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## Trip Report

# 0-443

### Travelers:

Dr. Clarence Hall, IHP Consultant  
Kwara State Training Team:  
Mrs. Victoria Abodunrin, Co-Trainer  
Mrs. Rachael Ajiboye, Co-Trainer  
Dr. Zakari Isiyaku, Co-Trainer

### Country Visited:

Mr. Hezakah Omodamori, Co-Trainer  
KWARA STATE, NIGERIA

### Date of Trip:

July 15 - August 8, 1987

### Purpose:

To conduct a Management/Supervision  
Workshop for 15 Family Planning trained  
clinicians, July 20 - 31, 1987.

DPE-3031-C-00-4077-00

Program for International Training in Health  
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\* On file with INTRAH Program Office.

\*\* On file with INTRAH Data Management Services.

## LIST OF ABBREVIATIONS

<b>CWP</b>	Contract Work Plan
<b>LGA</b>	Local Government Area
<b>MOH</b>	Ministry of Health (State)
<b>M/S</b>	Management/Supervision
<b>SDC</b>	Staff Development Center
<b>STT</b>	State Training Team
<b>ZMP</b>	Zonal Management Plan
<b>ZS</b>	Zonal Supervisor

**EXECUTIVE SUMMARY**

Dr. Clarence S. Hall, International Health Programs (IHP) Consultant; Mrs. Victoria Abodunrin, Co-Trainer, Kwara State Training Team (STT); Mrs. Rachael Ajiboye, Co-Trainer, STT; Dr. Zakari Isiyaku, Senior Medical Officer and Co-Trainer, STT; and Mr. Hezakah O. Omodamori, Co-Trainer, STT conducted the second of two two-week Management/Supervision (M/S) workshops for 15 Family Planning Zonal Supervisors from July 20 - 31, 1987. The workshop was held at the Kwara State Staff Development Center, Ilorin and is Activity #13 of the INTRAH/MOH contract.

The goal of the workshop was to increase the participants' knowledge and skills in planning, implementing, monitoring and evaluating FP services and programs. All of the participants were senior or experienced nurses and all were FP service providers. None of the participants had received prior M/S training. Administrative and logistical arrangements for the workshop were coordinated by Dr. David Olubaniyi, MOH Director of Health Services, and Mrs. Florence Tolushe, MOH FP Coordinator.

This workshop followed the same format as the previous Management and Supervision Workshop, Contract Work Plan Activity #12 (see INTRAH Trip Report #0-442). The first week included mini-lectures and discussions on M/S and related theories and the sharing of M/S experiences. The second week was devoted to improving the M/S tools developed by Activity #12 participants, developing individual workplans and developing Part II of the Zonal Management Plan (ZMP).

Major findings, conclusions and recommendations included:

- The MOH administration should continue its active and supportive role which began with Activity #12.
- The quality of the participants' output increased largely due to a one and a half hour extension of the work day, experience gained by the co-trainers during M/S workshop, Activity #12, and the participants' accumulated years of work experience.
- Instruments developed by Activity #12 participants to facilitate the M/S of zonal FP activities were improved and Part II, Monitoring and Evaluation of the ZMP, was developed.
- The core trainers and four additional members of the STT are capable of conducting M/S workshops/ refresher workshops without external technical assistance. However, all would benefit by participating as co-trainers in similar workshops in other states.
- The MOH will require continued financial support for FP manpower development through the consolidation and expansion phases of FP services.

**SCHEDULE OF ACTIVITIES**

- July 15 - 18** Dr. Hall was already in-country for M/S workshop, Activity #12 (see INTRAH Trip Report #0-442).
- Dr. Hall and co-trainers prepared M/S workshop, Activity #13.
- July 17** Dr. Hall and core STT members briefed with Dr. David Olubaniyi, Director of Health Services, Kwara State MOH and Mrs. Florence Tolushe, FP Coordinator, on M/S workshop, Activity #12.
- July 20 - 31** Conducted M/S workshop, CWP Activity #13 for 15 zonal supervisors.
- August 3** Debriefed at MOH with Dr. Olubaniyi, Mrs. Tolushe and co-trainers.
- August 4 - 5** Public Holidays.
- August 4 - 8** Prepared workshop report.
- August 5 - 6** Met with PAC-II Mid-Project Evaluation Team.
- Dr. Hall remained in Kwara State to conduct a Community Health Education Workshop, Activity #14.

I. **PURPOSE OF TRIP**

The purpose of the trip was to conduct a two-week Management/Supervision (M/S) workshop for 15 family planning service providers who will serve as backup zonal supervisors for those trained in the previous M/S workshop.

II. **ACCOMPLISHMENTS**

- A. The M/S workshop was successfully conducted for 14 service providers and the FP Program Supply Supervisor.
- B. Part II of the Zonal Management Plan was developed. The complete document (Appendix I) can be a model for other states in Nigeria interested in initiating and/or strengthening a decentralized approach to managing and supervising FP services.
- C. The 15 participants demonstrated appropriate behavior, knowledge and skills which will enhance their effectiveness as managers and supervisors.
- D. The participants developed additional tools which will facilitate their work including a Supervision Checklist and Baseline Data Sheets for zonal supervisors and service providers.
- E. Two additional members of the State Training Team (STT) gained experience as M/S trainers. The two core trainers strengthened their M/S training skills.
- F. Briefing and debriefing meetings were held in Kwara State with the MOH and the co-trainers.

### III. BACKGROUND

This activity was the eleventh of fourteen workshops scheduled under the Kwara State Ministry of Health (MOH)/ INTRAH Contract. The tenth activity was the M/S workshop for zonal supervisors conducted from June 29 - July 10, 1987 (see INTRAH Trip Report #0-442).

The first M/S workshop trained zonal supervisors who have been appointed to their positions in 12 Local Government Areas (LGAs). The trainees in the second M/S workshop will substitute for any of the appointed supervisors should a vacancy occur.

The appointment and training of this new cadre of FP service providers is consistent with the government's decentralization policy and will significantly strengthen the M/S of FP services.

### IV. DESCRIPTION OF ACTIVITIES

The M/S workshop was the second of two workshops designed to train a cadre of middle-level managers of the FP program who will ensure the effective M/S of resources in their respective LGAs by strengthening their knowledge and skills in planning, implementing, monitoring and evaluating FP services and activities.

The objectives of the workshop were to:

- prepare 15 FP service providers to assume managerial and supervisory roles at the zonal level;
- improve the FP management information system;
- develop the zonal supervisors' capability to monitor and evaluate the work of FP service providers;
- refine supervisors' job description;

- refine the job descriptions for clinical and non-clinical FP service providers;
- develop individual work plans for zonal supervisors;
- improve Part I and develop Part II of the ZMP for FP services; and
- strengthen the co-trainers' M/S training skills.

The workshop was held at the Kwara State Staff Development Center (SDC). Fourteen service providers representing 10 LGAs in Kwara State attended the workshop. The Supply Supervisor in the FP Coordinator's office was invited to replace the Edu LGA representative who was on maternity leave.

The first week of the workshop was devoted to basic concepts and theories. The content included management process, management theories, Nigerian system of management, role aspects of M/S, leadership styles, motivation, the problem solving approach, development of goals and objectives, conflict resolution, and program and personnel evaluation. Several training methods were used to embrace the principles of adult and participative small group discussions and projects including case studies, role play, recognition, and validation of individual and collective experiences. Emphasis was placed on the teacher-learner role of participants and co-trainers, and on team work.

