4326 / 074-442-7819
baguio.city@deped.gov.ph | www.depedpines.com
facebook.com/DepEdTayoBaguioCity

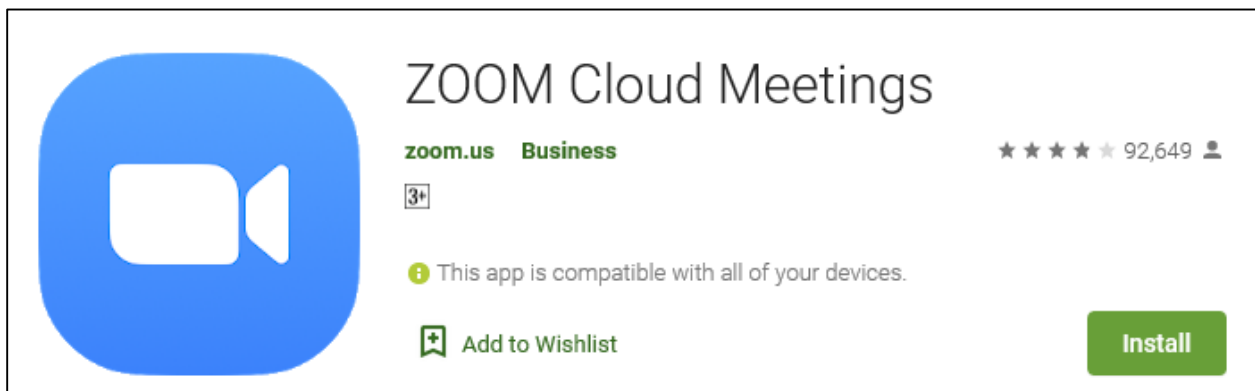
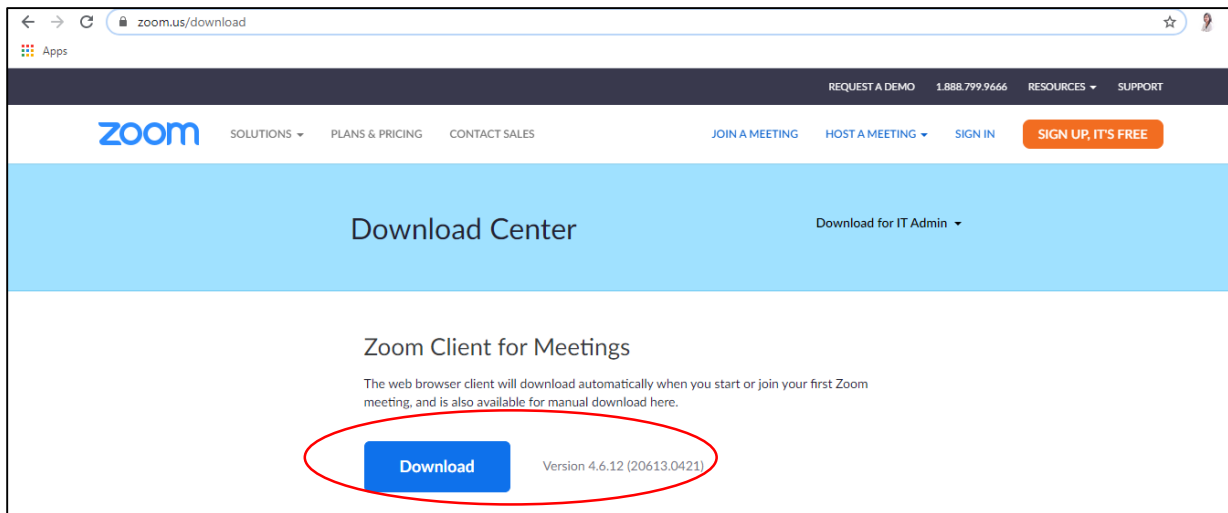
Step by Step Instruction



How to download Zoom Client for Meeting?

- Step 1.** For desktop/laptop users, go to <https://zoom.us/download>
For Smartphone users, go to
<https://play.google.com/store/apps/details?id=us.zoom.videomeetings&hl=en>
For iOS users, go to
<https://apps.apple.com/us/app/zoom-cloud-meetings/id546505307>

- Step 2.** Click “Download” for desktop/laptop users and “Install” for Smartphone/iOS users

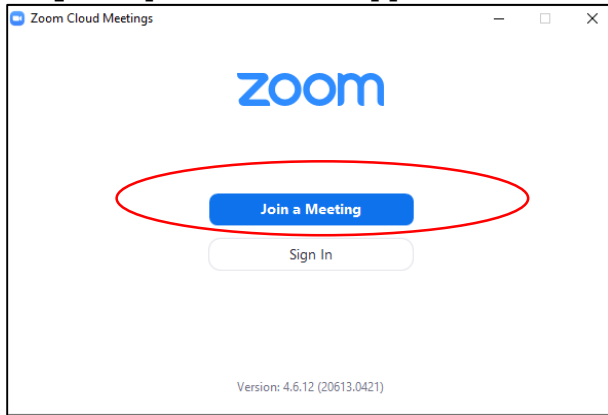


- Step 3.** For desktop/laptop users, open the downloaded executable file “ZoomInstaller.exe” to begin with the installation. For smartphone users, open the Zoom Application.

