

TRIP REPORT

CONSULTANCY TO ASSIST IN DEVELOPING
A MANAGEMENT TRAINING PLAN
FOR THE FAMILY HEALTH DIVISION
MINISTRY OF HEALTH, THAILAND

October 1987

Prepared by:

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for

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ACKNOWLEDGEMENTS

The Consultant wishes to thank the staff of the Family Health Division for their enthusiastic participation, and long hours, in assessing the Division's management training needs and preparing the draft training plan. A special note of thanks is in order for those who arranged the meetings and field trips for the activity, and for the warm hospitality extended to the Consultant throughout his visit.

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1. EXECUTIVE SUMMARY

The staff of the Family Health Division with assistance from the Consultant conducted a training needs assessment of middle and senior management staff in the Division. A total of 66 staff from the FHD in Bangkok and 206 staff in the Regional MCH Centers completed a questionnaire on management training needs. All Section Chiefs and a sampling of MCH Center officials were interviewed on training needs in their program areas. The Section Chiefs were asked to state the priorities of the various types of training required by their staff.

From the results of the survey and the interviews, a draft management training plan for FY 1988-1991 was prepared. The FHD's Fellowship Selection Committee then reviewed the long-term training needs and made a priority listing of candidates for whom fellowships would be sought from the Family Planning Management Training Project.

The draft training plan and the priority listing of candidates for long-term training were then reviewed and discussed by the Director and senior staff of the FHD and by the USAID Health Officer.

The FHD will make formal application to the FPMT Project to fund a number of candidates for long-term training in the U.S. FHD staff will complete the draft training plan by identifying both short-course training and post-graduate degree programs in Thailand which are relevant to the identified needs.

The Consultant strongly urges the FPMT Project to fund the maximum number of Thai long-term participant trainees allowed under its contract with AID.

OBJECTIVES OF THE CONSULTANCY

The Family Health Division (FHD) of the Thai Ministry of Public Health is responsible for overseeing the implementation of the National Family Planning Programme. The FHD is divided into six sections: Administration, Planning and Monitoring, Research and Evaluation, Public Relations and Information, Technical and Special Studies, and Training, Supervision and Education. During the FPMT visit to design a management development plan for Thailand, the Section Chiefs and Director of the FHD expressed the need for assistance in designing a plan for staff development across sections of the FHD. To respond to this need, the consultant will work with the FHD to carry out the following activities:

1. Review background materials on the Thai National Family Planning Programme, including the FPMT trip report.
2. Brief with USAID and the Director of the Family Health Division on the purpose of the assignment and the expected outputs.
3. Work in collaboration with the section heads of the FHD to develop a plan for staff development consistent with the goals and objectives of the FHD. The plan will: identify training needs by category of personnel and prioritize them; identify existing programs that might respond to those needs; explore possible sources of support for training, and; explain how the staff development plan will strengthen the Family Health Division and contribute to the long-term success of the program.
4. Particular attention should be paid to the identification of potential candidates for long-term training in management in the U.S. FPMT hopes to sponsor two or more participants from the FHD for Masters level training beginning in 1988.
5. Present the plan to the Family Health Division senior staff for discussion and review.
6. Present the plan to the USAID Public Health Officer for discussion and review.
7. The plan, along with a short description of the work carried out, will form the basis of the report submitted to Management Sciences for Health. The report should be submitted to MSH within 30 days of completion of assignment.
8. The consultant will debrief in Boston with FPMT staff at the completion of the assignment.

3. DESCRIPTION OF ACTIVITIES

Monday, September 21

The Consultant met with the USAID Population Projects Manager. The Consultant and the USAID Population Officer then met with the Director of the Family Health Division and his senior staff. The group reviewed the Consultant's scope of work. It was decided that in spite of the short duration of the consultancy the staff development plan must consider not only the needs of the staff of the FHD in Bangkok (220 employees), but also the staff of the regional MCH Centers (2,100+ employees). It was further decided that the Consultant should conduct in-depth interviews with the FHD Section Chiefs and a sampling of senior staff of the MCH Centers. To supplement the information gathered in the interviews with senior staff, the Division would prepare a survey questionnaire to directly assess the management training needs of middle and senior management staff in Bangkok and the Regions. Two Division officers were assigned to coordinate the Consultant's activities.

The Chief of the Training, Supervision and Education Section and the FHD Assistant Director in charge of coordination of donor projects accompanied the Consultant on a courtesy call on the Director General, Department of Health.

The Chief of the Training Section, the Assistant Director, the Consultant, and staff of the Training Section and Research and Evaluation Section prepared a work plan for the two weeks. The group also began to develop a training needs assessment questionnaire based on a model taught to the FHD by the University of North Carolina INTRAH program. See Annex I for an English translation of the questionnaire.

Tuesday September 22

The group reconvened to review and revise the draft questionnaire prepared by the Policy and Planning Analyst from the Research and Evaluation Section. Sufficient copies of the questionnaire were prepared to survey all middle and senior level management staff in Bangkok and in the Regions. For purposes of the survey, middle management staff were defined as all those holding a Civil Service Position Classification (P.C.) level of P.C.5 or P.C.6. Senior management staff were defined as all those holding positions at P.C.7 or P.C.8. To illustrate the range of Position Classification levels it is useful to note that a newly graduated bachelor's degree holder would enter the Civil Service at P.C.3, whereas the position of Director of the Family Health Division is at P.C.8.

The Consultant, accompanied by the Head of the Training Media Unit, travelled to the Ratchaburi MCH Center and administered the questionnaire to management staff of the Health Promotion Unit, Midwifery School, and the MCH Hospital. They interviewed the Center Director, the Chief of the Health Promotion Section, the Director of the Midwifery School, and the Chief Nurse and Assistant Chief Nurse at the MCH Hospital.

Wednesday and Thursday, September 23 and 24

The Consultant and the Head of the Training Media Unit travelled to Chiang Mai and Lampang Provinces. They administered the questionnaire to management staff at the Chiang Mai MCH Center, the Lampang Midwifery School, and the Northern Family Planning Training Center. At the Chiang Mai MCH Center the team interviewed the MCH Hospital Director, the Director of the Midwifery School, the Chief Nurse at the MCH Hospital, an officer of the Health Promotion Section, and the Administrator of the Center.

At the Northern Family Planning Training Center the team interviewed the Chief of the IEC Section and other staff. They also interviewed the Director of the Lampang Midwifery School, and a number of instructors.

The team visited the Chiang Mai University Faculty of Nursing and discussed with the Dean and the Assistant Dean for Administrative Affairs the Masters of Public Health program, which will enroll its first students in 1988.

During this period the FHD staff were administering the questionnaires to management staff in the Division. They also sent the questionnaires to the other four regions to be completed.

Friday, September 25

The Consultant met with the USAID Health Officer and the Projects Manager for Health and Nutrition.

The Consultant met with FHD staff to discuss the analysis of the questionnaire and review the schedule of activities for the coming week. The Consultant and the Chief of the Education Subsection reviewed the catalogues of universities in Thailand and prepared a list of master's and doctor's degree programs which might meet some of the Division's long-term training needs. FHD staff prepared an English translation of the Division's Training Policy.

Saturday, September 26

The Consultant reviewed background material collected during the week.

Monday, September 28

The Consultant and the Chief of the Education Subsection prepared a format for the training plan, reviewed the training needs survey results, and prepared for interviews with the Section Chiefs. Two hundred seventy-two people completed the questionnaire, 66 in the FHD and 206 in the MCH Centers.

