

Training TB Prevention and Care for Community Health Workers in Zimbabwe

Training Curriculum



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ABBREVIATIONS

ART	Anti Retroviral Therapy
BCG	Bacille Calmette-Guérin
CBO	Community Based Organisations
CHW	Community Health Worker
CSO	Civil Society Organisation
DOT	Directly Observed Treatment
DR-TB	Drug Resistant TB
EHT	Environmental Health Technician
HCW	Health Care Worker
MDR-TB	Multi-drug Resistant TB
MCH	Mother and Child Health
NGO	Non Governmental Organisation
NTP	National TB Program
TB	Tuberculosis
VHW	Village Health Worker

BACKGROUND

Community health workers (CHWs) perform an invaluable service to the community as the link between the health services, patients and community members. They may be volunteers, part of the health system (village health worker) or recruited by a Non-Governmental Organisation (NGO), but all of them need regular training and support to be able to do their work properly and to maintain their enthusiasm and motivation. This manual is a training guide for community workers on the fight and control of TB in the community. It is particularly about how to prevent TB among the most vulnerable in our community such as people living with HIV, children and others more prone to getting TB and how to support both patients and affected families. The training also covers topics which can serve any community health activity, not only TB. It can also be used to empower communities to become healthy communities. Community mobilisation, health education, using patients' rights and advocacy are skills which are useful for many purposes beyond TB and health.

TARGET AUDIENCE

This training is aimed at:

1. CHWs (public and Civil Society Organisation [CSOs]), HIV care givers (CSOs), health promoters, (public), all having tasks and responsibilities in the TB/HIV prevention and care at community level.
2. Nurses, Environmental Health Technicians (EHTs) or other health care workers (HCWs) who mentor community workers.

The number of participants per training should not be more than 30.

GOALS AND OBJECTIVES

Overall Goal

The participants have strengthened their knowledge, skills and attitudes in order to prevent TB and give TB/HIV care in their communities.

Specific Objectives

At the end of this course participants will be able to:

1. Present their tasks in community TB control and define their learning needs for this course
2. Present basic information about TB, drug resistant TB (DR-TB) and the TB situation in their district
3. Inform their community about TB/HIV services
4. Give TB patients adequate community Directly Observed Treatment (DOT) and treatment support
5. Discuss TB stigma in their community and how to address it
6. Give quality TB health education to individuals and groups in their community
7. Inform patients, health workers and community about the patients' charter
8. Mobilise their community for TB control and advocate for access to quality TB care
9. Monitor and evaluate the community TB activities and learn from it
10. Develop their annual action plan for community TB together with nurse in charge and village health team.

MODULES AND SESSIONS

The training course consists of the following modules and sessions:

Module		Sessions
1. Introduction	1.1	Introduction to the course
	1.2	Your tasks and learning needs in community TB
2. Facts about TB and TB control	2.1	Identifying TB
	2.2	TB/HIV situation in your district
3. TB Treatment and Adherence	3.1	TB treatment
	3.2	Treatment Adherence Support
4. Human and Patient Rights	4.1	Stigma
	4.2	Human and Patients' Rights
5. TB Health Education	5.1	Health education for individual and social change
	5.2	Health education session
6. Community mobilisation and advocacy for TB/HIV	6.1	How to mobilise communities for TB/HIV
	6.2	Advocacy for TB/HIV
7. Organisation of TB Control in the District	7.1	Organisation of TB services
	7.2	Stakeholders Collaboration
8. Monitoring, Evaluation and Planning	8.1	Monitoring and Evaluation
	8.2	Community TB action plan
9. Evaluation of the Training Course	9.1	Course Evaluation
	9.2	Certificates

TRAINING METHODOLOGY

The training methodology is competency based and participatory:

Competency Based

Participants' tasks, responsibilities and competencies (knowledge, skills and attitudes) needed for TB prevention and care at community level, have guided the selection of the program topics. In the training course we make use of participants' practices, experiences and learning questions.

Participatory

Different training methods are used to enhance active participation and turn theory into practice: case studies, group work, buzz groups (work in pairs), role plays, exercises, quiz and interactive presentations.

