

PD-ABE-082  
87971



**TRIP REPORT B -** # 392-1  
and 2

**Travelers:** Mr. Muthungu Chege,  
INTRAH Consultant

**Country Visited:** Tanzania

**Date of Trip:** September 5 - October 16, 1993

**Purpose:** To conduct a comprehensive FP clinical skills workshop for 15 FP service providers from the Northern Zone, September 13 - October 15, 1993.

**Program for International Training in Health**

**PAC IIb**

**University of North Carolina at Chapel Hill  
Chapel Hill, North Carolina 27514 USA**

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\*On file with INTRAH/Nairobi

## EXECUTIVE SUMMARY

From September 13 to October 15, 1993, INTRAH Consultant Mr. Muthungu Chege, Central Training Team (CTT) Member Mrs. Renalda Ndono, Kilimanjaro Regional Trainer Mrs. Evangeline Rutazaa, and Tanga Regional Trainer Mrs. Faith Mzoo conducted 5-week comprehensive FP clinical skills workshop for 15 service providers from Arusha and Kilimanjaro regions in accordance with workplan activity #24 of the MOH/INTRAH subcontract under USAID/Tanzania funding. The theory portion of the workshop was conducted at the Ushirika College in Moshi town and the practicum was conducted at Mawenzi Regional Hospital MCH/FP Clinic and other selected Moshi Municipality clinics.

Major accomplishments were:

- Fifteen participants acquired knowledge and skills in conducting client group education, counselling FP clients for informed choice, recruiting high-risk clients for FP services, providing FP methods as stipulated in the service standards, and managing FP-related side effects and complications.
- Participants acquired knowledge and skills in managing FP clients with sexually transmitted diseases, and in organizing clinics for FP services.
- All of the participants except one satisfactorily achieved all of the practicum objectives.
- The participants developed backhome application plans based on knowledge and skills acquired during the workshop.

Major recommendations were:

- Clinics from where the participants came should be assisted with FP supplies and creation of rooms/space to ensure privacy during counselling and physical examination of clients.
- During the initial stages of applying the backhome application plans, the Family Planning Unit (FPU) should provide on-the-job technical assistance to

the participants to reorganize the FP clinics for efficient and adequate FP services.

- The MOH/FPU should accelerate update FP training for service providers and trainers so that they have updated information.
- Adherence to the national policy guidelines and standards should be enhanced among the MCH/FP supervisors and service providers for standardization of FP service provision and information to clients. The guidelines should be made available to all MCH/FP supervisors and service providers.
- The CTT member and the 2 Regional Training Team (RTT) members should perfect their clinical skills by practicing in FP clinics when they are not conducting a training activity to gain more competence and confidence while demonstrating FP clinical procedures to participants during training. (A trainer evaluation is included in Appendix L.)

A briefing and debriefings were conducted with the Regional Medical Officer (RMO) of Kilimanjaro Region and the District Medical Officer (DMO) of Moshi Municipality. A written debriefing report was submitted to the MOH/FPU.

**SCHEDULE OF ACTIVITIES**

- September 5** Mr. Muthungu arrived in Moshi from Nairobi at 4:00 p.m.
- September 6-7** Mr. Muthungu, CTT Member Mrs. Renalda Ndono, and RTT Members Mrs. Evangeline Rutazaa and Mrs. Faith Mzoo visited the classroom venue and the eight proposed practicum sites (Mawenzi Regional Hospital MCH/FP Clinic, Majengo Health Centre, Msaranga Dispensary, Shirimatunda Dispensary, Pasua Health Centre, Magereza Dispensary, Kilimanjaro Christian Medical Centre (KCMC) Referral Hospital MCH/FP Clinic and Police Training College (CCP) MCH/FP Clinic).
- September 8-9** Mr. Muthungu, Mrs. Ndono, Mrs. Rutazaa, and Mrs. Mzoo reviewed the training materials.
- September 9** Mr. Muthungu briefed with Mrs. Michaela Msellem, Regional Maternal and Child Health Coordinator (RMCHC) of Kilimanjaro Region, and Mrs. Agenta Shayo, District Maternal and Child Health Coordinator (DMCHC) of Moshi Municipality.
- September 10** Mr. Muthungu and Mrs. Ndono briefed at the Mawenzi Regional Hospital with Dr. Bernard Singaru, RMO of Kilimanjaro Region.
- The team completed the review of training materials and assigned sessions to each trainer for the theory portion of the workshop.
- September 13-24** Conducted the theory portion of the workshop at the Ushirika College conference room in Moshi.
- September 27-  
October 15** Conducted the practicum at Mawenzi Regional Hospital MCH/FP Clinic, Majengo Health Centre, Msaranga Dispensary, Shirimatunda Dispensary and Pasua Health Centre.
- October 14** Debriefed with Dr. Singaru and Dr. Christopher Mtamakaya, DMO of Moshi Municipality.

- October 15** Workshop closure.
- October 16** Mr. Muthungu departed Moshi for Nairobi.
- November 3** Mr. Muthungu debriefed at INTRAH/Nairobi with Deputy Regional Director Mrs. Jedida Wachira, Regional Clinical Programs Officer Mrs. Grace Mtawali, and Consultant Mrs. Florence Githiori.

