Ethiopian TVET-System

Model Curriculum

HEALTH EXTENSION SERVICE

Level IV

Based on the
Occupational Standard (OS)

June 2018

Preface

The reformed TVET-System is an outcome-based system. It utilizes the needs of the labor market and occupational requirements from the world of work as the benchmark and standard for TVET delivery. The requirements from the world of work are analyzed and documented taking into account international benchmarking as occupational standards (OS).

In the reformed TVET-System, curricula and curriculum development play an important role with regard to quality driven TVET Delivery. Curricula help to facilitate the learning process in a way, that trainees acquire the set of occupational competences (skills, knowledge and attitude) required at the working place and defined in the occupational standards (OS). Responsibility for Curriculum Development will be given to the Regional TVET Authorities and TVET-Providers.

This curriculum has been developed by a group of experts from different Regional TVET Authorities based on the occupational standard for. It has the character of a model curriculum and is an example on how to transform the occupational requirements as defined in the respective occupational standard into an adequate curriculum.

The curriculum development process has been actively supported and facilitated by the Ministry of Education in line with one of its mandates to provide technical support to the regions and by the TVET Reform Component of the Engineering Capacity Building Program.

TVET-Program Design

   1.1. TVET-Program Title: Health Extension Service, Level IV

   1.2. TVET-Program Description

The Program is designed to develop the necessary knowledge, skills and attitude of the learners to the standard required by the occupation. The contents of this program are in line with the occupational standard. Learners who successfully completed the Program will be qualified to work as a **health extension practitionerwith** competencies elaborated in the

respective OS. Graduates of the program will have the required qualification to work in the **Health** Sector in the field of **Health Extension Service.**

The prime objective of this training program is to equip the learners with the identified competences specified in the OS. Graduates are therefore expected to Manage Pharmaceuticals in Health Posts, Manage Community Health Service, Manage Urban Sanitation and Waste Management, Prevent and Manage Common Communicable and Neglected tropical Diseases, Manage Common Non-communicable Diseases, Manage Ante-natal Care and Promote PMTCT, Manage Delivery Practice, Manage Post-natal Care, Child Survival, Growth and Development and Apply IMNCI, Manage Comprehensive Family Planning Service, Plan and Organize Work, Migrate to New Technology, Establish Quality Standards, Develop Individuals and Team, Utilize Specialized Communication Skills, Manage Micro, Small and Medium Enterprises (MSMEs), Apply Problem Solving Techniques and Toolsin accordance with the performance criteria described in the OS.

1.3.   TVET-Program Learning Outcomes

The expected outputs of this program are the acquisition and implementation of the following units of competence:

HLT HES4 02 0118   Manage Pharmaceuticals in Health Posts

HLT HES4 01 0118   Manage Community Health Service

HLT HES4 03 0618   Manage Urban Sanitation and Waste Management.

HLT HES4 04 0118   Prevent and Manage Common Communicable and Neglected tropicalDiseases

HLT HES4 05 0118   Manage Common Non-communicable Diseases

HLT HES4 06 0118   Manage Ante-natal Care and Promote PMTCT

HLT HES4 07 0118   Manage Delivery Practice

HLT HES4 08 0118   Manage Post-natal Care

HLT HES4 09 0118   Manage Child Survival, Growth and Development and Apply IMNCI

HLT HES4 10 0118   Manage Comprehensive Family Planning Service

HLT HES4 11 0118   Plan and Organize Work

HLT HES4 12 0118   Migrate to New Technology

HLT HES4 13 0118   Establish Quality Standards

HLT HES4 14 0118   Develop Individuals and Team

HLT HES4 15 0118 Utilize Specialized Communication Skills

HLT HES4 16 0118 Manage Micro, Small and Medium Enterprises (MSMEs)

HLT HES4 17 0118 Apply Problem Solving Techniques and Tools

1.4.   Duration of the TVET-Program

The Program will have duration of **1334***hours* including the on-the-job practice or cooperative training time.

1.5. Qualification Level and Certification

Based on the descriptors elaborated on the Ethiopian National TVET Qualification Framework (NTQF) the qualification of this specific TVET Program is **"Level IV".**

The learner can exit after successfully completing the Modules in one level and will be awarded the equivalent institutional certificate on the level completed. The learner can also exit after completing any one learning module. However, only certificate of attainment or attendance (this is institutional discretion) will be awarded.

1.6.   Target Groups

Female students who completed grade 10/aboveand certified as level III are recruited from respective communities and meeting the entry requirements described under items **1.7** are capable of participating in the Program.

1.7   Entry Requirements

The prospective participants of this program are required to possess the requirements or directive of the Ministry of Education.

1.8   Mode of Delivery

This TVET-Program is characterized as a formal Program on middle level technical skills. The mode of delivery is co-operative training. The TVET-institution and identified companies have forged an agreement to co-operate with regard to implementation of this

program. The time spent by the trainees in the industry will give them enough exposure to the actual world of work and enable them to get hands-on experience.

The co-operative approach will be supported with school-based lecture-discussion, simulation and actual practice. These modalities will be utilized before the trainees are exposed to the industry environment.

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1.9 TVET-Program Structure

Unit of Competence		Module Code & Title		Learning Outcomes	Duration (In Hours)
HLT HES4 02 0118	Manage Pharmaceuticals in Health Posts	HLT HES4 M01 0618	Managing Pharmaceuticals in Health Posts	• Describe the purpose, flow of information and products, roles and responsibilities in IPLS • Complete the bin card • Complete the health post monthly report and resupply form (HPMRR) • Receive and conduct physical count • Store pharmaceuticals	72
HLT HES4 01 0118	Manage Community Health Service	HLT HES4 M02 0618	Managing Community Health Service	• Follow organizational guidelines, understand health policy and service delivery system • Plan, manage, monitor and evaluate health system • Lead and build individual's and team's capacity	68
HLT HES4 03 0616	Manage Urban Sanitation and Waste Management.	HLT HES4 M03 0618	Managing Urban Sanitation and Waste Management.	• Asses and understand context of urban environment • Guide urban sanitation and solid waste management techniques • Work with people to improve knowledge and skill on urban sanitation and waste management	106

HLT HES4 04 0118	Prevent and Manage Common Communicable and Neglected TropicalDiseases	HLT HES4 M04 0618	Preventing and Managing Common Communicable and Neglected TropicalDiseases	• Apply general principles of prevention and control • Asses, screen and manage common communicable diseases • Asses, screen, promote and manage common Neglected Tropical diseases • Perform disease Surveillance • Follow up of Cases	170
HLT HES4 05 0118	Manage Common Non-communicable Diseases	HLT HES4 M05 0618	Managing Common Non-communicable Diseases	• Prevent non-communicable diseases through provision of adequate information and education. • Screen and refer clients requiring further investigation and management • Follow up of cases and promote community based rehabilitation	76
HLT HES4 06 0118	Manage Ante-natal Care and Promote PMTCT	HLT HES4 M06 0618	Managing Ante-natal Care and Promoting PMTCT	• Plan antenatal activities • Promote antenatal health care • Take and record complete history of the pregnant mother • Perform antenatal examination • Manage antenatal cases • Promote PMTCT • Register and document antenatal records	168

HLT HES4 07 0118	Manage Delivery Practice	HLT HES4 M07 0618	Managing Delivery Practice	• Plan to enhance institutional delivery • Support women during labor and delivery • Provide delivery practice in case of need • Start immediate postnatal care	198
HLT HES4 08 0118	Manage Post-natal Care	HLT HES4 M08 0618	Managing Post-natal Care	• Provide neonatal care • Provide postnatal care for mothers • Organize follow-up of maternal and newborn health services	72
HLT HES4 09 0118	Manage Child Survival, Growth and Development and Apply IMNCI	HLT HES4 M09 0618	Managing Child Survival, Growth and Development and Applying IMNCI	• Plan and monitor child, survival, growth and development activities • Assess, classify and manage common child hood illnesses • Refer cases for further investigation and management	144
HLT HES4 10 0118	Manage Comprehensive Family Planning Service	HLT HES4 M10 0618	Managing Comprehensive Family Planning Service	• Plan family planning services • Manage and provide long acting family planning services • Monitor family planning services	71

HLT HES4 11 0118	Plan and Organize Work	HLT HES4 M11 0618	Planning and Organizing Work	- Set objectives - Plan and schedule work activities - Implement work plans - Monitor work activities - Review and evaluate work plans' activities	40
HLT HES4 12 0118	Migrate to New Technology	HLT HES4 M12 0618	Migrating to New Technology	- Apply existing knowledge and techniques to technology and transfer - Apply functions of technology to assist in solving organizational problems - Evaluate new or upgraded technology performance	80
HLT HES4 13 0118	stablish Quality Standards	HLT HES4 M13 0618	Establishing Quality Standards	- Establish quality specifications for products - Identify hazards and critical control points - Assist in planning of quality assurance procedures - Implement quality assurance procedures - Monitor quality of work outcome - Participate in maintaining and improving quality at work - Report problems that affect quality	50

HLT HES4 14 0118	evelop Individuals and Team	HLT HES4 M14 0618	Developing Individuals and Team	• Provide team leadership • Foster individual and organizational growth • Monitor and evaluate workplace learning • Develop team commitment and cooperation • Facilitate accomplishment of organizational goals	25
HLT HES4 15 0118	Utilize Specialized Communication Skills	HLT HES4 M15 0618	Utilizing Specialized Communication Skills	• Meet common and specific communication needs of clients and colleagues • Contribute to the development of communication strategies • Represent the organization • Facilitate group discussion • Conduct interview	25
HLT HES4 16 0118	Manage Micro, Small and Medium Enterprise(MSMEs)	HLT HES4 M16 0618	Managing Micro, Small and Medium Enterprises (MSMEs)	• Develop and communicate Strategic work plan • Identify daily work requirements and develop effective work habits • Manage marketing of MSMEs • Manage Human Resources • Manage production and operation • Maintain financial records and use for decision making • Monitor, manage and evaluate work performance	32

| HLT HES4 17 0118 | Apply problem solving techniques and tools | HLT HES4 M17 0618 | Applying Problem Solving Techniques and Tools | • Identify and select theme/problem.
• Grasp current status and set goal.
• Establish activity plan.
• Analyze causes of a problem.
• Examine counter measures and their implementation.
• Assess effectiveness of the solution.
• Standardize and sustain operation. | 90 |

*The time duration (Hours) indicated for the module should include all activities in and out of the TVET institution.

1.10 Institutional Assessment

Two types of evaluation will be used in determining the extent to which learning outcomes are achieved. The specific learning outcomes are stated in the modules. In assessing them, verifiable and observable indicators and standards shall be used.

The *formative assessment* is incorporated in the learning modules and form part of the learning process. Formative evaluation provides the trainee with feedback regarding success or failure in attaining learning outcomes. It identifies the specific learning errors that need to be corrected, and provides reinforcement for successful performance as well. For the teacher, formative evaluation provides information for making instruction and remedial work more effective.

Summative Evaluation the other form of evaluation is given when all the modules in the program have been accomplished. It determines the extent to which competence have been achieved. And, the result of this assessment decision shall be expressed in the term 'competent or not yet competent'.

Techniques or tools for obtaining information about trainees' achievement include oral or written test, demonstration and on-site observation.

1.11 TVET Teachers Profile

The teachers conducting this particular TVET Program are B Level/above and have satisfactory practical experiences or equivalent qualifications.

LEARNING MODULE 01	Logo of TVETProvider

TVET-PROGRAMMETITLE:**HealthExtensionServiceLevel IV**

MODULETITLE:**Managing Pharmaceuticals in Health Posts**

MODULE CODE:**HLT HES4 M01 0618**

NOMINALDURATION:**72 hours**

MODULEDESCRIPTION:
This module aims at equipping students with knowledge and skills necessary to implement the integrated pharmaceutical logistics system for HEWs including recording and reporting the stock levels, as well as using receiving, storing, issuing, and keeping them (the inventory) in adequate amount.

