



University of Hawaii at Manoa

John A. Burns School of Medicine

The MEDEX Group

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June 14, 1984

Dr. John H. Austin
Bureau for Science and Technology/Health
1601 N. Kent Street, Room 702
Arlington, VA 22209

Re: AID Contract #DPE 5932-C-00-3061-00

Dear John:

Pursuant to Article I, Section C.2.a.b.c., The MEDEX Group has prepared the first semi-annual progress report. The report covers nine and one-half months, allowing for the initial two and one-half months of planning and seven months project experience. Henceforth, the reports will cover six month intervals.

Enclosed please find six copies of the Semi-Annual Progress Report #1 covering the period August 16, 1983-May 31, 1984. Additionally, one copy has been sent to the AID/W Contracting Officer and two copies to the Development Information Utilization Service, ST/DIU.

The MEDEX Group extends their warmest Aloha for your guidance, encouragement, and assistance during the initial period of planning and implementation covered in this report.

Sincerely,

Rodney N. Powell, M.D., M.P.H.
Deputy Director

RNP:lt
Enc.

MEDEX SUPPORT CONTRACT
DPE 5932-C-00-3061-00

SEMI-ANNUAL PROGRESS REPORT #1

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SEMI-ANNUAL PROGRESS REPORT #1

MEDEX SUPPORT CONTRACT
DPE 5932-C-00-3061-00

A. STATUS REPORT

This progress report covers a nine and one-half month period from the effective date of the contract, August 16, 1983 to May 31, 1984. The initial two and one-half months (August 16-October 31, 1984) were spent collaborating with representatives from the four geographic regional bureaus and the ST/H MEDEX Support project manager to define priorities, strategies and workplan activities. The following important activities resulted from that initial two and one-half month joint planning effort between AID/W and The MEDEX Group:

- 1) Development of workplan format and documents (Appendix A)
- 2) Submission and approval of Workplan I, November 1, 1983 - July 31, 1984 (Workplan I is on file with ST/H and Contracts)
- 3) Unclassified State 320692, November 9, 1983, a worldwide cable announcing "Services of MEDEX Support Contract"
- 4) Development, approval and distribution of the brochure "Facing the Challenge of Health for All by the Year 2000," detailing the scope of work and utilization of the services of the contract by AID missions and bureaus (Appendix B)

- 5) Collaboration with FVA/PVC and NCIH in planning and implementation of a workshop with PVO representatives involved in PHC (Appendix C).

The remaining seven months (November 1, 1983-May 31, 1984) covered by this progress report relate to activities in Workplan I and are addressed in Section B.

B. TECHNICAL ASSISTANCE

Table 1 provides a listing of the countries and/or clients to whom the MEDEX Support Contract has provided services during the period of this progress report. It also includes the person days and approximate cost to the contract for each activity. The type of technical assistance provided is keyed to the workplan and activity number.

TABLE 1

COUNTRIES AND TECHNICAL ASSISTANCE*
 UNDER MEDEX SUPPORT CONTRACT DPE-5932-C-00-3061-00

For Period August 16, 1983 - May 31, 1984

WORKPLAN & ACTIVITY NUMBER	COUNTRY OR CLIENT	TOTAL PERSON DAYS	COST TO CONTRACT
I-6	Dominican Republic	6	3,003
I-9	Kenya	30	15,614
I-19	Barbados Grenada Dominica	15	10,609
I-20	Jamaica Trinidad	21	10,290
I-21	Swaziland Kenya Liberia	168	71,559
I-22	India	73	22,520
I-23	Kenya	9	5,295
I-25	Private Voluntary Organizations ADRA CRS FPPI CARE SCF PCI SAWSO	9	5,864

*See attached Activity Reports for explanation of technical assistance provided.

ACTIVITY REPORT TO SUPPORT AMENDED WORKPLAN
Contract #DPE-5932-C-00-3061-00

Activity Number: 19
Workplan Number: I
Region: LAC

Begin: January 15, 1984
End: February 04, 1984

ACTIVITY:

Technical Assistance in management systems analysis and training program analysis and design in support of primary health care requested by USAID Grenada and USAID Bridgetown per State 320692 for services under MEDEX Support Contract.

AUDIENCE: MOH Grenada, MOH Dominica

LOCATION: Grenada, Dominica, USAID Barbados

SCOPE OF WORK:

Objectives: At the request of USAID Grenada (Grenada 0228) and USAID Bridgetown (Bridgetown 08235) discuss with appropriate USAID representatives and MOH officials in Grenada and Dominica areas MEDEX could be of assistance in management systems analysis and training design.

Materials to be Presented/Distributed:

The MEDEX Primary Health Care Series and various country adaptations

Schedule/Activity Plan:

Barbados: To meet with USAID mission to discuss visits to Grenada and Dominica

Grenada: Discuss with MOH possible management workshops in the area of PHC team management and supervision and to apprise the MOH of possible workshops that MEDEX could provide using the MEDEX modules. (Re: Grenada 0228)

Dominica: To discuss with MOH MEDEX providing technical assistance in three areas:
(A) short courses in management; (B) management and supervisory training for district level public health nurses and development of supervisory manual;
(C) development of continuing in-service education program for family nurse practitioners. (Re: Bridgetown 08235)

PERSONNEL:

Technical Skills Required
N/A

Proposed Personnel
Dr. Richard A. Smith

ANTICIPATED OUTCOME/
FOLLOW UP ACTIVITIES

1. Directions for future MOH utilization of MEDEX technology
2. Improved distribution and utilization of MEDEX Series
3. Contacts leading to TA requests

BUDGET:

	MEDEX	Other Source	Total
Salary*	\$ 4,766	\$	\$ 4,766
Travel	2,154		2,154
Per Diem	2,656		2,656
Overhead	1,724		1,724
TOTAL	\$11,300	\$	\$11,300

*Includes Fringe Benefits

APPROVED: John H. Austin
John H. Austin

Date: 1/11/84

ACTIVITY REPORT TO SUPPORT WORKPLANActivity Number: 20Workplan Number: IRegion: LAC & S&T/HBegin: February 6, 1984End: March 7, 1984ACTIVITY:

Mid-term evaluation of project No. 936-5901,
Health Development Planning and Management/
APHA/Caribbean

AUDIENCE:

AID/W, APHA, USAID/MOH's

LOCATION:

Washington, D.C.; Caribbean

SCOPE OF WORKObjectives:

1. Serve as team leader and direct a four-person team of specialists appointed to provide the mid-term evaluation of the project No. 936-5901, Health Development Planning and Management/APHA/Caribbean.
2. Assess project progress management and performance of principal participants: APHA, University of West Indies and University of Pittsburgh.
3. Evaluate current status of attainment of project primary objectives to institutionalize health management, planning, and development in the region as reflected in the major components of the project.
4. Coordinate and integrate reports of team members; present final evaluation report and other reports as directed by AID Project Manager Donald C. E. Ferguson, S&T/H/HSD.

