



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM
DM-OUOPS-2025-08-04822

TO : REGIONAL DIRECTORS AND BARM EDUCATION MINISTER

FROM : MALCOLM S. GARMAGH
Undersecretary for Governance and Operations

SUBJECT : NATIONAL ORIENTATION ON THE MENTAL HEALTH CRISIS
RESPONSE AND MANAGEMENT TOOLKIT - BATCH 2

DATE : October 16, 2025

DepEd is committed to promoting and protecting the mental health and well-being of learners by fulfilling its mandates under **R.A. 11036** or the *Mental Health Act* and **R.A. 12080** or the *Basic Education Mental Health and Wellbeing Promotion Act*. To ensure the relevance of DepEd's mental health initiatives pursuant to the said mandates, the Bureau of Learner Support Services – School Health Division (BLSS-SHD) established the **School Mental Health Program (SMHP)**.

One of the key components of the School Mental Health Program (SMHP) is the **Mental Health Crisis Response and Management (MHCRM)**. The MHCRM mechanism shall be activated during situations involving mental health crises, disasters, emergencies, or child protection concerns. It ensures that affected learners receive timely and appropriate mental health and psychosocial support (MHPSS) interventions.

To operationalize MHCRM, this Office has drafted the guidelines and protocols for the effective response, management, reporting, and monitoring of mental health crisis cases. As part of this effort, the Bureau of Learner Support Services – School Health Division (BLSS-SHD) will conduct a **National Orientation on the Mental Health Crisis Response and Management Toolkit - Batch 2 on November 18-21, 2025 at DepEd NEAP – General Santos City**. This activity is crucial in ensuring a systematic, timely, and quality service delivery to learners experiencing mental health crises. Attached are the following for your reference: Indicative program (Annex A), Travel Advisory (Annex B), Safeguarding guidelines (Annex C)

In this regard, BLSS-SHD invites **two-three (2-3) participants per region** to the said activity: This consists of the SDO SMHP Focal and a school-based registered guidance counselor. For confirmation of attendance, participants are requested to individually register through this link: <https://tinyurl.com/Reg-form-MHCRM-Toolkit-Batch-2> on or before **October 31, 2025, Friday**.

For questions and further clarifications, please contact **Belle Beatrice D. Hombrebueno**, Technical Assistant II, through Viber number **09153857653**. You may also reach out to the BLSS-School Health Division, through email at blss.shd@deped.gov.ph.



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Doc. Ref. Code	OM-OUOPS	Rev	01
Effectivity	03.23.23	Page	1 of 1





Republic of the Philippines
Department of Education
BUREAU OF LEARNER SUPPORT SERVICES

OFFICE OF THE DIRECTOR

ADVISORY

November 3, 2025

VENUE AND DATES

1. This Office hereby announces that the conduct of **National Orientation on Mental Health Crisis Response and Management Toolkit – Batch 2** will now be held at **NEAP General Santos City**, from **November 18-21, 2025**.

PARTICIPANT INFORMATION

2. The program management team does not allow substitution of participants. Only the participants who submitted their confirmation through the registration form will be allowed to join the activity.
3. Strict attendance in all sessions is required. Certificate of Appearance will be given at the end of the training.
4. For the conduct of the aforementioned activities that will fall on weekends and holidays, the Regional Office and/or Schools Division Office is requested to provide Compensatory Time-Off (CTO) to the participants to compensate for time rendered that is supposed to be for personal use and rest.

LOGISTICS AND ACCOMMODATION

5. Standard check-in time will be at 2:00 PM on November 18, 2025. Check-out will be at 12:00 NN on November 21, 2025. Please check your flight schedule to avoid delays, cancellations, and inconvenience.
6. Breakfast, lunch, AM/PM snacks and dinner during training will be provided. The program management team will provide additional information during the event on the exact venues/time where/when the meals and snacks will be served. For any dietary restrictions, please inform the program management team.
7. Meals and accommodations are as follows:

MEALS	Day 1	Day 2	Day 3	Day 4
Breakfast		✓	✓	✓
AM Snacks		✓	✓	✓
Lunch	✓	✓	✓	✓
PM Snacks	✓	✓	✓	
Dinner	✓	✓	✓	

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8. This is a **4-day live-in training**; all participants are expected to attend and complete the whole activity. Participants are expected to bring their clothes and other hygiene kits.
9. All attendees must be in **good health condition**. Do not forget to **bring your medicines** if you are under medication/treatment. You may also ask for assistance if you are not feeling well, so that the program management team can immediately take action.
10. Bringing of their respective laptops or other writing devices and personal outlet extension for the activity is encouraged.

