

	DE LA SALLE-COLLEGE OF SAINT BENILDE			
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RELATED INFORMATION

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1. RATIONALE

- 1.1 De La Salle-College of Saint Benilde affirms the basic right of all Benildeans to mental health as well as their fundamental rights to mental health services. It recognizes that supporting the mental health of all stakeholders is a key factor in their health, well-being and safety.
 - 1.1 The College shall promote and protect the mental health and well-being of all students, and provide access to mental health services by mental health professionals and advocates in accordance with the following relevant laws and international declarations: Republic Act 11036 or the Mental Health Act of 2018 through its Implementing Rules and Regulations (IRR), the United Nations Declaration of Human Rights, the Convention on the Rights of Persons with Disabilities, Magna Carta for Disabled Persons (Republic Act No. 7277), an Act Strengthening Compliance with Occupational Safety and Health Standards and Providing Penalties for Violations Thereof (Republic Act No. 11058), and Department Order No. 208 of the Department of Labor and Employment, CHED Memorandum Order No. 09 Series of 2013: Enhanced Policies and Guidelines on Student Affairs and Services; Section 14; Guidance and Counseling Services, DEPED Order No.003, s. 2021: Creation of the Child Protection Unit and the Child Rights In Education Desk in the Department of Education, Safe Spaces Act (Republic Act 11313): An Act of Defining Gender-Based Sexual Harassment in Streets, Public Spaces, Online, Workplaces, and Educational or Training Institutions, Providing Protective Measures and Prescribing Penalties Therefor.
 - 1.2 In view of the foregoing, the College hereby sets its Policy on Mental Health, that will integrate the promotion of mental health and the identification and management of mental health problems, including provisions of assistance to its students.
 - 1.3 This policy sets out the framework for our community to provide a positive environment that fosters well-being and promotes a positive state of mental health for all stakeholders and those we work or interact with.
 - 1.4 The policy also aims to ensure that those who have mental health issues and are experiencing psycho-emotional concerns as well as those with specific learning needs are respected and given appropriate attention and intervention.

2. OBJECTIVES

- 2.1 To establish and implement a policy that will raise awareness, prevent stigma and discrimination, and to provide support to students who are at risk and/or with mental health condition, and facilitate access to medical health services, treatment, and psychosocial support;

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3. SCOPE

4. DEFINITION OF TERMS

- 2.2 To promote the mental health and well-being of students through the effective communication of policies and evidence-based practices;
 - 2.3 To increase awareness of all stakeholders regarding issues associated with mental health and well-being;
 - 2.4 To provide support to the Benildean community experiencing mental health issues;
 - 2.5 To engage the management, members of the Benildean Community and the centers and offices in the College, handling Occupational Safety and Health, to collaboratively review, update and monitor its Mental Health Policy, Program and implementation;
 - 2.6 To integrate mental health in the educational institution's curriculum and services;
 - 2.7 To establish efficient linkages with other agencies and organizations which make arrangements to provide treatment and care.
-
- 3.1 This policy covers all currently enrolled students of **De La Salle-College of Saint Benilde**.
-
- 4.1 Mental Health – refers to a state of well-being in which the individual realizes one's own abilities and potentials, copes adequately with normal stresses of life, displays resilience in the face of extreme life events, works productively and fruitfully, and is able to make a positive contribution to community (World Health Organization, 2018; Section 4 of the Mental Health Act of 2018).
 - 4.2. Mental Health Services – refer to psychosocial, psychiatric, or neurologic activities and programs along the whole range of mental health support services including promotion, prevention, treatment, and aftercare, which are provided by mental health facilities and mental health professionals.
 - 4.3. Mental Health Professional - refers to a medical doctor, nurse, psychologist, guidance counselor, and psychometrician.
 - 4.4. Mental Health Advocate - refers to an entity or individual providing mental health services such as an appropriately trained person, a volunteer engaged in mental health promotion, those providing support services under the supervision of a mental health professional, and other allied health professionals like occupational and physical therapists.

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5. POLICY STATEMENTS

4.5. Service user - refers to a Benildean student with lived experience of any mental health condition including those who require or are undergoing psychiatric or psychosocial care.

4.6. Reasonable Accommodation -

5.1 **Advocacy, Information, Education and Training**

5.1.1. The College shall provide basic information and education on mental health that include, but not limited to the following:

- Understanding mental health and its impact in the educational institution and on the students' academic resilience;
- Identification and management of mental health problems in the academic community;
- Salient features of Mental Health Act (RA 11036) and its IRR with emphasis on the basic human rights of students with mental health conditions and consent to treatment; and
- Confidentiality of all information or medical records of service users (students) with mental health conditions.

5.1.2. The College shall implement information campaigns in the physical and virtual campuses to increase awareness on mental health and other common conditions (e.g. depression, anxiety, ADHD, ASD, and substance abuse including alcohol).

5.1.3. In the context of its Corporate Social Responsibility Program, the College shall extend advocacy, information, education and learning sessions to the students' families.