Materials to be Presented/Distributed

N/A

Schedule/Activity Plan

February 6-29, 1984

Seattle -- Washington, D.C. -- Kingston -- Port of Spain -- Kingston -- Seattle

Late March

Seattle -- Washington, D.C. -- Seattle

PERSONNELTechnical Skills Required

Formative and summative evaluation
competencies

Proposed Personnel

Dr. William Callen

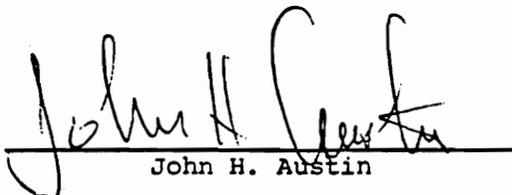
ANTICIPATED OUTCOME/
FOLLOW UP ACTIVITIES

Mid-term evaluation report
of above project submitted and
presented to ST/HEA

BUDGET:

	MEDEX	Other Source	Total
Salary	\$	\$	\$
Travel	1,516		1,516
Per Diem	2,484		2,484
Consultant			
fee	4,676		4,676
Overhead	1,562		1,562
TOTAL	\$10,238	\$	\$10,238

APPROVE:


John H. Austin

Date:

7 Feb 84

ACTIVITY REPORT TO SUPPORT WORKPLAN

Activity Number: 21

Workplan Number: I

Region: AFR

ACTIVITY: Personnel Management Consultation

Begin: March 5, 1984

AUDIENCE: MOH Swaziland

End: June 22, 1984

LOCATION: Swaziland

SCOPE OF WORK

Objectives: Assist the Ministry of Health, Government of Swaziland to strengthen its personnel management functions (Reference Mbabane 0387)

Materials to be Presented/Distributed

Volumes 4, 25, and 26 of The MEDEX Primary Health Care Series will be used in the consultation

Schedule/Activity Plan

- 1. To conduct a comprehensive assessment of MOH personnel management policies, procedures, and practices. Assessment of MOH personnel system which should include: a) review of relevant documents including MOH health policy statement (July 1983), health sector component of draft fourth national development plan, MOH health manpower needs assessment (June 1983), Swaziland government general orders (1973 and amendments), and other relevant documents, and b) interview key officials including MOH senior management, a sample of MOH employees, and officials of the Civil Service Board, Department of Establishments and Training (E&T), and Ministry of Finance.
2. Determine areas of personnel management that are within MOH management environment.
3. To provide specific assessments, recommendations, and management structures and tools which the MOH can use to implement an effective and efficient personnel management system.
4. Develop an action plan with objectives, required actions, time lines, and persons responsible for implementation.
5. Identify resources required for strengthening personnel management system.

PERSONNEL

Technical Skills Required

Experience with personnel systems, personnel policies, and salary structures

Proposed Personnel

Frank R. White, Jr.
Ernest Petrich
David Alt

ANTICIPATED OUTCOME/ FOLLOW UP ACTIVITIES

Strengthened Ministry of Health Personnel System

BUDGET:

Table with 4 columns: Category, MEDEX, Other Source, Total. Rows include Salary, Fringe, Travel, Per Diem, Consultancy Fees, Other Costs, Overhead, and TOTAL.

APPROVE:

Handwritten signature of John H. Austin

John H. Austin

Date:

22 Feb 84

ACTIVITY REPORT TO SUPPORT WORKPLAN

Activity Number: 22

Workplan Number: I

Region: ASIA

ACTIVITY: Complete Preparation of a Series of Health/Family Planning Communication Training Modules

Begin: April 2, 1984

End: April 27, 1984

AUDIENCE: USAID/New Delhi and MOH India

LOCATION: New Delhi, India

SCOPE OF WORK

Objectives: Complete Preparation of a Series of Health/Family Planning Communication Training Modules for trainers, and to plan preparation of trainees learning modules

Materials to be Presented/Distributed: The Community Health Workers modules from The MEDEX Primary Health Care Series will be used as an important resource

Schedule/Activity Plan

- 1. Review communications training strategy with NIHFV communications faculty and staff.
2. Review drafts of communications modules for trainers and plans for their use.
3. Edit the existing module drafts, strengthening both technical content and competency-based format.
4. Assist in formulating a plan for developing trainees' materials.
5. Assist in developing a plan for completion of the illustrations for the modules.
6. Develop audio-visual kits for use by the BEE's in producing their low-cost, locally appropriate educational materials.
7. Plan a system to evaluate the training modules.

PERSONNEL

Technical Skills Required

Communication development skills, knowledge of primary health care, experience in Asia

Proposed Personnel

Sunil Mehra (MEDEX Core staff)
June Mehra (Consultant)

ANTICIPATED OUTCOME/FOLLOW UP ACTIVITIES

Series of high quality H/FP Communication training modules

BUDGET:

Table with 4 columns: Category, MEDEX, Other Source, Total. Rows include Salary, Fringe, Travel, Per Diem, Consultant Fee, Overhead, and TOTAL.

APPROVE: [Signature] John H. Austin

Date: 22 Feb 84

ACTIVITY REPORT TO SUPPORT WORKPLAN

Activity Number: 23Workplan Number: IRegion: AFRBegin: February 12, 1984End: March 29, 1984

ACTIVITY: Meet with the Catholic Secretarial, the Presbyterian Church in Kenya and other various PVO's in Kenya to work out details of Primary Health Care Seminar

AUDIENCE: Various private voluntary organizations active in Kenya

LOCATION: Nairobi

SCOPE OF WORK

Objectives: Primary Health Care Seminar involving appropriate PVOs active in Kenya

Materials to be Presented/Distributed: The MEDEX Primary Health Care Series

Schedule/Activity Plan

Nairobi: Work out details of Primary Health seminar on MEDEX Primary Health Care Series for Catholic and Protestant Church Groups; meeting with USAID and Secretariats.

Geneva: Meeting with World Health Organization officials regarding possibility of translating The MEDEX Primary Health Care Series into French.

PERSONNELTechnical Skills Required

N/A

Proposed Personnel

Dr. Richard A. Smith

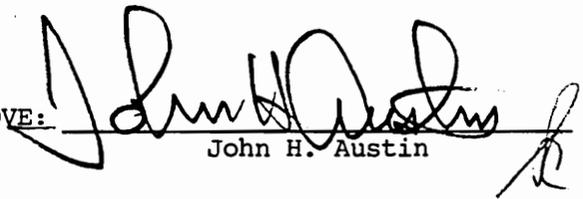
ANTICIPATED OUTCOME/
FOLLOW UP ACTIVITIES

Directions for future MOH utilization

BUDGET:

	MEDEX	Other Source	Total
Salary	\$ 7,454	\$	\$ 7,454
Fringe	1,491		1,491
Travel*	561		561
Per Diem	1,001		1,001
Overhead	1,891		1,891
TOTAL	\$12,398	\$	\$12,398

APPROVE:



John H. Austin

Date:

22 Feb 84

*This trip has been combined with a trip to Maseru, Lesotho, paid out of the AID/Lesotho Contract, so the travel cost to MEDEX/Support Contract is low.