Tuesday and Wednesday, September 29 and 30

The Consultant with the Chief of the Education Subsection and/or the Policy and Planning Analyst from the R&E Section interviewed Section Chiefs. The team discussed the survey results from each section with the respective Section Chief. Each section identified its top-priority long-term and short-term training needs. The training needs of the various components of the regional MCH Centers were discussed with the relevant FHD Section Chiefs.

The Chief of the Education Subsection and the Consultant began preparing the first draft of the training plan. They prepared a list of long-term training needs by Section to be considered by the FHD Fellowship Selection Committee.

Thursday, October 1

The FHD Fellowship Selection Committee met to determine the Division's priorities on long-term training needs to be submitted for funding by the Family Planning Management Training (FPMT) Project. Prior to these deliberations the Consultant briefed the Committee on the FPMT Project's mandate and the type of training the project would consider funding. See the "Findings" section of this report for a list of candidates proposed by the Committee.

The Chief of the Education Subsection and the Consultant completed a first draft of the training plan.

Friday, October 2

The Director, Assistant Directors, and Section Chiefs, along with the USAID Health Officer and the Consultant, reviewed and discussed the training plan. Minor revisions were made to the plan. The meeting also reviewed the priority listing of long-term participants to be recommended for FPMT funding. It was agreed that the Director would review the list and send a letter to FPMT stating the Division's priorities and requesting that the Project provide as many long-term fellowships as possible.

The Consultant advised the meeting that the application forms for FPMT fellowships were being sent to the USAID Health Officer. He noted that the applications must be completed and returned very quickly. He reminded the meeting that the statement of the need for the training and the use to which the newly acquired skills would be put upon the participants' return would be critical factors in the awarding of fellowships.

In an afternoon meeting with the Training Section staff, a concern was raised that management staff located outside Bangkok had not been considered in listing the priorities for FPMT fellowships. The Fellowship Selection Committee will meet to consider this group in its recommendations. If priorities are changed as a result of this meeting, this fact will be reflected in the Director's letter to FPMT.

Saturday, October 3

The Chief of the Education Subsection and the Consultant reviewed the "Compendium of Short and Long Term Management Training Opportunities for Family Planning Program Managers from Developing Countries" prepared by FPMT. Where short courses were identified which would meet needs listed on the training plan, they were listed in the plan. The Division

will identify short courses available in Thailand which will meet some of the expressed needs and will add them to the plan.

Sunday, October 4

The Consultant departed Thailand.

THE NAMES AND TITLES OF PERSONS CONTACTED ARE LISTED IN SECTION 6 OF THIS REPORT.

4. FINDINGS

A. Training Needs

Previous training needs assessments conducted by the FHD were targeted on staff holding specific positions, e.g. auxiliary midwife or sanitarian. In those cases the questionnaires used covered very detailed knowledge and skills areas based on a task analysis of the positions. Because the present management training needs assessment covered staff holding many different positions, the questionnaire was limited to measuring needs against a list of general management skills areas.

The results of the survey were useful in focusing the discussions of staff development which were held with all the Section Chiefs.

B. Training Plan

The training plan which resulted from this exercise is attached as Annex II. The plan should be viewed as a first draft to be circulated to managers in the FHD for further comment and input. In November the Division will hold a workshop with the staff of the midwifery schools to determine the number of faculty to be sent for master's and doctor's degree training for the remainder of the Sixth Five-Year Plan period. The Division must also identify and assess short-term training opportunities in Thailand and complete the "Short Term Training" portion of the plan.

Proposed training activities on the plan are concentrated very heavily in the first two years. If this level of activity actually took place as scheduled, it

could create problems of staff availability. However, given the time required to identify appropriate courses and to obtain funding commitments, a number of the activities will very likely be delayed until the third and fourth years of the plan. This will reduce any problem of staff availability.

C. Funding for Overseas Training

Family Health Division management expressed a very strong preference for training a significant number of staff overseas because of the benefits to the Thai program of having its staff exposed to other systems of health care and family planning. The Thai Government is not at present willing to fund training abroad for Ministry of Public Health staff. Because of the consistent strong performance of the Thai economy, bilateral and multilateral donor agency funding to the Thailand Population Program is dwindling. (During the consultancy, Bangkok newspapers reported that the International Monetary Fund was projecting that by 1992 Thailand would no longer be classified as a developing country, but would be classified as an NIC, Newly Industrialized Country.)

D. Priority Listing of Candidates for Long-Term FPMT Funded Training

The FHD Fellowship Selection Committee reviewed the requests for long-term training from the various sections and set the following priorities for FPMT funding. IT SHOULD BE NOTED THAT THE COMMITTEE WAS TO MEET AGAIN TO CONSIDER CANDIDATES FROM THE REGIONS AND REVISE THIS LIST PRIOR TO SENDING ITS REQUEST TO FPMT.

<u>Year/ Priority</u>	<u>Candidate</u>
<u>1988</u>	
1.	Mrs. Yupa Poonkhum (Policy and Planning Analyst, P.C.5, Research and Evaluation Section) to study for a master's degree in research design and analysis and management information systems.
2.	Mrs. Preemeth Silapanarin (Finance and Accounting Technical Officer, P.C.5, Administration Section) to study for a master's degree in health services administration.
3.	Miss Pavaya Rattanarrijit (Policy and Planning Analyst, P.C.5, Public Relations and Information Section) to study for a master's degree in health management.
4.	Miss Sirilak Nantamanop (Health Promotion Technical Officer, P.C.5, Education and Training Section) to study for a Master's of Public Health degree.
<u>1989</u>	
1.	Mrs. Pornpimol Chansung (Librarian, P.C.5, Thailand Population Information Center) to study for a master's degree in library science.
2.	Miss Duangman Chiramakakul (Policy and Planning Analyst, P.C.5, Planning Section) to study for a master's degree in health planning and management.
3.	Mrs. Kanyarat Pamichkasem (Finance and Accounting Technical Officer, P.C.5, Administration Section) to study for a master's degree in health services administration.
4.	Miss Radeeporn Sakarun (Statistician, P.C.4, Research and Evaluation Section) to study for a master's degree in research design and analysis and management information systems.
5.	Mr. Niyom Sirivat (Dissemination Technical Officer, P.C.5, Public Relations and Information Section) to study for a master's degree in health management.

6. Miss Tassanee Hokyindee (Health Promotion Technical Officer, P.C.5, Education and Training Section) to study for a master's degree in public health.
7. Miss Kannika Rugsanoh (Health Educator, P.C.4, Education and Training Section) to study for a master's degree in public health.
8. Mrs. Pitsamai Katichanang (Health Promotion Technical Officer, P.C.5, MCH/FP Technical Development Unit) to study for a master's degree in public health.

1990

1. Miss Darunee Aonkuanmeang (Policy and Planning Analyst, P.C.4, Planning Section) to study for a master's degree in health administration.
2. Mr. Puncha Chittamun (Dissemination Technical Officer, P.C.4, Public Information Section) to study for a master's degree in health administration.
3. Mrs. Adcharee Sameanchai (Dissemination Technical Officer, Public Relations and Information Section) to study for a master's degree in health administration.
4. Miss Patcharee Klinhom (Health Promotion Technical Officer, P.C.5, Education and Training Section) to study for a master's degree in public health.
5. Miss Pavinee Singhakominta (Health Promotion Technical Officer, P.C.5, Education and Training Section) to study for a master's degree in public health.
6. Mrs. Tassanee Ruenklinchan (Supply Officer, Administration Section) to study for a master's degree in logistics management.

E. Candidate Selection and Application of Skills Acquired in Training

The Division expressed concern over the ability of a number of candidates to pass the required English language examinations for post-graduate study in the U.S. or Thailand. Alternate candidates should be nominated for fellowships in the event that some applicants do not pass the required examinations or are unable to use the fellowships for personal reasons.

