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**SIXTH QUARTERLY REPORT
HANDICAPPED SERVICES PROJECT
ROMANIA**



World Vision Romania

January 29, 1993

World Vision Handicapped Services Project
Project Sixth Quarterly Report
October-December 1992

EXECUTIVE SUMMARY

The Handicapped Services Project (HSP) was designed to provide appropriate services for Romanian handicapped children and adults in institutions for handicapped. The project, partly funded by the United States Aid for International Development (USAID), was officially approved by the World Vision (WV) International Office on August 13, 1991, the formal start date of the project. However, some preparatory work had already been done in July 1991 and earlier.

The HSP overall goal for direct intervention programs component is to improve the resident's quality of life through: clinical and social programs which promote the residents' development to their maximum potential; re-integration of residents into their families where possible; improvement of the residents care and living conditions through staff training, site renovations, use of community and institutional resources and advocacy with appropriate authorities on residents' behalf. The academic component of the HSP focusing on curriculum development and social work students' practicum, was subcontracted to the Mandel School of Applied Social Sciences (MSASS), Case Western Reserve University, Cleveland, Ohio, USA.

The proposed strategy through May 1994 is to have the team of eight trained Romanians (initially supported by one professional expatriate) continue to implement the program in Hîrlău, while in January, 1993, the core HSP team will start replicating the project at three new sites identified in Vilcea County. The Hîrlău site will be regularly visited by HSP professionals to continue training and monitor project implementation.

So far, the program has been implemented at the Cămin Spital in Hîrlău, Iasi County, and progress over the sixth quarter includes:

- ▶ Most remedial activities were subordinated to the needs of the HSP Training Program carried out with the six Romanian partners and two other staff in Living Skills (LS), Occupational Therapy (OT), Social Work (SW) and Computerized Record Systems (CRS). The training, given both through lectures and role-modeling, had good results. Informal training was given to eleven staff. Compilation and translation of an HSP Training Manual was initiated.
- ▶ Of the 403 residents at Hîrlău, 58 received direct care and 250 indirect care through the HSP Programs of interventions, which focused on independent living skills, physical and occupational therapy, social skills, recreational therapy and free choice activities.

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- ▶ The process of changeover of responsibilities from the core HSP team to the Romanian trainees was completed. Mihaela Godvinschi was appointed team leader. Temporarily, Margaret Whilesmith, Living Skills Nurse, will act as clinical advisor.
- ▶ Preparations were made for the core HSP team to move to three new sites in Vilcea in January.
- ▶ The Memorandum of Agreement was signed for Vilcea.
- ▶ The preparatory work for the Local Currency proposal was finalized and the project is ready to move into its substantive phase as soon as weather permits. USAID and the Government of Romania (GOR) approved it in December.

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SECTION I - INTRODUCTION

WV has for the past one and a half years been running a program for improving the care and conditions of children in orphanages in Romania. The Handicapped Services Project (HSP) began as an extension of this work, providing appropriate services for handicapped children and adults in institutions for the handicapped and was based on a grant provided by USAID. The formal start date of the project was August 13, 1991, the date when WV Romania was officially notified of approval of HSP by WV International Office.

Shortly after the project began, it became evident that a deeper examination of areas of difficulty was necessary in order to design an appropriate response adapted to circumstances, and requiring flexibility, openness to innovation and creativity. On the whole, the Romania Program represented a new challenge for WV, being its first program designed for a post-communist country in Eastern Europe. Taking the hint of the lessons learned since its start, the Handicapped Services Project sought to emphasize the developmentally sound strategic direction. By June, 1992, the revised Project Implementation Plan (PIP) for HSP had been finalized and approved by the WV Romania Director, the WV International Office and USAID. The revised PIP did not change the essential import of the original proposal, but built on what had been accomplished, and refocused more clearly on the objectives.