ACTIVITY REPORT TO SUPPORT WORKPLAN

Activity Number: 24

Workplan Number: I

ACTIVITY

1. At the request of the National Academy of Sciences, participate in invitational workshop, "Role of Institutions of Higher Education in Community Health."
2. To meet with NCIH and AID Private Voluntary Organization officials to discuss and plan April meeting with PVOs. Meet briefly with AID regional bureaus on MEDEX training activities.

Region: International

Begin: March 2, , 1984

End: March 11, , 1984

AUDIENCE

1. Workshop: Representatives from domestic and international universities and their constituent programs involved in community health.
2. PVO meeting: The NCIH representative who will be at the PVO meeting in April.

LOCATION

Washington, D.C.

SCOPE OF WORK

Objectives:

1. Workshop: Share MEDEX experiences in the development and delivery of community health care services in order to contribute to the development of background materials for the upcoming "Technical Discussions of WHO's World Health Assembly."
2. PVO Meeting: To clarify the roles of NCIH and MEDEX in preparing for and delivering to the PVO Meeting in April and to discuss any specific plans.

Materials to be Presented/Distributed

MEDEX Overview Paper, The MEDEX Brochure, The MEDEX Primary Health Care Series

Schedule/Activity Plan

March 4-6, 1984: attend Workshop
 March 7 & 8, 1984: meet with NCIH representative

PERSONNEL

Technical Skills Required

Community Health and Communications
Health Manpower Training

Proposed Personnel

Gregory Miles

ANTICIPATED OUTCOME/

FOLLOW UP ACTIVITIES

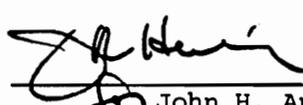
1. Workshop: The National Academy will will have been assisted in the deve- ment of background materials for their upcoming, "Technical Discussions of WHO's World Health Assembly."
2. PVO Meeting: Roles and plans of NCIH and MEDEX in preparing for the April PVO meeting will have been determined.

BUDGET:

	MEDEX	Other Source	Total
Salary	\$1,079	\$	\$1,079
Travel		700	700
Per Diem	130	520	650
Fringe	324		324
Overhead	276	220	496
TOTAL	\$1,809	\$1,440	\$3,249

Other Source: National Academy of Science, Institute of Medicine

APPROVE:



 John H. Austin

Date: _____

ACTIVITY REPORT TO SUPPORT WORKPLAN

Activity Number: 25

Workplan Number: I

Region: International

Begin: April 23, 1984

End: April 26, 1984

ACTIVITY

In collaboration with the Office for Private and Voluntary Cooperation, a one-day meeting with selected PVO groups to develop an action plan for using the MEDEX Contract to support PHC Programs in the field.

AUDIENCE

Representatives from: Catholic Relief Services, Save the Children, CARE, Seventh Day Adventists, Salvation Army World Services Offices, Meals for Millions, Project Concern International

LOCATION

Washington, DC

SCOPE OF WORK

Objectives

1. To identify and explain the types of technical assistance, courses, and materials available under the MEDEX Support Contract
2. To discuss and examine the present status of these PVO's primary health care programs with special attention to PHC training and management requirements
3. To mutually develop and implement a strategy and mechanisms for providing services under the MEDEX Support Contract to these PVO programs, particularly on a geographic or regional basis

Materials to be Presented/Distributed

The MEDEX Primary Health Care Series

Schedule/Activity Plan

April 25: Full-day meeting

PERSONNEL

Technical Skills Required

Experience in Primary Health Care Management and Training

Proposed Personnel

Patrick Dougherty
Gregory Miles
Rodney N. Powell

ANTICIPATED OUTCOME/
FOLLOW UP ACTIVITIES

The MEDEX Group will have acquainted the attending PVO's with the technical assistance, courses and materials available from the MEDEX Support Contract; an examination of these PVO's PHC training and management requirements will have been done; and a method of providing services to these PVO groups will have been determined.

BUDGET:

	MEDEX	Other Source	Total
Salary	\$1,962	\$	\$1,962
Travel	3,000		3,000
Per Diem	930		930
Fringe	392		392
Overhead	1,131		1,131
TOTAL	\$7,415	\$	\$7,415

APPROVE:

John H. Austin
John H. Austin

Date: 30 March 1984

C. COURSES

The MEDEX Group conceptualized and implemented the first four week course under the MEDEX Support Contract. (See course brochure, "Strengthening Primary Health Care at the Health Center and Community Level," Appendix D). Table 2 identifies the course participants by country of origin.

MEDEX COURSE PARTICIPANTS

Countries of Origin

For Period August 16, 1983 - May 31, 1984

REGION	COUNTRY OR CLIENT	NO. FOR PERIOD	TOTAL NO. TO DATE
Africa	Lesotho	1	1
	Liberia	2	2
	Tanzania	1	1
Near East	Egypt	1	1
	Jordan	1	1
Latin America and the Caribbean	Dominica	2	2
	Guyana	2	2
	Paraguay	1	1
	Peru	1	1
Asia	Bangladesh	1	1
	Brunei	3	3
	Micronesia	1	1
	Pakistan	1	1
	Philippines	1	1
	Sri Lanka	1	1

D. List of Materials Purchased and Purchasers
For Period August 16, 1983 - May 31, 1984

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September 23, 1983

MEMORANDUM

TO: John Austin, Project Manager, S&T/H
Regional Representatives AFR/ASIA/LAC/NE

FROM: Rodney N. Powell, Deputy Director *RNP*

SUBJECT: MEDEX Support Contract Workplans

The four areas of primary health care activities by The MEDEX Group available to AID regional bureaus and missions are intended to achieve the objective of the MEDEX Support Contract and the major end of project results as defined in the following sections.

<u>Page/Article</u>	<u>Section</u>	<u>Subject</u>
1/I	A	Objective
1/I	B.1.a.(1)(2)(3)(4)	Anticipated Outputs

To achieve the objective and outputs, activities are further defined in the following section.

<u>Page/Article</u>	<u>Section</u>	<u>Subject</u>
2/I	B.1.b.(1)(2)(3)	Activities to be performed

The format, documents and content of the Workplans required under the MEDEX Support Contract therefore reflect

Promulgation and Dissemination Activities
Health Manpower Training Activities
Technical Assistance Activities
Utilization Activities

The format, documents and content of the Workplans also integrate the numerous separate requirements that are addressed in the following sections of the contract.