**LIST OF ABBREVIATIONS**

<b>CCP</b>	Chuo Cha Polisi (Police Training College)
<b>CTT</b>	Central Training Team
<b>DMO</b>	District Medical Officer
<b>FPU</b>	Family Planning Unit
<b>KCMC</b>	Kilimanjaro Christian Medical Centre
<b>RMO</b>	Regional Medical Officer
<b>RTT</b>	Regional Training Team

**I. PURPOSE OF TRIP**

The purpose of the trip was to conduct a 5-week comprehensive FP clinical skills workshop for 15 FP service providers per activity #24 in the MOH/INTRAH/USAID subcontract workplan.

**II. ACCOMPLISHMENTS**

- A. Fifteen FP service providers were trained in clinical FP knowledge and skills including inserting IUDs, counselling for FP, recruiting clients for FP services, physical assessment, managing FP-related side effects and sexually transmitted diseases, and organizing clinics for FP services.
- B. Participants met or exceeded most of the practicum expectations for IUD insertions, physical and pelvic examinations, counselling for FP services, instructing clients on oral contraceptives and Depo Provera, and practicing aseptic techniques during and after IUD insertion.
- C. The participants, drawn from Kilimanjaro and Arusha regions in the Northern Zone, developed backhome application plans based on knowledge and skills acquired during the workshop.
- D. A briefing and debriefings were conducted with the RMO of Kilimanjaro Region and the DMO of Moshi Municipality.

**III. BACKGROUND**

The workshop described in this report is workplan activity #24 of the MOH/INTRAH/USAID subcontract effective February 1, 1992 - August 31, 1994. Related activities were conducted in May/June 1993 in Dar and Arusha (see Trip Reports B-#342 and B-#277).

#### IV. DESCRIPTION OF ACTIVITIES

##### A. Preparation

From August 30-September 3, Mr. Muthungu worked in Nairobi to prepare training materials.

From September 6-10, CTT Member Mrs. Renalda Ndono, Kilimanjaro RTT Member Mrs. Evangeline Rutazaa, Tanga RTT Member Mrs. Faith Mzoo, and Mr. Muthungu worked in Moshi to prepare for the workshop. The team visited the classroom venue and the eight proposed practicum sites. Five of the clinics were selected for practicum because they were near the classroom venue and had a sufficient number of clients using a variety of FP methods. The service providers at the sites, including one trained by INTRAH in preceptorship skills, were briefed on the workshop and their cooperation and assistance were assured.

On September 9, Mr. Muthungu briefed with Mrs. Michaela Msellem, RMCHC of Kilimanjaro Region, and Mrs. Agenta Shayo, DMCHC of Moshi Municipality, to share findings and recommendations from the clinics assessed as practicum sites.

On September 10, the team completed review of the training materials and rehearsed selected FP procedures to ensure uniformity in demonstrating them during the workshop.

##### B. Participants

The fifteen participants were from Arusha (2), and Kilimanjaro (13) regions and included 4 Public Health Nurses "A", 2 Public Health Nurses "B", 3 Nurse Midwives II, 2 Nurse Midwives I, 2 Nursing Officers, 1 Senior Nurse Midwife and 1 Principal Nurse Midwife (see Appendix B for names and titles). The participants

stated they are responsible for providing FP services in their clinics.

C. **Methodology**

Classroom teaching included role plays, simulations, group work, group discussions, demonstrations, individual exercises and short case studies.

During the theory portion, pre-training assessments were made of four skills:

- Physical assessment of a client from head to toe,
- Planning, conducting and evaluating a group health education session,
- Counselling clients on health issues to enable them to make an appropriate FP decision, and
- Establishing and maintaining aseptic technique.

During the pre-training skills assessments, the participants failed to reach the cut-off score prompting the trainers to emphasize and focus on critical omissions and irregularities displayed.

During the practicum, the trainers demonstrated each technique once or twice followed by return demonstration and guided practical performance by each participant. The trainers gave immediate feedback to the participants and learning process reviews were conducted at the end of each day. Continuous assessments were made on all procedures and the participants were encouraged to do self-evaluation.

Because participants stated they had provided FP services using pre-service training knowledge, the participants were subjected to initial skills assessments following the simulations and practice on

models which provided the pre-training skills scores on the following 3 procedures:

- inserting and giving client instructions on Copper T380A,
- instructing client on the use of oral contraceptive pills, and
- counselling new clients for FP in order to make an informed choice.

Six of 15 participants failed to reach the cut-off score for IUD insertion, 4 of 15 participants failed to reach the cut-off score for counselling for informed choice, and 7 of 15 participants failed to reach the cut-off score for giving instructions on OCs. Hence, more emphasis and greater focus were placed on omissions identified during these assessments.

D. **Venue**

The theoretical portion of the workshop was conducted in the Ushirika College conference room in Moshi town which also provided hostel accommodation.

The practicum was conducted at 4 Moshi Municipality clinics and a government hospital clinic: Majengo Health Centre, Msaranga Dispensary, Shirimatunda Dispensary, Pasua Health Centre, and Mawenzi Regional Hospital MCH/FP Clinic. Participants were transported to these sites by taxis hired by the FPU.