The HSP overall goal for direct intervention programs component is to improve the resident's quality of life through: clinical and social programs which promote the residents' development to their maximum potential; re-integration of residents into their families where possible; improvement of the residents care and living conditions through staff training, site renovations, use of community and institutional resources and advocacy with appropriate authorities on residents' behalf. The academic component of the HSP focusing on curriculum development and social work students' practicum, was subcontracted to MSASS. Site selection was carried out following recommendations of the Secretariat of State for the Handicapped (SSH) and they are:

1. The Cămin Spital, Hîrlău, Iasi County, 403 residents, age range 3-93, mental and physical handicap. The project started here in June, 1991 and the first phase was completed in December, 1992. Continuity will be ensured by a team of trained Romanians until the end of the project in May, 1994.
2. The Cămin Spital for Minors with Serious Mental Handicap, Băbeni, Vîlcea County, 210 children.
3. The Special School for children with Medium Handicap, Băbeni, Vîlcea County, 280 children.

4. The Cămin Școală for children, Bistrița-Costești, Vâlcea County, 104 children.

The program will be opened in January 1993 at the last three sites listed above. Preparations for the transfer of the HSP core team from Hirău to Vâlcea, as well as overall project activities, were monitored by various WV staff, including Director Loc Le-Chau. General principles, issues and prospects were discussed with the Inspectors at the Territorial Inspectorate for the Handicapped and the Directors and Boards of the three prospective institutions. As a result, the Memorandum of Agreement was finalized and signed by all the local Romanian officials involved. The Memorandum was then presented to the SSH who approved and signed it on November 30, 1992. Accommodation arrangements and various logistic issues were solved. The Directors of each site have already designated the staff that will work as WV's partners in the project.

These three institutions, plus the neighboring Kindergarten for Handicapped Children and Vocational High School for Minors with Mild Mental Handicap that may benefit from HSP in many ways, form a complete system which houses all institutionalized handicapped children in Vâlcea County. It therefore offers an ideal situation for the setting up of a pilot project for handicapped children, where social work students included in the MSASS program will also be able to carry out their field practicum.

SECTION II - PROGRESS AGAINST OBJECTIVES

- A. Establish formal agreements between WV Romania and the Romanian authorities governing their work relationships and program objectives.**

In Hirău, several problems were encountered around the issue of hiring and paying the training partners. After much discussion during meetings with Professor Covrig, Chief Inspector at the Inspectorate in Iasi, and with assistance from staff in the WV Bucharest office, a covenant was signed on October 26 by the Director, Dr. Văleanu, and the Chief Accountant for the Cămin Spital, and Director Loc Le-Chau and Finance Manager Dorina Condurache for WV. This convention is for a determined time until May, 1994. The initial problem was that because there was no classification for the jobs of LS, PT and OT Assistants necessary to establish a salary, the four positions were reclassified as infirmiere. These salaries, however, are much lower than desired for the responsibility of the position. Dr. Văleanu and Joanne Gates, Project Manager, negotiated with the SSH in December and the salaries were increased to reflect the responsibilities.

After thorough negotiations, the Memorandum of Agreement for Vâlcea was approved and signed by the director general, Dan Cristescu, from SSH. Chief Inspector, Simona Petria, from the Vâlcea Territory Inspectorate for the handicapped, and the Directors of the three institutions where HSP will develop starting January, 1993 had approved and signed it previously.

Kenneth Placke and Oana Dumitru continued to meet with officials from the Inspectorate of the Handicapped, the County Health Department and the Department of Labor in Iasi in order to identify the appropriate community resources for the Cămin and regarding the program in Hîrlău and the resources available to the residents if they went home with families.

B. Outreach, collaboration with other organizations and visitors.

With a view to network with other NGOs working in the same area, Joanne Gates met with Kathy Tores from PCI regarding their previous involvement with the Băbeni region and about their Transitional Living Center in Vilcea County which will open in March. They exchanged program ideas and ways they can work together. Ongoing contact will be made as both programs progress.

All members of the team and Dr. Văleanu attended various parts of the National NGO forum held between November 9-13. It provided good opportunities of networking and interchange with other NGOs doing similar work in Romania. Kenneth and Margaret gave an excellent presentation on various aspects of the WV program in Hîrlău. The HSP team also participated in the WV booth with a poster presenting various aspects of the multi-disciplinary team in Hîrlău including future goals.

While in Bucharest for the NGO forum, Joanne Gates had the opportunity of visiting with Shelley Mahoney, WV Occupational Therapist from World Vision's Children of Romania (COR) project, the Rehabilitation Center in Bucharest which is an outpatient therapy center. They met with the Director, an OT, two PTs and a psychologist about the program. Some PT information written in Romanian was given to Joanne. An invitation was extended to Joanne to assist the PTs with fabrication of splints.