5.1.4. Identified Representatives of Occupational Safety and Health (OSH), Benilde Well-Being Center (BWC), Lasallian Mission and Student Life (LMSL), Center for Inclusive Education (CIE), Center for Faculty Advancement (CFAd) and other concerned centers or offices shall undergo capacity-building trainings on the identification, recognition of psychosocial hazards and management of mental health problems. The training of program implementers as mental health advocates in the promotion of mental health and well-being of students in the College, as well as the identification and management of mental health problems may be coordinated with other mental health service providers.

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5.1.5. In accordance with the Section 7 of the Mental Health Act (RA 11036), the College upholds the rights of Mental Health Professionals.

5.2 Social Policy and Accommodation

5.2.1. Students shall not be discriminated against during admission, enrollment, or in curricular, co-curricular or non-curricular program or activity in the College because of their condition provided, that such condition does not interfere with the learning experience or safety of students.

5.2.2. Students declared to have mental health condition as determined by a psychiatrist/clinical psychologist/developmental pediatrician or licensed mental health professional, shall be offered reasonable accommodation through appropriate support and services by the BWC) (wala po dapat close parenthesis) and the CIE.

5.3 Mental Health Integration and Promotion in the Educational Institution

5.3.1. In compliance to Section 24, Chapter 5, of the IRR of Mental Health Act (RA 11036), the College shall integrate age-appropriate content pertaining to mental health into the curriculum at all educational levels. The materials for use in the curricula and offerings shall be developed by the Department of Education (DepEd), Commission on Higher Education (CHED), and the Technical Education and Skills Development Authority (TESDA).

5.3.2. In compliance to Section 25, Chapter 5, of the IRR (of IRR) of Mental Health Act (RA 11036), the College shall have a complement of mental health professionals composed of Medical Doctors, Nurses, Registered Guidance Counselors, Registered Psychologists, Psychometricians, and other appropriately-trained and qualified persons with specific skills relevant to the provision of mental health services.

5.4 Confidentiality, Record Keeping and Reporting Requirements

5.4.1. The College shall implement and communicate its confidentiality policy to all students.

5.4.2. The College shall keep or maintain medical record inside the Center for Health and Medical Services (CHMS). All medical records and required documents pertaining to the mental health condition of a student, such as results of neuropsychological tests, shall be treated with

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confidentiality. In addition, the BWC shall keep all personal information records and documents including counseling session notes of students in strict confidence.

- 5.4.3. The access to medical records, personal data, counseling session notes, or any information relating to students' mental health condition shall be bound by the policy on confidentiality and/or Data Privacy Act of 2012. Such records shall be accessed only by the authorized CHMS and BWC representatives, with the consent of the student with mental health condition.

5.5 Disclosure & Referral

- 5.5.1. Students are encouraged to disclose their medical or mental health condition for purposes of proper management and intervention, and reasonable accommodation.
- 5.5.2. The College and its students shall not be obliged to reveal to a third-party any information about student with mental health condition except in any of the following circumstances:
- unless required by law;
 - with consent from the student with mental health conditions;
 - life threatening emergency cases where such disclosure is necessary to prevent harm or injury to one's self or other persons; or
 - disclosure is required in connection with an administrative, civil or criminal case.
- 5.5.3. Students shall seek assistance from the OSH Committee, LMSL, CRD, CIE or BWC, on conditions that may be related to or may result to a mental health condition for their appropriate intervention.
- 5.5.4. Students are encouraged to refer a fellow Benildean with a mental health condition to the BWC. When deemed necessary, BWC will refer students to mental health specialists, like psychiatrists and clinical psychologists, or to a licensed/accredited/recognized mental health facility, or a medical service provider for further assessment and/or appropriate crisis intervention and management in collaboration with other offices such as CEMSS, Deans/Department Heads, CHMS, and Risk Management and Compliance Office}.

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6. EFFECTIVITY CLAUSE

- 5.5.5. The College shall provide all students with access to counseling and counseling-related services through the BWC.
- 5.5.6 The College shall uphold the right of students to give informed consent before receiving treatment or care, including the right to withdraw such consent. They are also encouraged to participate in the development and formulation of the treatment plan that will be implemented.
- 5.6 Monitoring and Evaluation**
- 5.6.1. The Center for Institutional Policy Development (CIPD) shall develop, implement and monitor the Mental Health Policies, while the BWC shall develop programs on mental health in partnership with the OSH Committee.
- 5.6.2. The College shall review and evaluate the Mental Health Policies and Programs annually or as necessary to ensure effective implementation, compliance to legal issuances and relevance to the needs of the stakeholders.
- 5.7 Compliance and Enforcement**
- 5.7.1. Students who commit acts, such as cheating, plagiarism, bullying, cyber bullying/mobbing, verbal, sexual and physical harrassment, threats, shaming, alienation, and other forms of violence and discrimination, which may lead to a mental health problem shall be subject to disciplinary action based on due process. The abovementioned actions shall be reported to be investigated by the OSH Committee, CRD, and concerned centers or offices with legal interest in the case.
- 6.1 This policy shall take effect upon approval and shall continue to be in full force unless superseded by new policies and guidelines.

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