COURSE DURATION

The course duration is four days from 8.00 – 16.30

PROGRAM OVERVIEW

Day	8.00 - 10.00	10.00 10.30	10.30 - 12.30	12.30 13.30	13.30 - 15.00	15.00 15.15	15.15 - 16.30
1.	Module 1 08.00 - 09.00 <i>Session 1.1</i> Introduction to the training course 09.00 - 10.00 <i>Session 1.2</i> Your tasks and learning needs in community TB	Break	Module 2 10.30 - 11.45 <i>Session 2.1</i> Identifying TB 11.45 - 12.30 <i>Session 2.2</i> TB/HIV situation in your district	Lunch	Module 3 13.30 - 14.30 <i>Session 3.1</i> TB treatment 14.30 - 15.00 <i>Session 3.2</i> Treatment adherence support	Break	Module 3 15.15 - 16.15 <i>Session 3.2</i> Treatment adherence support 16.15 - 16.30 Evaluation of the day
2.	08.00 - 08.15 <i>Recap</i> Module 4 08.15 - 10.00 <i>Session 4.1</i> Stigma	Break	Module 4 10.30 - 11.45 <i>Session 4.2</i> Patients' rights and responsibilities Module 5 12.00 - 12.30 <i>Session 5.1</i> Health education for individual and social change	Lunch	Module 5 13.30 - 14.00 <i>Session 5.1</i> Health education for individual and social change 14.00 - 15.00 <i>Session 5.2</i> Health education session	Break	Module 5 15.15 - 16.15 <i>Session 5.2</i> Health education session 16.15 - 16.30 Evaluation of the day
3.	08.00 - 08.15 <i>Recap</i> Module 6 08.15 - 10.00 <i>Session 6.1</i> How to mobilise communities for TB/HIV	Break	Module 6 10.30 - 12.30 <i>Session 6.2</i> Advocacy for TB/HIV	Lunch	Module 7 13.30 - 14.30 <i>Session 7.1</i> Organisation of TB services 14.30 - 15.00 <i>Session 7.2</i> How do stakeholders in TB control collaborate?	Break	Module 7 15.15 - 16.15 <i>Session 7.2</i> How do stakeholders in TB control collaborate? 16.15 - 16.30 Evaluation of the day
4.	08.00 - 08.15 <i>Recap</i> Module 8 08.15-10.00 <i>Session 8.1</i> Monitoring & Evaluation	Break	Module 8 10.30 - 12.30 <i>Session 8.2</i> Community TB Action Plan	Lunch	Module 9 13.30-14.30 <i>Session 9.1</i> Course evaluation 14.30 - 15.00 <i>Session 9.2</i> Certificates	Break	

AGENDA

1st Day/Time	Session	Facilitator
07.30-08.00	Registration	Secretary
08.00-09.00	Session 1.1 Introduction of the training course	
09.00-10.00	Session 1.2 Your tasks and learning needs in community TB	
10.00-10.30	Break	
10.30 -11.45	Session 2.1 Identifying TB	
11.45-12.30	Session 2.2 TB/HIV situation in your district	
12.30-13.30	Lunch	
13.30-14.30	Session 3.1 TB treatment	
14.30-15.00	Session 3.2 Treatment adherence support	
15.00-15.15	Break	
15.15-16.15	Session 3.2 Treatment adherence support	
16.15-16.30	Evaluation of the day	

2nd Day/Time	Session	Facilitator
08.00-08.15	Recap	
08.15-10.00	Session 4.1 Stigma	
10.00-10.15	Break	
10.30-11.45	Session 4.2 Patients' rights and responsibilities	
12.00-12.30	Session 5.1 Health education for individual and social change	
12.30-13.30	Lunch	
13.30-14.00	Session 5.1 Health education for individual and social change	
14.00 -15.00	Session 5.2 Health education session	
15.00-15.15	Break	
15.15-16.15	Session 5.2 Health education session	
16.15-16.30	Evaluation of the day	

