



VISAYAS
STATE UNIVERSITY

OFFICE OF THE
PRESIDENT

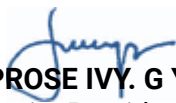


MEMORANDUM NO. 1066

Series of 2024

TO: **Dr. Elwin Jay V. Yu**

RE: **Designation as Director, University Health Services**

FROM:  **DR. PROSE IVY. G YEPES**
University President

DATE: **December 27, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, and as per recommendation by the Office of the Vice President for Administration and Finance, you are hereby designated as **Director, University Health Services**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Plan, implement, and manage comprehensive healthcare programs, including medical, dental, mental health, and wellness services for the university community.
2. Direct and coordinate the activities of healthcare professionals, including physicians, nurses, and support staff, ensuring quality healthcare delivery.
3. Establish and enforce health protocols and procedures in compliance with government regulations and university standards.
4. Conduct regular health assessments and monitoring to address emerging issues and promote preventive healthcare measures.
5. Oversee the university's response to health emergencies, including first aid, referral systems, and collaboration with local hospitals and health agencies.
6. Organize seminars, workshops, and information drives to promote health, wellness, and disease prevention among students and employees.
7. Ensure the maintenance and efficient operation of the facilities and equipment.

Anent to this, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

This designation will take effect on **January 2, 2025 until December 31, 2025** or unless sooner revoked.

Please be guided accordingly.

OFFICE OF THE PRESIDENT

2/F Administration Building, Visayas State University
PQWW+RJM, Baybay City, Leyte, Philippines 6521
Email: op@vsu.edu.ph | Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1000



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