E. **Trainers**

INTRAH Consultant Mr. Muthungu Chege, CTT Member Mrs. Renalda Ndono, Kilimanjaro Regional Trainer Mrs. Evangeline Rutazaa, and Tanga Regional Trainer Mrs. Faith Mzoo conducted the workshop. They were assisted during the practicum by Ms. Monica Mosha, an INTRAH-trained FP preceptor.

The trainers precepted trainees at the following clinics:

- Mr. Muthungu                      Mawenzi Regional Hospital  
MCH/FP Clinic
- Mrs. Ndono                              Shirimatunda Dispensary
- Mrs. Rutazaa                          Pasua Health Centre
- Mrs. Mzoo                                Msaranga Dispensary
- Ms. Mosha                                Majengo Health Centre

F. **Evaluation**

**Pre/post-tests**

Pre/post-tests of knowledge were administered to the participants. The pre-test scores ranged from 9 to 34 of a possible 44 points. None of the participants reached the cut-off score of 35 points on the pre-test. The mean pre-test score was 18.6. Post-test scores ranged from 28 to 42 out of 44 points. Seven participants exceeded the cut-off score of 35 and the mean post-test score was 34.6 (see Appendix I).

Of the eight participants who did not reach the cut-off score on the post-test, 7 were found to be safe practitioners and one, who inserted 12 IUDs all with assistance from the trainer, was found unsafe to provide IUD insertions. Recommendations were made by the training team and sent to the FPU about this participant (see Appendix I).

**Participant Reactions**

The summary of participant reaction responses indicated that all of the workshop objectives were achieved and that the skills acquired were relevant to the participants' future roles (see Appendix C).

Practicum Requirements

Practicum requirements on all procedures were met or exceeded (see Appendix K.1).

Daily Reviews

Daily reviews were conducted during the theoretical and practicum portions of the workshop.

G. Debriefings

The trainers debriefed with the RMO of Kilimanjaro Region and the DMO of Moshi Municipality. Mr. Muthungu also debriefed at INTRAH/Nairobi with Deputy Regional Director Mrs. Jedida Wachira, Regional Clinical Programs Officer Mrs. Grace Mtawali, and Consultant Mrs. Florence Githiori.

V. FINDINGS, CONCLUSIONS AND RECOMMENDATIONSA. Logistical/Administrative Arrangements1. Finding

INTRAH's arrangement to have all training materials typed and photocopied in Nairobi was quite helpful to the trainers.

Recommendation

INTRAH/Nairobi should continue to give this kind of support.

2. Finding

The arrangement by INTRAH/Nairobi to have the INTRAH consultant travel to Moshi one week prior to the workshop to review and share findings of the selected practicum sites with the RMCHC of Kilimanjaro Region and the DMCHC of Moshi Municipality proved very helpful in preparing for the workshop.

Conclusion

On-site visits and assessment of the practicum sites provided an opportunity to verify the suitability and readiness of the clinics for practicum training in respect to client load,

stock of supplies and equipment, and distance from the classroom venue. It also provided an opportunity to make or recommend possible changes to certain identified sites to suit practicum training.

#### **Recommendation**

INTRAH/Nairobi should increase in-country planning time to one and one-half or two weeks to have adequate time to plan, prepare and re-organize the identified practicum sites, and to review training materials with in-country trainers who may be conducting a training activity for the first time.

### 3. **Finding**

The participants expressed dissatisfaction with the way that they were invited to the workshop. Some of the participants got their invitations on Friday and were asked to report to the workshop on Sunday.

#### **Conclusion**

Some of the participants had to take time to adjust to the workshop and began the workshop unprepared and looking unsettled.

#### **Recommendation**

There is dire need for the FPU to send invitation letters to participants two months prior to the workshop and in return the invitees should send confirmation letters that they will participate in the workshop.

### 4. **Finding**

Some participants had difficulty absorbing the learning and putting the theory into practice. The exit level of these participants was low and one of them was found unsafe to practice certain FP procedures (see Appendix I).

#### **Recommendation**

The FPU should liaise with the DMOs and RMOs on the need to adhere to the criteria set for FP training selection.

5. **Finding**

The transport system used by the FPU proved satisfactory and no inconveniences were encountered.

**Conclusion**

Trainers and trainees were able to make schedule adjustments to suit the learning process.

**Recommendation**

The FPU should make similar arrangements for future training activities.

6. **Finding**

The Ushirika Cooperative College was well accepted by the trainees and they appreciated the selection of this venue.

**Conclusion**

The College is suitable for accommodating trainees and as a classroom site.

**Recommendation**

The College should be used for future similar training activities.

B. **Implementation of Activities**

7. **Finding**

Participants expressed satisfaction with all of the practicum sites because they were able to have a variety of FP experience and the clinic staff was cooperative and helpful.

**Conclusion**

All of the participants except one met or exceeded the practicum objectives and had a variety of FP experiences in accordance with the set standards.

**Recommendation**

The five practicum sites need support and upkeep as future practicum sites. The recommendations made and forwarded to the RMO and DMO and sent to the FPU by the training team during the debriefing should be implemented and maintained for better

sustainability of these clinics as practicum sites.