<u>Page/Article</u>	<u>Section</u>	<u>Subject</u>
5/I	B.2.c.(1)(2)(3)	Workplan Content
8/I	B.3.a.b.	Other types of requests for technical assistance

Using this approach to the Workplans will assist The MEDEX Group and AID to plan and carry out the activities of the MEDEX Support Contract and achieve the objectives as defined in the University of Hawaii's proposal dated March 1, 1983, and further amended by the MEDEX Support Contract.

RNP:mm

Attachments

WORKPLAN FORMS AND DOCUMENTS

The MEDEX Group
University of Hawaii
Contract: DPE-5932-C-00-3061-00

INTRODUCTION TO WORKPLANS

I. WORKPLAN FORMS AND DOCUMENTS

The workplan submitted by The MEDEX Group under the terms of the MEDEX Support Contract are structured by four separate, but closely interrelated, forms and documents:

1. Workplan Form
2. Activity Report Form
3. Chart of Staff Activities
4. Reference Guide

The Workplan Form is used to summarize the major activities that The MEDEX Group proposes to carry out during the workplan period. There is a separate Workplan Form filled out for each of the four AID Regions, plus a fifth Workplan Form for interregional activities.

The Activity Report Form provides a detailed scope of work, including objectives, audience, schedule and budget, for each activity listed on the workplan forms. Thus, the Activity Report Forms support the workplans by elaborating on the details of the activities which are to be carried out. There is a separate Activity Report Form for each of the activities during the workplan period.

The Chart of Staff Activities gives a comprehensive overview of how individual MEDEX staff members have scheduled their time during the workplan period. The major activities on the Workplan Forms are identified on the chart by a number within a circle, e.g. 7 indicates Activity Number 7. Therefore, it is possible to cross reference activities shown on the chart to the activities on the Workplans and Activity Reports.

The Reference Guide contains a comprehensive list of the types of activities that The MEDEX Group is prepared to carry out during the next five years (1983-88). This Guide is a reference document giving a total picture of The MEDEX Group capabilities and will be used as the reference source for all subsequent workplan submissions under the MEDEX Support Contract. Each activity is given a code number for easy reference. This code number appears on the Workplan Form to reference each activity.

II. SUPPLEMENTAL WORKPLAN FORMS

Two additional forms are used to identify related primary health care activities that may be of interest to regional bureaus and ST/HEA showing the scope and involvement of The MEDEX Group in international primary health care. These are activities with missions, PVOs or international agencies using material, technical assistance or courses by The MEDEX Group that are funded separately from the MEDEX Support contract.

The forms are:

Supplemental Workplan for Activities
Not charged to MEDEX Support Contract

Activity Report to Support Supplemental Workplan

APPENDIX B



**FACING
THE CHALLENGE
OF HEALTH
FOR ALL
BY THE YEAR
2000**

The MEDEX Group
University of Hawaii
1833 Kalakaua Avenue, Suite 700
Honolulu, Hawaii 96815-1561

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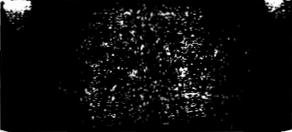
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THE CHALLENGE

OF PRIMARY

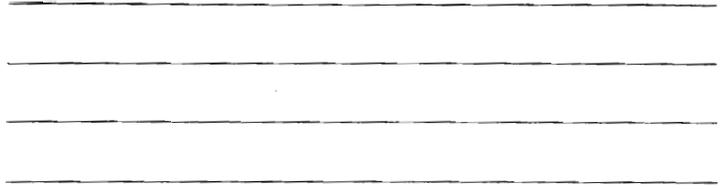
HEALTH CARE

Primary health care is the foundation for the World Health Organization goal of Health for All by the Year 2000. In providing appropriate and affordable primary health care services, Ministries of Health and International Agencies struggle with four critical problem areas:

- Lack of systematic, comprehensive design of the health care delivery system
 - Inadequate resources, including health personnel, finances, facilities, supplies, and equipment
 - Poor management of resources
 - Inappropriate training of health personnel to provide promotive, preventive, and curative services
- 



The challenge of Health for All by the Year 2000 is to provide a systematic, practical primary health care technology that will assist Third World governments to achieve long-term institution building as well as immediate project strengthening in these critical problem areas.





FACING

THE

CHALLENGE

The Agency for International Development, in collaboration with The MEDEX Group at the John A. Burns School of Medicine, University of Hawaii, has supported, since 1974, the development and testing of the MEDEX technology, which consists of systematic, practical, and adaptable methods and materials for use in primary health care development.

During the development and testing phases (1974-1983), a prototype primary health care system evolved that was based on conditions and resource constraints commonly found in developing countries. The essential resources and management to operate the prototype system were identified and incorporated into the methods and materials. The training requirements for management and for primary health care workers in the prototype system were then identified and also incorporated into the methods and materials. The MEDEX technology systematically integrates and balances the resources, management, and training needs for primary health care.



The overall design of the methods and materials used in the MEDEX technology takes into consideration:

- The needs of the community, the people to be served, and their participation
- The resources available, including health personnel, finances, facilities, supplies, and equipment
- The management of these resources
- The kinds of promotive, preventive, and curative services to be provided
- The administrative and management environment in which the delivery system will operate
- The training of health personnel using a competency-based approach

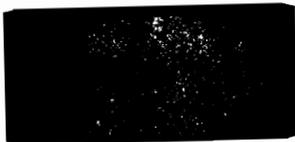


The MEDEX technology was field tested in Micronesia and in four bilateral AID-assisted primary health care programs in Lesotho, Guyana, Pakistan, and Thailand and has proven to be adaptable and replicable in widely different settings. The methods and materials of the MEDEX technology are suitable for national scale programs as well as smaller projects, and can be used in whole or in part as circumstances demand. One of the greatest strengths of the MEDEX technology is that the methods and materials are flexible and sensitive to local conditions.

The Agency for International Development, in continued collaboration with The MEDEX Group, is now supporting the utilization phase of the MEDEX technology for primary health care through the five year MEDEX Support Contract (1983-1988). Utilization of the methods and materials will provide both large and small scale primary health care programs the capacity for rapid and thorough:



- Analysis and strengthening of management support in delivery of primary health care services
- Appropriate training of health personnel to provide promotive, preventive, and curative services
- Appropriate training of and support for community health workers



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THE MEDEX

SUPPORT

CONTRACT

The MEDEX Support Contract provides AID personnel with centrally funded resources to respond to management and training needs in primary health care.

The objective of the contract is to assist ministries of health in AID-assisted countries, private voluntary organizations working in international health, and major international organizations and donor agencies to utilize the MEDEX technology where it can be usefully applied in part or totally.

The MEDEX Support Contract provides four major arrangements for sharing the methods and materials of the MEDEX technology:

- Application through technical assistance
- Training health professionals in its use through courses, workshops, seminars, and briefings
- Disseminating the materials to PHC programs worldwide
- Establishing a user network to review and update materials



The services of the MEDEX Support Contract, as described in detail below, are available to AID Missions, Regional Bureaus and Central Offices, other international agencies, host country governments, and private voluntary organizations.