The aim of the second week was to improve Part I and develop Part II of the ZMP, formulate individual workplans, and evaluate the workshop.

Mr. Funsho Adedokun, SDC Chief Management Development Officer, and Mr. Moses Onivehu, SDC Vice-Principal, respectively, led discussions on the following topics:

- Effects of Cultural Environment on the Nigerian System of Management

- The Relationship of Leadership Styles and Delegation to Management and Supervision

At the suggestion of the participants in the previous M/S workshop, and by consensus among the co-trainers, the sessions for this M/S workshop were extended by approximately one and a half hours. This allowed the participants more time to comprehend the fundamental M/S concepts and to practice the M/S skills which were taught. The quality of the participants' outputs justified this decision.

The participants developed individual workplans to address a priority problem in each of their respective zones. The workplan format used in the previous M/S workshop was improved.

Part I of the ZMP, developed during the previous M/S workshop, was reviewed and modifications were made to improve it. Participants in this MS workshop developed Part II which mainly consists of monitoring and evaluation components, a supplement to the evaluation section of the Kwara State Management Plan (see INTRAH Trip Report #0-121). Participants were divided into three groups and given the following instructions:

#### Group I

- Determine what statistical data should be displayed in places of work by zonal supervisors and service providers.
- Propose how the data should be displayed.
- Determine what kind of feedback zonal supervisors should give service providers.

#### Group II

- Develop a checklist which supervisors will use when visiting FP service points for supervision. Include the following categories: Clinic Organization, Personnel, Resources, Record System and Community Participation.

Group III

- Determine what baseline data should be collected and when by FP service providers and supervisors.
- List possible information sources.
- Review the supervisor's Commodities Balance Supply Form and modify and emmend it, if necessary.

The Implementation Schedule (Appendix I) is an overview of zonal activities and individual workplans that are expected to be carried out between August 1987 and December 1988.

The M/S workshop was continuously evaluated through the use of "reflections" at the end of each day, "where are we?" at the beginning of each day, end-of-first-week evaluation form, 3-5 minutes impromptu speaking by the participants, pre- and post-test, and the Participant Reaction Form. A debriefing was held for the MOH and co-trainers. No major problems were encountered during the workshop. MOH honored the co-trainers' request for a typist at the workshop venue.

V. FINDINGS, CONCLUSIONS AND RECOMMENDATIONS

A. Administrative/Logistical Arrangements

1. Finding(s)/Conclusion(s)

The good administrative and logistical support provided by MOH during the previous M/S workshop, continued. By their presence, the Director of Health Services and the FP Coordinator demonstrated the importance they attached to the workshop. The FP Coordinator prepared effective visual aids to stimulate discussion during the Management Information Systems and Data Collection session, and presented a very useful paper, "Report Writing, Statistics and Record Keeping."

Recommendation(s)

INTRAH should acknowledge this support from MOH.

2. Finding(s)/Conclusion(s)

The STT core members, Mrs. Victoria Abodunrin and Mrs. Rachael Ajiboye, have acquired the knowledge, skills and experience needed to organize and conduct future M/S workshops and/or refresher courses without external technical assistance. The four additional STT members who participated in M/S workshops, Activities #12 and #13, need more experience to attain a similar level of competence.

Recommendation(s)

The above STT members should be given opportunities to be co-trainers in workshops in other states when possible.

B. Implementation of Activities

3. Finding(s)/Conclusion(s)

The combination of external and local co-trainers worked very well. However, the new co-trainers, Dr. Z. Isiyaku and Mr. H. Omodamori, did not benefit as much as their previous counterparts because the workshop planning and preparation were virtually completed during the M/S workshop, Activity #12, and they had to return to their duty stations before the workshop report writing phase started.

Recommendation(s)

Co-trainers should participate in all phases of workshop planning, implementation, evaluation and report writing for maximum benefit to themselves and the STT's development.

4. Finding(s)/Conclusion(s)

Participants in this M/S workshop appeared to have a better comprehension of basic M/S concepts and produced higher quality outputs than in the previous workshop. This is due to a combination of an extension of the workday by one and a half hours and the experience gained by the co-trainers from the previous workshop.

Recommendation(s)

MOH should reproduce the outputs from both groups and provide copies to each participant. Teamwork at the zonal level among supervisors should be encouraged and reinforced.

C. Follow-up Activity

5. Finding(s)/Conclusion(s)

Two LGAs, Edu and Okehi, have only one trained zonal supervisor each. On the other hand, Ilorin appears to have an over-representation (nine trained zonal supervisors--two of whom substituted for the two nominees who could not attend the workshop).

Recommendation(s)

The MOH should periodically review the assignment of zonal supervisors. At the appropriate time, the STT should train another group of them in order to maintain equal distribution throughout the state as attrition and reassignments dictate.

APPENDIX A

Persons Contacted/Met

**APPENDIX A**

**PERSONS CONTACTED/MET**

**Kwara State Ministry of Health**

Dr. Abdulkareem IBRAHIM, Commissioner for Health  
Dr. David OLUBANIYI, Director of Health Services  
Mrs. Florence TOLUSHE, Family Planning Coordinator  
Mrs. H. F. OMOTOSHO, Family Planning Deputy Coordinator  
Mrs. Shola OJEBILE, Family Planning Supply Supervisor

**Kwara State Staff Development Center**

Mr. Z. B. JEMINIWA, Principal  
Mr. Moses ONIVEHU, Vice-Principal  
Mr. Funsho ADEDOKUN, Chief Management Development Officer

**AID/INTRAH Mid-Project Evaluation Team**

Ms. Carolyn LONG, PAC-II Mid-Project Evaluator  
Ms. Teresa MIRABITO, INTRAH Program Officer  
Ms. Sheila J. WARD, PAC-II Mid-Project Evaluator

**APPENDIX B**

**Participants**

## APPENDIX B

### PARTICIPANTS

1. Mrs. Grace F. AFOLABI  
Staff Nurse/Staff Midwife  
District Health Unit, Bode-Saadu
2. Mrs. Elizabeth B. AHMADU  
Assistant Chief Health Sister  
District Health Unit, Okene  
Okene Local Government Area
3. Mrs. Lonpe M. BABATUNDE  
Senior Nursing Officer  
District Health Unit, Afon  
Asa Local Government Area
4. Mrs. Alice O. DADA  
Principal Nursing Officer  
General Hospital, Isanlu  
Oyi Local Government Area
5. Alhaja Amope A. EDUN  
Principal Community Midwife Officer  
Ilorin Local Government Secretary  
Ilorin
6. Mrs. Salamot HALIRU  
Assistant Chief Nursing Officer  
General Hospital, New-Bussa  
Borgu Local Government Area
7. Mrs. Hauwa K. IBRAHIM  
Senior Nursing Officer  
General Hospital, Lokoja  
Kogi Local Government Area
8. Mrs. Comfort A. LARAIYETAN  
Senior Nursing Officer  
General Hospital, Oro  
Irepodun Local Government Area
9. Mrs. Ayijimoh O. MOMOH  
Staff Midwife  
Rural Health Centre, Omupo  
Ifelodun Local Government Area
10. Mrs. Florence F. OGI-OLU  
Principal Health Sister  
Specialist Hospital, Sobi  
Ilorin Local Government Area

11. Mrs. Shola A. OJEBILE  
Senior Health Sister  
Ministry of Health Family Planning Office  
Ilorin
12. Mrs. Helen O. OJIAH  
Senior Nursing Officer  
Rural Health Centre, Okengwen  
Okene Local Government Area
13. Mrs. Christianah I. OLAGBOYE  
Principal Nursing Officer/Community Health Officer  
Medical and Health Department, Afon  
Asa Local Government Area
14. Mrs. Emily A. OSASONA  
Nursing Officer  
General Hospital, Offa  
Oyun Local Government Area
15. Mrs. Esther E. SOLADOYE  
Assistant Chief Health Sister  
District Health Unit, Offa  
Oyun Local Government Area

**APPENDIX C**

**Pre/Post-Test Scores**

## APPENDIX C

### Pre/Post-Tests Scores

The pre/post-test was designed by the co-trainers (Appendix F). It consisted of a series of 20 questions derived from the content of the workshop curriculum.