LEARNING OUTCOMES

At theendofthemodule thelearnerwill be able to:

LO1.Describe the purpose, flow of information and products, roles & responsibilities in IPLS for HEWs
LO2. Complete the bin card
L03.Complete the health post monthly report and resupply forms (HPMRR)
L04. Receive and conduct physical count
L05. Store pharmaceuticals
L06. Implement Problem Solving Techniques

MODULECONTENTS:

LO1. Describe the purpose, flow of information and products, roles & responsibilities in IPLS for HEWs

1.1.   Definition of integrated pharmaceutical logistics system (IPLS)
1.2.   Purpose of the IPLS
1.3.   Logistics management information system (LMIS) and inventory control system in IPLS
1.4.   Roles and responsibilities of:
  1.4.1. Woreda health office
  1.4.2. Health centers
  1.4.3. Heath posts in implementing IPLS

1.5. Flow of information and products in the system

LO2. Complete the bin card

    2.1 Introduction to bin cards

    2.2 The purpose of a bin card

    2.3 Updating bin cards

    2.4 Defining and recording losses and adjustments

LO3: Complete the health post monthly report and resupply the forms (HPMRR)

    3.1 . Introduction to HPMRR

    3.2 . The purpose of the HPMRR

    3.3 . Completing the HPMRR

    3.4 . Sending the HPMRR

LO4: Receive and conducting physical count

    4.1 Conducting physical inspection

    4.2 Recording receipts

    4.3 Conducting physical inventory

LO5: Store pharmaceuticals

    5.1 Principles of good storage practice

    5.2 Store arrangement

    5.3 Storing pharmaceuticals

    5.4 Management of expired and damaged products

LO6: Implement problem solving techniques

    6.1 Problem solving processes

    6.2 Resource identification and utilization for solving problems

:edures that need demonstration (But not limited...)

- Completing and updating bin cards
- Completing the HPMRR
- Receiving and Conducting physical Count
- Storing Pharmaceuticals

LEARNING METHODS:

- Interactive lectureanddiscussion
- Role play
- Groupdiscussions
- Demonstration
- Practical training (guided practice)

ASSESSMENTMETHODS
- Interview/Written Test
- Observation/Demonstration with Oral Questioning

ASSESSMENTCRITERIA:

LO1. Describe the purpose, flow of information and products, roles and responsibilities in IPLS for HEWs.
- The purpose and definition of the system is described.
- The flow of information and products in the system is outlined
- The context within which the system operates is captured
- Responsibilities of the health posts, health centers and woreda health offices in implementing IPLS for HEWs are identified.
- IPLS for HEW- roles of the practitioners in health centers and health posts are defined

LO2. Complete the bin card
- The purpose of a bin card is described
- Bin card is updated
- Loss or adjustment bin cards are defined and recorded

LO3.Complete the health post monthly report and resupply forms (HPMRR)
- The purpose of the HPMRR is described
- Information reported on HPMRR and its source is identified
- The time to complete the HPMRR is identified and sent to a health center

LO4.Receive and conduct physical count
- Physical inspection is conducted when receiving items
- Receipts are recorded
- Physical inventory is conducted and the balance is checked against the bin card
- The physical inventory is recorded on the bin card

LO5. Store pharmaceuticals
- Good storage practices are identified
- The storage area is arranged
- Pharmaceuticals are arranged by "First to Expire, First Out" (FEFO)
- The three key steps for managing damaged/expired pharmaceuticals are identified

LO6. Implement problem solving techniques
- The steps in the problem-solving process are applied

EARNING MODULE 02	Logo of TVET Provider

TVET-PROGRAMMETITLE**: HEALTH EXTENSION SERVICELEVEL IV**

MODULETITLE**: Managing Community Health Service**

MODULE CODE:**HLT HES4 M02 0618**

NOMINALDURATION:**68 Hours**

MODULE DESCRIPTION:

This module aims at providing the trainees with the knowledge, skills and appropriate attitude required to manage health service of the area in an ethical manner.

LEARNING OUTCOMES

At the end of the module the learner will be able to:

LO1.Follow organizational guidelines, understand health policy and service
        delivery system
LO2.Plan,manage,monitor and evaluate health system
LO3. Lead and build individual's and team's capacity

MODULECONTENTS:

LO1. Follow organizational guidelines, understand health policy and service delivery system
   1.1. Definition of terms
   1.2. Historical development of Ethiopian health policy and services
   1.3. Organization of health service delivery
   1.4. Concepts of primary healthcare
   1.5. Primary healthcare in Ethiopia
   1.6. Health Service Extension Program
   1.7. Achievements of the Ethiopian Health Extension Program
   1.8. Development of the Health Extension Program

LO2.Plan,manage,monitorandevaluate health system

      2.1.   Management and leadership in community healthcare
          2.1.1. Definition of management
          2.1.2. Concepts of management
          2.1.3. Principles of management
          2.1.4. Management functions
          2.1.5. Management roles and levels
          2.1.6. Definition of leadership

      2.2. Planning health programs
          2.2.1. Introduction
          2.2.2. Planning process
          2.2.3. Types of planning
          2.2.4. Stages of operational planning

      2.3.   Management of supplies at health post
          2.3.1.   Supplies at the health post
          2.3.2.   Management of equipment
          2.3.3.   Ordering and Controlling supplies

      2.4.   Monitoring and evaluation
          2.4.1.   Monitoring in health care management
          2.4.2.   Steps of managerial Control
          2.4.3.   Constructive and effective feedback

LO3. Lead and develop individuals and teams

      3.1.   Basic principles of leadership
      3.2.   Getting organized
      3.3.   Building a team
      3.4.   Leading a team
      3.5.   Motivating a team
      3.6.   Training a team
      3.7.   Conducting meetings
      3.8.   Conflict resolution

Procedures that need Demonstration (But not limited…)

- ➢   How to use family folder
- ➢   Planning health programs

LEARNING METHODS:

- Interactive lecture and discussion
- Role play
- Group discussions
- Demonstration
- Practical training

ASSESSMENTMETHODS:

Competence may be accessed through:

- Interview/Written Test

- Observation/Demonstration with Oral Questioning

ASSESSMENTCRITERIA:

LO1. Recognize Health Policy and Health Service Delivery System
- The policy and organization of the health care system in Ethiopia is explained
- Primary healthcare in Ethiopia is described
- Elements of primary health care are identified
- Health Service Extension Program is described
- Workplace instruction and polices are explained

LO2. Plan, manage, monitor and evaluate health system
- Management skills regarding efficient health care system are briefed
- Basic principles of leadership are listed
- Health programs are planned
- Resources for health care are properly managed
- Health service monitoring and evaluation mechanisms are developed

LO3. Lead and develop individuals and teams
- Learning and developing program goals and objectives are identified
- Joint action plans are developed by team and individuals.
- Collaborative efforts are made to attain organizational goals
- Feedback from individuals or teams is used to identify challenges, develop interventional strategies, and implement them to bring about improvement

LEARNING MODULE 03:	**Logo of TVET Provider**

MODULE TITLE: **Managing Urban Sanitation and Waste Management**

MODULE CODE:**HLT HES4 M03 0618**

NOMINALDURATION:**106 hours**

MODULEDESCRIPTION: This module aims at equipping the trainees with knowledge, skills and appropriate attitude required to develop healthy behavior which enables the urban community to protect from ailments encountered due to poor sanitation and waste management.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1.Assess and learn context of urban environment
LO2.Guide urban sanitation and solid waste management techniques
LO3. Work with people to improve knowledge and skill on urban sanitation and waste
     management

MODULECONTENTS:
LO 1. Assess and learn context of urban environment

    1.1. Concept of human interactions with the environment

    1.2. Population growth development and sustainability

    1.3. The water cycle and sources of water in urbanization

    1.4. Pollution

        1.4.1 Types, sources and characteristics of pollution

LO 2.Guide urban sanitation and solid waste management techniques

    2.1. Introduction to sanitation and waste management
    2.2. The Effects of poor sanitation and waste management
    2.3. Rapid assessment of urban sanitation and waste management
    2.4. Water treatment at home level
    2.5. Liquid wastes:
        2.5.1. Sources, types and characteristics
        2.5.2. Liquid waste management and treatment
    2.6. Latrine technology options for urban areas
        2.6.1. Trends in latrine use in Ethiopia
        2.6.2. Types of latrine
        2.6.3. Choice of latrine technology
    2.7. Solid Waste;
        2.7.1. Sources, composition and on-site storage
        2.7.2. Solid waste reduction, reuse and recycling
        2.7.3. Storage, collection, transfer and transport of solid waste
        2.7.4. Disposal of solid wastes
        2.7.5. Integrated solid waste management
    2.8. Institutional sanitation and waste management
    2.9. Commercial opportunities in urban sanitation and waste management
    2.10. Emergency sanitation and waste management
    2.11. Monitoring and evaluation

Lo 3.Work with people to improve knowledge and skill on urban sanitation and waste management

    3.1. Characteristics of urban communities
    3.2. Social accountability and social responsibility
    3.3. Community engagement
    3.4. Influencing behavior and promoting improved hygiene and sanitation
    3.5. Advocacy and mobilization of urban communities

    Procedures that Need Demonstration in Skills Lab/Practical Attachment (But not limited…)

➢ Provision of personal and environmental hygiene education
➢ Collect, store, transfer and disposal of waste
➢ Water protection and treatment
➢ Improved latrines for urban setting
➢ Proper food handling techniques

LEARNING METHODS:

- Lecture and discussion
- Demonstration/role play
- Video show followed by discussion
- Group discussions
- Project work, field visit

ASSESSMENTMETHODS:

Competence may be accessed through:

- Interview/Written Test
- Observation/Demonstration with Oral Questioning

ASSESSMENT CRITERIA

LO1: Assess and learn context of urban environment

- Concept of human interactions with the environment is described.
- Population growth, development and sustainability are briefed
- Water cycle and sources of water in urban setting are described.
- Types, sources, characteristics, effects, prevention and control of pollution are discussed.

Guide urban sanitation and solid waste management techniques

- Solid and liquid waste sources are identified
- Appropriate demonstration of technology options are provided
- Solid waste reduction, reuse and recycling methods are identified
- Communities are educated on environmental health hazards, healthful housing and air pollution
- Ways of emergency sanitation and waste management are identified and addressed
- The purpose, use and application of the sanitation techniques are described and elaborated according to requirements.
- Activities implemented including inputs are recorded, analyzed and used for improving next implementation at facility level,
- Reports are compiled and submitted to the responsible body
- Activities are monitored and evaluated.

LO3: Work with people to improve knowledge and skills on urban sanitation and waste management

- Characteristics of urban communities are identified
- Urban environmental pollution and health relationship is defined
- Social accountability and responsibility on waste management is briefed
- Urban communities are mobilized.
- Community engagement methods are properly addressed

LEARNING MODULE 04	LogoofTVETProvider

TVET-PROGRAMME TITLE: **Health Extension Service, Level IV**

MODULETITLE: **Preventing, Controlling and Managing Common Communicable and Neglected Tropical Disorders**

MODULE CODE:**HLTHES4M040618**

NOMINALDURATION: **170 Hours**

MODULE DESCRIPTION:
This module aims at providing the trainees with knowledge, skills and appropriate attitude required to identify common communicable diseases; provide basic preventive, curative and referral services and undertake integrated diseases surveillance including neglected tropical diseases

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1. Apply general principles of prevention and control

LO2. Assess , screen and manage common communicable diseases

LO3. Undertake follow up of cases
LO4. Perform disease surveillance

LO1.Apply   general principles of prevention and control
    1.1 Basic Concepts in the transmission of communicable diseases
        1.1.1 Definition of terms
        1.1.2 The meaning of communicable diseases
        1.1.3   Factors involved in the transmission of communicable diseases
        1.1.4 Natural history of communicable diseases
        1.1.5 Defining common communicable diseases, etiology, clinical manifestations and diagnostic approaches
        1.1.6 Common myths of common communicable disease in the community
    1.2 Principles and method of infectious disease prevention and community diagnosis
        1.2.1 General approach in the prevention and control of communicable diseases
        1.2.2 Community diagnosis
        1.2.3 Identification of most at risk population
        1.2.4 Designing strategies to resolve community health issues