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SERVICES OF THE

MEDEX

SUPPORT CONTRACT

The MEDEX Support Contract provides for the following services:

- Technical assistance
- Courses, workshops, seminars, and briefings
- Materials

The MEDEX Group provides these services in two broad areas of primary health care:

- Management Systems Analysis and Strengthening
 - Training Program Design, Implementation, Evaluation, and Strengthening
- 

TECHNICAL ASSISTANCE

The MEDEX Group can provide technical assistance in the following areas of primary health care

MANAGEMENT SYSTEMS ANALYSIS AND STRENGTHENING:

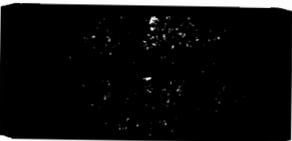
1. Technical assistance to management personnel in the analysis and strengthening of the following health sector management systems at the central, district, and health center levels:
 - Drugs and medical supplies
 - General supplies
 - Facilities and equipment maintenance
 - Transportation
 - Communications
 - Personnel
 - Finance
 - Health information
 2. Management training to prepare health personnel to work with and effectively use the above management support systems and to manage health teams at the district and health center levels
- 



3. Management training to prepare ministry of health and other local management analysts to carry out studies of existing management systems

The MEDEX Group can provide technical assistance in the following areas of primary health care
TRAINING PROGRAM DESIGN, IMPLEMENTATION, EVALUATION, AND STRENGTHENING

1. Technical assistance to improve and strengthen PHC program design by assisting trainers, training program managers, supervisors, and other MOH or PVO decision-makers in:
 - Health needs assessment for the training of any PHC health team member working at the community, rural health center, small or district hospital level, and in urban hospital outpatient departments
 - Job analysis for PHC workers such as PHC physicians, mid-level health workers (physician assistants, nurse practitioners, public health nurses, nurse midwives, nurses, medical assistants, other paramedical workers) and community health workers
 - Management support requirements for specific PHC jobs and health workers assigned to those jobs
 - Development of training program learning objectives and instructional programs
 - Development of student and training program evaluation materials
2. Technical assistance to PHC trainers, training program managers, and supervisors to design, implement, or evaluate:
 - New or existing training programs
 - Strategies for assessing logistical needs for training
 - Continuing education programs or in-service training programs for PHC workers





3. Technical assistance to develop or strengthen existing training materials, curricula, or instructional methodologies
4. Technical assistance in the utilization of the competency-based training methodologies that have been field tested in AID-assisted PHC training programs and are available as easily adaptable prototypes in The MEDEX Primary Health Care Series. These methodologies include case studies, role plays, group presentations, simulations, discussions, active lectures, demonstrations, self-instruction materials, self-directed learning activities, and practical clinic, health center, and community level learning activities.
5. Technical assistance to strengthen the integration of ORT, immunizations, child spacing, nutrition, and MCH into new or existing PHC training programs.
6. Technical assistance to improve and strengthen new or existing Community Health Worker training programs, including:
 - Design, development, and implementation of curricula for CHW trainers
 - Design and evaluation of supervision, continuing education, and support for CHWs
 - Design and development of curricula for training CHWs
 - Development and testing of CHW training materials
 - Design, development, and testing of community learning materials and appropriate communications support for CHWs
 - Evaluation and enrichment of existing training programs for CHWs





**COURSES, WORKSHOPS,
SEMINARS, AND BRIEFINGS**

The MEDEX Group will develop and provide courses and workshops to strengthen primary health care programs and projects. These courses or workshops can be given in-country or regionally, upon request. The MEDEX Group will also develop and regularly provide courses at the University of Hawaii. The MEDEX Group welcomes suggestions and assistance in identifying special needs and topics for future courses.

The MEDEX Group can provide courses or workshops in the following areas of primary health care

MANAGEMENT SYSTEMS ANALYSIS AND STRENGTHENING:

1. Strengthening PHC management systems at central, district, and health center levels, which can include one or more of the following systems:
 - Drugs and medical supplies
 - General supplies
 - Facilities and equipment maintenance
 - Transportation
 - Communications
 - Personnel
 - Finance
 - Health information
2. Analysis of management systems that support PHC
3. Training central ministry of health personnel to carry out management studies leading to improvement of existing management systems
4. Operations management training for PHC physicians, supervisors of mid-level health workers, mid-level health workers (physician



assistants, nurse practitioners, public health nurses, nurse midwives, nurses, medical assistants, and other paramedical workers) in charge of PHC facilities

5. Management training for mid-level PHC managers and administrators
6. District and health center operations management, including the development and use of management operations manuals at district and health center levels

The MEDEX Group can provide courses and workshops in the following areas of primary health care **TRAINING PROGRAM DESIGN, IMPLEMENTATION, EVALUATION, AND STRENGTHENING:**

1. Analysis and strengthening of existing PHC training programs
2. Curriculum design, development, and adaptation, including one or more of the following:
 - Assessment of promotive, preventive, and curative health needs
 - Analysis of the job tasks of PHC workers to meet promotive, preventive, and curative health needs
 - Design and development of training programs and learning objectives to train PHC workers
 - Design and development of methods, materials, and instructional programs to meet defined objectives
 - Design and development of methods and materials for evaluation of PHC trainees and workers
3. Development and strengthening of management of PHC training programs



4. Instructor preparation for PHC training programs, to include one or more of the following:
 - Development of instructional materials
 - Preparation of learning activities
 - Demonstration and use of active methods of learning
 - Methods for evaluation of student performance
5. Supervision, support, and continuing education for PHC health workers or in-service training, to include:
 - Evaluating PHC workers' effectiveness in meeting promotive, preventive, and curative health needs
 - Evaluating PHC workers' job performance and identifying continuing education needs
 - Stating continuing education learning objectives
 - Developing and implementing the continuing education program
 - Evaluating the continuing education program
6. Development of continuing education strategies to strengthen the integration of ORT, immunization, child spacing, nutrition, and MCH into new or existing PHC training programs
7. Development of reference manuals for PHC workers' training and use on the job, such as:
 - Formulary
 - Diagnostic and Patient Care Guides
 - Patient Care Procedures
 - Community Health
 - Health Center Operations





Where missions, MOHs, and PVOs identify a need to improve and strengthen PHC programs, The MEDEX Group can also provide limited and selected exploratory briefings, in-depth seminars, and presentations at conferences and regional meetings, related to the MEDEX technology.