Two participants, Mrs. Hauwa Ibrahim and Mrs. Lonpe Babatunde, arrived on the second and third days of the workshop respectively. They were not given the pre-test.

The participants' average scores increased from 25 (pre-test) to 73 (post-test), an increase of 48 points or 192%. The median scores were  $22\frac{1}{2}$  and  $71\frac{1}{2}$  respectively.

	Name	Pre-Test	Post-Test	Change
1.	AFOLABI, Grace F.	$39\frac{1}{2}$	$72\frac{1}{2}$	+33
2.	AHMADU, Elizabeth B.	$14\frac{1}{2}$	$67\frac{1}{2}$	+53
3.	BABATUNDE, Lonpe M.	-	74	-
4.	DADA, Alice O.	$16\frac{1}{2}$	54	+37.5
5.	EDUN, Amope A.	16	69	+53
6.	HALIRU, Salamatu	8	68	+60
7.	IBRAHIM, Hauwa K.	-	87	-
8.	LARAIYETAN, Comfort A.	14	78	+64
9.	MOMOH, Ayijimoh O.	27	$85\frac{1}{2}$	+58.5
10.	OGI-OLU, Florence F.	16	71	+55
11.	OJEBILE, Shola A.	$48\frac{1}{2}$	90	+41.5
12.	OJIAH, Helen O.	$22\frac{1}{2}$	$71\frac{1}{2}$	+49
13.	OLAGBOYE, Christianah I.	27	$64\frac{1}{2}$	+37.5
14.	OSASONA, Emily A.	$48\frac{1}{2}$	$83\frac{1}{2}$	+35
15.	SOLADOYE, Esther	$27\frac{1}{2}$	56	+28.5

APPENDIX D

Summary of INTRAH Participant Reaction Responses

INTRAH PARTICIPANT REACTION FORM

For each set of statements below, please check the one that best describes your feelings about this training.

1. Workshop objectives were:

- |               |                 |                   |                   |                     |
|---------------|-----------------|-------------------|-------------------|---------------------|
| a. Very clear | b. Mostly clear | c. Somewhat clear | d. Not very clear | e. Not clear at all |
| <u>11</u>     | <u>4</u>        | <u>    </u>       | <u>    </u>       | <u>    </u>         |

2. Workshop objectives seemed to be achieved:

- |             |           |             |                  |               |
|-------------|-----------|-------------|------------------|---------------|
| a. Entirely | b. Mostly | c. Somewhat | d. Hardly at all | e. Not at all |
| <u>8</u>    | <u>6</u>  | <u>1</u>    | <u>    </u>      | <u>    </u>   |

3. With regard to workshop material (presentations, handouts, exercises) seemed to be:

- 12 a. All material was useful
- 3 b. Most materials were useful
- c. Some material was useful
- d. Little material was useful
- e. No material was useful

4. Workshop material presented was clear and easy to follow:

- |                 |                            |                        |                            |                     |
|-----------------|----------------------------|------------------------|----------------------------|---------------------|
| a. All the time | b. More than half the time | c. About half the time | d. Less than half the time | e. None of the time |
| <u>13</u>       | <u>2</u>                   | <u>    </u>            | <u>    </u>                | <u>    </u>         |

11. Workshop facilities and arrangements were:

a. Very good	b. Good	c. Acceptable	d. Barely acceptable	e. Poor
<input type="text" value="11"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>

12. The trainer/trainers for this workshop was/were:

a. Very effective	b. Effective	c. Somewhat effective	d. Not very Effective	e. Not effective at all
<input type="text" value="14"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

13. The trainer/trainers for this workshop encouraged me to give my opinions of the course:

a. Always	b. Often	c. Sometimes	d. Rarely	e. Never
<input type="text" value="12"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>

14. In providing information about my progress in training, the trainer/trainers for this workshop were:

a. Very effective	b. Effective	c. Somewhat effective	d. Not very effective	e. Not effective at all
<input type="text" value="13"/>	<input type="text" value="2"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

15. 15 a. I would recommend this workshop without hesitation,

b. I would probably recommend this workshop

c. I might recommend this workshop to some people

d. I might not recommend this workshop

e. I would not recommend this workshop.

17. Below are several topics that were presented in the workshop. Please indicate the usefulness of the topics to you in the scale at right.

		very useful					hardly useful				
		1	2	3	4	5	1	2	3	4	5
a.	<u>Management Theories</u>	14	1								
b.	<u>Effect of Cultural Environment on Man.</u>	11	4								
c.	<u>Leadership Styles and Delegation</u>	12	2	1							
d.	<u>Motivation/Coordination/Monitoring</u>	13	2								
e.	<u>Problem Solving</u>	15									
f.	<u>Goals and Objectives</u>	13	2								
g.	<u>Conflict Resolution</u>	15									
h.	<u>MIS / Data Collection</u>	13	2								
i.	<u>Job Description</u>	13	2								
j.	<u>Workplan Development</u>	13	1	1							
k.	<u>Program/Personnel Evaluation</u>	13	1	1							
l.	<u>Guadalupe Case Study</u>	10	4	1							

18. For the following techniques or resources, please check the box on the right that best describes your view of their usefulness for your learning in this workshop.

Techniques/ Resources	very useful					hardly useful					does not apply 6
	1	2	3	4	5	1	2	3	4	5	
a. lectures	14										
b. group discussions	13	2									
c. individual exercises	10	3	1								
d. group exercises	12	3									
e. clinical sessions	1	1									6
f. field trips		2									6
g. handouts/readings	13	2									
h. books	12	2	1								
i. audio-visuals	2										5

**APPENDIX F**

**Pre/Post-Instrument**

Pre/Post-Test

Name:

Date:

Have you had a management or supervision course before this one?..... Yes ..... No.

1. Name two adult education theories
2. What are the three components of the Management process?
3. Define Management
4. What are four qualities of a good supervisor?
5. What are two elements in the Cultural Environment which affect the Nigerian Management System?  
Explain how each element affect the system.

**Best Available Document**

6. What is the difference between a goal and an objective?

7. What are four components of a job Description?

8. Name two ways a job description is useful to a supervisor

9. What are four of the eight steps one should take in problem solving?

10. Explain two ways a leader may obtain power.

11. What are two common causes of conflict among workers?  
What are two ways of minimizing conflict?

What is motivation? Describe three ways a manager can motivate her ~~staff~~ staff.