8. **Finding**

Some FP methods were very unpopular in certain practicum clinics. This was associated to providers' inability to promote some FP methods due to biases on the method or lack of technical know how.

**Conclusion**

The trainers and trainees had to do a lot of client motivation on all methods available in the country by counselling clients for informed choice and stating where each method could be obtained and various options on FP methods not available in the clinics used. Evidence showed an increase of diverse selections of FP methods by clients.

**Recommendation**

There is great need to make the national policy guidelines and standards accessible to all FP service providers.

C. **Evaluation/Follow-up Activity**

9. **Finding**

Most participants were not working in MCH/FP clinics or providing FP services before the workshop. Hence, they might not provide FP services following FP training.

The comments on the participants' backhome application plans showed that they are likely to have problems with FP supplies in their clinics.

**Conclusion**

The participants might have problems applying the knowledge and skills acquired when implementing their backhome application plans and there is a possibility of low or no FP service improvement in the areas from which participants were selected.

**Recommendation**

FPU/INTRAH should emphasize selection of FP service providers for FP training and follow them up to ensure that they are in a position to practice skills after training, provide technical

assistance during the initial stages of applying backhome application plans, and check issues on supplies and clinic re-organization.

10. **Finding**

The clinic baseline data forms were sent to the participants very late. Nine participants did not return them and the 6 participants who brought them back had not completed them.

**Recommendations**

The FPU should send the clinic baseline data forms to participants early enough so that they have enough time to collect the information needed.

The 6 participants who brought incomplete baseline data forms should be asked to complete them and those that never completed the form should be asked to do so.

11. **Finding**

Participants expressed a need for frequent FP skills and knowledge updates.

**Recommendation**

FPU/INTRAH should make possible ways of using the supervisory visits to include any updates.

APPENDIX A

Persons Contacted/Met

## APPENDIX A

### **Persons Contacted/Met**

#### Ministry of Health, Kilimanjaro Region

Dr. Bernard SINGARU, Regional Medical Officer

Mrs. Michaela MSELLEM, Regional Maternal and Child Health Coordinator

#### Moshi Municipality Health Department

Dr. Christopher MTAMAKAYA, District Medical Officer

Mrs. Agenta SHAYO, District Maternal and Child Health Coordinator

#### Mawenzi Regional Hospital MCH/FP Clinic

Ms. Candida MAFOI, Public Health Nurse

#### Pasua Health Centre

Ms. Elizabeth MBUYA, Public Health Nurse

Ms. Veronica MREMA, Acting Clinic In-charge

#### Majengo Health Centre

Ms. Monica MOSHA, Public Health Nurse

#### Shirimatunda Dispensary

Ms. Angela MWASHI, Nurse Midwife

#### Msaranga Dispensary

Ms. Emah KITIWI, Medical Assistant

#### INTRAH

Miss Pauline MUHUHU, Regional Director

Mrs. Jedida WACHIRA, Deputy Regional Director

Mrs. Grace MTAWALI, Regional Clinical Programs Officer

Mrs. Florence GITHIORI, Consultant

**Others**

Dr. W. J. SEMARUNDU, District Medical Officer, Siha District Hospital

Mrs. Joel YULIA, Zonal MCH Coordinator

Mr. Yunusu D. KAGHEMBE, Director, Moshi Municipality

Mr. Apollonary LWELAMILA, Assistant Regional Planning Officer

Ms. Leonara REUBEN, Medical Assistant, Magereza Dispensary

Ms. Marcelina NGUMA, Nursing Officer In-charge, KCMC MCH/FP Clinic

Mr. Lenard MSAMI, Hospital Secretary, Mawenzi

Mrs. Vareria SHAYO, Regional Nursing Officer

Mr. Leons BURETA, Assistant Hospital Matron

APPENDIX B

List of Participants

APPENDIX B

List of Participants

1. Viester KIHOKO  
Public Health Nurse "A"  
Same Hospital  
Kilimanjaro
2. Celina KIONDO  
Nurse Midwife I  
Magereza Dispensary  
Moshi, Kilimanjaro
3. Nironeia KISSENGE  
Nurse Midwife II  
Gonja Lutheran Hospital, Same  
Kilimanjaro
4. Vyoseena MBUHILO  
Public Health Nurse "A"  
Same Hospital  
Kilimanjaro
5. Nzaniwe MDINGI  
Public health Nurse "A"  
Gonja Maore Dispensary, Same  
Kilimanjaro
6. Amina MGONZA  
Public Health Nurse "B"  
Ugweno Rural Health Centre, Moshi  
Kilimanjaro
7. Anna MJEMA  
Senior Nurse Midwife  
Mawenzi Regional Hospital  
Moshi, Kilimanjaro
8. Juliet MSOLLA  
Nursing Officer I  
Mt. Meru Hospital  
Arusha
9. Evaresta MUSHI  
Public Health Nurse "A"  
Kisiki Rural Health Centre  
Kilimanjaro