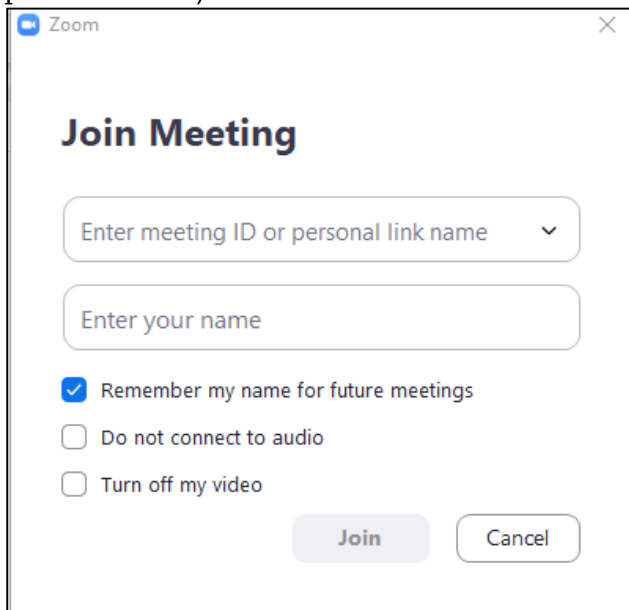


How to join the Webinar on May 6, 2020?

Step 1. Open the Zoom Application. Click “Join A Meeting”.



Step 2. A Zoom Meeting ID and Password will be sent to your email address before the Webinar proper. Enter the Meeting ID and your Name on the designated fields (see picture below).



Step 3. Click “Join” and enter the given Password for the Meeting.

Step 4. Test audio and listen to the instruction of the Facilitator.





Online Training Protocol

1. All online meetings and trainings are recorded for documentation purposes. By joining a meeting or training, you are giving full rights to the hosts to collect necessary information such as, but not limited to, your full name, email address and contact number.
2. Stay in a quiet place where you will not be disturbed by others. As much as possible, stay away from pets and children as it adds to the noise when speaking. You may also use your personal earphone with built-in microphone to reduce background noises.
3. Be on time. Callers who join late might interrupt the discussion and may be denied entry to the online meeting room.
4. Upon entering the room, always mute your microphone.
5. Wait for the moderator to acknowledge you before speaking. The moderator will enable your audio function, only then will you be allowed to speak. Before speaking, always introduce yourself first by stating your name, region / division, and designation.
6. Video is not required. Should you enable video, please be mindful of what's being shown in the camera. As much as possible, stay in a clutter-free surrounding. Refrain from eating or doing anything else.
7. Screen sharing may be requested depending on the topic of the webinar. To use it, click the screen share button.
8. For questions and comments, please use the chat function. Avoid profanities, and any unlawful work language. Do NOT type in all capital letters. Please stay relevant to the topic and avoid chitchat.
9. Certificate of participation for webinars will be issued after completing a post-webinar survey which will be sent to your e-mail within 48 hours after the webinar.
10. Presentations and recording of webinar may be available within a week after completing the post-webinar survey. You are not allowed to freely share the files. Please adhere to the sharing guidelines which will be attached to the files.





I. Activity Matrix

Time	Topic	Speaker/ Person in-charge
8:40-9:00	Preliminaries	JOVELYN PETRA BALANTIN, PhD Senior Education Program Specialist Human Resource and Management Section
9:00-9:40	COVID-19-What we Know and the Basics: Repetition is the Key to Understanding and Keeping it in the Heart and Mind	ROGER D. SINOT JR, MD Medical Officer III Department of Education- Schools Division of Baguio City
9:41-10:30	Mental Health and Psychosocial Support Services and Remote PFA	REYNALYNT. PADSOYAN, PhD Registered Guidance Counselor Senior Education Program Specialist- Planning and Research
10:31- 11:00	Arts-based Therapy	JIMMY S. SANTOS Project Development Officer II Division DRRM Coordinator
11:01-11:40	Mindfulness and Meditation	RUFINA GRACIA DELA CRUZ, MD Medical Officer IV Department of Education- Schools Division of Baguio City
11:41-12:00	Q & A Acknowledgement	ELAINE B. CABUAG Senior Education Program Specialist Social Mobilization and Networking