13. What are three of the five questions an evaluation of a programme should answer?

14. Describe two types of evaluation

15. What are four purposes of personnel evaluation?

16. What should <sup>be</sup> the goal of disciplinary action?

17. What are four principles of which should guide disciplinary action?

18. Describe four essential components of a work plan?

**APPENDIX I**

**Zonal Management Plan**

DRAFT

**KWARA STATE ZONAL MANAGEMENT PLAN**

**FOR**

**FAMILY PLANNING SERVICES**

**AUGUST 1987 - DECEMBER 1988**

**Produced By**

**Participants in the Family Planning Zonal  
Supervisors Workshops**

**29th June - July 10th 1987**

**AND**

**20th - July - 31st July 1987**

**AT**

**Kwara State Staff Development Centre  
Ilorin**

**Sponsors**

**MINISTRY OF HEALTH**

**AND**

**INTRAH/IHP**

**USAID**

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D. JOB DESCRIPTION: FAMILY PLANNING COMMUNITY HEALTH EDUCATOR
E. JOB DESCRIPTION: HEALTH ATTENDENT
F. PART I LIST OF CONTRIBUTORS
G. PART II LIST OF CONTRIBUTORS
H. CO-TRAINERS, INTRAH/INP TRAINER, LECTURERS

## PART I

I. BACKGROUND:- Between July 1985 - January 1987 about 108 family planning service providers and 20 Community Health motivators were trained by the Ministry of Health with the assistance of INTRAH for the accelerated delivery programme of family planning. As a result, the numbers of acceptors significantly increased thereby necessitating standard supervision within each local government area. During this same period the number of family planning service deliver points increased from 7 - 56.

During this time, monthly returns were delayed at times for 3 months because service providers were asked to submit their returns directly to the Ministry of Health - Family Planning Project Office regardless of their different distance. Such journey disrupt clinic activities in each zone as well as the Ministry of Health Programme in the Family Planning Project Office.

In order to enhance effective and efficient family planning accelerated delivery programmes, the authority felt the need for someone who will stay at the local government area to supervise the Family Planning activities and oversee the problems of the area in order to be able to make necessary report to the Ministry of Health and solve problems.

This would be a trained and experienced service provider selected from each local government area to coordinate all the family planning activities with her Local Government Area.

Nomination letters were received in November, 1986 selecting providers as zonal supervisors.

Most of us did not know where to begin until we had a one day Seminar on 9th February, 1987 in the School of Nursing Ilerin where we were promised further training to become effective zonal supervisors.

So the first management and supervision workshop for Family Planning zonal supervisors was started on 29th June, 1987 and to finish 10th July, 1987. The Second workshop was held from 20th - 31st July, 1987.

II. OBSTACLES TO FAMILY PLANNING PROGRAM IMPLEMENTATION

The major obstacles to the implementation of the Family Planning Program at the Zonal Level are as follows:

1. Transportation
2. Basic Family Planning Equipment
3. F/Planning Clinic Accommodation
4. Finance
5. Shifting duties
6. Insufficient personnel of service provider
7. Commodities
8. Transfer of service providers
9. Lack of Cooperation among staff
10. Improper distribution of F.P. staff

III. SUGGESTED SOLUTIONS TO REMOVING OBSTACLES

- A. TRANSPORTATION:- To meet the Local Government authorities in different zones to request assistance.  
To liaise with E.P.I. Manager in each zone.  
Ministry of Health to give Transport Allowances.  
To appeal to voluntary agencies to assist with transport
- B. BASIC F/PLANNING EQUIPMENT:- To collect from Ministry of Health if available.  
To appeal to Community Health Committees for help.  
To launch Family Planning Programme at Zonal Level.  
To appeal to Voluntary Agencies.
- C. ACCOMMODATION:- To discuss with Officer In-Charge of the clinic/hospital.  
To inform local Government and Community Health Committee.  
To approach Ministry of Health; Voluntary Agencies organization.
- D. FINANCE:- To generate funds locally. e.g, Community donation, letter solicitation with follow up, Launching, etc.  
To appeal to voluntary organizations for assistance.  
To request additional allocations from the Ministry for smooth running of the Clinic.

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F. SHIFTING DUTIES:- To discuss with officer in charge in order to allow 1 S/P to be on Permanent Morning duty.

G. INSUFFICIENT PERSONNEL AND TRANSFER OF SERVICE PROVIDER:

The Project Coordinator should liase with the posting officer before transferring any service provider.

Another service provider should be sent to replace the one at any station before transferring the existing one.

H. COMMODITIES:- To collect enough commodities

To distribute according to needs.