10. Immaculata MWAKABAGE  
Nurse Midwife I  
Loliondo Dispensary  
Ngorongoro  
Arusha
11. Josephine MWAMBO  
Principal Nurse Midwife  
NDUNGU Health Centre  
Same, Kilimanjaro
12. Aurea RASHIDI  
Nurse Midwife II  
Msaranga Dispensary  
Moshi Urban, Kilimanjaro
13. Zubeda SEMARUNDU  
Public Health Nurse "B"  
Siha Hospital, Hai  
Kilimanjaro
14. Greven SHAO  
Nursing Officer III  
Mwanga Designated Health Centre, Mwanga  
Kilimanjaro
15. Daria URIO  
Nurse Midwife II  
Mwika Rural Health Centre, Moshi  
Kilimanjaro

**APPENDIX C**

**Summary of Participant Reaction Responses**

Activity title COMPREHENSIVE FP CLINICAL SKILLS

Date of Activity September 13 - October 15

**INTRAH PARTICIPANT REACTION FORM**

The purpose of this form is to give trainers information about the quality of this training activity.

For each set of statements below, please check the response that best describes your feelings or reactions about this aspect of the training.

1. Workshop objectives were clear and were achieved.

5. Strongly Agree	4. Agree	3. Undecided	2. Disagree	1. Strongly Disagree
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain: Expressions from the participants were that the objectives were clear and achieved.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Both the amount of content covered and the length of the workshop were about right.

5. Strongly Agree	4. Agree	3. Undecided	2. Disagree	1. Strongly Disagree
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Please explain: The 3 who were either undecided or disagree stated that the workshop was too short in comparison with amount of content covered.

\_\_\_\_\_  
\_\_\_\_\_

3. This workshop was directly related to the work I do or am going to do.

5. Strongly Agree	4. Agree	3. Undecided	2. Disagree	1. Strongly Disagree
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain: Participants felt that since they are service providers the workshop was quite related to the work they do.

4. Possible solutions to my real work problems were dealt with in this workshop.

5. Strongly Agree	4. Agree	3. Undecided	2. Disagree	1. Strongly Disagree
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain: Most participants found the workshop helping them solve some problems which they <sup>did</sup> do not have solutions to before the workshop.

5. Workshop facilities and arrangements were quite satisfactory.

5. Strongly Agree	4. Agree	3. Undecided	2. Disagree	1. Strongly Disagree
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please explain: Most participants expressed satisfaction with the accomodation at Ushirika college

6a. The trainer(s)/preceptor(s) for this workshop was/were effective in helping me to learn and apply concepts and skills.

5. Strongly Agree    4. Agree    3. Undecided    2. Disagree    1. Strongly Disagree

              

Please explain: Feedback were given timely to the trainees by the trainers.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6b. The practice sessions of this workshop helped me to apply concepts and learnings.

5. Strongly Agree    4. Agree    3. Undecided    2. Disagree    1. Strongly Disagree

              

Please explain: Some participants felt that there was need to have a longer time for practicum experiences

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If applicable:

6c. The field practice sessions of this workshop helped me to achieve competence and confidence in performing the skills and technique contained in the learning objectives for the workshop.

5. Strongly Agree    4. Agree    3. Undecided    2. Disagree    1. Strongly Disagree

              

Please explain: Satisfaction was expressed by the participants on the practicum site for helping them in performing skills learnt during the theoretical period of the workshop

\_\_\_\_\_  
\_\_\_\_\_

7. Please check any of the following that you feel could have improved the workshop.

a. Use of more realistic examples and applications

b. More time to practice skills and techniques

c. More time to discuss theory and concepts

d. More effective trainers

e. More effective group interaction

f. Different training site or location

g. More time to prepare for training sessions

h. Focus on more limited and specific topic(s)

i. Focus on a broader and more comprehensive topic

j. Other (specify) \_\_\_\_\_

Please explain: Suggestions were to increase the skills practising to four weeks instead of three weeks.

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8. Below are major topics that were presented in the workshop. Please indicate the usefulness of the topics to your work in the scale at right.

Trainers: Please be sure to fill in topics before administering this form.

	5	4	3	2	1
	very				not at all
	useful				useful
a. <u>PTSA</u>	13	2			
b. <u>Interpersonal Relationship</u>	14	1			
c. <u>Feedback</u>	14	1			
d. <u>Counselling skills</u>	15				
e. <u>Conducting Planning H/education</u>	13	2			
f. <u>A&amp;P of male &amp; female rpr. Orgs.</u>	15				
g. <u>Hormonal contraceptives</u>	15				
h. <u>IUCD's</u>	13	2			
i. <u>Barrier methods</u>	13	2			
j. <u>Managing side effects</u>	15				
k. <u>Adhering to policy guidelines</u>	15				
l. <u>Adhering to asepsis</u>	15				
m. <u>Logistics</u>	14				1
n. <u>Clinic organization</u>	14	1			

Please comment:

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page

9. Below are **training materials** used during the workshop. Please indicate how well each contributed to your understanding or learning:

Trainers: Please list by title, or refer to the specific session, the handout/material about which you would like feedback.