3rd Day/Time	Session	Facilitator
08.00-08.15	Recap	
08.15 - 10.00	Session 6.1. How to mobilise communities for TB/HIV	
10.00-10.30	Break	
10.30-12.30	Session 6.2. Advocacy for TB/HIV	
12.30-13.30	Lunch	
13.30 - 14.30	Session 7.1 Organisation of TB services	
14.30 - 15.00	Session 7.1 Organisation of TB services	
14.30 - 15.00	Session 7.2 How do stakeholders in TB control collaborate?	
15.00-15.15	Break	
15.15 - 16.15	Session 7.2 How do stakeholders in TB control collaborate?	
16.15-16.30	Evaluation of the day	

4th Day/Time	Session	Facilitator
08.00-08.15	Recap	
08.15-10.00	Session 8.1. Monitoring and Evaluation	
10.00-10.30	Break	
10.30-12.30	Session 8.2. Community TB Action Plan	
12.30-13.30	Lunch	
13.30-14.30	Session 9.1 Course Evaluation	
14.30	Session 9.2 Certificate	

TRAINERS' MANUAL

The trainers' manual guides the trainer on training process, content and methodology. The trainers' manual includes all the documents used by the participants and is a separate publication.

PARTICIPANTS' MANUAL

The participants' manual is a separate publication.

TRAINERS

Every training course has 2 main facilitators who are responsible for the overall quality of the training course, and trainers who are experts in the different technical areas. The trainers' team consists of staff which has experience in TB/HIV prevention and care at District level: District TB Coordinator, District Nurse Officer, Environmental Health Technicians (EHT), Health promotion officer and trainers of Civil Society Organisations (CSOs).

ROLL-OUT OF THE TRAINING

When the pilot training is finalised, the training needs to be rolled out, following these steps:

- The national community trainers' team trains the provincial community trainers' team. This national trainers' team consists of trainers from (1) the National Village Health Workers' program, (2) CSOs active in TB and HIV prevention and care at community level and (3) NTP staff responsible for community TB control.
- The provincial community trainers' team which consist of provincial village health worker programme, Provincial TB coordinator, Provincial Environmental health Officer, Provincial Health promotion officer and CSOs active in TB trains the District community health trainers and support and supervise the District community health trainers which consist of District Nursing Officer, Environmental Health Officer District TB Coordinator District Health Promotion Officer and CSO active in TB when training community health workers and their mentoring nurses and EHT. Every province has a team of 10 provincial/district trainers, among them: Trainers of the Village Health Workers' Trainers, District TB coordinator, Environmental Health Officer, Health Promotion Officer and trainers of CSOs.

EVALUATION OF THE TRAINING

The training course is evaluated at the level of input, output, training process and end of training outcome.

Type of Evaluation	Indicators	When	Forms/Report Templates Used
Input	Costs, number of trainers, availability of up to date training curriculum, trainers' manual and participants' manual	Report: 2 weeks after the course	Training report
Output	Number of participants trained (gender/cadre/region)	Report: 2 weeks after the course	Training report
Process	Participants' appreciation with course content, methodology and facilitators	Daily and at end of course Report: 2 weeks after the training	Individual course evaluation forms Training report
End of training leaning outcome	Participants' self evaluation Learning results mentioned by trainers	End of training	Self evaluation form Trainers evaluation report

CERTIFICATION

At the end of the training course the participants will receive a certificate of attendance.

LOGISTICS

ADMINISTRATIVE SUPPORT

A secretary must be available for the following activities:

1. Before the start of the course

Booking the training venue
Printing the course materials
Ensuring the availability of training equipment

2. During the course

Receiving the participants
Arranging the training rooms
Printing and other logistical support

3. After the training

Processing the training evaluation forms

MATERIALS/EQUIPMENT

To deliver a successful training course specific materials and equipment are required

General:

Laptop, Projector, Screen, Printer, Markers (30), Colour post-it notes (A6) 6x6, flip charts (4x), White board, Sticky tape/Scissors and Hole-punch/Stapler

Individual (per participant) (30 participants):

Participants' manual, pen, notebook and name tag.

Per trainer (5 trainers):

Participants' manual, Trainers' manual, Training curriculum, Powerpoint slides. This material is already distributed in the Training of Trainers. Name tags.