Kenneth Placke met with persons from various NGOs including Holt International, Training Trust and the Quality of Life Institute and from the Ministry of Labor to network about his SW training program.

Notice was received that the Inspectorate in Iasi had signed off on the Central Thermic construction at the Cămin. As a result, the remaining 650,000 lei was paid to Equilibre as agreed upon project completion.

Contact was made with the Romanian Red Cross who helped with the Cămin Christmas party by organizing some school children to sing traditional Christmas carols.

Visitors from England brought a quantity of toys, clothes and medical supplies, and assisted with play activities with the residents. Some toys are used for therapy and the rest were distributed as appropriate.

The British Christian singer, Nia Hoy, gave a live concert of Christian music for the residents in Hîrlău and was well received. She also interviewed Margaret Whilesmith, Ann Cottrell, and Joanne Gates for Welsh television about their work with WV and at the Cămin. In addition, she gave two cassette tapes of her songs to be used at disco nights and visited the children's floor to give out balloons and candy.

- C. Conduct assessments of handicapped residents' physical therapy needs, dental and oral hygiene needs, and social assistance needs, in order to develop appropriate care services and interventions.**

Follow-up needs assessment included an Irrabeena (Australian developmental) test performed on 25 adult residents, focusing on abilities to use the toilet, wash hair, cook, handle money and eat. Results are to be compared with the results of another type of assessment tool which will be applied on the same residents. The LS training partners learned the Irrabeena Assessment and began to evaluate the residents using relevant portions of this test.

An Australian Speech Therapist (ST) visited and performed a speech evaluation on a resident. The report was written and translated into Romanian for the pediatrician to include on the Medical File.

- D. Advocate for the rights and responsibilities of the residents as full equal members of society.**

Social Work has been successful on several occasions in working with residents on advocating for themselves within the hospital system. Thus, the residents on one wing advocated for their television to be repaired free of charge; others advocated for more hot water; some requested more use for the Clubs on the men's wing with free choice activities; etc. It was established in agreement with the infirmiere that on Monday afternoons, two of the more responsible residents will be allowed to open the club room on the men's wing and supervise activities using the WV tape recorders for music. Kenneth taught/supervised these residents about which activities were appropriate for which residents, how to control behavior and establish rules. Kenneth planned to turn the program over to them in the middle of December.

The team were asked by the Director to assist in completing the questionnaires from the SSH and PCI, so as to identify those residents that may be appropriate for the new Transitional Learning Center run by PCI in Vilcea County.

- E. Co-develop a structure in resident living arrangements and staffing by which appropriate care and services can be delivered to each resident.**

The team in agreement with Dr. Văleanu established a process for new referrals. When a resident gets admitted or Dr. Văleanu thinks that a resident could benefit from one or more of the disciplines on the multi-disciplinary team, she will complete the referral forms and give them to the SW who will distribute them to the respective disciplines. Each discipline will evaluate the resident and within one week give Dr. Văleanu a written evaluation of the patient. The team will then meet with Dr. Văleanu and discuss the appropriateness of adding the resident to the caseload.

Guidelines were established and submitted to Dr. Văleanu who approved them, on how to set priorities for the caseload and the process of re-evaluation of the residents on the caseload: (1) a re-evaluation of each resident on the caseload will be done every three months; if a resident has not made progress over this period, he/she will be dropped from the caseload and re-evaluated in three months; (2) contracts will be made with some residents who can actively participate in their programs; any resident not keeping up with his/her part of the contract will be dropped from the caseload; (3) as the number of residents requiring services is larger than possible for each discipline to handle, the priorities will be set within each discipline in coordination with Dr. Văleanu.