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I. INVENTORY OF SERVICE POINTS AND PERSONNEL

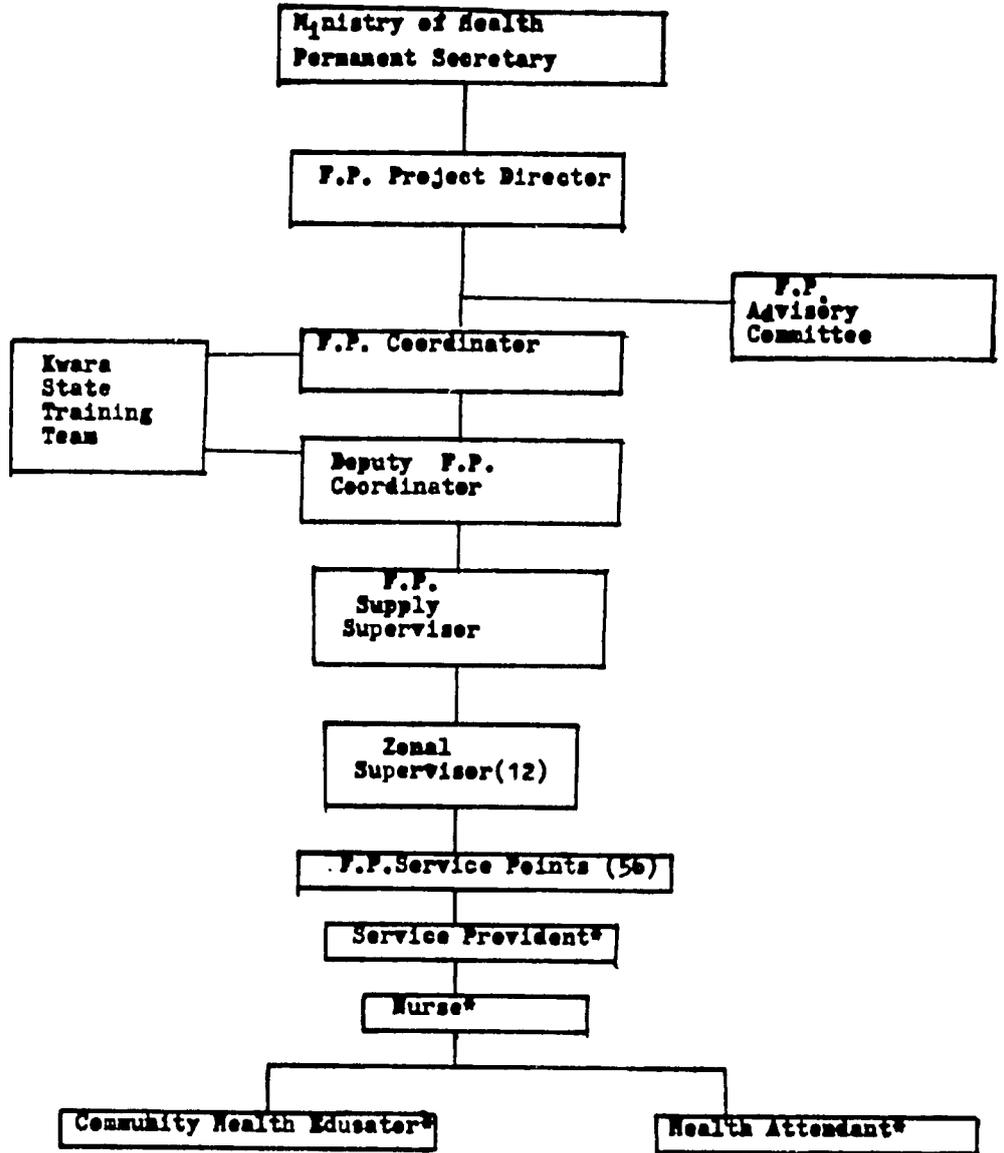
No.	Name of Clinic	Zones	Service Points	No of S/P	CHS	Other Staff	Remark
1.	Divisional Health Unit	Ilorin	1	3	1	1	
2.	Ojojele Mat/Centre	"	1	2	-	-	
3.	Pakata "	"	1	2	1	-	
4.	Basic Health Clinic Ogidi	"	1	4	-	-	
5.	Basic Health " Ojojele	"	1	1	-	2	
6.	Basic M/C Ipenrin	"	1	-	1	1	
7.	1st Aide Clinic MOH	"	1	2	-	1	
8.	Sobi Specialist Hospital	"	1	3	-	1	
9.	Staff Development Centre	"	1	1	-	-	
10.	Civil Service Clinic	"	1	2	-	2	
11.	Police Clinic	"	1	1	-	3	
12.	Nigeria Air Port Clinic	"	1	1	-	-	
13.	Ojufadi Mat. Clinic	"	1	2	-	-	
14.	Shae B/W Clinic	Moro	1	2	-	-	
15.	Bede Saadu D.H.U	"	1	-	-	-	
16.	Jebba Family Planning	"	1	1	-	-	
17.	Okuta Ala "	"	1	1	-	-	
18.	Afen D.H. Unit	Asa	4	3	1	1	
19.	Igbo Aran	"	1	1	1	1	
20.	Age Oja Mat/Centre	"	1	1	-	-	
21.	Share D.H.U	Ifeledun	1	-	1	1	
22.	Igbaja Rural/H/Centre	"	1	1	1	-	
23.	Keke " "	"	1	1	1	1	
24.	Bunye	"	1	1	1	1	
25.	Ogudu D.H.U. Centre	Edu	1	-	1	Nil	
26.	Pategi Gen. Hospital	"	1	1	-	-	
27.	Pageti D.H.U	"	1	-	1	-	
28.	Tsharagi D.H.U	"	1	1	-	-	
29.	Omu-Aran D.H.U	Irepodun	1	2	1	Nil	
30.	Omu-Aran Gen Hosp.	"	1	1	-	-	
31.	Ojo Gen Hospital	"	1	3	-	-	
32.	Aran Orin B.H.C.	"	1	1	-	-	
33.	Kraku B.H.C.	"	1	1	ON COURSE	Nil	
34.	Obbe Aiyegunle BHC	"	1	2	1	-	
35.	Iyudun Mobile Clinic	"	1	1	-	-	
36.	Ijoma Ore B.H.C.	"	1	1	1	-	
37.	Egbe B.H.C.	Okoki	1	1	1	Nil	
38.	Obangede D.H.U	"	1	1	1	"	
39.	Eika BHC	"	1	1	1	-	
40.	Obuepe "	"	1	1	-	-	
41.	Gen. Hospital Okene	Okene	1	3	-	-	
42.	Gen Hospital Ogori	"	1	2	-	-	

...../5.

No.	Name of Clinic	Zones	Service Points	No of S/P	CHB	Other Staff	Remark	
43.	D. H. U. Okene	Okene	1	2	1	1		
44.	R. H. C. Okengwa	"	1	1	-	-		
45.	D. H. U. Offa	Oyan	1	2	1	3		
46.	Gen. Hosp. Offa	"	1	1	-	-		
47.	R.H.C. Iram-Ile	"	1	1	-	2		
48.	D. H. U. Lokoja	Kogi	1	1	1	Nil		
49.	Gen. Hosp. Ketunkarfe	"	1	1	-	-		
50.	Gen. Hosp. Lokoja	"	1	2	-	-		
51.	Gen Hospital N/Bussa	Borgu	1	3	-	Nil		
52.	D. H. U. N/Bussa	"	1	1	1	-		
53.	Sch. Health Clinic Egbe	Oyi	1	1	-	-		
54.	Gen. Hosp. Isanlu	"	1	3	-	-		
55.	Gen. Hosp. Mopa	"	1	1	-	1		
56.	Gen. Hosp. Kabba	"	1	1	-	1	<u>KEYNOTE</u>	
57.	D. H. U. Kabba	"	1	-	1	-		
58.	Comp. M/C Iyanoye	"	1	1	-	-		
59.	D. H. C. Iluke	"	1	1	-	-		
60.	ECWA MAT/Disp. Ejiba	"	1	1	-	-		
TOTALS				63	84	22	24	CHB=Community Health Educator Other Staff Health Attendant locally trained staff to assist the S/provider.

V.

KWARA STATE FAMILY PLANNING  
ORGANIZATION CHART



\* Number varies at each F.P. Service Point.

**VI. IMPLEMENTATION**

**A. OBJECTIVES**

Zonal Supervisors are Committed to provide quality family planning services in their respective zones through the achievement of the following objectives:-

1. To project personnel needs for smooth running of all clinics in each zone.
2. To provide comfortable accommodation to service providers in all clinics.
3. To raise funds locally in order to adequately meet the financial requirement of the area.
4. To prevent conflict between assigned and expected duties.
5. To identify the reason for shortage of commodities
6. To collect and distribute available commodities to all the clinics on time.
7. To provide necessary family planning equipments to all clinics

- e.g. 1. Weighing Scale  
2. B/P Apparatus  
3. Sterilizer/Alternative  
4. Insertion Kit.  
5. Good Light.

8. To promote good cooperation among all staff at the health facility
9. To redistribute F.P. Staff where they are needed.

**B. STRATEGIES FOR IMPLEMENTATION**

The Zonal supervisor will make two visits per month to the FP clinics in her zone to acquaint herself with the needs, problems, progress and obstacles.

She will hold discussion with the staff and the community. Also examine records, check inventory and commodities. She will observ-

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procedure and the set up of the Clinics.

The collection of data is done at the end of the month. She then collates, analyse and interpretes the data through report, tabular form, graph and bar chart for each clinic and using the same data to prepare zonal report. She takes the report to Ministry with her requisition.

She collects commodities from the Ministry monthly, and distribute to all clinics in her zone. Using the Zonal Supervisor Commodities Balance and Supply Form (page 9) she makes sure that the service provider keeps accurate record of her inventory and also makes sure that the clinic is kept neatly and well arranged and compliments the provider for work well done.

VII.

ZONAL SUPERVISORS COMMODITIES BALANCE AND SUPPLY FORM

LOCATION		L.G.A.	DAYS									MONTH					YEAR						
Date	No		PILLS			INJECTABLES			IUCD			BARRIER METHODS					STERILIZATION	OTHERS	SUPPLIED SIGN.	RECEIVED SIGN.			
	Stations	FEMENAL	LOWFEMENAL	OTHERS	DEPO	HOAISTERIAT	OTHERS	COIFFERT	LIFESLOOP	OTHERS	CONDOM COLOUR	PLAIN	DIAPHRM	FOAMING T/B	CREAM JELLY	OTHERS					M	F	NO RETROD VISIT
	M.O.H. SUPPLY																						
	D&U	Beginning Balance																					
		Amount received																					
		Amount dispensed																					
		Balance																					
		Beginning Balance																					
		Amount received																					
		Amount dispensed																					
		Balance																					
		Beginning balance																					
		Amount received																					
		Amount dispensed																					
		Balance																					
		BALANCE WITH SUPERVISOR																					

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PART II

**I. MONITORING**

The following section is designed to assist the zonal supervisor in monitoring Family Planning activities in her zone. The Zonal supervisor Checklist is to be used when the zonal supervisor makes supervisory visits, approximately twice per month, to service points.