CHARGING OF EXPENSES

11. Those who will need to stay after November 21 may coordinate directly with NEAP General Santos City.
12. Transportation and other related expenses may be charged to the downloaded Program Support Funds for Learner Support Program (LSP-PSF) - School Mental Health Program (SMHP) of the respective Offices, subject to the usual accounting, budgeting, and auditing rules and regulations.
13. Offices concerned are requested to augment funds should the allocation from LSP PSF prove insufficient.
14. For questions and further clarifications, please contact BLSS-School Health Division on telephone number **(02) 8632-9935** or via email at blss.shd@deped.gov.ph.

Attached is the revised indicative program.


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Annex A

TIME	ACTIVITY	PERSON/OFFICE RESPONSIBLE
Day 1 – November 18		
9:00 AM - 11:30 AM	Arrival of Participants Registration	Program Management Team (PMT)
11:30AM – 1:00PM	Lunch	-
1:00 PM – 2:30 PM	Opening Program <ul style="list-style-type: none"> • Preliminaries • Welcome Remarks • Introduction of the participants • Presentation of Indicative Program of Activities • Introduction of School Mental Health Program • Introduction of Mental Health Crisis Response and Management (MHCM) 	PMT
2:30 PM – 3:30 PM	ORIENTATION Short Orientation on the Implementing Rules and Regulations of R.A 12080	PMT
3:30 PM – 4:00 PM	Health Break	PMT
4:00 PM – 5:00 PM	End-of-day Evaluation and Clearing House / Other Reminders	
Day 2 – November 19		
8:00 AM – 8:30 AM	Management of Learning <ul style="list-style-type: none"> • Leveling of Expectations • Program Objectives • Program Matrix • Session Norms 	PMT
8:30 AM – 10:00 AM	SESSION 1 Introduction to Mental Health Crises	PMT
10:00 AM – 10:30 AM	Health Break	-
10:30 AM – 12:00 PM	SESSION 2.5 Recognizing Early Warning Signs, De-Escalation Techniques and Communication Skills.	Resource Person
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 2:30 PM	SESSION 2.5 Recognizing Early Warning Signs, De-Escalation Techniques and Communication Skills.	Resource Person
2:30 PM – 3:00 PM	Health Break	-
3:00 PM – 4:30 PM	SESSION 3 Practice drills.	Resource person
4:30 PM – 5:00 PM	End-of-day Evaluation and Clearing House / Other Reminders	PMT
Day 3 – November 20		
8:00 AM – 8:30 AM	Management of Learning <ul style="list-style-type: none"> • Leveling of Expectations 	PMT

	<ul style="list-style-type: none"> • Program Objectives • Program Matrix • Session Norms 	
8:30 AM – 9:30 AM	SESSION 4 Presentation of the Mental Health Crisis Response Framework	Resource Person
9:30 AM – 10:00 AM	Health Break	-
10:00 AM – 12:00 PM	SESSION 5.5 Introduction to the Mental Health Crisis Response Mechanism	Resource Person
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 2:30 PM	SESSION 5.5 Continuation on the Mental Health Crisis Response Mechanism	Resource Person
2:30 PM – 3:00 PM	Health Break	-
3:00 PM – 4:30 PM	SESSION 6 Guidelines on Responding, Post-Interventions, Referral, Reporting and Monitoring	Resource Person
4:30 PM – 5:00 PM	End-of-day Evaluation and Clearing House / Other Reminders	PMT
Day 4 – November 21		
8:00 AM – 8:30 AM	Management of Learning <ul style="list-style-type: none"> • Leveling of Expectations • Program Objectives • Program Matrix • Session Norms 	PMT
8:30 AM – 9:30 AM	SESSION 7 Legal and Ethical Considerations and Toolkit Appendices	Resource Person
9:30 AM – 10:00 AM	Health Break	-
10:30 AM – 12:00 PM	SESSION 8 <ul style="list-style-type: none"> • Discussion on how-to-cascade • summative post-test • Action Planning. 	Resource Person
12:00 PM – 1:00 PM	Lunch Break	-
1:00 PM – 2:00 PM	Closing Program <ul style="list-style-type: none"> • Awarding of Certificates to Resource Persons • Awarding of Certificates to Participants 	PMT
2:00 PM	Going Home	-