LO2.Assess , screen and manage common communicabledisease

    2.1. Bacterial vaccine preventable diseases

        2.1.1. Vaccine, immunity and vaccination

        2.1.2. Over view of bacterial vaccine preventable diseases

        2.1.3. Tetanus

        2.1.4. Meningococcal meningitis

        2.1.5. Pertussis

        2.1.6. Diphtheria

    2.2. Viral vaccine preventable diseases

        2.2.1. Over view of viral vaccine preventable diseases

        2.2.2. Measles

        2.2.3. Poliomyelitis

        2.2.4. Hepatitis B

        2.2.5. Rota virus

    2.3. Malaria epidemiology and transmission

        2.3.1. The burden of malaria

        2.3.2. Epidemiology and distribution of malaria

        2.3.3. Malaria parasites

        2.3.4. Life cycle of mosquito vector

        2.3.5. Malaria transmitting vectors in Ethiopia

        2.3.6. Distinguish inganopheles mosquito from other types

        2.3.7. Behavior of mosquitoes that transmit malaria

   2.4.   Factors that affect malaria transmission

        2.4.1. Climate factors

        2.4.2. Non climate factors

   2.5. Diagnosis of malaria

        2.5.1. Clinical diagnosis of malaria

        2.5.2.   Parasitological diagnosis of malaria

   2.6. Malaria case management

        2.6.1. Treatment of uncomplicated malaria

        2.6.2.   Pre referral treatment of severe malaria at a health post level

        2.6.3. Managementofmalaria in aspecial groups

        2.6.4. Adherenceto malarialtreatment

        2.6.5. The role ofthehealthextensionpractitioner in malariatreatment

    2.7. Malariaprevention:Environmentalmanagementandlarvicidingfor thevector control

        2.7.1. ImportanceofmosquitolarvalControl strategies

        2.7.2.   LarvalControlformalariaprevention

        2.7.3. Larviciding

        2.7.4.   Community participation andorganizationoflarvalcontrolmeasures

        2.7.5. Othermalariapreventionoptions

LO3 Asses, screen, promote and manage common Neglected Tropical diseases

     3.1 Definition of terms

     3.2 Common neglected tropical diseases

     3.3 Prevention and control of NTD

     3.4 Management of common NTD

LO4. Performdiseasesurveillance

    4.1 Generalprinciplesofpublichealthsurveillance

        4.1.1 Publichealthsurveillance

        4.1.2 Data collectionandrecording

        4.1.3 Analysis and interpretationofpublichealthdata

        4.1.4 Reporting publichealthsurveillancedataandgetting feedback

        4.1.5 Linkingsurveillanceinformationtopractice

        4.1.6 Typesofpublichealthsurveillance

    4.2 Public health emergency management (PHEM)

        4.2.1 Importanceof IDSR/PHEM

        4.2.2 Prioritydiseasesfor IDSR/Emergencies of public health importance for PHEM in Ethiopia

        4.2.3 Role ofhealthextensionpractitioner inIDSR/PHEM

        4.2.4 Casedefinitionsofprioritydiseases (Emergencies of public health importance)

        4.2.5 Reportingprioritydiseases (Emergencies of public health importance)

    4.3 Epidemic investigationandmanagement

        4.3.1 Definition

        4.3.2 Typesofepidemic

        4.3.3 Epidemic investigation

        4.3.4 Managementofepidemics

LO5. Implement follow up of Cases

        3.1 Monitoring drugs side effect

        3.2 Drug adherence

        3.3 Defaulter tracing

        3.4 Home visiting for drug compliance

        3.5 Follow up of common communicable diseases

            3.5.1. Follow up of patients with tuberculosis

            3.5.2. Follow up of patients with Leprosy

            3.5.1. Follow up of patients with HIV/AIDS

            3.5.1. Follow up of patients with Malaria

Procedures that need demonstration(but not limited…)

    ∞ Educate the community on prevention of communicable/infectious diseases and early detection

    ∞ Assessing and managing common communicable diseases

    ∞ Perform disease surveillance

    ∞ Monitor cases

LEARNING METHODS:

- Interactive lectureanddiscussion
- Role play
- Groupdiscussions
- Demonstration
- Case presentation and seminars
- Practical training (guided practice)

ASSESSMENTMETHODS

- Direct observation of tasks(real or simulated practice) using checklist
- Writtenexam/test

ASSESSMENT CRITERIA

LO1.Conductcommunitydiagnosis and casemanagement

- Basic concepts in the transmission of communicable diseases are described
- Common myths of communicable diseases in the community are identified
- Common communicable diseases of the community are identified and classified
- Appropriate plan is prepared to explore community health problems
- Strategies are designed to resolve the health problems
- Most at risk population (MARPs) are identified for intervention
- Disease specific prevention and control measures are applied
- Performed activities are compiled, reported, and documented
- Health problems are identified based on the synthesized report.
- Plan is prepared to resolve the identified health problems.
- Methods are selected to resolve the health problems.
- Teaching materials are collected as per the designed teaching methodology.
- Communicable disease prevention and control methods are explained

LO2.Assess, screen and manage common communicable diseases

- Common communicable diseases are assessed and screened using clinical and limited investigations within community and health post settings.
- Common communicable diseases are managed based on existing national guidelines and protocols
- Special groups and cases requiring further investigation and management are referred

LO3 Asses, screen, promote and manage common Neglected Tropical diseases

- Common neglected tropical diseases are assessed and screened
- Prevention and control of NTD are promoted
- Common NTDs are managed
- Special cases are refered

LO4.Perform disease Surveillance
- Surveillance preparations are made.
- Data are collected through active and passive surveillance procedures.
- Data are entered, cleaned, analyzed and interpreted.
- Possible and probable cases are determined based on the standard case definition.
- Timely and complete reports (public burden, epidemic prone, under elimination/eradication) are submitted using the existing guidelines.
- Basic concepts and procedures of HMIS are followed.
- Appropriate action is carried out in collaboration with different stakeholders.
- Feedback are collected and disseminated to the concerned bodies

LO5. Implement follow up of cases
- Side effects of drugs are monitored and reported
- House to house visit is conducted.
- *Defaulters* are traced and given advice.
- Drug adherence of clients is addressed
- Follow up of ART and other cases is performed

LEARNING MODULE 05	Logo of TVET Provider

TVET-PROGRAMMETITLE: **Health Extension Service, Level IV**

MODULE TITLE: **Managing Common Non-Communicable Diseases**

MODULE CODE:**HLTHES4 M050618**

NOMINALDURATION:76 hours

MODULEDESCRIPTION:
This module aims at providing students with knowledge, skills and appropriate attitude required to improve the life style of the community that will enable them prevent and control common non-communicable diseases. It also describes effective community based rehabilitation (CBR) for the people with disabilities, early detection (screening), referral and follow up of cases

LEARNING OUTCOMES
At the end of the module the learner will be able to:

LO1.Prevent common non-communicable diseases through provision of adequate information and education.

LO2. Screen and refer clients requiring further investigation and management

LO3. Follow cases and promote community based rehabilitation

MODULECONTENTS:
LO1.Prevent non-communicable diseases through provision of adequate information and education

      1.1. Introduction to common non-communicable diseases
      1.2. Risk factors of non-communicable diseases
      1.3. Basic nutrition and healthy life style
      1.4. Common non communicable diseases
            1.4.1. Cardiovascular diseases
            1.4.2. Diabetes mellitus
            1.4.3. Cancer, cataract, oral health, injury, gastro intestinal emergencies
            1.4.4. Chronic obstructive pulmonary diseases (COPD) and bronchial asthma
            1.4.5. Introduction to Mental health
                    1.4.5.1. Causes of mental health
                    1.4.5.2. Assessment of mental health
                    1.4.5.3. General management principles in mental health care
                    1.4.5.4. Main classification of mental health

1.4.5.4.1. Low mood or depression

1.4.5.4.2. Psychosis

1.4.5.4.3. Substance use problems

1.4.5.4.4. Epilepsy and dementia

1.4.6. Mental health problems in daily life

1.4.7. Child hood development milestone and problems

1.4.7.1. Developmental milestones

1.4.7.2. Intellectual disability(Mental retardation)

1.4.7.3. Autism

1.4.8. Prevention and promotion activities for mental health

1.4.8.1. Raising awareness about mental health

1.4.8.2. Mental Health promotion and primary prevention

1.4.8.3. Secondary prevention: screening and early treatment

1.4.8.4. Suicide prevention

1.4.8.5. Tertiary prevention: Reducing the negative impact of mental illness

1.5. Community diagnosis

1.6. Action plan

1.7. Education of the community on healthy life style and early detection of disease

1.8. Reporting and follow up of cases

LO2. Screen and refer clients requiring further investigation and management

2.1. Pertinent history taking and physical examination (P/E)

2.2. Performing minor tests

2.3. Management of minor symptoms related to NCDs

2.4. Identifying and counseling individuals with risk factors

2.5. Referral of suspected cases

LO3.Follow cases and promote community based rehabilitation

3.1. Followed up of cases

3.2. Disability and community rehabilitation

3.2.1 Models of disability

3.2.3 Types of impairment

3.2.4 Appropriate and acceptable language

3.2.5 Myth and facts about disability

3.2.6 Situations of disability in Ethiopia

3.2.7 The twin-track approach

3.2.8 Community based rehabilitation

3.2.9 UN convention on the right of persons with disabilities

3.3. Community mobilization for taking care of people with disabilities

3.4. Conducting training to selected family members and community based organizations

Procedures that need demonstration (but not limited…)

➢ Screening and detecting non-communicable diseases

➢ Health Education on basic nutrition and healthy life style

➢ History taking

➢ Physical examination and minor tests

LEARNING METHODS:
- Interactive lecture and discussion
- Role play
- Group discussions
- Demonstration
- Case presentation and seminars.
- Practical training (guided practice)

ASSESSMENTMETHODS:
- Direct observation of tasks (real or simulated practice) using checklist
- Written exam/test

ASSESSMENTCRITERIA:

LO1.Preventnon-communicablediseases
- Common non communicable diseases are discussed
- Communitydiagnosisiscarriedoutandcasesareidentifiedbasedonthestandardprocedures.
- Plan is prepared to resolve the identified cases.
- Methods to resolve cases are selected based on case management guideline.
- Communities are educated on healthy life style and early detection of diseases.
- Activityisreportedandcasesarefollowedupbasedontherecommendedguideline.

LO2.Screenandreferclientsrequiring further investigation and management
- History taking and physical examination(P/E) are conducted based on the standard procedures.
- Simple test and examination are performed to identify chronic diseases like DM, cataract, breast tumor, hypertension etc.
- Minor symptoms related to non-communicable diseases are managed.
- Individuals with risk factors are identified and counseled.
- Cases beyond scope are referred for further investigation and management

LO3.Follow cases and promote community based rehabilitation
- Cases are followed up as per the feedback obtained from the health institutions.
- Disability and community rehabilitation are described
- Community is mobilized for taking care of people with disabilities
- Trainings are conducted to selected family members and community based organizations.

LEARNINGMODULE 06	LogoofTVETPr ovider

TVET-PROGRAMMETITLE: **Health Extension Service Level IV**

MODULE TITLE: **Managing Ante-Natal Care and Promoting PMTCT**

MODULE CODE:**HLTHES4 M06 0618**

NOMINALDURATION:168 hours

MODULE DESCRIPTION:
This module aims at providing the trainees with the knowledge, skills and attitude required to plan and manage ANC, promote PMTCT services and apply infection prevention techniques.

LEARNING OUTCOMES
At the end of the module the learner will be able to

LO1. Plan antenatal activities
LO2. Promote antenatal health care
LO3. Take and record complete history of pregnant mother
LO4. Perform antenatal examination
LO5. Manage antenatal cases
LO6 Promote PMTCT
LO7. Register and document antenatal records

MODULECONTENTS:

LO1.**Planantenatalactivities**
> 1.1 Introduction to antenatal care
>> 1.1.1   Definition of terms
>> 1.1.2   Maternal and new born mortality
>> 1.1.3   Planning for maternal and new born healthcare in your community
>> 1.1.4   Resource mapping
>> 1.1.5   Sharing responsibility with model families and HDAs
>> 1.1.6   Identifying and calculating the number of women who need antenatal care services
>> 1.1.7   Developing joint action plan with stakeholders
>> 1.1.8   Developing focused antenatal care plan of four visits to each pregnant women.