A. ZONAL SUPERVISOR CHECKLIST

	<u>Date:</u>		<u>Date:</u>	
	<u>Rate</u>	<u>Remarks</u>	<u>Rate</u>	<u>Remarks</u>
<u>Clinic Organization</u>				
1. Clinic set up is up to Standard.				
2. The walls of the clinic floors and surrounding.				
3. Family Planning Posters				
4. Storage of Instruments				
5. Privacy.				
<u>PERSONNEL</u>				
1. Appearance (General)				
2. Knowledge of F/P methods				
3. Skills displayed in attending to Clients				
4. Management of Subordinates.				
5. Relationship with Colleagues				
6. Relationship with Clients				
7. Punctuality				
8. Acceptance of responsibility				
9. Output of work				
10. Drive and Determination				
<u>RESOURCES</u>				
1. Commodities				
2. Account Ledgers				
3. Essential Equipment				

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	Date:		Date:	
	Rate	Remarks	Rate	Remarks
<b><u>RECORD SYSTEM</u></b>				
1. Daily Statistics				
2. Monthly Statistics				
3. Quarterly Report				
4. Annual Report				
5. Clients Register				
6. Commodities Register				
7. Cards				
<b><u>COMMUNITY PARTICIPATION</u></b>				
1. What type of participation?				
2. By who?				
3. When?				
<b><u>Rating Key</u></b>				
✓✓ = Excellent				
✓ = Good				
X = Improvement Needed				

**B. Statistical Data Service Provider Should Display**

1. Clients-New

- Old

- Religious and sex distribution Sources of referral.  
- Sources of referral

2. Commodities - Received from Ministry of Health  
- Dispensed to clients.

3. Period: Monthly, Quarterly or Annually.

4. Proposed way Displayed

- Bar Chart

- Tabular

- Histogram

- Figures

- Graph

**C. Statistical Data Zonal Supervisors Should Display**

1. Reported Clients from each Clinic - New  
- Old

2. Period: Monthly, Quarterly or Annually.

3. Proposed way to display

- Bar Chart

- Tabular

- As so wished.

**D. Feed back Zonal Supervisor should give to Service providers**

1. Information from Ministry of Health - progress of F/P in the state.

2. After any workshop - brief of anything concerning the providers.

3. Relevant information concerning other clinics in the zone.

4. Information from the Clinics in the Zone to the Ministry of Health.

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II. EVALUATION

The following section is intended to supplement the evaluation component of the Management Plan for the Kwara State Ministry of Health. Accelerated Delivery Program for Family Planning and Oral Rehydration Therapy (1985).

**A. BASE LINE DATA WHICH SERVICE PROVIDER SHOULD COLLECT QUARTERLY AND ANNUALLY**

CLINIC LOCATION \_\_\_\_\_

ZONE \_\_\_\_\_

DATA	1987				1988				1989				1990			
	1st	2nd	3rd	4th												
1. No. of new acceptors																
2. No of old users																
3. Religion of Clients																
a. Christianity																
b. Moslem																
4. No. of Male																
5. No. of Female																
6. No. of Children																

JP

**B. FAMILY PLANNING CLINIC EQUIPMENT INVENTORY SHEET**

CLINIC \_\_\_\_\_

ZONE \_\_\_\_\_

Equipment/Requirement	Equipment Instock	Equipment Needed/No.	Date/No. Required	Source of Supply	Remarks
1. Couch					
2. B/P Apparatus					
3. Weighing Scale					
4. Sterilizer					
OR					
Kerosine Stove/ Pots					
5. Insertion Kit					
6. Angle peised lamp					
OR					
Tough light/ batteries					
7. Screen					
OR					
Curtains					
8. Tables and chains					
9. Mackintosh					
10. Gloves					
11. Mask					
12. Syringes and Needles					
Date					
Checked by					
Designation					

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C. FAMILY PLANNING NUMBER OF STAFF SHEET

PERSONEL

CLINIC \_\_\_\_\_

ZONE \_\_\_\_\_

No of Staff in the Clinic	1987				1988				1989				1990			
	1st	2nd	3rd	4th												
Service provider																
Community Health Motivator																
Health Attendants																
Card Issuer																
Night Guard (4 outside other health services)																

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**E. COMMUNITY PARTICIPATION**

CLINIC LOCATION \_\_\_\_\_

ZONE \_\_\_\_\_

	1988	1989	1990	1991
Health Committee				
Local Government				
Village Heads				
Religion Leader				
Market Leaders				
Voluntary Organizations				

Frequency of their participation depend on Clinic needs

**F. List of where information is obtainable**

1. Files
2. Bulletin Board inform of graph
3. From the Staff, that is "Service Providers"
4. Register
5. Community
6. Clients
7. Other Staff.

4.

III. ZONAL MANAGEMENT PLAN IMPLEMENTATION SCHEDULE

The following table is a summary of activities for all zonal supervisors and individual workplans that are expected to be implemented between August 1987 and December 1988.

KWARA STATE ZONAL MANAGEMENT PLAN

IMPLEMENTATION SCHEDULE

OBJECTIVE(S)	87	88												89					
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	
<b>A. ACTIVITIES FOR ALL ZONAL SUPERVISORS</b>																			
1. Collect Base Line Data																			
2. Collect & Distribute commodities.																			
3. Conduct F.P. Awareness Campaigns																			
4. Supervise and Monitor Zonal FP Activities																			
5. Collect and Submit monthly Returns to FP Coordinator																			
6. Submit Quarterly Reports																			
7. Evaluate Zonal FP Program																			
<b>B. INDIVIDUAL WORK PLAN</b>																			
<b>1. AKA ZONE</b>																			
a. Adajumo, PL																			
b. Babatunde, N.O																			
c. Olagboye, C.I.																			
<b>2. BIRCH ZONE</b>																			
a. Akure, S.A.																			
b. Maliru, S.																			
Obtain essential Equipment																			
Establish two first aid points (Kiffano and Akure)																			

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INDIVIDUAL WORK PLAN	OBJECTIVE(S)	'87					'88											
		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
3. <u>NEW ZONE</u> A.G. a. Ibrahim, E.S.	Establish F.P. Clinic at Basic Health Clinic, Obale																	
4. <u>IFELODUN ZONE</u> a. Ouedara, F.A. b. Nunch, A.O.	Provide Clinic Accommodation at RHC. Obtain private room for IVCD Insertions  Increase Staff cooperation																	
5. <u>ILERIN ZONE</u> a. Babatunde, M.M.	Increase positive male attitude toward F.P.																	
b. Mohammed, H.A.	Organize MMD Advisory Comm.																	
c. Oyegoke, M.O.	Establish FP Clinic at Olufadi L.G.																	
d. Olubaniyi, GM	Provide a waiting room for F.P. Clinic																	
e. Omidiji, F.B.	Increase F.P. Public awareness																	
f. Ojo-Agun, M	Educate 2000 Youth on Fertility awareness																	
g. Mom, A.A.	Increase Clinic Accommodation																	
h. Ogi-Olu, FF	Acquire Vehicle for F.P. Clinic in Sebi-Ilerin																	
i. Ojogbile, A.S.	Obtain 100% monthly and Quarterly returns from all Zonal Supervisors																	