Given the dynamic nature of the Thai Family Planning Program, the determination of Government to reduce population growth, and the challenges and opportunities inherent in moving towards an expanded but more economical program, there is a very good likelihood that knowledge and skills acquired in training abroad would be well applied upon the participants' return to the Family Health Division.

F. FHD Proposal on Observation and Study Tours

Early in the consultancy, the Consultant was advised that UNFPA was making a Baht 1,000,000 grant to the Association for Strengthening Information on the National Family Planning Program (ASIN) to allow ASIN to arrange study and observation tours of the Thai Family Planning Program. It was expected that, after the first year of the program, donor agencies in the sending countries would pay ASIN for the cost of the tours. Under this plan ASIN would have served as the center for all study tours, both private sector and government sector. The Family Health Division would not have had a major role in organizing and conducting tours. At the October 2 review meeting of the draft training plan, it was announced that the Department of

Technical and Economic Cooperation (DETC) had mandated that ASIN coordinate tours of persons interested in private sector activities and that the FHD coordinate tours for government groups. The FHD staff indicated that the Division will be making a proposal to FPMT for support of observation and study tours.

G. Training Assistance from PRICOR and FPLM

USAID and the FHD advised the Consultant that they had received no further information from PRICOR or the Family Planning Logistics Management Project on whether the projects would be providing training in Thailand related to the decentralized planning and management of health services or the management of family planning logistics.

H. Short-Term Training Assistance from FPMT

In addition to the short-term training assistance from FPMT identified in the Heise/de Jesus report, the FHD has identified the following needs for which they will seek FPMT support:

- Two additional staff to attend the MSH course "Microcomputer Based Information Systems for Health/Family Planning". It is envisioned that one participant would be from the Training Section and one from the R&E Section. Upon completion of the course they would become co-trainers with MSH staff for similar training to be conducted in Thailand. The Division believes that the two officers who previously attended the course are too involved in their normal workload to devote the required time to training other FHD staff.

- Assistance from FPMT to conduct training in contraceptive supply management in Thailand (possibly an adaptation of the MSH "Managing Drug Supply for Primary Health Care" course) if such assistance is not provided by the FPLM Project.
- Two persons from the Division to attend the MSH course "Management Skills in Child Survival".
- An unspecified number of staff to attend the MSH course "Human Resource Management".

I. Post-Graduate Training in Thailand

A review of the university catalogues available at the Family Health Division revealed that there are a number of master's and doctor's degree programs in Thailand which would meet some of the Division's training needs. These are listed in Appendix A of the training plan.

5. RECOMMENDATIONS

Based on the activities, findings and conclusions stated in this report, the Consultant makes the following recommendations:

- A. That the FHD complete the application forms for FPMT-funded long-term training fellowships and return to FPMT by November 1987 the applications for the candidates listed for training to begin in both 1988 and 1989. That the 1988 and 1989 candidates be tested as soon as possible (TOEFL, GRE, or other required tests) to determine which of the candidates are likely to gain entry to U.S. graduate schools.
- B. That the FPMT Project fund as many FHD long-term participants as allowed under its funding mandate from AID. This recommendation is based on the very high probability that Thai participants will on their return to the Thailand family planning program apply much of the knowledge and skills acquired during training.
- C. That the FHD adopt a more active approach to donor agencies and course sponsors in order to secure funding for Thai participants. That this approach include correspondence with all government agencies, private foundations, and relevant training institutions in countries likely to provide assistance, e.g. Japan, U.S. Australia, Canada, U.K., and other European countries.
- D. That the FHD utilize training programs within Thailand to meet long and short-term training needs which cannot be met by training abroad, either because the funding is not available for training abroad or because the courses offered abroad are not relevant to the Thai context.

- E. That the FHD further review, discuss and refine the draft training plan, including the identification of courses in Thailand to meet the short-course training needs listed in the plan.

- F. That the FPMT Project liaise with the PRICOR and FPLM Projects to determine what type of family planning management training they will be funding in Thailand.

6. NAMES AND POSITIONS OF PEOPLE CONTACTED

USAID/Thailand

Mr. Edwin McKeithen (Health/Population/Nutrition Officer)
Mr. Karoon Rugbanichje (Population Projects Manager)
Mr. Narin Tima (Health and Nutrition Projects Manager)

Ministry of Public Health: Department of Health

Dr. Somsak Varakamin (Director General)

Ministry of Public Health: Family Health Division

Dr. Vira Niyomwan (Director)
Dr. Wannee Kolasartsenee (Assistant Director)
Mrs. Chusie Sujpluem (Chief, Training Supervision and Education Section)
Mrs. Jaruwun Jongvanich (Planning Section)
Ms. Penpan Rugsanoh (Chief, Education Subsection)
Ms. Nongnoot Boonyakiat (Chief, Supervision Subsection)
Mrs. Yupa Poonkhum (Policy and Planning Analyst, Research and Evaluation Section)
Mrs. Tassanee Rochanasakoon (Chief, Training Media Unit)
Mrs. Busakorn Wongvivat (Chief, Education Development Unit)
Mrs. Rajanakorn Menakoriist (Information Officer, Technical Section)
Miss Sirimon Milairat (Policy and Planning Analyst, Technical Section)
Mrs. Varaporn Theraparin (Chief, Planning Section)
Ms. Preemeth Silapanavin (Finance Officer, Administration Section)
Ms. Linda Andrews (Training Section)
Mr. Suthon Panyadilok (Chief, Research and Evaluation Section)
Ms. Patama Bhiromrat (Chief, Public Relations and Information Section)
Dr. Sirikul Issalanulak (Assistant Director)
Dr. Nunta Uamkul (Assistant Director)
Ms. Benjalak Sangsingkeo (Supervision Subsection)
Mrs. Soodsanguan Thanaudom (Training Subsection)

Ministry of Public Health: Ratchaburi MCH Center

Dr. Vallop Thainaur (Director)
Mrs. Nimnuan Thawisomboon (Chief, Health Promotion Section)
Ms. Komkai Kitvatanachai (Director, Midwifery School)
Mrs. Ravivarn Cruafah (Chief Nurse, MCH Hospital)
Mrs. Arinda Sookprom (Assistant Chief Nurse, MCH Hospital)

Ministry of Public Health: Chiang Mai MCH Center

Dr. Soisaang Settaranit (Director, MCH Hospital)
Mrs. Walai Siritarm (Director, Midwifery School)
Mrs. Pongpun Komolmisara (Chief Nurse, MCH Hospital)
Mrs. Rajit Huansuriya (Health Promotion Section)
Mrs. Punnee Chaichanayai (Administrator)

Ministry of Public Health: Northern Family Planning Training Center

Mrs. Nittaya Sanglek (Chief, IEC Section)

Ministry of Public Health: Lampang Midwifery School

Mrs. Homhuan Kerdpean (Director)
Mrs. Tatsanee Kamjai (Instructor)
Mrs. Nangnuch Tamgriiut (Instructor)
Mrs. Prakurust Cheiwvanich (Instructor)
Ms. Thanomsin Jomuree (Instructor)
Ms. Pratin Glapajon (Instructor)

Chiang Mai University: Faculty of Nursing

Dr. Wichit Srisuphan (Dean)
Ms. Wilawan Senaratana (Assistant Dean for Administrative Affairs)

7. ANNEXES

ANNEX I

แบบสอบถาม ความต้องการในการฝึกอบรม
The Questionnaire for Training
Needs Assessment.