- F. Support the provision of living conditions which sustain the life and dignity of the residents and promotes the development of their human potential.**

The Local Currency Grant for the building of a multipurpose facility, plus the refurbishing of the playground and the setting up of an adult sitting area, was approved by USAID and the Government of Romania (GOR) in December, as a GOR grant administered by USAID. Previously, the Site Supervisor, Shaun Brian Tingey, and the architect Emanuel Vasvari, had negotiated the project with the Chief Inspector for the Handicapped in Iași County and the Mayor of Hîrlău. Shaun, Vasvari and Joanne met with Mr Gene George, consultant engineer from the USA, at the USAID office in Bucharest, to discuss the plans and implementation of the Local Currency Grant. He gave official approval for the architectural plans. A geological survey was obtained through negotiations with Mr Barbu from the Territorial Inspectorate for the Handicapped in Iași and a private firm, the results of which are expected at the beginning of January. Appropriate contact were made and inquiries were initiated for contractors and building materials available in the area. Because of the weather, the building proper cannot be started before March. Reportedly, the first quarter funding was to be received in January.

G. Provide direct allied health professional services to selected residents following assessment of needs.

All services were continued with clinical interventions carried out by the Romanian training partners as they learned to apply the new skills. Specific caseloads included 55 residents in SW, 21 in LS, 17 in OT, and 13 in PT. Two hundred and fifty other residents were included in various other programs, mainly free choice activities, music-dancing therapy and recreational activities.

Some of the social work activities run by Kenneth Placke and Oana Dumitru were: a visit to a Cămin Spital in Iași to evaluate its appropriateness for the transfer of a resident there, as it is closer to his family and oriented more to senior citizens who can function independently; support for one of the residents to receive the certificate of property from his home town (he was also able to visit his family and a monastery and talk to a priest who prayed for him and gave him some religious books); the transfer of a resident to his school in Odobești after medical treatment at the Cămin and his acceptance back upon his request; pursuing the possibility of transfer of two residents to the Cămin Școală in Odobești as they requested.

Ann Cottrell and Joanne Gates had a meeting with the new temporary pediatrician at the Cămin, who expressed interest in working closely with OT and PT. She recommended several children with therapy needs that she had evaluated (two for OT and two for PT).

A feeding program with three children by OT was started. Dr. Văleanu agreed that food for the feeding sessions would be provided by the Cămin.

H. Encourage and support residents to develop their life skills and means of personal expression to their full potential and inclination.

Members of the team including the training partners and some infirmiere spent several weekends assisting the residents in making ornaments for the Christmas trees and decorating the rooms. On December 23, a group of children from the local school gave a show of folk songs and dances and Christmas carols.

With the desire to meet not only the physical but also the spiritual needs of the residents, the Outreach Assistant Doru Sănăuțanu arranged to have an Orthodox priest come to the Cămin twice during the month for a blessing and communion for approximately 100 residents. They appeared to understand the significance of the service and were appropriately appreciative of the visit. The priest was impressed with the number of residents participating and expressed willingness to come again.

- I. Support and facilitate relationships between residents and their families. Promote repatriation to their families, when appropriate, and support families relinquishing members to care.**

Owing to the lack of adequate community resources, repatriation of residents to their families remains a remote possibility for most of them. The precarious living standard of their families is another hindrance in the implementation of this objective.

- J. Affirm and develop the skills and positive attitudes of management, medical and direct care staff, and carry out educational programs.**

The HSP Training Program was started on October 1 with four Romanian training partners: two in LS, one in OT, and one in PT. The Cămin medical records clerk, seconded part-time to WV, is trained in Computerized Record Systems (CRS) and will be involved with admissions and discharges.

Designed by the team of HSP specialists, several joint team lectures were given in October in SW, OT, PT and LS. Some topics were: behavior modification, hygiene and simple medical emergencies, Hemiplegia, cerebral palsy, case conferencing, positioning, activities of daily living, etc. In November, most instruction was accomplished through demonstration and observation. By the end of November, all the training partners were working with the residents independently with ongoing instruction for treatment modification and refinement of treatment techniques. In December, the majority of interactions with the training partners revolved around hands-on practicum and observation.

The training in CRS started with the collection of data from the existing medical files to be input into the computer. A computer expert came from the WV Bucharest office to assist in the training of the medical records clerk on the use of the computer with Word Perfect and Paradox. Medical records documentation sheets were instituted for all disciplines. The records clerk assumed her responsibilities well and her skills with the computer increased.