LO2. **Promote antenatal health care**
> 2.1 Health promotion
> 2.2 Educating the community about antenatal care
> 2.3 Methods of communicating health messages
> 2.4   Anatomy and physiology of female reproductive system
> 2.5   Hormonal regulation of the female reproductive system
> 2.6   Fertilization, implantation, fetal and placental circulation
> 2.7   Anatomy of the female pelvis and fetal skull
> 2.8   Physiological change during pregnancy

LO3. **Take and record complete history of pregnant mother**

      3.1. Diagnosing pregnancy and learning a pregnant women's history

      3.2. General assessment of pregnancy

          3.1.1 General and social information

          3.1.2 Current history

          3.1.3 Previous obstetric, medical and surgical history

          3.1.4 Feeding habit, community practice, and unhealthy behavior

LO4. **Perform antenatal examination**

      4.1. Taking vital signs, (T, BP, PR, RR, and Wt.)

      4.2. Assessing pregnant women for pallor, shortness of breath, nutritional status

      4.3. Abdominal examination (Inspection, Palpation, Auscultation)

          4.1.1. Estimating gestational age from fundal height measurement

          4.1.2. Assessing the fetus (position, lie, fetal heart beat, engagement..etc.)

      4.4. Genito-urinary, musculo-skeletal examination (inspection)

      4.5. Minor disorders of pregnancy Danger signs

LO5. .**Manage antenatal cases**

      5.1. Providing focused antenatal care (FANC)

          5.1.1. Elements of FANC

          5.1.2. Birth preparedness, complication readiness and emergency planning

      5.2. Health promotion issues during pregnancy

      5.3. Counseling pregnant women on danger symptoms

      5.4. Common Medical Disorders in pregnancy

          5.4.1. Malaria in pregnancy

          5.4.2. Anemia in pregnancy

          5.4.3. Urinary tract infections in pregnancy

          5.4.4. Hypertensive disorders in pregnancy

          5.4.5. Gestational diabetes

      5.5. Premature rupture of membrane (PROM)

      5.6. Early pregnancy bleeding

      5.7. Late pregnancy bleeding

      5.8. Follow up according to FANC protocol

      5.9. IV fluid therapy and catheterization the pregnant women

      5.10. Making referrals

LO6. **Promote PMTCT**

      6.1. Introduction to mother to child transmission of HIV

      6.2. Promoting PITC to pregnant women

      6.3. Antenatal interventions to reduce mother to child transmission of

      6.4. HIV(PMTCT)

          6.4.1. PMTCT core interventions

          6.4.2. Steps in HIV testing and counseling

      6.5. Identification and referral of clients with HIV

LO7. **Register and document antenatal records**

    7.1. Antenatal care card and registration book

    7.2. Completing antenatal care card and registration book

    7.3. Updating antenatal care events

    7.4. Reporting and communicating antenatal care activities

    7.5. Monitoring implementation plan

Procedures that need demonstration(but not limited…)
- ∞ Planning antenatal activity
- ∞ Taking client's antenatal history
- ∞ Performing antenatal examination
- ∞ Identifying antenatal danger signs
- ∞ Managing antenatal problems
- ∞ Promoting PMTCT
- ∞ IV fluid therapy and catheterization of pregnant women
- ∞ Registering and documenting antenatal records

LEARNINGMETHODS:
- Interactive lecture and discussion
- Demonstration
- Role play
- Group discussions
- Guided practice
- Case discussions and seminars

ASSESSMENTMETHODS:
Competence may be accessed through:
- Direct observation of tasks through simulation/Role-plays
- Written exam/test
- Questioning or interview
- Review of task (portfolio, log book, assignment, report …)

ENTCRITERIA:

LO1.Planantenatalactivity
- Resource mapping is conducted using the standard format of FMOH.
- Antenataleligibleisidentifiedandthenumberofexpectedpregnantwomenis calculated from the catchments areas using standard statistical method.
- Model families and HDAs are identified and consulted.
- A plan of action is developed.

LO2. Promote antenatal health care.
- Antenatal care promotion and education are organized, promoted and provided in partner ship with the community and relevant organizations on the basis of inter-sectoral approach.

LO3.Takeand record complete history of pregnant mother
- General and social information (name, parity, etc) are collected and recorded based on the standard format and document of FMOH.
- Complaintsofthecurrentpregnancyaretakenfromtheantenatalclientaccordingtot heprocedureofFMOH.
- Obstetrichealth,medical,surgicalhistoryandrelatedcomplicationsarecollectedfr ompreviousantenatalandotherclientdocumentsbasedonthestandardassessmenttec hnique
- Feeding habit, community practice and other unhealthy behaviors are collected and recorded.

LO4. Perform antenatal examination
- Complete vital signs (T,BP,PR,RR, Wt, Ht. etc) are taken according to the standard procedures.
- Inspection, Palpation, Percussion, Auscultation are performed in line with standard protocol and guidelines.
- Geito-urinary, musculo-skeletal examination (inspection) are performed
- Minor disorders of pregnancy are identified

LO5. Counsel on and manage antenatal cases
- Elements of FANC are explained.
- Objectives and procedures at each FANC are described
- Birth preparedness, complication readiness, and emergency preparedness are discussed.
- Adviceondangersignsofpregnancy,nutrition,signoflabor,theimportanceofnextv isit,etc are provided to the client based on history and physical examination results.
- Pregnancyrelatedandothermedicalconditionsaremanagedaccordingtothe guidelines.
- Follow up is under taken according to the focused antenatal protocol.
- Clients" need further care are referred to the next higher health facility according to the standard protocol
- IV fluid therapy and catheterization in pregnant women are performed

LO6. Provide PMTCT
- Mother to child transmission of HIV is described
- PITC is promoted according to the FMOH guideline
- PMTCT core interventions are outlined
- Steps in HIV testing and counseling are described

LO7. Register and document antenatal records
- Antenatal care events are registered and updated in antenatal care card and registration book according to the HMIS standards of FMOH.
- Antenatal care service data are collected continuously, reported and communicated on the basis of the HMIS guideline.
- Implementation of ante-natal is monitored.
- AntenatalcareservicedataareupdatedtimelyaccordingtoHMISguidelineofFMOH.
- Antenatalcareactivitiesarereportedandcommunicatedtothehigherleveland relevant body on the basis of HMIS procedure of the FMOH.

LEARNING MODULE 07	LogoofTVETP rovider

TVET-PROGRAMMETITLE: **Health Extension Service, Level IV**

MODULE TITLE: **Managing Delivery Practice at the time of Emergency**

MODULE CODE:**HLTHES4 M070518**

NOMINALDURATION:**198 Hours**

MODULE DESCRIPTION:

This module aims at describing knowledge, skills and attitude required to manage labor and delivery under emergency situations.

LEARNING OUTCOMES

At the end of the module the learner will be able to:
- **LO1**. **Plan to enhance institutional delivery**
- **LO2. Support women during labor and delivery**
- **LO3. Provide delivery Practice in case of need**
- **LO4. Provide postnatal care for mothers**

MODULECONTENTS:
LO1. Plan to enhance institutional delivery
    1.1. Safe and clean delivery practices
        1.1.1. Introduction to labor
        1.1.2. Definition of terms
        1.1.3. Characteristics of labor
        1.1.4. Stages of labor
        1.1.5. Mechanisms of labor
    1.2. Planning and advocating for clean and safe delivery
        1.2.1. Identifying and discussing community perception and cultural beliefs with women
        1.2.2. Advocating institutional delivery
        1.2.3. Three delays of labor and delivery service
    1.3. Role and responsibilities of family and community to support safe delivery
LO2. **Support women during labor and delivery**
    2.1. Assessment of labor
        2.1.1. Rapid assessment of a woman in labor
        2.1.2. Monitoring Maternal vital signs
        2.1.3. Signs of onset of labor
        2.1.4. History taking of a woman in the first stage of a normal labor
        2.1.5. Physical examination in labor
        2.1.6. Woman-friendly care during labor and delivery
    2.2. Assessment of progress of labor
        2.2.1. Normal progress of labor
        2.2.2. Abnormal progress of labor
    2.3. Applying appropriate labor and delivery care in all stages of labor

LO3. Provide delivery Practice in case of need
   3.1. Care of the women in labor according individual needs of the woman
   3.2. Assessment and follow up using the pantograph
   3.3. General feto-maternal condition
   3.4. Preparing appropriate sterile equipment and medications for delivery
   3.5. Management of second stage of labor
   3.6. Performing active management of third stage of labor
   3.7. Referral of threats to feto-maternal wellbeing
       3.7.1. Abnormal presentation and multiple pregnancy
       3.7.2. Management of women with mal-presentation or multiple pregnancy
       3.7.3. Obstructed labor and its management
       3.7.4. Ruptured uterus and its intervention
       3.7.5. Post-partum hemorrhage and its management

LO4. Manage immediate postnatal care
   4.1. Providing Immediate postnatal care
       4.1.1. Vital signs
       4.1.2. Early initiation of breast feeding
       4.1.3. Immediate newborn care
       4.1.4. Recording and reporting APGAR score
       4.1.5. Neonatal resuscitation
       4.1.6. Referral of maternal & newborn postnatal abnormalities and complications
   4.2. Recording and reporting activities /Keeping documentation

Procedures that need demonstration(but not limited…)
   ➢ Manage safe and clean delivery in case of emergency
   ➢ Manage third stage of labor
   ➢ Handle essential newborn care
   ➢ Identify and refer abnormal conditions
   ➢ Manage neonatal resuscitation
   ➢ Post-partum hemorrhage management

LEARNING METHODS:
   • Interactive Lecture and discussion
   • Demonstration
   • Role play
   • Group discussions
   • Guided practice
   • Case discussions and seminars

ASSESSMENTMETHODS:
Competence may be accessed through:
   ∞ Interview/ written tests
   ∞ Observation/demonstration with oral questioning Written exam/test

ASSESSMENTCRITERIA:

LO1.Plan to enhance institutional delivery

- Safe and clean delivery practices are discussed
- Local birthing practices and cultural beliefs are identified and discussed with mothers in planning and advocating for appropriate childbirth.
- Institutional delivery is advocated
- Three delays of labor and delivery service are explained.
- Role and responsibilities of family and community to support safe delivery are discussed

LO2.Support women during labor and delivery

- Women-friendly care on a laboring mother is promoted
- Signs of onset of labor are discussed and identified to support women in attending a delivery service as required.
- Assessment of mother in labor with partograph is done.
- Maternal vital signs are monitored as per the guideline
- History and physical examination is well performed.
- Normal progress of labor is documented
- Early identification of abnormal progress of labor is ensured
- Appropriate labor and delivery care are applied in all stages of labor

O3. Provide delivery Practice in case of need

- Care of women in labor according individual need is ensured.
- Assessment and follow up is done in a laboring mother using partograph
- General feto-maternal condition is ensured
- Appropriate sterile equipments and medications are prepared for delivery according to the manual
- Proper second stage labor management is applied
- Active management of third stage of labor is performed as per the existing protocol
- Any threat to feto-maternal wellbeing is urgently referred/addressed

LO4. Manage immediate postnatal care

- Immediate postnatal care is provided
- Early initiation of breast feeding is practiced
- Essential newborn care is provided based on national guidelines
- APGAR score are identified, recorded and reported
- Neonate is resuscitated as needed
- Any maternal and newborn postnatal abnormalities and complications are identified and referred
- Activities are documented and reported to next hierarchy

LEARNINGMODULE 08	LogoofTVETPr ovider
TVET-PROGRAMMETITLE: **Health Extension Service Level IV**	
MODULE TITLE: **Managing Post-Natal Care**	
MODULE CODE:**HLTHES4 M080618**	
NOMINALDURATION:**72 Hours**	

MODULE DESCRIPTION:
This module aims at providing the trainees with the knowledge, skills and attitude required to manage postnatal care services for mothers and neonates.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1. Introduce postnatal care

LO2. Providepostnatalcareformothers and neonates.
LO3. Organizefollowup ofmaternalandnewbornhealthservices

MODULECONTENTS:
 LO1. Introduce postnatal care
      1.1. Post natal care at the health post and in the community
          1.1.1.Definition of terms
          1.1.2.When do most mothers and new born die during the post natal period?
          1.1.3.Causes of maternal and newborn deaths during the postnatal period
          1.1.4.Community mobilization for post natal care
 LO2. Provide postnatal care for mothers and neonates
      2.1. Provide neonatal care
          2.2.1.   Providing Essential new born care
          2.2.2.   Assessing Neonates for danger signs
          2.2.3.   Providing the necessary vaccination services for the newborn
          2.2.4.   Appropriate measures when danger signs are identified
          2.2.5.   Normal puerperium
          2.2.6.   Changes in the reproductive organs during puerperium
      2.2. Theabnormalpuerperiumanditsmanagement
          2.2.1.   Postpartum hemorrhage
          2.2.2.   Puerperal sepsis and fever
          2.2.3.   Postpartum hypertension
          2.2.4.   Deep vein thrombosis
          2.2.5.   Psychiatric disorder in the postnatal period
      2.3.   Maternal assessment for danger signs during postnatal period
      2.4.   Providing information and support to mothers during postnatal period
          2.4.1. Self-care and wellbeing
          2.4.2. Routine care of the newborn
          2.4.3. Exclusive breast-feeding
          2.4.4. Proper nutrition, exercise, rest, sleep, and domestic tasks
          2.4.5. Family planning options, immunization practices and personal hygiene
      2.5. Providing advice and management for minor post-natal problems of mother and
    Newborn