ก. ข้อมูลทั่วไป
 General data

- | | | |
|---|--|---|
| <p>1. ชื่อ.....
Name</p> | <p>เลขที่แบบสอบถาม
of questionnaire</p> | <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> |
| <p>2. เพศ
Sex</p> | <p><input type="checkbox"/> ชาย
Male</p> <p><input type="checkbox"/> หญิง
Female</p> | <p><input type="checkbox"/></p> |
| <p>3. อายุ.....ปี
Age</p> | | <p><input type="checkbox"/></p> |
| <p>4. การศึกษาสูงสุด
Education</p> | <p><input type="checkbox"/> ปริญญาเอก สาขา.....
Ph.D.</p> <p><input type="checkbox"/> ปริญญาโท สาขา.....
Master</p> <p><input type="checkbox"/> ปริญญาตรี สาขา.....
Bachelor</p> <p><input type="checkbox"/> อื่น ๆ โปรดระบุ.....
Others</p> | <p><input type="checkbox"/> 7</p> |
| <p>5. ตำแหน่ง
Position</p> | <p><input type="checkbox"/> ผู้อำนวยการกอง/ศูนย์/รพ.ศูนย์
FHD Director/Center/MCH Hospital</p> <p><input type="checkbox"/> แพทย์
Doctor</p> <p><input type="checkbox"/> หัวหน้าฝ่าย
Chief of Section</p> <p><input type="checkbox"/> หัวหน้างาน
Chief of Sub-section</p> <p><input type="checkbox"/> อื่น ๆ ระบุ.....
Others</p> | <p><input type="checkbox"/> 8</p> |
| <p>6. ระดับ
Position
Classification</p> | <p><input type="checkbox"/> ระดับ 8
P.C.8</p> <p><input type="checkbox"/> ระดับ 7
P.C.7</p> <p><input type="checkbox"/> ระดับ 6
P.C.6</p> <p><input type="checkbox"/> ระดับ 5
P.C.5</p> | <p><input type="checkbox"/> 9</p> |
| <p>7. สังกัดฝ่าย.....
Section</p> | | <p><input type="checkbox"/> 10</p> |

8. หน่วยงาน
Institution

- กองอนามัยครอบครัว
F.H.D.
- ศูนย์อนามัยแม่และเด็กเขต
MCH.Center
- รพ.แม่และเด็ก
MCH.Hospital
- ศูนย์วางแผนครอบครัวภาคเหนือ
Northern F.P.Center, Lampang Province
- วิทยาลัยพยาบาลและผดุงครรภ์
Nursing & Midwifery College

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9. จังหวัด
Province

- กทม.
Bangkok
- ลำปาง
Lampang
- ขอนแก่น
Khon Kaen
- เชียงใหม่
Chiangmai
- นครสวรรค์
Nakorn sawan
- ราชบุรี
Rajchaburi
- ยะลา
Yala

11

ย. ข้อมูลเกี่ยวกับความต้องการในการฝึกอบรม

แบบสอบถามนี้มีวัตถุประสงค์เพื่อ ให้ท่านประเมินตนเองว่ามีความต้องการในการฝึกอบรมในเรื่องใด เพื่อให้เกิดประโยชน์สูงสุดกับฝ่ายและหน่วยงานของท่าน โดยแบ่งระดับความต้องการในการฝึกอบรมเป็น 5 ระดับ คือ

- 1 = ต้องการฝึกอบรมน้อยที่สุด
- 2 = ต้องการฝึกอบรมน้อย
- 3 = ต้องการฝึกอบรมปานกลาง
- 4 = ต้องการฝึกอบรมมาก
- 5 = ต้องการฝึกอบรมมากที่สุด

โปรดเขียน ล้อมรอบตัวเลขในแต่ละข้อ ที่แสดงระดับความต้องการในการฝึกอบรม ตามความเป็นจริงของท่าน

This questionnaires has been designed for you to assess your training-need topics that are useful for your job. The Family Health Division will use these results to develop training programs that will meet your needs.

The rating scale to describe your training-needs has been devided into five levels :-

- 1 = least
- 2 = Less
- 3 = medium
- 4 = more
- 5 = most

Please draw a circle around the number that best describes your training need.

ความต้องการในการฝึกอบรมเรื่อง Training Need Topic	ระดับ Level					ลำดับ Column
	น้อย Least				มาก most	
1. การจัดการงานวางแผนครอบครัวและ อนามัยแม่และเด็ก Management in F.P.& MCH.	1	2	3	4	5	<input type="checkbox"/> 11
2. การจัดการโรงพยาบาล Hospital Management	1	2	3	4	5	<input type="checkbox"/> 14
3. การจัดการทั่วไปในกาจัดมาประชากร General Management in Pop. Management	1	2	3	4	5	<input type="checkbox"/> 15
4. การจัดการภายในวิทยาลัยพยาบาลและผดุงครรภ์ School Management	1	2	3	4	5	<input type="checkbox"/> 16
5. การนิเทศงาน Supervision	1	2	3	4	5	<input type="checkbox"/> 17
6. การจัดการอบรม Training Management	1	2	3	4	5	<input type="checkbox"/> 18
7. การประเมินผลการปฏิบัติงาน Performance Eval.	1	2	3	4	5	<input type="checkbox"/> 19
8. การพัฒนาหลักสูตร Curriculum Development	1	2	3	4	5	<input type="checkbox"/> 20
9. การจัดการเรียนการสอน Teaching & Learning Management	1	2	3	4	5	<input type="checkbox"/> 21
10. การติดตามผล Monitoring	1	2	3	4	5	<input type="checkbox"/> 22
11. การวางแผน Planning	1	2	3	4	5	<input type="checkbox"/> 23
12. การเงินและงบประมาณ Finance & Budget	1	2	3	4	5	<input type="checkbox"/> 24
13. การบริหารจัดการเวชภัณฑ์และวัสดุอุปกรณ์ Logistic	1	2	3	4	5	<input type="checkbox"/> 25
14. ระบบข้อมูลข่าวสารเพื่อการจัดการ (MIS)	1	2	3	4	5	<input type="checkbox"/> 26
15. คอมพิวเตอร์/ไมโครคอมพิวเตอร์ Computer/Microcomputer	1	2	3	4	5	<input type="checkbox"/> 27
16. การบันทึกและรายงาน Recording & Reporting	1	2	3	4	5	<input type="checkbox"/> 28
17. การวิจัย (ระเบียบวิธี, การเขียนรายงาน) Research (Methodology, Report writing)	1	2	3	4	5	<input type="checkbox"/> 29

