

Department of community medicine
Vardhman Mahavir Medical College & Safdarjung Hospital, New Delhi

**Training Workshop on Public Health Management for Health Officers and
Asst. Health Officers of KUSP
July 21-25, 2008**

Programme Coordinator: Dr.D.K.Raut, Professor

Revised Programme Schedule:

Day -1	Indian Public Health Standards
Day - 2	Advance Epidemiological Methods
Day - 3	Urban Health Care Services and MIS
Day - 4	Field Visit to Urban Health centres
Day - 5	National Health Programs & interactive session with Programme Manager, Managerial Skills for effective planning, implementation & Evaluation

Day- 1		
9.00-9.30 am	Registration	
9.30-10.15am	Inauguration	
	<ul style="list-style-type: none"> ➤ Welcome address ➤ Objectives of training workshop ➤ Presidential address by Principal & MS, VMMC & SJH ➤ Address by Special Invitee from DFID ➤ Address by Special Invitee from KUSP ➤ Vote of Thanks 	Dr Saudan Singh Prof. & Head Dr. Raut, Professor Dr. Jagdish Prasad, Addl DG ----- Dr. Shibani Goswami Dr. Neelam Roy
10.15-10.30am	Tea break	
10.30- 10.45am	Ice breaking, Expectation & Fear of Participants	Dr. Nilam Roy, Asstt. Prof.
10.45- 11.00am	Pre-test evaluation	Dr. Nilam Roy, Asstt. Prof.
11.00-1.00 pm	Essential Public Health Functions	Dr. DK Raut, Professor
1.00- 2.00pm	Lunch break	
2.00- 3.00pm	Millennium Development Goals	Mr. S.K.Chakravarty, Director, CSO
3.30- 3.45pm	Tea break	
3.45- 4.45pm	Indian Public Health Standards	Dr. Khaparde/ Dr. Satpathy
4.45-5.45pm	Evaluation of Health Program	Dr. Saudan Singh, Professor & HOD

Day- 2	Date: 22.7.2008	
9.00-9.30 am	Review of previous days activity	Dr. DK Raut/ Dr. Nilam Roy
9.30- 10.45 am	Advance Epidemiological Methods: Review of basic epidemiology & Study design	Dr. DK Raut
10.45-11.00 am	Tea break	
10.45 – 12.00 pm	Team Building	Dr. G.K.Ingle, Director Prof. MAMC
12.00-1.00 pm	Integrated Disease Surveillance Project	Dr. Dhariwal, NPO-IDSP, NICD
1.00 - 2.00 pm	Lunch break	
2.00- 3.00 pm	Epidemic/ Outbreak Investigation of a Disease and	Dr. Sampat Kumar, NPO-WHO-India

	Exercise	Dr. DK Raut/ Dr. Nilam Roy
3.15- 3.30 pm	Tea break	
3.30 - 4.30 pm	Global Health Security: International Health Regulations	Dr. Ayana, WHO-SEARO
4.30- 5.30 pm	Computer Skills in Management of Public Health Data	Mr. P.D. Kulkarni, Programmer, NIHFW/ Dr. Nilam Roy

Day- 3	Date: 23.7.2008	
9.00-9.30 am	Review of previous days activity	Dr. DK Raut/ Dr. Nilam Roy
9.30- 10.30 am	5. Urbanization and Urban Health Needs: A brief presentation on Health of Urban Poor 6. Quiz on Urban population, slum growth & Health related aspects	Dr. Siddharth Agarwal and Team from Urban Health Resource Centre, New Delhi (EHP,USAIDS)
10.30-11.30 am	7. Case study based discussion using Bally situation analysis	
11.30-11.45 am	Tea break	
11.45-1.00 pm	8. Case study based discussion Shahdra North situation analysis 9. Group presentations	
1.00 - 2.00pm	Lunch break	Dr. Siddharth Agarwal and Team from Urban Health Resource Centre, New Delhi (EHP,USAIDS)
2.00-3.00 pm	7. Spatial mapping of slums & health 8. Urban Health Program Exercises: Kolkata, Indore, Bangalore, Mumbai/Pune 9. Discussion	
3.00-3.45 pm	Govt. Of India's Urban Health Initiative: 5. Urban component of RCH-II 6. Proposed strategies under NUHM	
3.45- 4.00pm	Tea break	
4.00-4.30pm	Urban component of NVBDCP	
4.30- 5.30pm	HMIS with special reference to Birth & Death Registration in Delhi	

Day- 4	Date: 24.7.2008	
9.00-5.00	Field Visit to Urban Health Centres	Dr. DK Raut/ Dr. Nilam Roy