LO3.Organizefollow up ofmaternalandnewbornhealthservices

- 3.1. Registering mothers and newborns under postnatal care
- 3.2. Preparationfor postpartum care
  - 3.2.1. Home visit:Thebestopportunityto providepostnatalcare
  - 3.2.2. Schedulefor postnatalhome visit
  - 3.2.3. Counselingduringthepostnatalperiod
  - 3.2.4. Routinecare and follow up of postnatal careforthemother and new born
  - 3.2.5. Nutritionafter childbirth
  - 3.2.6. Emotionalsupport
  - 3.2.7. Encouraging care seeking behavior
  - 3.2.8. Keeping and using records of antenatal care and birth outcomes to follow maternal health programs
- 3.3. RoutineScreeningfornewbornslife-threateningconditions
  - 3.3.1. Screeningfordangersigns of thenewborn
  - 3.3.2. Neonatal assessmentcheck listfor criticalconditions
- 3.4. Breastfeeding: Thewarmchainprincipleandcounseling HIV positivemother
  - 3.4.1. Counselingthemotheronnewbornexclusive breast feeding
  - 3.4.2. Benefitsofbreastfeeding
  - 3.4.3. Providing care for lactating mother
  - 3.4.4. CounselingHIV positive mother aboutfeedingher baby
  - 3.4.5. Keepingthebabywarm
- 3.5. Special careforpreterm, lowbirthweight and babies with congenital anomalies
  - 3.5.1. Whydopretermandlowbirthweight babiesneedspecialcare?
  - 3.5.2. Classificationofpretermand lowbirthweight babies
  - 3.5.3. Counselingonhowtofeedpreterm,lowbirthweight and babies with congenital anomalies
  - 3.5.4. Kangaroo mother care
- 3.6. Makingareferralforpostnatalcare
  - 3.6.1. Effectivereferral
  - 3.6.2. Thereferrallink: atwo waystreet
  - 3.6.3. Whatpreventseffectivereferral
  - 3.6.4. Effective referral
  - 3.6.5. Maintaining referral and communication networks with medical staff, midwives, allied health staff, HDAs and female community elders

Procedures that need demonstration (but not limited…)

- ∞ Assess and differentiate normal from abnormal postnatal outcomes
- ∞ Manage abnormal postnatal outcomes including referrals
- ∞ Resuscitate neonate
- ∞ Appropriate positioning and attachment during breast feeding
- ∞ Counseling duringthepostnatalperiod

LEARNING METHODS:
- Interactive lectureanddiscussion
- Demonstration
- Role play
- Groupdiscussions
- Guided practice
- Casediscussionsandseminars
- Home visit

ASSESSMENTMETHODS:

Competence maybeaccessedthrough:
- ∞ Interview/ written tests
- ∞ Observation/demonstration with oral questioning Written exam/test

ASSESSMENTCRITERIA:

LO1. Introduce postnatal care
- Postnatal care is defined.
- Causes of maternal and newborn deaths during he post natal period are identified

- Advocacy and Community mobilization is done for Post natal care at the health post and in the community

LO2. Providepostnatalcareformothers and neonates.
- Essential new born care is provided
- Neonate is assessed for asphyxia or respiratory distress, bleeding from umbilical stump, skin discoloration, red swollen eye and discharge, and hypo or hyperthermia.
- Appropriate measures are taken based on the findings of the assessment done above.
- The necessary vaccination service for the newborn are provided.
- Observation for mother is made and recorded in line with the standard protocols and organizational guidelines.
- The Normal and abnormal puerperium is described.
- Information, support for self-care and wellbeing are provided during postnatal period.
- Advice is provided on routine care of the newborn to mothers.
- Education to establish and support exclusive breast-feeding is implemented.
- The importance of nutrition, exercise, rest, sleep and support with domestic tasks and care of family are discussed.
- Minor postnatal problems for mother and newborn are identified and appropriate advice is provided.
- Information is provided on alternative family planning options.

LO3.Organize forfollowup ofmaternalandnewbornhealthservices

- Registrationofwomenundergoing postnatal care is maintainedaccording totheorganizationalguidelinesandprocedures.
- Schedulesofparticipationinpostnatal careare keptandusedto organizeContinuing carefor women.
- Reminders and otherassistanceare organized toprovidecareaccording toneeds.
- Special care for preterm, low birth weight and babies with congenital anomalies is provided.
- Referralandcommunicationnetworks aremaintainedwith medicalstaff,midwives,alliedhealthstaff,andfemale communityelders.
- Records onattendancefor antenatal careand birthing outcomes arekeptandusedtofollowmaternalhealthprograms.

LEARNING MODULE 09	Logoof TVETProvi

TVET-PROGRAMMETITLE:**HealthExtensionServiceLevel IV**

MODULE TITLE:**Promoting Child Survival, Growth and Development and ApplyIMNCI**

MODULE CODE:**HLT HES4 M09 0618**

NOMINALDURATION:**144 Hours**

MODULEDESCRIPTION:

This module aims at providing the trainee's with knowledge, skills and attitude required to promote and deliver basic child survival, growth and development services according to IMNCI guideline

LEARNING OUTCOMES

 At theendofthemodule thelearnerwill be able to:

LO1**.**Plan and monitor child, survival, growth and development activities

LO2.Assess, classify and manage common child hood illnesses

LO3.Refercasesforfurther investigationandmanagement

MODULECONTENTS:

LO1.Plan and monitor child survival, growth and development activities
      1.1. Assessing and plan activities related to child survival
      1.2. Documenting all children in the catchment area for age specific services.
      1.3. Communicating and demonstrating child feeding practices to the care givers
      1.4. Infection prevention
      1.5. Demonstrating Communicating with children and playing mechanisms to the care givers

      1.6. Developmental and growth pattern milestones

LO2. Asses, classify and manage common child hood illnesses

  2.1. Introduction to IMNCI
    2.1.1. Definition of terms
    2.1.2. Explaining common child hood illness
    2.1.3. The IMNCI assessment
      2.1.3.1. Taking pertinent history and physical examination including V/S by using IMNCI guideline
      2.1.3.2. Assessing General danger signs
    2.1.4. Performing basic investigations (RDT)
    2.1.5. Classification of cases using IMNCI guideline
    2.1.6. IMNCI case management
  2.2. Maternal newborn and child health
    2.2.1. Essential newborn care
    2.2.2. Newborn danger signs
    2.2.3. Low birth weight and its management
  2.3. Management of bacterial infection and jaundice in the newborn and young infants
    2.3.1. Assessment and management of bacterial infection
    2.3.2. Assessment and management of jaundice
  2.4. Assess and classify cough or difficulty breathing
    2.4.1. Assessing cough or difficult breathing
    2.4.2. Classifying cough or difficult breathing
    2.4.3. Treatment of cough or difficult breathing
    2.4.4. Follow up care for pneumonia
  2.5. Management of diarrheal diseases in young infant and children
    2.5.1. Assessing and classify diarrhea
    2.5.2. Management of dehydration
    2.5.3. Classification of persistent diarrhea
    2.5.4. Management of persistent diarrhea
    2.5.5. Classification and management of dysentery
  2.6. Management of sick children with fever
    2.6.1. Assessment of fever
    2.6.2. Performing RDT for malaria and classification of fever
    2.6.3. Management of fever or malaria

2.7. Malnutritionandanemia in the sick child
- 2.7.1. Causesofmalnutrition
- 2.7.2. Assessmentandclassificationofmalnutrition
- 2.7.3. Managementofmalnutritionandanemia

2.8. HIV infection ininfantand children
- 2.8.1. AssessmentandclassificationofHIVinfectionin children
- 2.8.2. ManagementofHIVinfectioninchildren

2.9. Infantandyoungchildfeeding
- 2.9.1. Assessing andclassifying feeding probleminchildren
- 2.9.2. Infantandyoungchildfeedingrecommendation

2.10. Immunizationandrelatedinterventions
- 2.10.1. Theexpandedprogramofimmunization
- 2.10.2. Contra- indications tovaccine administration

2.11. Ear problem andothercommonchildhoodinfections
- 2.11.1. Assessment and classification of ear problem and other common child hood infections
- 2.11.2. Management of ear problem and other common child hood infections

2.12. Assessment, classification and management of skin infection

2.13. Eye infectionand itsmanagement

LO3.Refercasesforfurther investigation&management
- 3.1. Referral of cases that can't be managed at health post level
- 3.2. Pre-referral management
- 3.3. Maintaining client confidentiality at all times
- 3.4. Recording and documentation of performed activities

LEARNING METHODS:
- Lectureanddiscussion
- Role play, video show
- Groupdiscussions
- Simulation in skill lab
- Guided practice

ASSESSMENTMETHODS:

Competencemaybeaccessedthrough:
- Interview/ written tests
- Observation/demonstration with oral questioning Written exam/test

Projects that need simulation in skill lab/ practical training (but not limited…)
- Assessment, investigation (RDT), classification and management/treatment of each disease under IMNCI
- Essential new born care: new born resuscitation

ASSESSMENTCRITERIA:

LO1.Plan and monitor child, survival, growth and development activities

- Activities related to child survival are assessed and planned
- All children in the catchment area are documented for age specific services.
- Appropriatechildfeedingpractices arecommunicatedanddemonstratedtothe caregivers
- Communicationandplaying mechanisms arecommunicatedanddemonstratedtothecaregivers
- Appropriate messages to preventillnessesare communicatedanddemonstratedtothecaregivers
- Messages onhealthseeking behaviors are communicated tothecaregivers
- Child abuse practicesand child neglect are communicated with caregivers
- Child'sgrowthanddevelopmentpatternsareidentified
- Child'sdevelopmentalmilestonesarerecognizedandcommunicatedw ith care givers

LO2.Asses,classifyand manage common childhood illnesses

- Pertinent history is taken and physical examination is performed using IMNCI checklist
- Common childhood illnesses are explained
- Child is correctly assessed by checking general danger signs.
- Child's illness is classified using a color-coded classification system.
- The child's specific treatments are correctly identified.
- Follow up care is correctly provided.

LO3.Refercasesforfurther investigationandmanagement

- Urgent referral after preferred treatment is given
- Child survival is ensured during the time of referral
- Client confidentiality is maintained at all times and level
- Performed activities are documented and reported

LEARNINGMODULE 10	Logo of TVET Provider

TVET-PROGRAMMETITLE: Health Extension Service,Level IV

MODULETITLE: **Promote and Manage Comprehensive Family Planning Service**

MODULECODE:**HLT HES4 M10 0618**

NOMINALDURATION:**71 Hours**

MODULEDESCRIPTION: This module aims at providing the trainees with the knowledge, skills and attitude required for planning, promoting, providing, monitoring and evaluating comprehensive family planning services.

LEARNINGOUTCOMES

At the end of the module the learner will be able to:

LO1.Plan family planning services

LO2. Manage and provide long-acting
    family planning services

LO3.Monitor family planning services

MODULE CONTENTS:
LO1.Planfamilyplanningservices
      1.1.   Introduction to population and family planning
          1.1.1. Unwanted pregnancy and its outcome
          1.1.2. Family planning methods
                1.1.2.1. Natural
                1.1.2.2. Artificial
     1.2. Planning Family planning Service
LO2. . Manage and provide long-acting family planning services
         2.1 History taking and physical examination
         2.2 Counseling family planning
         2.3 Long acting family planning options
            2.3.1 IUCD
            2.3.2 Implants
            2.3.3 Permanent methods
         2.4 Family planning for people with special need
         2.5 Linking FP with RH services

LO3.Monitorfamily planning services
   3.1 Data registration and documentation
   3.2 Information Management, Monitoring and Evaluation
   3.3 Completing and submitting Report

LEARNINGMETHODS:
- Lecture and discussion
- Demonstration/Role play
- Group discussions
- Project work

ASSESSMENTMETHODS:
- Practical assessment
- Written exam/test
- Questioning or interview
- OSCE/OSPE
- Log book review

ASSESSMENTCRITERIA:
LO1. Plan family planning services
- Various family planning methods are addressed.
- Resource mapping is conducted.
- Family planning eligible are identified and calculated.
- A plan of action is developed to reach eligible.