PREREQUISITES FOR THE CLASSROOM

The main classroom has enough room for 30 people and 2 break out rooms with enough room for 10 people.

Set up of the main class room: Groups of tables with 6 participants around a table.

Moveable tables and chairs to organise group work.

Space in front of the room for a projector/board and other equipment.

ACCOMMODATION

Accommodation will be arranged for all participants and trainers.

ANNEX 1: SELF EVALUATION FORM

Participants' Manual 9.1.1 Evaluation Forms

There are 2 evaluation forms:

1. **A self evaluation** to assess how confident you are to perform as a community health worker.
2. **The course evaluation** to assess how useful the course was and what can be improved.

Self Evaluation Form

How far are you in developing your competencies to contribute to TB control prevention and care in your community?

You can score by putting an X next to the appropriate answer

	Please rate yourself with regard to the following competencies	I can do this, I am confident	I can do this but I need some more practice	I am still hesitant in doing this	I cannot do this
1.	Present my tasks in community Tuberculosis (TB) control				
2.	Present basic information about the TB and drug resistant TB (DR-TB) disease and the TB situation in my district				
3.	Inform presumptive TB patients about the availability of TB services				
4.	Give TB patients adequate community DOT and treatment support				
5.	Give quality TB health education to individuals and groups in my community				
6.	Discuss TB stigma and how to address TB stigma in my community				
7.	Inform patients, health workers and the community about the patients' charter				
8.	Advocate for access to quality TB care in my district				
9.	Mobilise my community for TB control				
10.	Inform the community about the TB and HIV services in the district				
11.	Monitor and evaluate the community TB activities and learn from the results				
12.	Develop my annual action plan for community TB together with the nurse in charge and the village health committee				

ANNEX 2: COURSE EVALUATION

A. The Sessions

How do you rate the different sessions? You can score by putting an X in the appropriate box

Title of session		Excellent	Good	Average	Poor
Day 1					
1.1	Introduction of the training course				
1.2	Your tasks in community TB				
2.1	Identifying TB				
2.2	TB/HIV situation in your district				
3.1	TB treatment				
3.2	Treatment adherence				
Day 2					
4.1	Stigma				
4.2	Human and Patient rights				
5.1	Health education for individual and social change				
5.2	Health education session				
Day 3					
6.1	How to mobilise communities for TB/HIV				
6.2	Advocacy for TB/HIV				
7.1	Organisation of TB services				
7.2	How do stakeholders in TB control collaborate?				
Day 4					
8.1	Monitoring and Evaluation				
8.2	Community TB Action Plan				

B. Overall, did you what you wanted to learn? Yes, No or not fully? Indicate this with an X in the appropriate box.

☐ Yes ☐ No

If no, please comment

☐ Not fully

If not fully, please comment

C. How did you rate the following?

You can score by putting an X in the appropriate box

	Excellent	Good	Average	Poor
The training methodology				
The training materials				
The trainers				
The training venue				

D. What suggestions do you have to improve this course? Please write them here.

ANNEX 3: TRAINERS' EVALUATION REPORT

At the end of the training course, the trainers meet, discuss the questions below and make a Facilitators' report with results, conclusions and recommendations. This report is sent to the Course Coordinator.

1. Participants

- How many participants started and finished the course?
- How many participants met the selection criteria?
- Were the participants on time and sufficiently informed about the training program?
- Were the participants motivated and committed?

2. Training objectives and training content

- Does the training content fit participants' learning needs?
- Was there sufficient time for each session?
- Was the training course appropriate for participants' education level? If not, was it too simple or too complex?

3. Training methodology

- Did the training methods enhance participants' learning?
- Was there enough variety in the training methods?
- Did the trainers master the training methodologies?

4. Training course materials

- Are the trainers' materials comprehensive and understandable?
- Are the participants' materials comprehensive and understandable?

5. Trainers' team

- How was the collaboration among the trainers?
- Did the trainer master the training content and the participatory training methodology?

6. Logistics and Organisation

- How was the logistical support prior to the training and do you have suggestions for improvement?
- How do you rate the: accommodation, Food, Training Rooms, Administrative Support?

7. Any other business.