	5	4	3	2	1
	very well				not at all well
a. <u>The policy guidelines</u>	14	1			
b. <u>Handouts on FP methods</u>	10	3			
c. <u>Handouts on Counselling</u>	13				
d. <u>Handouts on interpersonal relationship</u>	12	1			
e. <u>Handouts on A&amp;C male &amp; female</u>	13				
f. <u>Handouts on feedback skills</u>	11	2			
g. <u>Handouts on clinic organization</u>	10	3			

10. Below are **training materials** used during the workshop. Please tick off which of these you plan to use in your work situation share with colleagues:

Trainers: Please list by title or refer to by session, those materials about which you are seeking feedback

	Plan to use/share
a. <u>All the above</u>	13
b. _____	_____
c. _____	_____
d. _____	_____
e. _____	_____
f. _____	_____
g. _____	_____

*B*

11. For the following training methods/techniques, please check the box on the right that best describes your view of their usefulness for your learning in this workshop.

**Trainers:** Below, please add methods/techniques on which you want feedback; please cross out those methods that do not apply.

<u>Training Methods/ Techniques</u>	5	4	3	2	1	does not apply
	very useful				not useful	
a. lectures	14	1				
b. group discussions	15					
c. individual exercises	13	2				
d. group exercises	14	1				
e. <del>field trips</del>						
f. process reviews	15					
g. demonstrations	14	1				
h. <u>Role plays</u>	15					
i. <u>Simulations</u>	14	1				

12. Materials or training methods/techniques that were not suitable for your country, please list them and explain why they were not suitable.

NONE

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13. Additional Comments:
1. More training in fp skills for update
  2. More weeks for training
  3. More models for practising fp procedures

Feel free to sign your name. (Optional)

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APPENDIX D

**Workshop Goal and Objectives**

**WORKSHOP GOAL**

To enable family planning service provider to plan, conduct and monitor clinic based family planning services and selected services related to contraceptive use. In accordance with the Tanzania Family Planning Guidelines for Service Delivery and Training.

**GENERAL LEARNING OBJECTIVES**

By the end of the 5 weeks training, the trainee will be able to:-

1. Establish and maintain interpersonal relationship that is and allows free flow of information at his/her worksite.
2. Plan, conduct and evaluate family planning education to individuals and groups for the purposes of recruiting clients and encouraging continuation of FP acceptance.
3. Counsel individual clients and couples to help them make decisions on the use of family planning methods.
4. Manage clients using family planning methods.
5. Manage clients who present selected needs and problems related to contraceptive use.
6. Apply nation policy guidelines and standards and the service procedures manual in organizing, delivery and monitoring clinic services.

APPENDIX E.1  
Workshop Schedule

APPENDIX E.1

<b>COMPREHENSIVE FP CLINICAL SKILLS WORKSHOP- SCHEDULE FOR 5 WEEKS</b>					
<b>Week 1 Sept. 13-17, 1993</b>					
<b>TIME</b>	<b>MONDAY 13-9-93</b>	<b>TUESDAY 14-9-93</b>	<b>WEDNESDAY 15-9-93</b>	<b>THURSDAY 16-9-93</b>	<b>FRIDAY 17-9-93</b>
8.00 a.m.	<ul style="list-style-type: none"> <li>• Welcome and Registration</li> <li>• Introduction exercise</li> <li>• Pre Knowledge Test.</li> </ul>	<p>Where are We?</p> <p>P T S A</p>	<p>Where are We?</p> <p>P T S A</p> <p>9.30 Feedback to Group on PTSA findings</p>	<p>Where are We?</p> <p>Planning, Conducting and Evaluation.</p> <p>FP/MH Client Education Sessions.</p>	<p>Where are We?</p> <p>Anatomy &amp; Physiology applied to FP methods.</p>
10.00 - 10.30		T	E	A	
	<ul style="list-style-type: none"> <li>• Official opening</li> <li>• Overview of training: Post training Jobs and Tasks. Goals and Objectives. Training/Evaluation methods. Norms.</li> </ul>	P T S A	Establishing and maintaining Inter-personal relationship.	Counselling for FP/MH services.	<p>Introduction to FP methods in Tanzania.</p> <p>11.30 Combined Oral Contraceptives</p>
1.00 - 2.00	L	U	N	C	H
2.00 p.m.	<ul style="list-style-type: none"> <li>• Introduction to PTSA</li> <li>• P. T. S. A.</li> </ul>	P T S A	<p>Introduction to National Guidelines</p> <p>3.30 Target Groups</p>	<p>Practicum.</p> <p>Counselling clients for FP Decision Making.</p>	<ul style="list-style-type: none"> <li>- Description</li> <li>- Mechanism of action</li> <li>- Indications</li> <li>- Contra-indications</li> </ul>

Week 1 cont...