LO2. . Manage and provide long-acting family planning services
- Clients are concealed on long acting family planning options
- Long acting family planning services are provided
- Side effects are managed
- Clients preferring long acting FP services are referred

LO3. Monitor family planning services
- Registration book for family planning services is prepared.
- Family planning services data are collected, updated and sustained on the basis of HMIS guideline.
- Family planning activities are reported and communicated to the higher level and relevant body.
- Family planning Practice at kebele is monitored against plan

LEARNING MODULE 11	Logo of TVET Provider

TVET-PROGRAMME TITLE: **Health Extension Service, Level IV**

MODULE TITLE: **Planning and Organizing Work**

MODULE CODE:**HLT HES4 M11 0618**

NOMINAL DURATION: **16Hours**

MODULE DESCRIPTION: This module covers the knowledge, skills and attitude required in planning and organizing work activities in a production application. It may be applied to a small independent operation or to a section of a large organization

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1. Set objectives
LO2. Plan and schedule work activities
LO3. Implement work plans
LO4. Monitor work activities
LO5. Review and evaluate work plans and activities

MODULE CONTENTS:

LO1.Set objectives

1.1 . Planning objectives and linking to work activities.
1.2 . Stating objectives
1.3 . Reflecting support and commitment of team members.
1.4 . Identifying realistic and attainable objectives

LO2.Plan and schedule work activities

2.1 . Identifying and prioritizing tasks/work activities
2.2 . Breaking down tasks/work activities
2.3 . Assigning task/work activities to appropriate team/person
2.4 . Allocating resources
2.5 . Coordinating schedule of work activities

LO3.Implement work plans

3.1 . Team work and consultation strategies
3.2 Identifying work methods and practices with concerned personnel
3.3.Implementing work plans in time frames, resources and standards

LO4. **Monitor work activities**

4.1 . Monitoring and comparing work activities with set objectives
4.2 . Monitoring work performance
4.3 . Reporting deviations from work activities
4.4   Coordinating recommendations with appropriate personnel &set standards.
4.5 . Complying reporting requirements
4.6 . Observing timeliness of report
4.7 . Establishing and maintaining files

LO5. Review and evaluate work plans and activities

    5.1. Reviewing work plans, strategies and implementation

    5.2. Doing review on comprehensive consultation

    5.3. Providing results of review to concerned parties

    5.4 Forming results of review as abasis for adjustments/simplifications

    5.5. Conducting performance appraisal

    5.6. Preparing and documenting performance appraisal report regularly

    5.7. Preparing and presenting recommendations

    5.8. Implementing feedback mechanisms

LEARNINGMETHODS:

- Lecture and discussion
- Demonstration/Role play
- Group discussions

ASSESSMENTMETHODS:

- Written exam/test
- Questioning or interview

Assessment criteria

LO1. Set objectives

- Objectives are planned consistent with and linked to work activities in accordance with organizational aims.
- Objectives are stated as measurable targets with clear time frames.
- Support and commitment of team members are reflected in the objectives.
- Realistic and attainable objectives are identified.

LO2. Plan and schedule work activities

- Tasks/work activities to be completed are identified and prioritized as directed.
- Tasks/work activities are broken down into steps in accordance with set time frames and achievable components.
- Task/work activities are assigned to appropriate team or individuals in accordance with agreed functions.
- Resources are allocated as per requirements of the activity.
- Schedule of work activity is coordinated with personnel concerned.

LO3. Implement work plans

- Work methods and practices are identified in consultation with personnel concerned.
- Work plans are implemented in accordance with set time frames, resources and standards

LO4. Monitor work activities

- Work activities are monitored and compared with set objectives.
- Work performance is monitored.
- Deviations from work activities are reported and recommendations are coordinated with appropriate personnel and in accordance with set standards.
- Reporting requirements are complied with in accordance with recommended format.
- Timeliness of report is observed.
- Files are established and maintained in accordance with standard operating procedures.

LO5. Review and evaluate work plans and activities

- Work plans, strategies and implementation are reviewed based on accurate, relevant and current information.
- Review is done based on comprehensive consultation with appropriate personnel on outcomes of work plans and reliable feedback.
- Results of review are provided to concerned parties and formed as the basis for adjustments/simplifications to be made to policies, processes and activities.
- Performance appraisal is conducted in accordance with organization rules and regulations.
- Performance appraisal report is prepared and documented regularly as per organization requirements.

Annex: Resource Requirements

	HLT HES4 M11 0618 Planning and Organize Work			
Item No.	**Category/Item**	**Description/ Specifications**	**Quantity**	**Recommended Ratio (Item: Trainee)**
A.	*Learning Materials*			
1.	TTLM	Developed by Trainer	25	1:1
2.	Reference Book	Related to topics	5	1:5
3.	Journals	Related to topics	5	1:5
4	Posters	Related to topics	5	1:5
5	Manuals	Related to topics	5	1:5
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	Marker	Art line	25	1:1

LEARNING MODULE- 12	Logo of TVET Provider

TVET-PROGRAM TITLE: Health Extension Service, Level IV

MODULE TITLE: **Migrating to New Technology**

MODULE CODE: **HLT HES4 M12 0618**

NOMINAL DURATION: **30Hours**

MODULE DESCRIPTION: This module defines the competence required to apply skills and knowledge in using new or upgraded technology. The rationale behind this unit emphasizes the importance of constantly reviewing work processes, skills and techniques in order to ensure that the quality of the entire business process is maintained at the highest level possible through the appropriate application of new technology. To this end, the person is typically engaged in on-going review and research in order to discover and apply new technology or techniques to improve aspects of the organization's activities

LEARNING OUTCOMES
At the end of the module the learner will be able to:

LO1. Apply existing knowledge and techniques to technology and transfer

LO2. Apply functions of technology to assist in solving organizational problems
LO3. Evaluate new or upgraded technology performance

MODULE CONTENTS:

LO1. Apply existing knowledge and techniques to technology and transfer

　　1.1. Identifying situations for existing knowledge

　　1.2. Reacquiring and using new or upgraded technology skills

　　1.3. Identifying, classifying and using new or upgraded equipment

LO2. Apply functions of technology to assist in solving organizational

　　problems

　　2.1. Specification manuals

　　2.2 Testing of new or upgraded equipment

　　2.3. Applying features of new or upgraded equipment

　　2.4. Using Features and functions of new or upgraded equipment

　　2.5. Sources of information for new or upgraded equipment.

LO3 Evaluate new or upgraded technology performance
　　3.1. Evaluating new or upgraded equipment for
　　　　3.1.1 Performance
　　　　3.1.2 Usability and against OHS standards
　　3.2. Determining environmental considerations
　　3.3. Seeking feedback

LEARNINGMETHODS:
- Lecture and discussion
- Demonstration/Role play
- Group discussions

ASSESSMENTMETHODS:
- Written exam/test
- Questioning or interview

Assessment criteria

LO1. Apply existing knowledge and techniques to technology and transfer

- Situations are identified where existing knowledge can be used as the basis for developing new skills.

- New or upgraded technology skillsareacquired and used to enhance learning.

- New or upgraded equipmentare identified, classified and used where appropriate, for the benefit of the organization

LO2. Apply functions of technology to assist in solving organizational

   problems

- Testing of new or upgraded equipmentis conducted according to the specification manual.

- Features of new or upgraded equipment areapplied within the organization

- Features and functions of new or upgraded equipment are used for solving organizational problems

- Sources of information relating to new or upgraded equipment are accessed and used

LO3. **Evaluate new or upgraded technology performance**

- New or upgraded equipment is evaluated for performance, usability and against OHS standards**.**

- Environmental considerations are determined from new or upgraded equipment.

Annex: Resource Requirements

<table>
<tr><td colspan="5">HLT HES4 M12 0618 Migrating to New Technology</td></tr>
<tr>
<th>Item No.</th>
<th>Category/Item</th>
<th>Description/ Specifications</th>
<th>Quantity</th>
<th>Recommended Ratio (Item: Trainee)</th>
</tr>
<tr><td>A.</td><td>Learning Materials</td><td></td><td></td><td></td></tr>
<tr><td>1.</td><td>TTLM</td><td>Developed by Trainer</td><td>25</td><td>1:1</td></tr>
<tr><td>2.</td><td>Reference Book</td><td>Related to Topics</td><td>5</td><td>1:5</td></tr>
<tr><td>3.</td><td>Journals</td><td>Related to Topics</td><td>5</td><td>1:5</td></tr>
<tr><td>4</td><td>Posters</td><td>Related to Topics</td><td>5</td><td>1:5</td></tr>
<tr><td>5</td><td>Manuals</td><td>Related to Topics</td><td>5</td><td>1:5</td></tr>
<tr><td>B.</td><td>Learning Facilities and Infrastructure</td><td></td><td></td><td></td></tr>
<tr><td>1.</td><td>Lecture Room</td><td>5*7m</td><td>1</td><td>1:25</td></tr>
<tr><td>2.</td><td>Library</td><td></td><td>1</td><td>1:25</td></tr>
<tr><td>C.</td><td>Consumable Materials</td><td></td><td></td><td></td></tr>
<tr><td>1.</td><td>Paper</td><td>A4</td><td>1</td><td>1:1</td></tr>
<tr><td>2.</td><td>Flip chart</td><td>23"32"</td><td>1</td><td>1:25</td></tr>
<tr><td>3</td><td>Marker</td><td>Art line</td><td>25</td><td>1:1</td></tr>
<tr><td>4</td><td>Cardboard</td><td></td><td></td><td></td></tr>
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LEARNING MODULE 13	Logo of TVET Provider

TVET-PROGRAMME TITLE: **Health Extension Service, Level IV**

MODULE TITLE: **Establishing Quality Standards**

MODULE CODE : **HLT HES4 M13 0618**

NOMINAL DURATION: **28hours**

MODULE DESCRIPTION: This module covers the knowledge, skills and attitudes required to establish quality specifications for work outcomes and work performance. It includes monitoring and participation in maintaining and improving quality, identifying critical control points in the production of quality output and assisting in planning and implementing of quality assurance procedures

LEARNING OUTCOMES
 At the end of the module the learner will be able to:
LO1.Establish quality specifications for products
LO2.Identify hazards and critical control points
LO3. Assist in planning of quality assurance procedures
LO4.Implement quality assurance procedures
LO5. Monitor quality of work outcome
LO6.Participate in maintaining and improving quality at work
LO7.Report problems that affect quality

 MODULE CONTENTS:
LO1. Establish quality specifications for product
  1.1.Sourcing market specifications and identifying legislated requirements
  1.2. Developing and agreeing upon quality specifications
  1.3. Documenting and introducing quality specifications
  1.4. Updating quality specifications
 LO2. Identify hazards and critical control points
  2.1. Identifying critical control points
  2.2. Determining degree of risk for each hazard
  2.3. Accomplishing necessary documentation
LO3. Assist in planning of quality assurance procedures
  3.1. Developing procedures for identified control point
  3.2. Minimizing hazards and risks
  3.3. Developing processes
LO4.Implement quality assurance procedures
  4.1. Allocating responsibilities for carrying out procedures
  4.2. Preparing instructions
  4.3. Giving staff and contractors
  4.4. Safety procedures
  4.5 Giving Staff and contractors in-service training
LO5. Monitor quality of work outcome
  5.1. Identifying quality requirements
  5.2. Inspecting inputs
  5.3. Conducting work to produce required outcomes

5.4.Monitoring work processes

5.5. Adjusting processes to maintain outputs

LO6.Participate in maintaining and improving quality at work

6.1 . Routinely monitoring work area, materials, processes and product

6.2 . Workplace reporting requirements

6.3 Identifying and reporting non-conformance in

6.3.1 Inputs

6.3.2 Process

6.3.3 product   and/or service

6.4 . Taking corrective action s

6.5 . Raising quality issues

LO7.Report problems that affect quality

7.1 . Recognizing potential or existing quality problems

7.2 . Identifying instances of variation in quality

7.3 . Reporting variation and potential problems

LEARNINGMETHODS:

- Lecture and discussion
- Demonstration/Role play
- Group discussions

ASSESSMENTMETHODS:

- Written exam/test
- Questioning or interview

Assessment criteria

LO1. Establish quality specifications for product
- Market specifications are sourced and legislated requirements identified.
- Quality specifications are developed and agreed upon
- Quality specifications are documented and introduced to organization staff / personnel in accordance with the organization policy
- Quality specifications are updated when necessary

LO2 Identify hazards and critical control points
- Critical control points impacting on quality are identified.
- Degree of risk for each hazard is determined.
- Necessary documentation is accomplished in accordance with organization quality procedures

LO3. Assist in planning of quality assurance procedures
- Procedures for each identified control point are developed to ensure optimum quality.
- Hazards and risks are minimized through application of appropriate controls.
- Processes are developed to monitor the effectiveness of quality assurance procedures

LO4. Implement quality assurance procedures
- Responsibilities for carrying out procedures are allocated to staff and contractors.
- Instructions are prepared in accordance with the enterprise's quality assurance program.
- Staff and contractors are given induction training on the quality assurance policy.
- Staff and contractors are given in-service training relevant to their allocated safety procedures.