SP

INDIVIDUAL WORK PLAN	OBJECTIVE(S)	1987					1988											
		AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
<b>6. IREPODUN ZONE</b>																		
a. Balogun, K.O.	Obtain transport for F.P. Clinic																	
b. Laraiyetan, CA	Obtain sterilizing Equipment for E.P. Clinic at Ore General Hospital																	
<b>7. KOGI ZONE</b>																		
a. Agbogun, B.T.	Obtain Adequate Transport for F.P. Services																	
	Obtain Essential FP Equipment																	
b. Ibrahim, H.K.	Increase F.P. awareness among people in Lokoja																	
<b>8. NIGRO ZONE</b>																		
a. Olushele, A.I	Renovate Shao F.P. Clinic																	
b. Apelabi, G.S.	Train 3 service providers																	
<b>9. SIKPIL ZONE</b>																		
a. Gwiza, C.I.	Launch F.P. Program																	
<b>10. OKENE ZONE</b>																		
a. Ojiah, H.O.	Obtain adequate F.P. staff at Okengwe Clinic																	
b. Ahmadu, E.B.	Add two rooms to F.P. Clinic at Okene																	

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APPENDIX A

GUIDELINES

FAMILY PLANNING ZONAL SUPERVISOR QUARTERLY REPORT

- I. Name of Person Reporting & Zone
- II. Analysis of Statistical Reports of Clients & Commodities
  - A. Summary of Findings/Trends
  - B. Significant Changes Since Previous Report
  - C. Names of Unit Not submitting All Reports
- III. Major Accomplishments During Quarter Under Review
- IV. Community Participation
- V. Support Received From Local Government
- VI. Support Received From Non-Governmental Agencies
- VII. Non-Government Family Planning Services in Zone
  - A. Name(s) and Location(s) of Clinic(s)
  - B. Number of Old and New Acceptors
  - C. Popular Methods
- VIII. CME/IEC Activities
  - A. Zonal Supervisor
  - B. Clinic Staff
- IX. Problems Encountered
  - A. Program
  - B. Community
- X. Action Taken by Zonal Supervisor and/or Clinic Staff to solve Above Problems
- XI. Needs and Justification
- XII. Additional Comments

Signature:

Date:

APPENDIX B

JOB DESCRIPTION:

Job Title: Family Planning Zonal Supervisor

Date: July 1987

Job Summary:- To provide and supervise family planning Services to the Community with emphases on Child spacing, mothers and child welfare by:

- a. Co-ordinating all Family Planning activities in the area.
- b. Liason with S/Provider and other clinic staff to ensure that all Family Planning activities are properly carried out.

- Duties:
1. To collect, collate and analyse Family Planning data
  2. To collect and distribute commodities within the zone.
  3. To supervise all Family Planning personnel within the Zone.
  4. To visit all clinics in her Zone twice a month.
  5. To orientate new staff to Family Planning Programme in the Zone.
  6. To identify Family Planning Staff training needs and make recommendations.
  7. To hold quarterly or bi-annual meeting with service provider and CHE
  8. To liase with Local Government private sectors, the community and voluntary organizations.
  9. To evaluate Family Planning programme activities and the personnel.
  10. To make regular report and recommendations to the Ministry of Health.
  11. To promote Family Planning awareness within the Zone through various <sup>Information Education and Communication</sup> (IEC) Campaigns.
  12. To perform other duties as assigned by the <sup>FP</sup> co-ordinator.

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Relations: Zonal Supervisor is responsible to the project Co-ordinator as well as well to the officer incharge of the Clinic she works.

- The Service provider, the CHE and Health Attendants are responsible to the Zonal Supervisor.

Qualifications:- RM, RM, FP Service provider, certificate of attendance of Zonal/Supervisors' workshop.

Training and Development: :-

To attend refresher courses or workshops on Family Planning within and outside the Country.

Review and Appraisal:-

Review annually first two years, there after, every two years.

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APPENDIX C

**JOB DESCRIPTION**

Job Title: Family Planning Service Provider.

Date: July 1987.

Job Summary: To provide Family Planning Services to the Community with emphasis on Child spacing mothers and children.

Duties: To undertake day to day:-

- 1 - Clinic activities in order to promote FP/ORT Services to all Clients.
- 2 - Preparation and sterilization of Instruments used for family Planning and ORT services.
- 3 - Preparation of daily Clinic Charts, and issuing of Cards to FP/ORT Clients.
- 4.- Request and obtain adequate supply of commodities and equipments at all times.
- 5 - Take histories, perform physical examination and individual counselling at the standard established during training.
- 6 - Dispense contraceptive services including IUCD Insertions condoms, diaphragms injectables and other methods that are available.
- 7.- Work with CHE support staff in providing CHE services including health education, individual and group counselling, motivation and community visits.
- 8 - Do Local training of subordinate for FP/ORT Services.
- 9 - Compile daily and monthly statistic and reports.

Relations: Responsible to the Zonal Supervisor and Officer incharge  
-Supervise the activities of the CHE and Health Attendants

Qualification: Basic R/N, R/M.  
- Family Planning Service Providers Course

Training and Development:  
Attend refresher Courses or Workshops on family Planning 10RT in and outside the State

Review and Appraisal:  
Review annually first two years, thereafter, every two years

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APPENDIX D

**JOB DESCRIPTION**

**Job Title: Family Planning Community Health Educator**

**Date: July, 1987**

**Job Summary: To disseminate information concerning FP/ORT and motivate clients for family Planning Services in the Community through Community health education.**

**Duties:**

1. Disseminate information concerning FP/Services and other related health services to the Community e.g. schools and market women.
2. Organise women into working groups to promote participation in FP/ORT activities and other beneficial health programmes.
3. Provide individual/group Counselling
4. Trace FP defaulters, determines causes and takes appropriate corrective actions.
5. Write daily/monthly/quarterly and yearly report of her activities.
6. Carry out appropriate Community Survey periodically, to determine community FP/ORT awareness levels.
7. Performs other CHE duties as required by the Service Provider.

**Relations:**

Supervised directly by FP service provider also responsible to officer in-charge and zonal supervisor

**Qualification:**

First School Leaving Certificate/Community health aide Certificate.

**Training and Development:- She may be recommended for CH/Asst. after 2 years.**

**Review and Appraisal:-**

Review annually first two years, thereafter, every two years.

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APPENDIX E

**Job Description**

**Job Title:-** Health Attendants

**Date:** July, 1987

**Job Summary:** To keep the Clinic and environment clean.

**Duties:**

1. Sweep the floor, surroundings and dusts daily.
2. Run errands.
3. Arrange and issue out clinic cards
4. Draw water for the Clinic use.
5. Empty dust bins and burn contents.
6. Clean work area at the end of each day
7. Wash toilet
8. Disseminate FP information in the community
9. Clean the insertion room after each insertion.
10. Perform other duties as assigned by service provider

**Relation:**

Supervised directly by the FP service provider also responsible to the officer in-charge and the Zonal supervisor.

**Qualification:-** Primary Six Certificate or its equivalent

**Training and Development:-**

Community Health Aide, Community Health Educator/Motivator in Family Planning.

**Review and Appraisal:-**

Review annually for two years, thereafter, every two years.