ความต้องการในการฝึกอบรมเรื่อง Training Need Topic	ระดับ Level					คอลัมน์ Column
	Least				most	
18. การประเมินผล Evaluation	1	2	3	4	5	<input type="checkbox"/> 30
19. ประชากรศาสตร์ Demography	1	2	3	4	5	<input type="checkbox"/> 31
20. การเผยแพร่และประชาสัมพันธ์ I E & C	1	2	3	4	5	<input type="checkbox"/> 32
21. การผลิตโสตทัศนูปกรณ์ Media Development	1	2	3	4	5	<input type="checkbox"/> 33
22. สื่อในการเผยแพร่และประชาสัมพันธ์และการศึกษา Medias in IE&C and Education	1	2	3	4	5	<input type="checkbox"/> 34
23. การจัดการในห้องสมุด Library Management	1	2	3	4	5	<input type="checkbox"/> 35
24. ระบบข้อมูลข่าวสารเพื่อการศึกษา Document Center for education	1	2	3	4	5	<input type="checkbox"/> 36
25. การจัดการเกี่ยวกับภาวะเจริญพันธุ์ของวัยรุ่น Management in adolescent fertility	1	2	3	4	5	<input type="checkbox"/> 37
26. การตลาดเพื่อส่งเสริมการอนามัยครอบครัว Social Marketing	1	2	3	4	5	<input type="checkbox"/> 38
27. แนวคิดในการให้ชุมชนมีส่วนในการเผยแพร่ ความรู้และให้บริการ Community Base	1	2	3	4	5	<input type="checkbox"/> 39
28. อื่น ๆ โปรดระบุ..... Others						
.....	1	2	3	4	5	<input type="checkbox"/> 40
.....	1	2	3	4	5	<input type="checkbox"/> 41
.....	1	2	3	4	5	<input type="checkbox"/> 42
.....	1	2	3	4	5	<input type="checkbox"/> 43
.....	1	2	3	4	5	<input type="checkbox"/> 44
.....	1	2	3	4	5	<input type="checkbox"/> 45
.....	1	2	3	4	5	<input type="checkbox"/> 46
.....	1	2	3	4	5	<input type="checkbox"/> 47
.....	1	2	3	4	5	<input type="checkbox"/> 48

ANNEX II

MANAGEMENT TRAINING PLAN
FOR MIDDLE AND SENIOR LEVEL STAFF
FY 1988 - 1991

DRAFT

FAMILY HEALTH DIVISION
DEPARTMENT OF HEALTH
MINISTRY OF PUBLIC HEALTH
ROYAL THAI GOVERNMENT

SEPTEMBER 1987

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- APPENDIX A - Graduate Degree Programs in Thailand
- APPENDIX B - FHD Training Policy
- APPENDIX C - FHD Fellowship Selection Committee

1. INTRODUCTION

A. Background

The Family Health Division (FHD) of the Department of Health was created as the program management unit of the Thailand National Family Planning Program (NFPP). Its main functions are planning and budgeting, logistic support, training, public information and motivation, and research and evaluation.

At the central level, the FHD is divided into six sections: Administration; Training, Supervision and Education; Public Information; Research and Evaluation; Technical; and Planning and Monitoring. At the regional level the Division has six Regional Maternal and Child Health Centers. Each MCH Center has an MCH hospital, a midwifery school, and a health promotion unit. The Northern Family Planning Training Center and the Lampang Midwifery School are also under the direction of the FHD.

The Family Health Division employs 220 staff at the central level and approximately 2,100 staff at the regional level. The staff of the Division and its regional centers are charged with providing technical and logistics support to family planning activities at the regional, provincial, and district health center levels.

B. Program Environment

The National Family Planning Program has had notable success in recent Five-Year Development Plan periods

in reducing the population growth rates to the target levels stated in the plans. The growth rates targeted and achieved at the end of each period are as follows: Third Plan (1972-76), 2.5%; Fourth Plan (1977-1981), 2.1%; and Fifth Plan (1982-1986), 1.5%.

To meet the targeted decrease in population growth rates for each of the five-year plan periods has required that that NFPP recruit an ever-increasing number of new family planning acceptors while maintaining large numbers of continuing family planning users.

The goal of the NFPP during the Sixth Five-Year Development Plan (1987-1991) is to reduce the population growth rate to 1.3%. This will require the recruitment of approximately 6.6 million new acceptors and the retention of 5.7 million continuing acceptors during the period.

Several changes in the working environment will add to the difficulty of meeting these family planning targets. One of these changes is the decreasing levels of multilateral and bilateral technical and financial assistance available for support of family planning activities. Another change is that the portion of the budget used for contraceptive procurement will increase, thereby putting pressure on funds available for training, research and evaluation, I.E.C., etc. The need to expand services to minority religious and cultural groups in the Northeastern and Southern Regions will provide additional challenges to the FHD, and will result in a higher cost per new acceptor.

The Family Health Division is being reorganized in an attempt to integrate MCH and family planning services and thereby provide more economical services. Experiments are under way to test the feasibility of decentralizing certain planning and management tasks to the provinces.

To better equip itself to meet the challenges of technical leadership presented by the ambitious targets and the changing program environment of the Sixth Five-Year Plan, the Division has prepared this management training plan.

C. Development of the Plan

To determine the management training needs of its middle and senior level staff, the Division administered a training needs questionnaire to all P.C.5 and P.C.6 staff (middle level management) and to all P.C.7 and P.C.8 staff (senior level management). The questionnaire listed various management skills areas and requested respondents to indicate their level of training need on a five-point scale ranging from least needed to most needed. A total of 272 middle and senior management staff completed the survey, 66 from the central FHD and 206 from the regions. The Division interviewed a sampling of MCH Center Directors, MCH Hospital staff, Health Promotion Unit staff, heads of midwifery schools, and staff of the Northern Family Planning Training Center.

The Division analyzed the questionnaires by Section and by component of the MCH Centers (hospital, midwifery school, and health promotion unit) to determine which

management skills areas were felt to be most needed by the various groups.

The Division then conducted in-depth interviews of all Section heads and Assistant Directors to determine what they viewed as their most important long and short-term training needs. The questionnaire results for each Section were discussed with the respective Section Chiefs.

A draft training plan covering long and short-term management training needs for the remaining four years (1988, 1989, 1990, and 1991) of the Sixth Five-Year Plan was prepared. The plan was reviewed and approved by the FHD Director, Assistant Directors, and Section Chiefs.

2. OBJECTIVES OF THE PLAN

A. Overall Objectives

The main emphasis of staff development in the FHD in the past has been on quantity, obtaining the necessary numbers of trained people to carry out the work of the Division.

With the decline in donor technical and financial assistance, the targeting of groups heretofore resistant to contraceptive use, and the rapidly increasing costs of contraceptives, the Division will be required to plan and manage programs which are much more cost-effective than those of the past.

The emphasis of staff development in the Sixth Five-Year Plan period therefore will be on quality, developing skills in critical areas to enable the Division to provide technical leadership in research, planning, monitoring, and evaluating family planning programs which will achieve maximum impact with limited resources. Some emphasis is given in the plan to developing managerial talent to replace senior managers who will be promoted or will retire, although the relative youthfulness of FHD staff ensures that loss of managerial staff through retirement will be minimal for the next ten years.

B. Objectives by Section

- 1) **Technical Section** - Under the proposed reorganization, the main activity of the Technical Section will be the operation of the Thailand

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Population Information Center. The main training objectives of the Technical Section are to have the librarian obtain a master's degree in library science and to have two staff trained in the CDSISIS program which will be used on the micro-computer the Center will obtain late this year. Some short-course training is also required to improve the Center's abstract writing capability.

- 2) Planning Section - Most of the staff in the Planning Section hold bachelor's degrees in arts. The Section's training objectives are to have short-course training in basic health planning skills for these staff and to have three staff obtain master's degrees, one in health economics and two in health planning and management.
- 3) Administration Section - The Administration Section has major responsibility for contraceptive procurement and distribution for the National Family Planning Program. It also procures other supplies and equipment and is in charge of the FHD budget. None of the staff of the Section holds a master's degree. The Section's objectives are to have three of its staff obtain master's degrees in health services administration and to have a number of staff trained in short courses on supply management, management information systems, and microcomputer use.

- 4) **Research and Evaluation Section** - The R&E Section collects statistics from the FP/MCH service units, monitors program progress, and projects contraceptive needs. With the decline in external technical assistance and increasing budgetary limits on contracting for research activities with universities, the Section plans to develop its in-house research capabilities. It also plans to revise the NFPP's management information system. To accomplish these objectives, the Section plans to send two of its staff for master's degrees in research design and analysis and management information systems. Its short-term training objectives are to train staff in supply management, microcomputer use, and MIS.