Day- 5	Date: 25.7.2008	
9.00-9.30am	Review of previous days activity	Dr. DK Raut/ Dr. Nilam Roy
9.30-10.30am	Health Care Planning	Dr. Dr.C.S. Pandav, Prof. & HOD,AIIMS
10.30-10.45am	Tea break	
11.00- 12.00	National Health Policy	Dr. Deoki Nandaan, Director, NIHFW
12.00-1.00 pm	HIV/AIDS/STD Program	Dr. Ajay Khara, Joint Director, NACO
1.00 - 1.45 pm	Lunch break	
1.45 - 2.45pm	RNTCP	Dr. D. Behera, Director, LRS ITRD
2.45- 3.45 pm	Community Health Needs assessment	Dr. Sanjeev Rasanias, Professor
3.45 - 4.00 pm	Sharing of experiences & Post-test evaluation	Dr. DK Raut/ Dr. Nilam Roy
4.00- 4.30 pm	Valedictory session	Dr. DK Raut/ Dr. Nilam Roy
4.30 - 5.00 pm	Refreshment	



Original WS to 25/9/21
MC section of CMU

Sub. : Training of Health Officers, Asstt. Health Officers & Medical Officers on Public Health Management under Health component of KUSP.

Community Based Health Programmes are being implemented by each of the 125 ULBs in the state of West Bengal, with the objective of improving health status of poor people by reducing morbidity, mortality and fertility amongst the population particularly urban poor through delivery of primary health care services at door- step level by HHWs and at sub-centre level by the medical professionals, addressing public health care initiatives and implementing National Health Programmes.

In order to deliver such services qualitatively and effectively, the service providers i.e. Health Officers, Asstt. Health Officers & Medical Officers who are associated with planning , implementing, monitoring and supervising need to update their technical skill and to improve managerial capacity. One of the important objectives of KUSP is capacity building of the ULBs. The capacity building is required to improve the competencies of Health Officers and Assistant Health Officers and Medical Officers to take on public health & managerial responsibilities and in turn improve the overall management of health care delivery services. In earlier occasion training of Health Officer and Asstt. Health Officer in public health had been organized for 40 KMA and 22 Non-KMA ULBs by All India Institute of Hygiene & Public Health (AIH&PH) wherein Dr. D.K.Raut, Prof. & Head of Dept. of Epidemiology was the course Co-ordinator. The training was held in 3 batches , one in Maulana Azad Medical College , Delhi; the 2nd one at Institute of Health Management & Research , Jaipur; and 3rd at National Tuberculosis , Bangalore. The said course was highly appreciated by the participants . Hence, Dr. D.K. Raut, Prof. of Public Health, Dept. of Community Medicine, Vardhman Mahavir Medical College and Safdarjung Hospital, New Delhi was further contacted by the undersigned for proposed training workshop. Accordingly, Dr. Raut has submitted proposal and budget for such training (copy enclosed at C/P-1).

The key issues to be covered in the training programme are as under:

- * Evolution and framework of health policies in India, Health Care Delivery System in India and Public Health standards.
- * Explain the Principals of Epidemiology with respect to management of Public Health programmes.
- * Describe surveillance and monitoring of diseases, steps in epidemic investigation and methods for its prevention & control.
- * Explain the components of important National Health Programmes for its implementation and management.
- * Develop managerial skills for effective planning, implementation and evaluation of Public Health issues, National Health Programmes and others.



* Explain the diseases surveillance & monitoring to improve health management information system to monitor, evaluate and control disease occurrence in the municipal area.

It is felt that a residential course outside the State of West Bengal would result in uninterrupted, cohesive and interactive training utilizing cross sharing with the participants of other ULBs, Public Health Institutes, Medical Colleges of other states in planning, implementing and monitoring of Public Health Programmes. From previous training programme it is experienced that the participants would utilize the time beyond schedule class doing group exercises, discussions, preparation of presentations.

Each batch will consist of 25 nos. of participants (approx.), to be facilitated by 5 nos. of outstation Experts, 5 nos. of local Experts both in class room and field sessions. Duration of training will be for 5 days excluding both way journey. Estimated total no. of participants - 80 in KMA ULBs and 85 in non-KMA ULBs out of which 22 are in position. (63 ULBs are yet to engage HO).

The tentative Budget estimate (enclosed at C/P-2) as indicated is Rs.472500/- (Rupees four lakhs seventy two thousand five hundred) i.e. approximately Rs.18,900/- per participant for 5 days training.

In this connection it is to state that there will be no difference in the budget estimate for such training programme within the State excepting TA of the medical professionals.

Submitted for kind approval.

PD, CMU

27.2.08

This is a proposal for training HO/AHO/AMO of all 125 ULBs in Public Health. ~~The proposal~~ The proposal may be approved

4/3

where will the training programme be conducted?

who will provide the required funds? will KUSP provide this?

6/5/08

Postmaster Secy, M.A. Deptt -

U.O. No. CMU-99/2008(Pt-VI)/386

Date: 09.03.08

*Pl- put up the reply
Dr. Ghosh 4/3 PD CMU*



Orders of the Principal Secretary, Dept. of Municipal Affairs in WSP-2.