The team started writing an HSP Training Manual intended to assist the training partners as a source of reference. It will also be used with the training partners in Vilcea. Its translation into Romanian is done at the Bucharest office and copies will be presented to Director Văleanu and the SSH.

During the month of December, each discipline went through the process of shifting responsibility of the work over to the Romanian partners. The expatriates played more of a consultative role versus an instructive role. At the end of the month each expatriate did a formal evaluation of their program and gave each training partner direct input on progress to-date. Overall, the evaluations were favorable to the

training partners, with the main weakness of the program being time or constraints of the facility.

In October, Kenneth Placke gave a lecture on case conferencing to the training partners and other Cămin staff, attended by Dr. Văleanu. It was followed by a case conference which included both written evaluations prior to the case conference and oral presentations of the evaluations. It was held in Romanian with only translation for questions or input from the expatriate staff. The second case conference held in November marked an obvious improvement, with active reporting and discussion by all members of the multi-disciplinary team including the infirmiere. Valuing the outcomes, the Director consented to have a case conference routine established.

Good informal and spontaneous interactions occurred between different specialty areas as they worked together with the residents. Referrals were made to various disciplines by others as they understood how the different specialties work. In addition, consultations were requested on areas of difficulty that another discipline can help out with.

Good interactions continued with many of the Spital staff, team members consistently involving the infirmiere in the residents' programs. They participated in some of the Christmas activities alongside the residents and the WV team. Especially good interventions were established with the infirmiere in the boys' salon where the feeding group is being held.

In October, 14 kinetotherapy students from Iasi, their director, a pediatric kinetotherapist from the Orphanage in Iasi, PT Timmie Wallace from Brooke Foundation, and an American Speech Therapist, visited the Cămin. Timmie has been teaching a course in pediatric PT with practicum at the Kinetotherapy School in Iasi and had asked permission for the students to come out for some patient demonstration and practicum at Hîrlău during weekends. Dr. Văleanu readily agreed, as this would be an opportunity to have the students see the Cămin and become interested in coming to work as kinetotherapists in the future. The visitors were given a tour of the building and an explanation of the WV program. Timmie treated three residents, an excellent time of instruction for WV staff as Timmie is an expert in her field in the U.S.A. Impressed with WV activities, the director of the kinetotherapy school invited Joanne Gates to lecture in Iasi on orthotics with a practicum. Also, Timmie asked Joanne Gates if it could be possible for some students to come to the Cămin on Saturdays for a practicum experience. Joanne will discuss the possibilities with the appropriate persons at the University and try to formulate a plan to supervise the students if they come, depending on her availability after the program starts in Vîlcea.

K. Improve academic education in the field of social work.

The academic component of the HSP is run by MSASS. In October, logistical support had to be taken over by WV, as the Brooke Foundation withdrew from the project. MSASS activities were carried on in the field of social work student practicum in collaboration with the University of Iasi, the Department of Sociology. The difficulty with field practicum in Hîrlău is its distance from Iasi and the fact that the students have only three hours per week for practicum. It was decided that mostly second year students will be involved, as they do not have classes on the practicum day, so they can come to Hîrlău for an entire day. WV would pay for their transportation to the Cămin.

In early November, Dean Richard Edwards, Professor Victor Groze, and Professor Alice Johnson, all from MSASS, met with Loc Le-Chau and other WV staff to discuss plans for MSASS in Romania and progress against goals. They traveled to Iasi with Joanne and met with Dean Dima and Professor Miftode from the University of Iasi about the program. Another meeting was held in Bucharest with the Deans of several Romanian Schools of Social Work, in which the SW Curriculum Development Program was discussed.

MSASS will host a seminar in field education in Cleveland between January 15-30. A team of 8 Romanian professors and seven students was put together to attend it; the necessary paperwork was completed.

SECTION III - PROJECT PROBLEMS/CONCERNS

- A. A speech therapist and a special educator are still being sought to complete the team.
- B. The HSP trainees will need recognition for their qualification. The Project Manager, supported by the Director of the Cămin in Hîrlău, will negotiate with the Ministry of Labor and the SSH to obtain some kind certification for them after completion of the training program, appropriate testing, and a period of trial. Appropriate documentation will be provided for this purpose.
- C. MSASS is requesting a revision of the subgrant. The issue will be analyzed by Loc Le-Chau and Joanne Gates.
- D. The residents expressed concern about the core HSP team moving out, fearing that the programs will not progress as before. It will be a major challenge for the team at Hîrlău to carry on and even improve these.