MATERIALS

After completion of extensive field trials in the four bilateral AID-assisted primary health care programs in Lesotho, Guyana, Pakistan, and Thailand, the methods and materials of the MEDEX technology have been published as The MEDEX Primary Health Care Series. The Series provides a systematic, practical, adaptable vehicle to enhance and enrich the management and training of new or existing primary health care programs at the central, district, health center, or community levels. The 35-volume Series is organized into three major categories as Management Systems Development Materials, Mid-Level Health Worker Training Materials, and Community Health Worker Training Materials. The Series is appropriately balanced between promotive, preventive, and curative needs in primary health care.



VOL.

1 The MEDEX Primary Health Care Series: An Overview

Management Systems Development Materials

The Systems Development Materials train program participants to analyze their primary health care management support systems and to recommend ways to improve them. Prototype materials are provided to help managers organize and conduct district and national workshops to strengthen planning, organization, evaluation, and management support for primary health care.



Systems Development Materials include a module for training management analysts, workbooks for use in analyzing management systems, and a manual for conducting district and national planning and management workshops.

- 2 *Student Text and Instructor's Manual
Management Analysis Training Module*
- 3 *Drugs and Medical Supplies System Workbook
General Supplies System Workbook
Facilities and Equipment Maintenance System
Workbook
Transportation System Workbook*
- 4 *Communication System Workbook
Personnel System Workbook
Finance System Workbook
Health Information System Workbook*
- 5 *District and National Planning and Management
Workshops Manual*

Mid-Level Health Worker Training Materials

The Mid-Level Health Worker Training Materials, which can be adapted to the specific needs of a country, include procedures and materials for preparation of instructors, evaluation of trainees, preparation for the community phase of training, and development of a continuing education program. Instructors can also use the materials to train nurses, medical assistants, and other middle level providers of health services. The materials ensure that students acquire the skills and knowledge they will need to provide primary health care services, to manage a small health facility, and to train community health workers. These materials also train instructors and supervisors to teach, supervise, and support mid-level health workers.

Mid-Level Health Worker Training Materials contain three training program development



manuals, three community health modules, three basic clinical knowledge and skills modules, eight general clinical modules, six maternal and child health modules, three health center management modules, and five reference manuals.

TRAINING PROGRAM DEVELOPMENT MANUALS

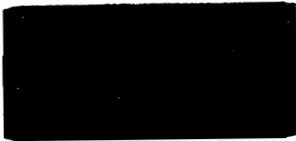
- 6** Training Process Manual: Curriculum Adaptation, Instructor Preparation, Program Management
- 7** Continuing Education Manual
- 8** Training Evaluation Manual

COMMUNITY HEALTH MODULES

- 9** *Student Text*
 - Identifying the Preventive Health Needs of the Community
 - Meeting the Preventive Health Needs of the Community
 - Training and Supporting Community Health Workers
 - 10** *Instructor's Manual*
 - Identifying the Preventive Health Needs of the Community
 - Meeting the Preventive Health Needs of the Community
 - Training and Supporting Community Health Workers
- 

BASIC CLINICAL KNOWLEDGE AND SKILLS MODULES

- 11** *Student Text*
 - Anatomy and Physiology
 - Medical History
 - 12** *Student Text*
 - Physical Examination
 - 13** *Instructor's Manual*
 - Anatomy and Physiology
 - Medical History
 - Physical Examination
- 



GENERAL CLINICAL MODULES

- 14 *Student Text*
Respiratory and Heart
Gastrointestinal
Genitourinary
- 15 *Instructor's Manual*
Respiratory and Heart
Gastrointestinal
Genitourinary
- 16 *Student Text*
Skin
Dental, Eyes, Ears, Nose, and Throat
- 17 *Instructor's Manual*
Skin
Dental, Eyes, Ears, Nose and Throat
- 18 *Student Text*
Infectious Diseases
Other Common Problems
- 19 *Student Text*
Trauma and Emergency
- 20 *Instructor's Manual*
Infectious Diseases
Other Common Problems
Trauma and Emergency



MATERNAL AND CHILD HEALTH MODULES

- 21 *Student Text*
Prenatal Care
Labor and Delivery
Postnatal Care
- 22 *Instructor's Manual*
Prenatal Care
Labor and Delivery
Postnatal Care
- 23 *Student Text*
Problems of Women
Diseases of Infants and Children
Child Spacing
- 24 *Instructor's Manual*
Problems of Women
Diseases of Infants and Children
Child Spacing



HEALTH CENTER MANAGEMENT MODULES

- 25 *Student Text*
Working with the Health Team
Working with Support Systems
- 26 *Instructor's Manual*
Working with the Health Team
Working with Support Systems
- 27 *Student Text and Instructor's Manual*
Supervising and Supporting Mid-Level Health
Workers

REFERENCE MANUALS

- 28 Formulary
Diagnostic and Patient Care Guides
- 29 Patient Care Procedures
- 30 Health Center Operations
- 31 Community Health

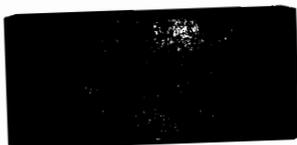
Community Health Worker Training Materials

The Community Health Worker Training Materials are designed for training literate and non-literate community health workers to carry out specific tasks. The teaching approach emphasizes dialogue between trainer and trainee. Other methods employed include role-play, demonstrations, stories, and extensive use of visual aids. The Community Health Worker Training Materials include workbooks and community learning materials to train community health workers. The workbook format teaches through dialogue between the trainer and the community health worker trainees. The community health worker materials are thus geared to practical skill development through maximum interaction with the trainer. The approach allows appropriate and useful training that community health workers can apply to local needs. The workbooks emphasize promotive and preventive skills, but include selected basic curative skills as well.



The workbooks can be used to train new community health workers or to provide continuing education for existing community health workers. To prepare mid-level health workers to train community health workers, these workbooks are used along with the community health modules.

- 32** Introduction to Training
Clean Water and Clean Community
Prevention and Care of Diarrhea
- 33** Healthy Pregnancy
Feeding and Caring for Children
- 34** Some Common Health Problems
Tuberculosis and Leprosy
First Aid
- 35** Community Learning Materials:
Health Problems in the Community
Caring for Your Child
Caring for Your Sick Child
Clean Home and Clean Community
Illustrations for Training Community Health
Workers



HOW TO OBTAIN

MEDEX

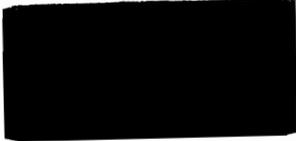
SERVICES

Under the MEDEX Support Contract, all bureaus in AID can request the services of The MEDEX Group in technical assistance; courses, workshops, seminars, and briefings; and materials.

To make requests for assistance, a mission should cable both their health technical backstopping office in AID/W as well as ST/HEA with a detailed scope of work including start-up time, duration and required language ability. The appropriate bureau office will then contact the MEDEX project officer in ST/HEA to coordinate the response to the request. The ST/HEA MEDEX project officer will carefully review the request and discuss it with The MEDEX Group and requesting bureau. A decision will then be made on how to appropriately address the request, including possible alternative approaches to meet the scope of work. After the request for assistance is approved, The MEDEX Group will consult directly with the requester of services, as appropriate and necessary.