The training of HO, AHO and medical Doctors is a residential course outside the state of West Bengal. The venues are one Medical college at New Delhi, IITM, Jaipur, National Tuberculosis Institute, Bangalore, Medical College, Chennai, as were done in earlier occasions.

KUSP fund will be made available for this purpose.

Submitted.

[Signature]
10.3.08

The above may be seen.

The training venues are proposed at New Delhi, Jaipur, Bangalore or Chennai as per convenience of us and the institutes. We had done a similar training in three batches at New Delhi, Jaipur and Bangalore three years back. That training was found useful for gain in knowledge and motivation of HO/AHO.

We may arrange a similar programme with funding from KUSP if approved

[Signature]
11/3

marked
by H.A/Dept.

U.O. No. CMU 94/2003 (Pt-VI)/405
Date 11.03.2008

The budget includes TA DA for outstation experts and their accomodation costs

In that case can the training be not organized at Kolkata. It will save both time as well as travelling costs & participants.

[Signature]
14/3/08

PD [Signature]

25.4.08

put up
Pr. Secy 11/3



Queries of the principal Secretary,
Dept. of MA in NSP-3.

The matter was discussed with
the As. Secretary on 13.3.08. It
was decided that the said training
for HO, AHO & Medical Officers
may be organised at New Delhi
in batches.

Necessary approval may kindly be
accorded so that 1st batch of
training could be started by
April, 2008.

Submitted.

[Signature]
18.3.08

We may start the first batch in Delhi
and decide on the rest after the first
training, as discussed

[Signature]
18/3

~~D, CMU~~

~~Principal
Secretary,
1-A-Sept-~~

J.O. No. CMU-39/2003 (PE-VI)/419
Date-18.03.08.

Notes on page 1/2 - N
may be seen. This is a
proposal for training for
HO, AHO, MO to provide
them exposure to various health
policies, methodology and broad
perspective of health care
activities as well as experience
of other areas. To begin with

one programme can be organised and based on the feedback further programmes may be considered. The funding will be from USIP.

myc
Pr. Secy/NA.

ash
20/3/08
25/3

10 cmf 2
26/3

pl-organise one programme as a pilot

Ref
26/3

Dr. Gowari

Dr. Raut informed over telephone ^{on date} that the 1st batch of training will be held for 25 hrs. of participants at New Delhi during 5-9 May 2008. Proposal in this regard will reach this office by 9.4.08, as he said.

However, he may ask the UAS to nominate names of 10 & AWO by 10.04.08. The train tickets for the participants for both way journey may be done by the office of CMU. Draft letter is enclosed for signature ^{signature} if approved (not proceed) 4.4.08.

Dr. for 1st batch of training is re-scheduled during 21-25 July, 2008. The UAS (401/CMH) may be informed accordingly. Draft letter is enclosed for signature if approved.

25/4/08

P.D, CMU

P.D, CMU

On receipt of list of participants
from the I/KMA URB, as on date,
The letter may be issued to them
confirming participation of 102/A100
in the Public Health Management
Training Programme scheduled during
21-26 July, 08.

Draft letter is enclosed for signature,
if approved.

[Signature]
14.05.08

[Signature]
15/5

[Signature]
D, cmv

[Faint, illegible handwritten notes and signatures]

On receipt of list of participants from the IZKMA URB, as on date, the letter may be issued to them confirming participation of 102/AHO in the Public Health Management Training Programme scheduled during 21-26 July, 08.

Draft letter is enclosed for signature, if approved.

D, cmv

[Signature]
14.05.08

[Signature]
15/5

As per instruction, the training of 102 AHO on "Public Health Management" is scheduled during 21-26 July, 08 at Vardhman Mahavir Medical College & Safdarjung Hospital, New Delhi.

Budget for this batch of training for Rs 472500/- (Rupees four lakhs seventy two thousand five hundred) only is to be released in favour of "Medical Superintendent, Safdarjung Hospital, New Delhi" through Bank Draft payable at New Delhi immediately for taking necessary preparation by the organiser.

Necessary action may kindly be taken towards preparation of Draft and onward despatches to the address as mentioned below:

Dr. D.K. Raut, MBBS, MD, FIPHA
Professor, Department of Community Medicine,
Room No 421, VM Medical College &
Safdarjung Hospital, New Delhi, 110029.

Submitted.

cmv

[Signature]
13.06.08



DD bearing no. 867975 dt. 18.03.2008 on PNB for Rs. 1,75,000/- has been prepared by ATCS Seceta. This DD. is to be sent to Addl. SA, Principal and MS, VMHC & Safdarjung Hosp. New Delhi through courier.

Draft letter in this regard is enclosed for signature, if approved. Office of SVDA may be instructed for sending the forwarding letter along with DD through Speed post.

Sybilamma
23.06.08

h
23/06/08

PM, CMV

Health Exptt