LO5. Monitor quality of work outcome
- Quality requirements are identified
- Inputs are inspected to confirm capability to meet quality requirements
- Work is conducted to produce required outcomes
- Work processes are monitored to confirm quality of output and/or service
- Processes are adjusted to maintain outputs within specification.

LO6. Participate in maintaining and improving quality at work
- Work area, materials, processes and product are routinely monitored to ensure compliance with quality requirements.
- Non-conformance in inputs, process, product and/or service is identified and reported according to workplace reporting requirements.
- Corrective action is taken within level of responsibility, to maintain quality standards.

- Quality issues are raised with designated personnel

LO7. Report problems that affect quality

- Potential or existing quality problems are recognized.

- Instances of variation in quality are identified from specifications or work instructions.

- Variation and potential problems are reported to supervisor/manager according to enterprise guidelines

Annex: Resource Requirements

Item No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
**HLT HES4 M13 0618. Establishing Quality Standards**			
A.	*Learning Materials*			
1.	TTLM	Developed by Trainer	25	1:1
2.	Reference Book	Related to Topics	5	1:5
3.	Journals	Related to Topics	5	1:5
4	Posters	Related to Topics	5	1:5
5	Manuals	Related to Topics	5	1:5
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	Parker	1	25	1:1

LEARNING MODULE 14	Logo of TVET Provider

TVET-PROGRAMTITLE: Health Extension Service, Level IV

MODULE TITLE: **Developing Individuals and Team**

MODULE CODE: **HLT HES4 M14 0618**

NOMINAL DURATION: **24hours**

MODULE DESCRIPTION: This module covers the knowledge, skills and attitudes required to determine individual and team development needs and facilitate the development of the workgroup.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
  LO1. Provide team leadership
  LO2. Foster individual and organizational growth
  LO3. Monitor and evaluate workplace learning
  LO4. Develop team commitment and cooperation
  LO5. Facilitate accomplishment of organizational goals

MODULE CONTENTS:

LO1. Provide team leadership
    1.1. Organizational requirements
    1.2 Identifying and implementing learning and development needs
    1.3. Developing and implementing learning plan
    1.4. Encouraging individuals to
        1.4.1. Self-evaluate performance
        1.4.2. Improvement area identification
    1.5. Collecting feedback on performance

LO2. Foster individual and organizational growth
    2.1. Identifying learning and development program goals and objectives
    2.2. Making learning delivery methods appropriate to
        2.2.1. Learning goals,
        2.2.2. Learning style of participants
        2.2.3. Availability of equipment and resources.
    2.3. Providing workplace learning opportunities
    2.4 Providing coaching/ mentoring assistance
    2.5. Identifying and approving resources and timelines

LO3. Monitor and evaluate workplace learning
    3.1. Using feedback from individuals or teams
    3.2. Assessing and recording outcomes and performance of individuals/teams
    3.3. Negotiating modifications to learning plans
    3.4. Maintaining records and reports

LO4. Develop team commitment and cooperation
    4.1 . Using open communication processes
    4.2 . Reaching decisions

4.3 . Developing mutual concern and camaraderie

LO5. Facilitate accomplishment of organizational goals
   5.1**.** Participation of team members.
   5.2**.** Developing individual and joint responsibility
   5.3. Sustaining collaborative efforts

LEARNINGMETHODS:
   - Lecture and discussion
   - Demonstration/Role play
   - Group discussions

ASSESSMENTMETHODS:
   - Written exam/test
   - Questioning or interview

Assessment criteria

LO1. Provide team leadership

- Learning and development needs are systematically identified and implemented in line with organizational requirements.
- Learning plan to meet individual and group training and developmental needs is collaboratively developed and implemented.
- Individuals are encouraged to self-evaluate performance and identify areas for improvement.
- Feedback on performance of team members is collected from relevant sources and compared with established team learning process.

LO2. Foster individual and organizational growth

- Learning and development program goals and objectives are identified to match the specific knowledge and skills requirements of competence standards.
- Learning delivery methods are made appropriate to the learning goals, the learning style of participants and availability of equipment and resources.
- Workplace learning opportunities and coaching/ mentoring assistance are provided to facilitate individual and team achievement of competencies.
- Resources and timelines required for learning activities are identified and approved in accordance with organizational requirements.

LO3. Monitor and evaluate workplace learning

- Feedback from individuals or teams is used to identify and implement improvements in future learning arrangements.
- Outcomes and performance of individuals/teams are assessed and recorded to determine the effectiveness of development programs and the extent of additional support.
- Modifications to learning plans are negotiated to improve the efficiency and effectiveness of learning.
- Records and reports of competence are maintained within organizational requirement.

LO4. Develop team commitment and cooperation

- Open communication processes to obtain and share information is used by team.
- Decisions are reached by the team in accordance with its agreed roles and responsibilities.
- Mutual concern and camaraderie are developed in the team

LO5. Facilitate accomplishment of organizational goals

- Team members are actively participated in team activities and communication processes.
- Individual and joint responsibility is developed by teams' members for their actions.
- Collaborative efforts are sustained to attain organizational goals

Annex: Resource Requirements

	HLT HES4 M14 0618 Developing Individuals and Team			
Item No.	**Category/Item**	**Description/ Specifications**	**Quantity**	**Recommended Ratio (Item: Trainee)**
A.	*Learning Materials*			
1.	TTLM	Developed by Trainer	25	1:1
2.	Reference Book	Related to Topics	5	1:5
3.	Journals	Related to Topics	5	1:5
4	posters	Related to Topics	5	1:5
5	Manuals	Related to Topics	5	1:5
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	Marker	Art line	25	1:1

LEARNING MODULE 15	Logo of TVET Provider

TVET-PROGRAMME TITLE: **Health Extension Service, Level IV**

MODULE TITLE: **Utilizing Specialized Communication Skills**

MODULE CODE : **HLT HES4 M15 0618**

NOMINAL DURATION: **16hours**

MODULE DESCRIPTION: This module covers the knowledge, skills and attitudes required to use specialized communication skills to meet specific needs of internal and external clients, conduct interviews, facilitate group discussions, and contribute to the development of communication strategies.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1.Meet common and specific communication needs of clients and colleagues
LO2.Contribute to the development of communication strategies
LO3.Represent the organization
LO4. Facilitate group discussion
LO5. Conduct interview

MODULE CONTENTS:

LO1.Meet common and specific communication needs of clients and Colleagues
   1.1**.**Identifying and metting specific communication needs
   1.2**.** using different approaches
   1.3**.** Addressing conflict promptly

LO2.Contribute to the development of communication strategies
   2.1**.** Developing, promoting, implementing and reviewingStrategies for
      2.1.1 Internal dissemination of information
      2.1.2 External dissemination of information
   2.2**.** Establishing and reviewing channels of communication
   2.3**.** Coaching in effective communication
   2.4**.** Maintaining work related network and relationship
   2.5**.** Using negotiation and conflict resolution strategies
   2.6**.** Making communication with clients and collegues.

LO3.Represent the organization
   3.1**.** Researching and apprropriate promotion of organization
   3.2**.** Making clear and sequential of presentation
   3.3 .Delivering presentation in a predetermined time.
   3.4**.** Utilizing appropriate media
   3.5**.** Respecting differences in views
   3.6**.** Making written communication consistent of organizational standards.
   3.7**.** Responding inquiries

LO4. Facilitate group discussion
- 4.1 **.** Defining and implementing mechanisms which enhance effective group interaction
- 4.2 **.** Using group encouraging strategies
- 4.3 **.** Setting and following objectives and agenda
- 4.4 **.** Providing relevant information
- 4.5 **.** undertaking evaluation of group communication strategies
- 4.6 **.** **I**dentifying and addressing specific communication needs of individuals

LO5. Conduct interview

5.1 **A**appropriate communication strategies with interview situations

5.2**.** Conducting different types of interview

5.3**.** Making and maintaining records of interviews

5.4**.** **T**techniques of questioning, listening and nonverbal communication

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LEARNINGMETHODS:
- Lecture and discussion
- Demonstration/Role play
- Group discussions

ASSESSMENTMETHODS:
- Written exam/test
- Questioning or interview

Assessment criteria

LO1. Meet common and specific communication needs of clients and Colleagues

- Specific communication needs of clients and colleagues are identified and met.

- Different approaches are used to meet communication needs of clients and colleagues.

- Conflict is addressed promptly and in a timely way and in a manner which does not compromise the standing of the organization

LO2. Contribute to the development of communication strategies

- Strategies for internal and external dissemination of information are developed, promoted, implemented and reviewed as required.

- Channels of communication are established and reviewed regularly.

- Coaching in effective communication is provided.

- Work related network and relationship are maintained as necessary.

- Negotiation and conflict resolution strategies are used where required.

- Communication with clients and colleagues is appropriate to individual needs and organizational objectives.

LO3. Represent the organization

- When participating in internal or external fora, presentation is relevant, appropriately researched and presented in a manner to promote the organization.

- Presentation is made clear and sequential and delivered within a predetermined time.

- Appropriate media is utilized to enhance presentation.

- Differences in views are respected.

- Written communication is made consistent with organizational standards.

- Inquiries are responded in a manner consistent with organizational standard

LO4. Facilitate group discussion

- Mechanisms which enhance effective group interaction are defined and implemented.

- Strategies which encourage all group members to participate are used routinely.

- Objectives and agenda are routinely set and followed for meetings and discussions.

- Relevant information is provided to group to facilitate outcomes.

- Evaluation of group communication strategies is undertaken to promote participation of all parties.

- Specific communication needs of individuals are identified and addressed

LO5. Conduct interview

- A range of appropriate communication strategies are employed in interview situations.

- Different types of interview are conducted in accordance with the organizational

procedures.

- Records of interviews are made and maintained in accordance with organizational procedures.

- Effective questioning, listening and nonverbal communication techniques are used to ensure that required message is communicated.

Annex: Resource Requirements

	HLT HES4 M15 0618 Utilizing Specialized Communication Skills			
Item No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
A.	*Learning Materials*			
1.	TTLM	Developed by trainer	25	1:1
2.	Reference Book	Related to topics	5	1:5
3.	Journals	Related to topics	5	1:5
4	posters	Related to topics	5	1:5
5	Manuals	Related to topics	5	1:5
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	marker	Art line	25	1:1

LEARNING MODULE- 16	Logo of TVET Provider

TVET-PROGRAMTITLE: Health Extension Service, Level IV

MODULE TITLE: **Managing and Maintaining Small/Medium Business Operations**

MODULE CODE : **HLT HES4 M16 0618**

NOMINAL DURATION: **35hours**

MODULE DESCRIPTION: This module covers the operation of day-to-day business activities in a micro or small business. The strategies involve developing, monitoring and managing work activities and financial information, developing effective work habits, and adjusting work schedules as needed. This unit covers knowledge, skills and attitude required in running Micro, Small and Medium enterprises. The strategies involve developing, monitoring and managing work activities and financial information, developing effective work habits, and adjusting work schedules as needed.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1. Develop and communicate Strategic work plan
LO2**.** Identify daily work requirements and Develop effective work habits
LO3. Manage Marketing of MSMEs
LO4. Manage Human Resources
LO5. Manage production and Operation
LO6. Maintain financial records and use for decision making
LO7. Monitor, Manage and Evaluate work performance

MODULE CONTENTS:
LO1. Develop and communicate Strategic work plan

    1.1 Importance of planning

    1.2 Basics of planning

    1.3 Measurable and realistic short-term business objective

    1.4 Developing realistic activities plans and schedule.

    1.5 Major components of work plan

    1.6.Importance of constantly reviewing plans

LO2**.** Identify daily work requirements and Develop effective work habits
    2.1. Basic concept of effective working culture
    2.2.Ddifferent approaches to work culture
    2.3. identifying work requirements considering resources & constraints

    2.4. prioritizing Work activities on

        2.4.1 Business needs

        2.4.2 Requirements and deadlines.
    2.5. Allocating work to relevant staff or contractors
    2.6**.**Time management strategies
    2.7. Identified work and personal priorities

2.8. Seeking Inputs from internal and external sources
2.9 Using inputs to develop and refine new ideas and approaches
2.10. Responding to business or inquiries promptly and effectively.
2.11. presenting Information in appropriate format

LO3. Manage Marketing of MSMEs

3.1.Analyzing Information on market and business needs

3.2. Identifying market opportunities.
3.3. Evaluating marketing mix and components.
3.4. Determining marketing mix for specific target market.
3.5. Monitoring marketing mix and adjusting continually.