Requests in AID/W can be coordinated directly with ST/HEA.

The MEDEX Support contract is designed to be a flexible, interdisciplinary resource for comprehensive management and training requirements in new or existing primary health care programs.

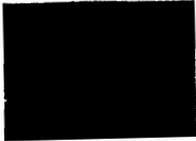


THE

MEDEX

GROUP

The MEDEX Group is part of the John A. Burns School of Medicine, University of Hawaii. The MEDEX Group is funded by AID and since 1974 has been involved in primary health care technology development and implementation in Third World countries. The MEDEX Group is composed of a full-time interdisciplinary core staff of multilingual professionals in health, training, management and administration, community health, and communications, and a large consultant pool representing the numerous specialty areas within primary health care. The Group is based in Honolulu, Hawaii and provides technical assistance to ministries of health, donor agencies, private voluntary organizations, and major international organizations involved in primary health care.



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MEETING WITH

PRIVATE VOLUNTARY ORGANIZATION REPRESENTATIVES

Room 355, 2100 Pennsylvania Avenue, Washington D.C.

Wednesday, April 25, 1984

- A. The MEDEX Group, in collaboration with the Office for Private and Voluntary Cooperation and the National Council for International Health, held a one-day workshop with representatives of private voluntary organizations. The attendees included:

<u>NAME</u>	<u>ORGANIZATION</u>
David Syme	ADRA (SAWS)
Bill Dysinger	ADRA (Loma Linda University)
Helen Bratcher	CRS
Doug Hill	SAWSO
Lynda Metcalfe	Foster Parents Plan International
Roy Brown	CARE
Binnie Polansky	CARE
Warren Berggren	Save the Children
Walter L. Shepherd	Project Concern International
Stephen Bergen	FVA/PVC
Carla Maged	FVA/PVC
John Austin	ST/H
Curtiss Swezy	NCIH
Tom Coles	The MEDEX Group
Patrick Dougherty	The MEDEX Group
Rodney N. Powell	The MEDEX Group

The objectives of the one-day workshop were threefold:

- a. To identify and explain the types of technical assistance, courses, and materials available under the MEDEX Support Contract;
- b. To discuss and examine the present status of PVO primary health care programs with special attention to PHC training and management requirements; and
- c. To mutually develop and implement a strategy and mechanisms for providing services under the MEDEX Support Contract to PVO primary health care programs, particularly on a geographic or regional basis.

The agenda for the workshop (see attachment) provided a format for optimal dialogue and participation by the PVO representatives. Discussions were candid, illustrative and significantly focused on objective (c) above.

Specific interests and requested activities are summarized below. Generally, the PVO representatives expressed enthusiastic interest in using the services of the MEDEX Support Contract. The consensus of the workshop representatives indicated that most PVO field staff have a non-health background and many seem reluctant to do health programming. Moreover, PVOs are administratively decentralized. PVO county directors and other field staff initiate programming with headquarters staff

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providing a support role. In light of these characteristics, the PVO representatives recommended that The MEDEX Group make presentations to their field staff to explain the technical assistance, materials, courses and workshops in primary health care available to them under the MEDEX Support Contract. This approach will encourage attention to health programming and generate enthusiasm for primary health care activities. The workshop participants expressed agreement that the nature of the technical assistance in training and management, as well as the materials, courses and workshops, offered by The MEDEX Group to PVOs are appropriate and highly relevant to their primary health care needs in field PVO programs.

The PVO representatives also recommended and agreed that The MEDEX Group, with the collaboration of the NCIH staff, should identify a time, during the June 1984 annual NCIH meeting, to give a special seminar to inform other PVOs not represented at this workshop of the free PHC services available to their organizations under the MEDEX Support Contract. The NCIH staff was supportive of this recommendation and the activity is scheduled for the annual meeting:

"The MEDEX Group Seminar for PVOs, Tuesday, June 12, 1984,
12:30-2:00 p.m.

The MEDEX Group staff will present their capabilities in technical assistance and training available for PVOs working in primary health care."

The concept of joint PVO workshops and seminars, both in the USA and at overseas locations, was approved. The difficulty in planning and coordinating participation by multiple PVOs was discussed. NCIH agreed

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to provide the administrative and coordinating support to facilitate the planning and implementation of joint PVO meetings for this purpose.

B. SUMMARY OF SPECIFIC INTERESTS EXPRESSED BY INDIVIDUAL PVOs

Adventist Development and Relief Agency

1. Short workshop (3-5 days) for approximately 15 Adventists field staff in East Africa. Focus on community health needs assessment, especially data collection, plus job analysis and CHW training. Topics covered will be determined by ADRA program needs, but other PVOs are welcome to send staff to participate. The workshop is tentatively scheduled for late 1984 in Nairobi. ADRA plans to request The MEDEX Group assistance.

This workshop may be repeated for Adventist staff in the Asia region, tentatively scheduled for early 1985 in the Philippines.

2. Collaboration with The MEDEX Group in designing and implementing the PHC portion of a community development degree program being developed by Loma Linda University, School of Public Health. The course will be taught at four sites -- East Africa, West Africa, the Caribbean, and South America. The MEDEX Group would be responsible for several days of teaching each year at each of the four sites. This program is still in the development stage, and ADRA and Loma Linda University will contract the MEDEX Group when they are ready to discuss the program in more detail.

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CARE

1. The 50-member CARE-MEDICO Advisory Board is scheduled to meet in NYC on June 15, 1984. The Board has recently made a policy decision to give increased emphasis to primary health care. The MEDEX Group will be asked to make a presentation to the Board.
2. Regional meetings of CARE country directors. The MEDEX Group will make presentations on PHC and how to integrate health with other development efforts. Dates and locations not yet set.

FOSTER PARENTS PLAN INTERNATIONAL

1. Field directors meeting in Rhode Island in late August. The MEDEX Group may be invited to make a presentation on PHC in order to interest the field directors in health programming.
2. FPPI presently has a field manual which is used as a guide in their development programming. The MEDEX Group may be asked to assist in writing a chapter in PHC to go into this manual. No date set.

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SAVE THE CHILDREN FEDERATION

1. Field directors' meeting (Asia) scheduled for mid-August in Kathmandu, Nepal. The MEDEX Group will be invited to make a presentation on PHC in order to interest SAVE country directors in health programming. Other PVO's are welcome to send staff to hear the MEDEX presentation. ADRA, CARE, Foster Parents Plan International, and CRS expressed interest in sending representatives.

CATHOLIC RELIEF SERVICES

1. CRS is just now finalizing annual plans and within a few months will know what type of assistance they might request from the MEDEX Group.