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
					<ul style="list-style-type: none"> <li>-</li> <li>- Advantages</li> <li>- Disadvantages</li> <li>- Drug interaction</li> <li>- When to start COC</li> <li>- Instructions.</li> </ul>
3.30 - 4.00		T	E	A	
4.00 - 5.00	Trainee Preparation for P.T.S.A.	P. T. S. A.	Messages in the National Policy Guidelines and Service Standards.  Process Review	Practicum planning Conducting client education sessions in small groups.  Process Review	Practice - explaining COC to clients

**Week 2 20 Sept - 24 Sept 1993**

<b>TIME</b>	<b>MONDAY 20-9-93</b>	<b>TUESDAY 21-9-93</b>	<b>WEDNESDAY 22-9-93</b>	<b>THURSDAY 23-9-93</b>	<b>FRIDAY 24-9-93</b>
8.00 - 8.30	W H	E R E	A	R E	W E?
8.30	Progestin Only Pills	IUCD	N.F.P.	FLE Adolescent Fertility	Physical Assessment for FP and Post-Partum clients.
10.00 - 10.30		T	E	A	
	<ul style="list-style-type: none"> <li>• Depo Provera</li> <li>- Description</li> <li>- Mechanism of action</li> <li>- Indications</li> <li>- Contra-indication</li> <li>- Advantages</li> <li>- Disadvantages</li> <li>- When to initiate</li> <li>- Instructions</li> </ul>	Demonstration of IUD insertion.	Barrier Methods <ul style="list-style-type: none"> <li>- Diaphragm</li> <li>- Condom</li> <li>- Spermicides</li> </ul>	Practicum Counselling Clients to select FP method	Practice/Simulation History-taking and physical assessment for FP.
1.00 - 2.00	L	U	N	C	H
2.00 - 3.00	Client instructions for Depo Provera	Practicum IUD- Week 1		History-taking for FPt (MCH5 Card)	Prevention of accidental infection in FP clinics.
3.00 - 3.30	Practicum - explaining POP and Depo Provera to clients.		3		

**Week 2 cont.**

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
4-5 p.m.	Norplant  Process Review	Breast-feeding as an FP method	VSC	History-taking for FP for FP clients  Home work- reading assignment explaining FP methods.	Simulation - Sterilization of equipment.
			Homework - preparation for Counselling practicum		

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Week 3 Sept. 27 - Octo. 1, 1993

TIME	MONDAY 27-9-93	TUESDAY 28-9-93	WEDNESDAY 29-9-93	THURSDAY 30-9-93	FRIDAY 1-10-93
	CLINICS (* Individual feedback on test).	CLINICS	CLINICS	CLINICS	CLINICS
	L	U	N	C	H
3.30 - 4.30 6.00 p.m.	Simulation Managing clients for IUCD side effects	Group Review of clinic practice	Group presentations Organizing clinics to offer FP services	Group presentation Organizing clinic for FP service delivery	FP Logistics Management
			5		

Week 4 Oct. 4 - Oct. 8, 1993

TIME	MONDAY 4-10-93	TUESDAY 5-10-93	WEDNESDAY 6-10-93	THURSDAY 7-10-93	FRIDAY 8-10-93
8.00 a.m.	Screening clients for S.T.D	CLINIC	CLINIC	CLINIC	CLINIC
10.00 - 10.30		T	E	A	
	Guidelines for managing clients with FP method side effects and complications				
	L	U	N	C	H
2.30 - 3.30	Introduction to clinic practice				
		T	E	A	
3.30 - 4.30		Simulation Management of COC related side effects	Simulation Management o POP and Depo Provera side effects.	Mid-training Knowlege Assessment	Simulation Management of side effects on Depo Provera

Week 5 Oct. 11 - Oct. 15, 1993

TIME	MONDAY 11-10-93	TUESDAY 12-10-93	WEDNESDAY 13-10-93	THURSDAY 14-10-93	FRIDAY 15-10-93
	CLINIC ( Begin PTSA)	CLINIC	CLINIC	CLINIC	Post knowledge Test
				2.00 - 4.00 FP Data - Collection - uawa	Evaluation Written Verbal  Trainer trainee feedback
	L	U	N	C	H
		Backhome application Plans		Backhome application Plans.	Closing Ceremony
			7		

**APPENDIX F**

**List of Workshop Handouts**

## APPENDIX F

### List of Workshop Handouts

1. Interpersonal relationship in FP delivery
2. Feedback rules and skills
3. Male anatomy and physiology and its application in FP
4. Female anatomy and physiology and its application in FP
5. Oral hormonal contraceptives
6. Step of planning, conducting and evaluating client health education
7. Counselling high risk women to accept FP
8. Counselling in MCH/FP
9. Adhering to policy guidelines
10. Menstrual cycle and some application to FP practices
11. Injectable contraceptive
12. Intrauterine Contraceptive Devices
13. Breastfeeding as a FP method
14. The Norplant
15. Voluntary surgical contraception
16. The barrier methods
17. Physical and pelvic examinations of a FP client
18. Preventing accidental infection

**APPENDIX I**

**Pre/Post-Test Scores**

**APPENDIX J**  
**INTRAH TRAINING EVALUATION DATA**  
**PRE/POST KNOWLEDGE AND SKILLS RESULTS**

1. **Country:** Tanzania
2. **Activity Title:** Comprehensive FP Clinical Skills Workshop
3. **Contract Number:** 24
4. **Dates:-** From:13-9-93 To: 15-10-93 (5 weeks)
5. **Trainers:** Muthungu Chege Renalda Ndono  
 Evangeline Rutazaa Faith M. Mzoo
6. **Instruction**  
 Write actual scores/marks and not percentages  
 Use the same alphabetical order of names as in the trip report.