- E. Endeavors to orient the program towards the residents' social reintegration and family repatriation is hindered by the lack of community resources whose setting up is not controlled by WV.
- F. In Hîrlău, problems continue with the bank transferring funds appropriately for timely payment of salaries.

SECTION IV - SEVENTH QUARTER OBJECTIVES

- A. Organize and start the program at the three new Vîlcea sites as planned, dealing with all the complex issues that are anticipated: moving in, team building, orientation, needs assessments, obtaining needed supplies, etc.
- B. Work on the HSP Training Manual will continue.
- C. The team at Hîrlău will continue to receive support and counselling from the core team now established in Vîlcea.
- D. Start building the multipurpose and annex facilities in Hîrlău as soon as weather permits.
- E. Continue to involve community groups and institutional personnel in the care and life of the residents, particularly on public holidays and weekends.
- F. Following USAID's recommendation, WV and MSASS will keep in touch with Holt International and UNICEF, as they are also involved in the Social Work Curriculum Program in Romania under USAID's direction. Joanne Gates will provide an overview of MSASS' work to date. Contacts with PCI will continue regarding projects in Vîlcea.

Appendix 1

HSP Goals and Objectives

- I. TO DEVELOP SUSTAINABLE COMPREHENSIVE HEALTH, SOCIAL AND REHABILITATIVE SERVICES FOR THE INSTITUTIONALLY HANDICAPPED RESIDING IN THREE INSTITUTIONS FOR THE HANDICAPPED IN ROMANIA.
 - A. Conduct assessment of handicapped residents to develop appropriate physical therapy services and interventions.
 - B. Conduct assessment of dental and oral hygiene needs of the majority of residents at the institutions to develop appropriate services and interventions.
 - C. Conduct assessment of social assistance workers at the three institutions to identify appropriate service and interventions relating to the care of the residents.
 - D. Provide direct allied health professional services to selected residents following assessment of need.
 - E. Support the provision of personal care that maximizes comfort and safety, sustains dignity and encourages residents' potential for self care and self determination.
 - F. Encourage and support residents to develop their life skills and means of personal expression to their full potential by facilitating recreational activities organized and where possible run in conjunction with interested institution staff, community residents and institutional residents.
 - G. Support and facilitate relationships between residents and their families where possible, by promoting the return of residents to their families and/or by supporting families relinquishing members to care.
- II. AFFIRM AND DEVELOP THE SKILLS AND POSITIVE ATTITUDES OF MANAGEMENT, MEDICAL AND DIRECT CARE STAFF WORKING IN THE INSTITUTIONS, BY PROVIDING FORMAL AND INFORMAL EDUCATIONAL OPPORTUNITIES FOR THESE PERSONNEL.
 - A. In collaboration with Romanian team members, identify knowledge, attitude and practice gaps, and facilitate discussion and educational activities that will address perceived deficiencies.
 - B. Provide a multi-disciplinary resource team of expatriates to provide role modelling and workshops in each of the institutions.

- C. Where possible, facilitate the attendance of Romanian team members at conferences, short courses and workshops relevant to their work locally.
- D. Advocate for in-service training in disability treatment/management for medical and allied health professional staff.

III. WORK WITH COMMUNITY GROUPS TO INCREASE THEIR AWARENESS AND INVOLVEMENT IN THE CARE OF INSTITUTION RESIDENTS.

- A. Identify and collaborate with Church and community leaders in each of the project locations to interest them and/or their groups' membership in outreach activities involving institution residents.
- B. Initiate where possible community education programs.
- C. Wherever possible, involve residents in the life of the community in which they reside.
- D. Identify and collaborate with other NGOs extending services to the same institutions.

IV. PLAN, ORGANIZE, CONTROL AND EVALUATE ALL ASPECTS OF THE HANDICAPPED SERVICES PROJECT, ENSURING THAT A SUSTAINABLE PROGRAM IS IN PLACE IN THREE INSTITUTIONS BY MAY 1994.