SALVATION ARMY WORLD SERVICE OFFICE

1. Regional meetings held regularly, and The MEDEX Group may be invited to put on a technical workshop on a topic related to PHC management or training. The next regional meeting is tentatively scheduled for South Asia in 1985.

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2. SAWSO expressed an interest in having The MEDEX Group put on a short workshop (2-3 days) in Washington D.C. on the topic of "Information Systems for PHC." The workshop would focus on the design of an appropriate information system that provides both health data and management data to PHC program directors. This workshop would be for SAWSO and other PVO's. No date set.

AGENDA

MEETING WITH PRIVATE VOLUNTARY ORGANIZATION REPRESENTATIVES

Room 355, 2100 Pennsylvania Avenue, Washington, D.C.

Wednesday, April 25, 1984

- 9:00 - 9:30 Introduction
- Welcome - Stephen Bergen, Chief Operations Division
 - Office of Private and Voluntary Cooperation
 - Outline of Day's Activities - Rod Powell
 - The MEDEX Support Contract - Rod Powell
- 9:30 - 10:00 PVO Representatives fill out worksheet on the needs/
problems of their PHC field programs
- 10:00 - 11:00 MEDEX Presentations
- Patrick Dougherty - PHC Management Development
 - Greg Miles - Training PHC Workers
- 11:00 - 12:30 Discussion of MEDEX presentations and PVO needs/problems
in PHC field programs
- 12:30 - 1:30 Lunch
- 1:30 - 2:30 Present synopsis of PVO needs/problems based on worksheets

- 2:30 - 3:00 Representatives fill in worksheet describing how The MEDEX Group might assist them
- 3:00 - 4:00 Discussion of plans for using services of The MEDEX Support Contract with individual PVO representatives
- 4:00 - 4:30 Closing - Stephen Bergen, Carla Maged, and Hope Sukim-Klauber from the Office of Private and Voluntary Cooperation will be present for a closing discussion

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APPENDIX D

BACKGROUND

The MEDEX Group, part of the University of Hawaii's John A. Burns School of Medicine, has been designing and managing health care programs in many countries. In collaboration with Micronesia, Thailand, Guyana, Pakistan, and Lesotho, The MEDEX Group has developed, tested, and adapted a comprehensive methodology for training and providing management support to primary health care workers.

The MEDEX Group has organized and run successful

workshops and training programs covering competency-based training, curriculum development and strengthening, training of trainers and supervisors, continuing education, management analysis and strengthening management support systems at national, district and local levels.

The MEDEX Primary Health Care Series has developed out of collaborative experiences in improving primary health care services in the five countries mentioned above as well as primary health care experiences of the staff in seventeen other

countries. The 35-volume Series is a comprehensive work in training and management for primary health care.

The MEDEX Group periodically offers courses in primary health care technology. These courses are available to governments, international organizations, and non-government organizations to strengthen primary health care efforts in planning, implementation, operations management, manpower training, community level health and development activities, and evaluation.

The MEDEX Group
John A. Burns School of Medicine
University of Hawaii at Manoa
1833 Kalakaua Avenue, Suite 700
Honolulu, HI 96815-1561
U.S.A.

Telephone: (808) 948-8643
Telex: WUI 634144
Cable: MEDEX (Hawaii)

Announcing

STRENGTHENING PRIMARY HEALTH CARE AT THE HEALTH CENTER AND COMMUNITY LEVEL

A Practical Course in
Primary Health Care, Manpower Training & Operations Management

May 14 - June 8, 1984
Honolulu, Hawaii, U.S.A.



The MEDEX Group
John A. Burns School of Medicine
University of Hawaii

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STRENGTHENING PRIMARY HEALTH CARE AT THE HEALTH CENTER AND COMMUNITY LEVEL

A Practical Course in Primary Health Care Manpower Training & Operations Management

PARTICIPANTS

This course is designed for personnel from ministries of health, international organizations, and non-government organizations responsible for:

- Planning
Administration
Evaluation
of primary health care programs at the district and local levels
- Training
Supervision
Continuing Education
at the health center and community levels.

COURSE

Participants will strengthen their ability to do the following at the health center and community level:

- Assess primary health care needs and resources
- Analyze health team functions and management support requirement
- Establish objectives for delivery of primary health care services
- Design training programs and management systems
- Evaluate primary health care services



May 14 - June 8, 1984
Honolulu, Hawaii, U.S.A.

Conducted by
The MEDEX Group
John A. Burns
School of Medicine
University of Hawaii

*English will be the
medium of instruction for
this certificate course.*

The course will emphasize training & operation management needs of:

- Community health workers
- Nurse practitioners, medical assistants, and other mid-level health workers
- Personnel with responsibilities in drugs and medical supplies, general supplies, facilities and equipment maintenance, transportation, communication, personnel, finance and health information.

MATERIALS

Materials to be used are:

- The MEDEX Primary Health Care Series
- Adaptations of MEDEX materials used in Micronesia, Thailand, Guyana, Pakistan, and Lesotho
- Training materials, operations management materials and documents developed in primary health care programs, including those brought by participants.

COSTS

Tuition fees: U.S. \$1,450

Airfare, per diem costs, and health insurance are the responsibility of the individual participant, or the sponsoring organization.

Comfortable double-occupancy hotel accommodations are available at approximately \$100 per week per person.

APPLICATION

Admissions are limited to 20 participants. Early application is suggested.

Send enclosed application to:

Mr. Frank White
Course Coordinator
The MEDEX Group
John A. Burns
School of Medicine
University of Hawaii
1833 Kalakaua Avenue,
Suite 700
Honolulu, Hawaii
96815-1561 U.S.A.



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APPLICATION FOR COURSE

STRENGTHENING PRIMARY HEALTH CARE
AT THE HEALTH CENTER
AND COMMUNITY LEVEL

MAY 14 - JUNE 8, 1984

NAME _____
(Family name) (Other names)

Male Female

CITIZEN OF _____ Date of Birth _____
(Name of Country)

NAME OF ORGANIZATION _____

ADDRESS _____

HOME ADDRESS _____

TELEPHONE _____

TELEPHONE _____

CABLE/TELEX _____

WORK EXPERIENCE

Describe your present position and duties and how this course will help you with these duties.

(see over)

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PREVIOUS JOB EXPERIENCE

EDUCATION

Highest Education Qualification _____

Institution _____

Degree/Certificate _____ Date _____

Major Subjects _____

Other Professional Training _____

SPONSORSHIP

Your fees and allowances will be paid by

Employer

Sponsoring Organization

Self

Name of Sponsoring Organization _____

Other

Contact Person _____

Address _____

Cable/Telex _____

Signature _____ Date _____

Please send application via AIRMAIL to: Mr. Frank White
Course Coordinator
The MEDEX Group
John A. Burns School of Medicine
University of Hawaii
1833 Kalakaua Avenue, Suite 700
Honolulu, Hawaii 96815-1561 U.S.A.

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