NAMES	KNOWLEDGE (MARKS)		SKILLS (MARKS)							
	Pre	Post	Counselling for Decision Making		Group Education		Aseptic Technique		Physical Assessment	
			Pre	Post	Pre	Post	Pre	Post	Pre	Post
1. Amina S. MGONZA*	16	28	20	69	34	38	12	36	71	168
2. Anna J. MJEMA	26	37	42	78	38	50	29	36	88	198
3. Avrea J. RASHID	20	42	34	49	32	50	16	36	q92	193
4. Celina D. KIONDO	17	41	46	67	36	42	17	29	62	187
5. Daria G.S. URIO*	9	28	41	76	30	44	11	36	66	191
6. Evarester MUSHI	20	38	22	72	30	44	24	36	121	201
7. Greven SHAO	11	36	41	54	25	50	24	35	28	200
8. Imaculata E. MWAKABAGE*	11	29	34	73	26	41	23	35	14	202
9. Josephine MBWAMBO**	17	30	36	55	30	38	18	35	8	177
10. Juliet MSOLLA	34	38	35	72	32	47	24	36	123	176
11. Nivoneia R. KISSENGE	10	42	37	68	31	49	18	36	28	195
12. Nzaniwe MDINGI*	23	32	36	76	41	45	26	36	13	203
13. Viester M. KIHOKO*	24	32	36	76	41	45	26	36	13	203

NAMES			Counselling for Decision Making		Group Education		Aseptic Technique		Physical Assessment	
	Pre	Post	Pre	Post	Pre	Post	Pre	Post	Pre	Post
14. Vyoseena MBUHILO*	23	33	47	78	26	36	16	36	39	198
15. Zubelda W. SEMARUNDI*	18	33	39	64	24	44	18	34	4	201
16.										
17.										
18.										
19.										
20.										
• Total score on the tool	44	44	78	78	50	50	36	36	218	218
• Cut-off score	35	35	50	50	38	38	36	36	144	144
• Mean score	18.6	34.6	38.06	67.9	31.66	44.27	20.06	35.2	50.06	192.4
• Range	34/9	42/28	61/20	78/49	41/24	50/36	29/11	36/29	123/4	203/168
• Difference between mean pre and post score	16	16	29.84	29.84	12.61	12.61	15.14	15.14	142.34	142.34
• Number of trainees:										
a) equal to cut-off score	NIL	-	NIL	-	1	2	NIL	10	NIL	-
b) above cut-off score	NIL	7	1	15	2	12	NIL	-	NIL	15
c) below cut-off score	15	8	14	0	12	1	15	5	15	0

\* Below cut-off on theory but found safe practitioners

\*\* Below cut-off on theory and found UNSAFE for IUD insertion

*INTRAH RON May 1993*

APPENDIX K.1

Participants' Practicum Achievements

## APPENDIX K.1

**PARTICIPANTS PRACTICUM ACHIEVEMENTS**  
**TANZANIA FP COMPREHENSIVE CLINICAL SKILLS TRAINING FOR SERVICE PROVIDERS**  
**SEPTEMBER 13 - OCTOBER 15, 1993**

TRAINEES NAMES	IUCD Insertion and Type	PHYSICAL EXAM				Breast Exam.	COCs		POPs		INJECTABLES		Health Educa-tion	Managing Side E.fects
		Counselling for Informed	Head Chest Abdomen	Pelvic Exam.	New		Old	New	Old	New	Old			
1. Amina MGONZA	13 CuT 380A	36	40	40	40	4	10	6	4	3	5	4	2	
2. Anna MJEMA	12 "	49	49	49	123	23	7	5	7	15	4	2		
3. Aurea RASHIDI	14 "	52	52	52	52	10	11	2	3	7	10	3	4	
4. Celina KIONDO	12 "	32	38	38	38	9	11	3	1	3	4	4	0	
5. Daria URIO	14 "	30	69	69	69	11	15	2	3	3	2	3	1	
6. Evarester MUSHI	13 "	35	38	38	38	10	11	5	10	7	11	4	3	
7. Green SHAO	15 "	43	44	44	44	9	6	4	3	5	8	4	5	
8. Imaculata MWAKABAGE	11 "	26	36	36	36	14	5	2	1	2	3	1		
9. Josphine MBWAMBO (with Trainer help)	12 "	40	38	42	40	10	15	5	12	10	7	4	1	
10. Juliet MSOLLA	15 "	38	38	38	38	12	13	3	4	4	8	4	2	
11. Nivonea KISSENGE	11 "	28	36	36	36	36	5	5	8	12	10	3	2	
12. Nzaniwe MDINGI	10 "	40	40	40	40	10	5	5	5	5	10	3	2	
13. Vieste: KIHOKO	13 "	37	37	37	37	8	9	6	7	6	8	3	3	
14. Vyoseena MBUHILO	14 "	46	39	39	39	11	7	8	6	7	8	4	4	
15. Lubenda SEMURUNDI	12 "	29	36	36	36	14	10	2	1	5	7	4	0	