- A. Continuously monitor and evaluate program activities, taking corrective action wherever necessary to ensure excellence in service delivery is maintained.
- B. Ensure the budget allocation at each site is kept within predetermined limits.
- C. Advocate with authorities for the adequate and appropriate mix of staff in the institutions.

Appendix 2

Handicapped Services Project Staffing Table

Name	Position	Romanian/Ex pat.	Start Date	Term of Con- tract
Ann Cottrell	Occupational Therapist	Expat	6/92	ongoing
Oana Dumitru	Social Worker Assistant	Romanian	7/91	ongoing
Joanne Gates	Project Manager, Phys. Therapist	Expat	9/92	ongoing
Mihaela Godvinschi	Occupational Therapy Assistant/Team Leader	Romanian	6/92	ongoing
Viorel Ispas	Site Administrator (Vilcea)	Romanian	10/92	ongoing
Claire Anne Jacobsmeier	Social Worker	Expat	7/91	4/92
Gloria Lloyd Jones	Project Manager	Expat	6/91	12/91
Livia Levarda	Site Administrator	Romanian	12/91	7/92
Kenneth Placke	Social Worker	Expat	9/91	ongoing
Carmen Paunescu	Translator/Care Assistant	Romanian	7/91	4/92
Doru Sănăuțanu	Site Administrator/Outreach and Recreation Assistant/Driver (Hîrlău)	Romanian	6/92	ongoing
Margaret Whilesmith	Living Skills Nurse	Expat	10/91	ongoing

The HSP team that continues the program at Hîrlău includes Margaret Whilesmith as clinical advisor (temporary), Mihaela Godvinschi as team leader, Doru Sănăuțanu as site administrator and the following Romanian partners:

Sorin Abălașei, Occupational Therapy Assistant
 Elena Cocieru, Medical Records Assistant
 Daniela Crăcăileanu, Social Work Assistant
 Dorin Diplas, Physical Therapy Assistant
 Adrian Gazea, Living Skills Assistant
 Carmen Harbuz, Living Skills Assistant

Appendix 3

Abbreviations

Abbreviation	Meaning
GIK	Gifts In Kind
HSP	Handicapped Services Project
LS	Living Skills
MSASS	Mandel School of Applied Social Sciences
NGO	Nongovernmental Organization
OT	Occupational Therapy
PIP	Project Implementation Plan
PT	Physical Therapy
SSH	Secretariat of State for the Handicapped
SW	Social Work
USAID	United States Aid for International Development
WV	World Vision
WVI	World Vision International
WVRD	World Vision Relief & Development

SOME ROMANIAN TERMS CURRENTLY USED

- Cămin Spital = Boarding House-Hospital
Cămin Școală = Boarding House-School
Direcția Sanitară (in a district) = County Health Department
Infirmiera = nurse's aid/care-giver
Județ = County
Salon = Hospital room

APPENDIX 4
SIXTH QUARTER FINANCIAL SUMMARY

WORLD VISION RELIEF & DEVELOPMENT, INC.
 GRANT NAME: ROMANIA PVO HUMANITARIAN/ HANDICAPPED SERVICES
 GRANT NUMBER: EUR-0032-A-00-1030-00
 GRANT PERIOD: MAY 24, 1991 - MAY 31, 1994

PIPELINE ANALYSIS THROUGH DECEMBER 31, 1992

	REVISED GRANT BUDGET	TOTAL EXPENDITURES	REMAINING FUNDS
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Personnel Costs	355,095	67,121	287,974
Travel	19,787	8,263	11,524
Supplies	0	0	0
Consultants	269,720	39,452	230,268
Workshops/ Seminars	0	0	0
Other Direct Costs	13,065	3,051	10,014
Evaluation	9,000	0	9,000
Total Direct Costs	----- 666,667	----- 117,887	----- 548,780
Indirect Costs	133,333	23,577	109,756
Total Costs	----- 800,000	----- 141,464	----- 658,536
Total Cash Match	452,196	135,117	317,079
Donated Commodities	450,000	0	450,000
Indirect Costs	76,119	18,095	58,024
Total Matching Contribution	----- 978,315	----- 153,212	----- 825,103
Total Grant	----- 1,778,315 =====	----- 294,676 =====	----- 1,483,639 =====

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