- 5) **Public Relations and Information Section** - The Public Relations and Information Section is responsible for the NFPP's public information, education, and communications activities. Only four of the 18 staff of the Section hold master's degrees. To improve its capability to plan and manage the national information and motivation campaign for family planning, the Section hopes to send six staff for master's level training and two for doctoral level training in education and communication technology and program management. To improve program management, the Section plans to have a number of staff take short courses in general management and budgeting and finance. Others would benefit from training in production of audio-visual aids and in educational technology.

- 6) **Training, Education, and Supervision Section -** This Section is responsible for training health workers in the various contraceptive methods, overseeing the seven schools training auxiliary midwives, and setting supervision standards for family planning providers. This is the only Section of the FHD which will lose management staff through mandatory retirement in the next ten years. Seven staff are expected to retire before the end of the Seventh Five-Year Plan period.

To support the newly reorganized MCH Centers and to replace staff who will retire, the Section plans to send seven staff for master's degree training and two for doctoral degree training during the plan period. A variety of staff will attend short-course training in curriculum development, evaluation of training and education programs, and supervision.

- 7) **Assistant Directors -** The three Assistant Directors (medical officers) and their staff of nine health promotion officers (nurses and policy and planning analysts) provide technical direction to the nation's maternal/child health and family planning activities and coordinate all donor assistance to these activities. This group plans to send one health promotion officer for a master's degree in maternal/child health. It plans to send the medical officers and a number of health promotion officers to a variety of courses including research design and methodology and report writing, microcomputer use, project

management, project monitoring and evaluation, and management skills in child survival.

- 8) MCH Center Directors - Two directors who are board-certified in clinical specialties will study for Masters of Public Health degrees in order to provide them with a public health and community health orientation in the management of the regional MCH and family planning programs. Several directors will attend the Ministry's Senior Administrator's Course to improve their program management skills.
- 9) MCH Center Hospital Staff - To improve the management of the regional MCH hospitals, two hospital directors or other medical officers and five chief nurses will be sent for master's degree training in hospital management or nursing administration. To improve training skills, MCH hospital clinical instructors and staff of the midwifery colleges and health promotion units who have not previously taken the course will attend a Training of Trainers course.
- 10) MCH Center Health Promotion Unit Staff - To improve the management capabilities of the health promotion units, one candidate from each of the six MCH Center health promotion units will be sent for a master's degree in health administration. The chiefs of the health promotion units will receive short-course training in program management and supervision and evaluation. Selected staff will be sent for training in operations research.

11) **Midwifery Colleges** - The Thailand Nursing Council has set a minimum education standard for faculty of two-year and four-year nursing schools. For institutions with a two-year curriculum, the minimum standard is one master's degree holder for every four bachelor's degree holders on the faculty. For four year institutions the ratio is 0.5 doctor's degree to 6 master's degrees to 3.5 bachelor's degrees. At the midwifery colleges, the ratio when the present master's degree students graduate will be as follows:

<u>School</u>	<u>No. of Master's</u>	<u>No. of Bachelor'</u>
Chiang Mai	8	10
Ratchaburi	6	7
Nakornsawan	4	5
Lampang	2	11
Khon Kaen	5	10
Yala	5	6
Vachira	4	11

The Lampang School will be below the minimum standard, and the Vachira School will be just above the standard for two-year training institutions. Because it is planned that the schools will be offering a four-year curriculum in the future, the Division plans to train faculty to the master's and doctor's degree levels at a rate which will meet or exceed the minimum standards for four-year institutions.

3. IMPLEMENTATION OF THE PLAN

A. Funding

Because of the benefits to be gained from staff exposure to other systems of providing MCH and family planning services, the Family Health Division plans to send a number of its middle and senior management personnel for long and short term management training abroad. With decreasing external assistance to the Division, securing funding for training abroad is becoming more difficult. The United Nations Fund for Population Assistance (UNFPA) has committed to fund the training of nine persons for master's degrees during the Sixth Five-Year Plan. It will also fund five short-term training fellowships. The Family Planning Management Training Project (FPMT) funded by USAID has committed to fund two persons for long-term training in the U.S. and four persons for short-term training. FPMT may fund limited additional long and short-term training in the U.S. if there is a strong need. Other potential funding sources for training abroad include the governments of Japan, Australia, and the Netherlands; the South East Asian Ministers of Education Organization (SEAMEO); the United Nations Development Program (UNDP); and the Thailand Department of Economic and Technical Cooperation (DETC) under USAID funding for the study of policy-relevant issues.

The column of the Training Plan titled "Proposed Funding Source" is not an indication that the organization listed thereunder has committed to fund a specific activity. Specific, written requests must be made to the funding agencies listed and to other

agencies on a case-by-case basis. Because external assistance to Thailand is diminishing as the Thai economy strengthens, the Family Health Division must take greater initiative in approaching funding agencies for support for overseas training activities.

Within Thailand, a number of universities offer master's and doctor's degrees relevant to the training needs of the FHD. See Appendix A. Short-course training is also available at Thai universities and from international agencies such as the UNESCO-sponsored Economic and Social Commission for Asia and the Pacific (ESCAP) and the UNDP-sponsored Development Training and Communication Planning (DTCP) project.

B. Candidate Selection

All candidates for training under this plan must meet the requirements of the Family Health Division Training Policy (see Appendix B). They must also be reviewed and approved by the FHD Fellowship Selection Committee (see Appendix C).

C. Revising the Plan

The Division shall revise the training plan as needs change and as new training opportunities arise. The plan should be systematically reviewed and revised on an annual basis.

FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

I LONG-TERM TRAINING

Training Need	Course Title	Length of Course	YEAR				Venue	Proposed Funding Source	Participant(s)
			1988	1989	1990	1991			
To upgrade the functioning of the Thailand Population Information Center and its 20 network affiliates.	Master In Library Science			X			FPMT	Ms. Pornpinon Chahsung, Technical Section	
To prepare staff to perform in senior level health planning positions. Planning, monitoring and evaluation, management information systems and human resource management.	Master In Health Economics			X			FPMT	Miss Tutsanaporn, Chief, Monitoring Subsection, Planning Section	
"	Master In Health Planning & Management			X			FPMT	Miss Duangman, Planning Section	
"	Master In Health Planning & Management				X		FPMT/Other	Ms. Darunee, Planning Section	
To upgrade and broaden management skills, e.g. logistics and personnel administration	Master In Health Administration		X				FPMT	Ms. Premeth, Finance Unit, Administration Section	
"	Master In Health Administration			X			FPMT	Ms. Kanyarat, Chief, Finance and Budget Unit, Administration Section	
"	Master In Logistics Management				X		FPMT/Other	Mrs. Tassnee R., Supply Subsection, Administration Section	
To design and implement an improved, comprehensive management information system in the MOPH to replace the present fragmented and duplicative system. To develop a greater in-house capability to carry out family planning research.	Master In Management Information Systems, Computer Science, and Research Design and Analysis		X				FPMT	Ms. Yupa, Research Subsection, Research & Evaluation Section	
"	Master In Management Information Systems and Computer Science			X			FPMT	Ms. Ruedeeaporn, Computer Subsection, Research & Evaluation Section	

FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

I LONG-TERM TRAINING

<u>Training Need</u>	<u>Course Title</u>	<u>Length of Course</u>	<u>YEAR</u>				<u>Venue</u>	<u>Proposed Funding Source</u>	<u>Participant(s)</u>
			<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>			
To improve the planning and management of the nationwide I.E.&C. program.	Masters In Education & Communication Technology and General Public Health Management		X				UNFPA	Mr. Sanit, Chief, Mobile Unit, Public Relations & Information Section	
"	Master In Health Management		X				FPMT	Ms. Pavaya, Assistant Chief of Section, Public Relations & Information Section	
"	Master In Education and Communication Technology and Public Health Management				X		UNFPA	Information Section To be selected from staff taking TOEFL	
"	Master In Health Management			X			FPMT	Mr. Niyon, Mobile Unit, Public Relations and Information	
"	Master's				X		FPMT/Other	Mr. Panja, Mobile Unit, Public Relations & Information	
"	Master's				X		FHD/Other	Mrs. Acharee, IE&C Material Production Unit	
"	D.P.H.		X				FHD/Other	Ms. Yindee, Chief, Mass Communication Unit, Public Relations & Information Section	
"	D.P.H.			X			FHD/Other	Ms. Rachaneewan, Public Relations & Information	

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FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

I LONG-TERM TRAINING

<u>Training Need</u>	<u>Course Title</u>	<u>Length of Course</u>	<u>YEAR</u>				<u>Venue</u>	<u>Proposed Funding Source</u>	<u>Participant(s)</u>
			<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>			
To upgrade the quality of education and training support to the newly reorganized MCH centers, particularly in light of decreasing donor-funded technical assistance.	M.P.H.		X				UNFPA	Mrs. Nareelak, Supervision Subsection, Training Section	
"	M.P.H.			X			UNFPA	Miss Paruppen, Education Subsection, Training Section	
"	Master's		X				FPMT	Miss Sirlilak N., Education Subsection, Training Section	
"	Master In MCH/FP				X		FPMT/Other	Miss Patcharee, Technical Unit, Training Subsection, Training Section	
To improve the quality and effectiveness of communications in family planning training programs.	Master In Instructional Media			X			FPMT	Miss Kannika, Training Subsection, Training Section	
"	Master In MCH/FP			X			FPMT	Miss Tassane H., Special Technique Training Unit, Training Section	
"	Master In MCH/FP with emphasis on supervision				X		FPMT/Other	Miss Pavinee, Special Technique Training Unit, Training Section	
"	D.P.H.		X				FHD/Other	Miss Prapim, Inservice Training Unit, Training Section	
"	D.P.H.				X		FHD/Other	Miss Nutpiya, Inservice Training Unit, Training Section	

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FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

I LONG-TERM TRAINING

Training Need	Course Title	Length of Course	YEAR				Venue	Proposed Funding Source	Participant(s)
			1988	1989	1990	1991			
To upgrade MCH program management.	M.P.H.			X			FPMT	Mrs. Pissama!, MCH Technical Development Section	
To provide a public health and community health orientation to medical doctors in charge of regional MCH/FP programs.	M.P.H.			X			UNFPA	Medical doctor from Regional MCH Center, to be announced	
"	M.P.H.		X				UNFPA	Dr. Salpin Kusmit, Director, MCH Center	
To improve the management of the Regional MCH Center Hospitals.	M.P.H.				X		UNFPA	2 hospital directors or other medical doctors to be named	
"	Master In Nursing Administration/Hospital Management	2 yr.	X	X			Mahidol or Chleng-Mai Universities	FHD 5 Chief Nurses at MCH Center Hospitals	
To upgrade the management of the midwifery colleges.	Master In Nursing Education, Public Health, or Medical and Surgical Nursing	2 yr.	X				Mahidol, Chleng-Mai, other South East Asia Institution, or U.S.A.	FHD/SEAMEO/Others 2 Directors of Midwifery Colleges - Khon Kaen, Nakhonsawan	
To meet the Thailand Nursing Council minimum standard ratio of Bachelor's/Master's/Doctoral level Instructors for 4-year training Institutions.	Master's in various nursing disciplines		X	X	X	X	Mahidol and Chleng-Mai Universities	FHD Number of midwifery college Instructors for master's level training to be decided in November 1987 workshop	
To improve the management capabilities of the health promotion units	Master In Health Administration		X	X	X	X	Mahidol, Chleng-Mai, FHD and Chulalongkorn Universities	1 candidate from the health promotion unit of each of the six Regional MCH Centers	

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FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

II SHORT-TERM TRAINING

Training Need	Course Title	Length of Course	YEAR				Venue	Proposed Funding Source	Participant(s)
			1988	1989	1990	1991			
Training in CDISIS Program for computer to be installed in 1987 in Thailand Population Information Center.			X				FHD UNESCO	2 senior staff, Technical Section (Thailand Population Information Center)	
Writing abstracts of population/family planning/MCH research.		2-4 wk.	X			ESCAP	UNESCO	Miss Sirimon, P&P Analyst, Technical Section	
Program monitoring and evaluation.						NIDA (National Institute of Development Administration)	FHD	4 MDs and 2 Health Promotion Officers, Medical Group, various Planning Section staff	
Project management.								2 Health Promotion Officers, Medical Group, various Planning Section staff	
Program planning and evaluation.								Various Planning Section staff	
Management information systems.								Various staff of Planning, Research and Evaluation, and Administration Sections	
Human resource management.	Human Resource Management	4 wk.				Management Sciences for Health, Boston, U.S.A.	FPMT/Other	Various Planning Section staff	
Preparation of two additional FHD staff to assist in microcomputer training in Thailand.	Microcomputer-based Information Systems for Health/Family Planning	4 wk.	3/88			Management Sciences for Health, Boston, U.S.A.	FPMT	1 person from Training Section; 1 person from R&E Section	

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FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

II SHORT-TERM TRAINING

Training Need	Course Title	Length of Course	YEAR				Venue	Proposed Funding Source	Participant(s)	
			1988	1989	1990	1991				
Microcomputer use.	Microcomputer-based Information Systems for Health/Family Planning		X	X			Thailand	FPMT/FHD	Approx. 30 staff from Technical, Planning, Administration, and Research and Evaluation Sections and the Medical Group. Also for MCH Center Health Promotion Sections when computers are installed.	
Managing contraceptive supplies.	Managing Drug Supply for Primary Health Care	4 wk.	4/88				Management Sciences for Health, Boston, U.S.A.	FPMT	Mrs. Dornaa (Admin.) Mr. Suthon (R&E)	
Managing contraceptive supplies and other primary health care drug and medical supplies.	Managing Drug Supply		X	X	X	X	Thailand	FPLM/FPMT/ PRITECH/FHD	Approx. 100 persons at the central, regional, and provincial levels with responsibilities for primary health care (including FP) drug supply management	1 13 1
• Management in FP/MCH/Population • Budgeting and finance									Various staff of the Public Relations and Information Section	
Production of AV aids.	Communication Planning and Strategy	4 wk.	X				Cornell University, Ithaca, N.Y.	UNFPA/FPMT/ USAID	1 senior staff, PRI Section	
Social marketing.	Communication for Health, Population, and Family Planning	3 wk.	X				Social Development Center, Chicago	USAID	1 senior staff, PRI Section	
Educational technology.									Various staff of PRI Section	
Managing adolescent fertility.	Adolescent Fertility Management	4 wk.		5	2	2	Chicago, U.S. Santa Cruz	UNFPA/CEDPA	1 - Public Relations & Information Section 6 - 1 person in charge of A.F. at each MCH Center	

FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

II SHORT-TERM TRAINING

Training Need	Course Title	Length of Course	YEAR				Venue	Proposed Funding Source	Participant(s)
			1988	1989	1990	1991			
Research design, methodology, and report-writing.			X				National Research Council	3 persons from Medical Group staff	
Managing child survival programs.	Management Skills in Child Survival	4 wk.	X				FPMT Management Sciences for Health, Boston, U.S.A.	2 persons from Medical Group	
Education evaluation			X	X				2 persons from Education Subsection of Training Section (1 each year)	
Curriculum development	Training and Development	4 wk.			X	X	Cornell University, Ithaca, N.Y. UNFPA/FPMT/USAID	1 (1989) Mrs. Kasorn; 1 (1990) Mrs. Sattira; 1 (1991) Mrs. Sirlak; 1 (1990) Chief, Basic Curriculum Unit; 1 (1991) Staff of Extended Education Unit	
Education research.			X	X	X			1 (1988) Staff of Basic Curriculum Unit; 1 (1989) Staff of Extended Education Unit; 1 (1990) Chief, Education Subsection	
Adult education (training methodology update)	Master Trainer Program	7 wk.	X	X			UNFPA/USAID/Other University of Connecticut, Farmington, U.S.A.	1988 - Mrs. Chantira, Training Subsection; 1989 - Mrs. Saovawarak, Training Subsection	
Training evaluation.						X		Miss Nutpiya, Training Subsection	
Family planning clinic management				X	X			1989 - Mrs. Praneta, Technical Unit; 1990 - Mrs. Sawanee, Technical Unit	

FAMILY HEALTH DIVISION
MANAGEMENT TRAINING PLAN FOR MIDDLE AND SENIOR LEVEL STAFF FY 1988-1991

II SHORT-TERM TRAINING

<u>Training Need</u>	<u>Course Title</u>	<u>Length of Course</u>	<u>YEAR</u>				<u>Venue</u>	<u>Proposed Funding Source</u>	<u>Participant(s)</u>
			<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>			
Training media update	Modern Methodology for Teachers of Health Sciences	2 wk.	X				British Life Assurance Trust (BLAT), London	WHO	Head of Training Media Unit
Supervision/performance evaluation	Supervision and Evaluation	5 wk.	X	X	X		CEDPA, Washington, DC	CEDPA/UNFPA	1988 - Miss Benjalak; 1989 - Miss Nongnuch; 1989 - Miss Preplm; 1990 - Mrs. Anong
Program management.	Senior Administrator's Course	3 mo.					MOPH (Includes regional observation tour)	MOPH	MCH Center Directors who have not yet taken the course
Planning and evaluation and performance evaluation	Supervision and Evaluation as Management Tools	5 wk.					CEDPA, Washington, DC	UNFPA/CEDPA	1 MCH Center Director
Curriculum development, training methodology, evaluation, media use	Training of Trainers	2 wk.	X	X			Each MCH Center site (3 sites each year)	FHD	70 new staff of midwifery colleges, health promotion units, and MCH hospitals (clinical instructors)
General program management	Development Course for Senior Administrators	4-5 wk.	X				NIDA	FHD	6 persons - Chief of Health Promotion Section from each MCH Center
Family planning program management	Health Aspects of Family Planning or	4-5 wk.	X				Japan	JICA	6 persons - Chief of Health Promotion Sections from each MCH Center
	Supervision and Evaluation	5 wk.	X	X	X		CEDPA, Washington, DC	CEDPA/UNFPA	
Operations research.	Operations Research	2-3 mo.					Mahidol University	FHD	6 persons - 1 from Health Promotion Section in each MCH Center

APPENDIX A

GRADUATE DEGREE PROGRAMS IN THAILAND

The following graduate degree programs, which may be relevant to training needs of the Family Health Division, are offered in Thailand:

Mahidol University

Doctor of Public Health

- . Epidemiology
- . Public Health Nutrition
- . Health Administration
- . Health Education
- . Public Health Nursing

Master's of Science

- . Biostatistics
- . Health Education
- . Nutrition
- . Public Health Nursing
- . MCH and Family Planning
- . Health Administration
- . Hospital Administration
- . Environmental Health
- . Occupational Health
- . Parasitology
- . Epidemiology
- . Demography
- . Population Education
- . Communication

Srinakarin University

Master's

- . Health Education
- . Education Measurement and Evaluation

Chiang Mai University

M.S. (Nursing)

- . Medical and Surgical Nursing

M.P.H. (Nursing)

- . Family Health
- . Occupational Health
- . Nursing Administration

M.A.

- . Administration and Management in Education
- . Management and Evaluation in Education
- . Technology in Education

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Chulalongkorn University

M.A.

- . Demography
- . Development Communication
- . Educational Administration
- . Educational Measurement and Evaluation
- . Mass Communications
- . Library Science

M.Ed.

- . Health Education
- . Higher Education
- . Non-formal Education
- . Nursing Administration
- . Supervision and Curriculum Development

Master's in Public Administration

Khonkaen University

M.A.

- . Education

Faculty of Nursing, Siriraj Hospital
Mahidol University

M.S. (Nursing)

- . Medical Nursing
- . Surgical Nursing
- . MCH Nursing

Faculty of Medicine, Ramathibordi Hospital
Mahidol University

M.S. (Nursing)

- . Fertility and Population Planning
- . Medical Nursing
- . Surgical Nursing

APPENDIX B

TRAINING POLICY

General Regulations (for all government officers)

1. No candidate for degree studies may be older than 40 years.
2. All candidates for in-service training must have worked for government for at least two years.
3. All candidates must have good English skills.
4. All candidates must be in good health.

Family Health Division Regulations

All candidates being considered for fellowships by the FHD Fellowship Committee must meet the following criteria:

1. Must have good English skills.
2. Must have a high level of performance in his/her job.
3. Must have the recommendation of his/her Section Chief.
4. Must have been working for a one-year period since the completion of any short-term training.
5. Must have been working for a two-year period since the completion of any long-term study.
6. Must have job responsibilities which are related to the training to be undertaken (the Fellowship Committee must consider on a first priority basis those candidates whose job responsibilities are most directly related to the type of training being offered).

APPENDIX C

FAMILY HEALTH DIVISION FELLOWSHIP SELECTION COMMITTEE

- Dr. Wannee Kolasartsenee, Assistant Director, FHD (Chairman)
- Ms. Chusie Sujpluem, Chief, Training Supervision and Education Section
- Mr. Suthon Panyadilok, Chief, Research and Evaluation Section
- Ms. Patama Bhiromrat, Chief, Public Relations and Information Section
- Ms. Darinee Nakaprateep, Chief, Administration Section
- Dr. Sirikul Issalanulak, Assistant Director
- Dr. Nunta Uamkul, Assistant Director

ANNEX III

ANNEX III

ACRONYMS

AID	Agency for International Development
ASIN	Association for Strengthening Information on the National Family Planning Program
CEDPA	Center for Development and Population Activities
DETC	Department of Economic and Technical Cooperation
ESCAP	Economic and Social Commission for Asia and Pacific
FHD	Family Health Division
FPLM	Family Planning Logistics Management project
FPMT	Family Planning Management Training project
GRE	Graduate Record Examination
IEC	Information, Education and Communication
INTRAH	International Training in Health project
JICA	Japanese International Cooperation Agency
MCH	Maternal and Child Health
MIS	Management Information Systems
MOPH	Ministry of Public Health
NIC	Newly Industrialized Country
NIDA	National Institute of Development Administration
PRICOR	Primary Health Care Operations Research project
PRITECH	Technologies for Primary Health Care project
SEAMEO	South East Asian Ministers of Education Organization
TOEFL	Test of English as a Foreign Language
UNDP	United Nations Development Program
UNESCO	United Nations Education, Scientific, and Cultural Organization
UNFPA	United Nations Fund for Population Activities
USAID	United States Agency for International Development Mission to Thailand
WHO	World Health Organization