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APPENDIX F

Part I List of Contributors

1. Mrs. E. M. ADEJUMO  
Principal Health Sister,  
Afen Zone,  
District Health Unit,  
Afen.
2. Mrs. B. T. ACBOGUN,  
Senior Nursing Sister,  
Kogi Zone,  
District Health Unit,  
Lokoja.
3. Mrs. S. A. AKURE,  
Principal Health Sister,  
Bergu Zone,  
District Health Unit,  
New-Bussa.
4. Mrs. M. M. BABATUNDE  
Principal Nursing Officer,  
Ilorin Zone,  
Civil Service Clinic, Ilorin
5. Mrs. R. O. BALOGUN,  
Principal Health Sister,  
Irepodun Zone,  
District Health Unit,  
Omu-Aran.
6. Mrs. C.O. ELESEKU  
Principal Nursing Officer,  
Oyi Zone,  
General Hospital, Mopa.
7. Mrs. A. G. IBRAHIM,  
Staff Midwife,  
Edu Zone,  
Basic Health Clinic, Gbale
8. Mrs. H. A. MOHAMMED,  
Principal Health Sister,  
Manager Market Based Distribution Programme ,  
Ilorin.
9. Mrs. C. I. OMEIZA,  
Principal Health Sister,  
Okehi Zone,  
Basic Health Clinic,  
Egbe.
10. Mrs. F. B. OMIDIJI,  
Senior Nursing Officer,  
Ilorin Zone,  
Airport Clinic,  
Ilorin.
11. Mrs. M. OMORDUA,  
Principal Nursing Officer,  
Ilorin Zone,  
District Health Unit,  
Ilorin.

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12. Mrs. F. A. OMODARA,  
Principal Nursing Officer,  
Ifelodun Zone,  
Rural Health Centre,  
Igbaja.
13. Mrs. G. M. OLUBANIYI,  
Principal Health Officer,  
Ilorin Zone,  
District Health Unit,  
Ilorin.
14. Mrs. A. I. OLUSHOLA,  
Nursing Sister,  
Noro Zone,  
Basic Health Centre,  
Ilorin.
15. Mrs. M.O. OYEGOKE,  
Senior Nursing Sister,  
Ilorin Zone,  
Family Planning Clinic,  
Pakata.

APPENDIX G

Part II List of Contributors

1. AFOLABI, Grace F. (Mrs),  
Staff Nurse/Staff Midwife,  
District Health Unit, Bede-Sandu/School Clinic J, obba
2. AHMADU, Elizabeth B. (Mrs),  
Assistant Chief Health Sister,  
District Health Unit, Okene  
Okene L.G.A.
3. BABATUNDE, Lenne M. (Mrs),  
Senior Nursing Officer,  
District Health Unit, Apon.  
ASA L.G.A.
4. DADA, Alice O. (Mrs),  
Principal Nursing Officer,  
General Hospital, Isanlu,  
OYI L.G.A.
5. EDUN, AMOPE A. (Alhaja),  
Principal Community Midwife Officer,  
Ilorin Local Government Secretariat,  
Ilorin.
6. HALIRU, Salametu (Mrs),  
Assistant Chief Nursing Officer,  
General Hospital, ~~Min~~-Bussa.  
BORGU L.G.A
7. IBRAHIM, Hauwa K. (Mrs),  
Senior Nursing Officer,  
General Hospital, LOKOJA  
KOGI, L.G.A.
8. LARAIYETAN, Comfort A. (Mrs),  
Senior Nursing Officer,  
General Hospital, O, re,  
IREPODUN L.G.A.
9. MOMOH, Ayijimoh O. (Mrs),  
Staff Midwife,  
Rural Health Centre, Omupe,  
IPELODUN L.G.A.
10. OGI-OLU, Florence F. (Mrs),  
Principal Health Sister,  
Specialist Hospital, Sobi.  
ILORIN L.G.A.
11. OJEGBILE, Shola A. (Mrs),  
*F.P. Programme Suppy Supervisor*  
Ministry of Health FP Office,  
ILORIN.

12. OJIAH HELEN O. (Mrs),  
Senior Nursing Officer,  
Rural Health Centre, Okengwen,  
OKENE L.G.A.
  
13. OLAGBOYE, Christianah I. (Mrs),  
Principal Nursing Officer/Community Health Officer,  
Medical and Health Department, Apon.  
ASA L.G.A.
  
14. OSABONA, Emily A. (Mrs),  
Nursing Officer  
General Hospital, Offa,  
OYUN L.G.A.
  
15. SOLADOYE, Esther E. (Mrs),  
Assistant Chief Health Sister,  
District Health Unit, Offa,  
OYUN L.G.A.

APPENDIX H

Co-Trainers

Mrs. Victoria Abodunrin, State Training Team (STT)

Mrs. Racheal Ajibeye, STT

Mrs. Janet Ibitoye, STT

Dr. Zakari Isiyaku, STT

Mr. Hezekiah Omodanori, STT

Mrs. Grace Osunaiye, STT

LETRAH/HP

Dr. Clarence S. Hall, Trainer/Consultant

Lecturers

Mr. Funsho Adedekun, Chief Management Development Officer,  
Staff Development Center, Ijorin.

Dr. Samuel Oni, Senior Lecturer,  
Department of Community Health and Epidemiology University  
of Nigeria, Ijorin.

Mr. Moses Onivahu, Vice-Principal,  
Staff Development Centre,  
Ilorin.

Mrs. Florence Telushe, Family Planning Coordinator,  
Ministry of Health,  
Ilorin.

# Program for International Training in Health

The University of North Carolina at Chapel Hill  
School of Medicine

208 North Columbia Street (344A)  
Chapel Hill, North Carolina 27514

November 23, 1987

Cable: INTRAH, Chapel Hill, N.C.  
Telephone: (919) 966-5636  
TLX 3772242  
ANSWERBACK: UNCCHINTRAH

Ms. Marilyn Schmidt  
Program Monitor  
ST/POP/IT  
SA 18 Room 811  
Agency for International Development  
Washington, D.C. 20523

Re: AID-DPE-3031-C-00-4077

Dear Marilyn:

Enclosed are two copies (one standard copy, one complete copy) of INTRAH trip report #0-445.

Country: Kwara State, Nigeria

Activity Title: Training

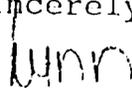
Dates: July 15 - August 8, 1987

Traveller(s): Dr. Clarence Hall, IHP Consultant  
Kwara State Training Team members:  
Mrs. Victoria Abodunrin, Co-Trainer  
Mrs. Rachel Ajiboye, Co-Trainer  
Dr. Zakari Isiyaku, Co-Trainer  
Mr. Hezakah Omodamori, Co-Trainer

Purpose of Trip: To conduct a Management/Supervision workshop for 15 family planning trained clinicians, July 20 - 31, 1987.

Please let us know if you need additional copies of these reports or portions thereof.

Sincerely,

  
Lynn K. Knauff  
Deputy Director

## Enclosures

cc: Ms. Keys MacManus, AAO/Lagos  
AID Acquisitions  
Dr. James Lea, Director/Ms. Lynn Knauff, Deputy Director  
Mr. Robert Minnis, IHP/IHPS  
Mr. Jack Thomas, AFR/TR/HPN  
Regional Population Office, REDSO/WCA  
Miss Pauline Muhuhu, INTRAH/ESA  
Mr. Pape Gaye, INTRAH/WCA Director  
Dr. Sara Seims, MSH  
Mr. Fred Rosensweig, TRG



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