LO4. Manage Human Resources
4.1. Human resource rules, regulations law and procedures.
4.2. Auditing and identifying. Human resource is gaps.
4.3. Conducting recruitment and selection.
4.4. Orienting and placing candidates
4.5. Appraisal of employees' performance
4.6. Using appraisal results for trainingpromotiondisciplinary measures
4.7. Maintaining employee relations.

LO5. Manage production and Operation
5.1. Developing and implementing production /operation plan
5.2. Purchasing inputs and maintaining adequate inventories.
5.3. Checking and controlling. Production /operation process.
5.4. Applying and maintaining quality control

LO6. Maintain financial records and use for decision making
6.1 Objective and benefits of financial records
6.2 Identifying and recording asset, liabilities and capital.
6.3 Balance sheet and different journals
6.4. Business transactions
6.5. Maintaining daily financial records.
6.6. Preparing and distributing Invoices and payments.
6.7. Collecting or following-up Outstanding accounts.
6.8. Revenue, expense and costs.
6.9. Different ledgers and subsidiary ledgers.
6.10. Preparing profit and loss report
6.11. conducting financial interpretation with appropriate person
6.12. Preparing financial manual.

LO7. Monitor, Manage and Evaluate work performance
7.1. Coordinating People, resources and/or equipment
7.2. Business goals
7.3. communicating Staff, clients and/or contractors
7.4.Applying problem solving techniques.
7.5. Monitoring Opportunities for improvements.
7.6. Adjusting work schedules
7.7. Communicating and recording Proposed changes.
7.8. Using relevant codes of practice.

LEARNINGMETHODS:

- Lecture and discussion

• Demonstration/Role play
• Group discussions

ASSESSMENTMETHODS:
- Written exam/test
- Questioning or interview

Assessment criteria
LO1. Identify daily work requirements

- Work requirements are identified for a given time period by taking into consideration resources and constraints.

- Work activities are prioritized based on business needs, requirements and deadlines.

- If appropriate, work is allocated to relevant staff or contractors to optimize efficiency

LO2Monitor and manage work

- People, resources and/or equipment are coordinated to provide optimum results.

- Staff, clients and/or contractors are communicated within a clear and regular manner, to monitor work in relation to business goals or timelines.

- Problem solving techniques are applied to work situations to overcome difficulties and achieve positive outcomes

LO3. Develop effective work habits

- Work and personal priorities are identified and a balance is achieved between competing priorities using appropriate time management strategies.

- Input from internal and external sources is sought and used to develop and refine new ideas and approaches.

- Business or inquiries is/are responded to promptly and effectively.

- Information is presented in a format appropriate to the industry and audience.

LO4.Interpret financial information

- Relevant documents and reports are identified.

- Documents and reports are read and understood and any implications discussed with appropriate persons.

- Data and numerical calculations are analyzed, checked, evaluated, organized and reconciled.

- Daily financial records and cash flow are maintained correctly and in accordance with legal and accounting requirements.

- Invoices and payments are prepared and distributed in a timely manner and in accordance with legal requirements.

- Outstanding accounts are collected or followed-up on.

LO5. Evaluate work performance

- Opportunities for improvements are monitored according to business demands.

- Work schedules are adjusted to incorporate necessary modifications to existing work and routines or changing needs and requirements.

- Proposed changes are clearly communicated and recorded to aid in future planning and evaluation.

- Relevant codes of practice are used to guide an ethical approach to workplace practices and decisions

Annex: Resource Requirements

	HLT HES4 M16 0618 Managing and Maintain Small/Medium Business Operations			
Item No.	**Category/Item**	**Description/ Specifications**	**Quantity**	**Recommended Ratio (Item: Trainee)**
A.	*Learning Materials*			
1.	TTLM	Developed by Trainer	25	1:1
2.	Reference Book	Related to Topics	5	1:5
3.	Journals	Related to Topics	5	1:5
4	Posters	Related to Topics	5	1:5
5	Manuals	Related to Topics	5	1:5
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	Parker	Art line	25	1:1

LEARNING MODULE 17	Logo of TVET Provider

TVET-PROGRAMMETITLE: Health Extension Service, Level IV

MODULE TITLE: **Applying Problem Solving Techniques and Tools**

MODULE CODE: **HLT HES4 M17 0618**

NOMINAL DURATION: **40hours**

MODULE DESCRIPTION: This module covers the knowledge, skills and attitude required to apply scientific problem solving techniques and tools to enhance quality, productivity and other kaizen elements on continual basis.

LEARNING OUTCOMES
At the end of the module the learner will be able to:
LO1.Identify and select theme/problem
LO2.Grasp current status and set goal
LO3.Establish activity plan
LO4. Analyze causes of a problem
LO5.Examine countermeasures and their implementation
LO6.Assess effectiveness of the solution
LO7**.**Standardize and sustain operation

MODULE CONTENTS:

LO1.Identify and select theme/problem
  1.1 . Following safety requirements
  1.2 . Listing all possible problems by using statistical tools and techniques
  1.3 . Identifying and listing all possible problems related to kaizen
  1.4 . Classifying problems on obviousness of cause and action
  1.5 . Selecting critical factors
  1.6 . Giving and selecting emphasis on Problems related Kaizen Elements

LO2.Grasp current status and set goal
  2.1. Defining extent of problem
  2.2. Setting appropriate and achievable goal

LO3.Establish activity plan
  3.1. Confirming problems
  3.2. Selecting high priority problem
  3.3. Defining extent of problems
  3.4. Establishing activity plan per 5W1H

LO4. Analyze causes of a problem
  4.1 . Listing all possible causes of problem
  4.2 . Analyzing cause relationships using4M1E
  4.3 . Identifying causes of the problems
  4.4 . Selecting root causes
  4.5 . Listing all possible ways using creative idea generation

4.6 . Testing and evaluating suggested solutions

4.7 . Preparing detail summaries of the action

LO5.Examine countermeasures and their implementation

5.1. Implementing action plan by medium KPT members

5.2. Monitoring Implementation and checking activities

LO6.Assess effectiveness of the solution

6.1 . Identifying tangible and intangible results

6.2 . Verifying results over time

6.3 . Comparing tangible results

LO7.Standardize and sustain operation

7.1 . standardizing and making achievable goal

7.2 . Training all employees on new Standard Operating Procedures (SOPs)

7.3 . Verifying and following SOP

7.4 . Selecting next problem

LEARNINGMETHODS:

- Lecture and discussion
- Demonstration/Role play
- Group discussions

ASSESSMENTMETHODS:

- Written exam/test
- Questioning or interview

Assessment criteria

LO1. Identify and select theme/problem

- Safety requirements are followed in accordance with safety plans and procedures.

- All possible problems related to the process /Kaizen elements are listed using statistical tools and techniques.

- All possible problems related to kaizen elements are identified and listed on Visual Management Board/Kaizen Board.

- Problems are classified based on obviousness of cause and action.

- Critical factors like the number of customers affected, Potentials for bottlenecks, and number of complaints etc… is selected.

- Problems related to priorities of Kaizen Elements are given due emphasis and selected.

LO2 .Grasp current status and set goal

- The extent of the problem is defined.
- Appropriate and achievable goal is set.

LO3. Establish activity plan

- The problem is confirmed.

- High priority problem is selected.

- The extent of the problem is defined.
- Activity plan is established as per 5W1H.

LO4. Analyze causes of a problem

- All possible causes of a problem are listed.

- Cause relationships are analyzed using4M1E.

- Causes of the problems are identified.

- Root causes are selected.

- The root cause which is most directly related to the problem is selected.

- All possible ways are listed using creative idea generation to eliminate the most critical root cause.

- The suggested solutions are carefully tested and evaluated for potential complications.

- Detailed summaries of the action plan are prepared to implement the suggested solution.

LO5. Examine countermeasures and their implementation

- Action plan is implemented by medium KPT members.

- Implementation is monitored according to the agreed procedure and activities are checked with preset plan.

LO6.Assess effectiveness of the solution

- Tangible and intangible results are identified.

- The results are verified over time.
- Tangible results are compared with targets using various types of diagram.

LO7. **Standardize and sustain operation**

- If the goal is achieved, the new procedures are standardized and made part of daily activities.

- All employees are trained on the new Standard Operating Procedures (SOPs).

- SOP is verified and followed by all employees.

- The next problem is selected to be tackled by the team.

Annex: Resource Requirements

	HLT HES4 M17 0618 Applying Problem Solving Techniques and Tools			
Item No.	**Category/Item**	**Description/ Specifications**	**Quantity**	**Recommended Ratio (Item: Trainee)**
A.	*Learning Materials*			
1.	TTLM		25	1:1
2.	Reference Book		5	1:5
3.	Journals		5	1:5
4	Posters			
5	Manuals			
B.	*Learning Facilities and Infrastructure*			
1.	Lecture Room	5*7m	1	1:25
2.	Library		1	1:25
C.	*Consumable Materials*			
1.	Paper	A4	1	1:1
2.	Flip chart	23"32"	1	1:25
3	Parker	Art line	25	1:1

2	Pencil&Rubber			
3	Pen			
4	Graphpaper			
5	Note book			
6	Art line Marker	6 perpack	15 set	
7	Printer ink	HpLaserJet	4	
8	Bucher/flip chart	Sinarline	10	1:3
9	White boardmarker	6 perpack	15	
10	Plaster	Role	5	
D	*Non-Consumablematerials*			
1	Computer	Laptop	1	1:30
2	Printer	hPLaserJet	1	1:30
3	Photocopymachine	Canon	1	1:30
4	LCDprojector	LCDprojectorSony	1	1:30
5	Scanner	Smart	1	1:30
6	Back up	Smart	1	1:30
7	Binding machine	-	1	1:30
8	Televisionand Deck	Sony	1	1:30
9	Taperecorder	Sony	1	1:30
10	White board	110 X80cm	1	1:30
11	CD	RWeach	1	1:30
E	*Anatomic models*			
1	Femalepelvicanatomymodel		4	1:7
2	Fetal skullmodel		4	1:7
3	Neonatalmodel		4	1:7

4	Placentalmodel	Wooden	4	1:7
5	Penilemodel		4	1:7
6	Armmodel		5	1:6
F	*Medicalsupplies*			
1	Deliveryset	Set	4	
2	Drum	Pcs	4	
3	Sterilizer(electrical)	Pcs	2	
4	DisposableGloves diff.size	Of 100per pack	50	
5	SurgicalGlove	Of 50pairsper pack	50	
6	Syringewith needle/sterile	50 per pack	3	
7	Gauze	Role	4	
8	Ethanolof80%	Litre	5	
9	Cotton			
10	Bandage			
11	Surgical scissor			
12	Forceps (different sizes andtype)			
13	Fetal stethoscope			
14	Deliverybed			
15	Rubber sheet(Mackintosh)			
16	Linen			
17	Blanket			
18	Examinationcouch			
19	Screen			
20	Stretcher			
21	Ambubag(differentsize)			

22	SuctionMachine			
23	Suctiontube			
24	NG tube			
25	First aid kit			
26	Statoscope			
27	Sphygmomanometer			
28	Thermometerdifferenttype			
29	Weighing scale -hanging - portable			
30	Measuringtape			
31	Tableandseats			
32	Recordinglogbooks			
33	AdConivetap			
34	CONtraceptives(differentoptions)			

35	Antigens/Vaccines (different type)			
36	Vaccinecarrierwith ice packs			
37	Refrigerators			
38	Cold box			
39	Safetybox			
40	Dust pin			
41	Infectionpreventionbasins			
42	Kidneybasin(differentsizes)			
43	Examinationlamp			

44	Protective materials:-Goggle
	
	       -shoes
	       -Mask
	       -Gown
	       -Apron			

Acknowledgement

The Ministry of Education wishes to extend thanks and appreciation to the many representatives of business, industry, academe and government agencies who donated their time and expertise to the development of this Model Curriculum for the TVET Program Health Extension Service Level IV.

The teachers/experts who developed the curriculum

1. AssefaBulcha (BSC, MHPE)
2. Belayneh Lemma (BSc, MPH)
3. TadeleYohannes(BSc, MPH/Epidemiology)
4. MotumaAdugna(BSc/PH)
5. Adel Shukri (BSc)

The School/organizationsname represented by the teacher/expert

1. Jhpiego Ethiopia
2. Amref Health Africa
3. Hossana Health Science College
4. Nekemte health science College
5. Gode health science College

We would like also to express our appreciation to the following Staff and Officers of Ministry of Education and Engineering Capacity Building Program (ecbp) who facilitated the development of this curriculum:

This model curriculum was developed on June, 2018 at Adama.