



**WHO/UNFPA INTERCOUNTRY WORKSHOP
ON IMPROVEMENT OF MANAGERIAL & TECHNICAL
SKILLS IN MCH/FP**

EM/WHO/UNFPA.WKF.MTS.MCH/FP/2

Nicosia, Cyprus, 10-22 November 1986

14 October 1986

PROVISIONAL PROGRAMME OF WORK

Monday 10 November 1986

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|---------------|---|
| 08.30 - 09.00 | Registration |
| 09.00 - 10.00 | Opening Session <ul style="list-style-type: none">- Inaugural Address by H.E. The Minister of Health (to be confirmed)- Message of Dr Hussein A. Gezairy, Regional Director, WHO Eastern Mediterranean Region |
| 10.00 - 10.15 | Coffee Break |
| 10.15 - 10.45 | - Introduction of facilitators and participants |
| 10.45 - 11.30 | - Course objectives and overview, Dr Melvyn Thorne |
| 11.30 - 12.30 | - What is needed to improve MCH/FP services?
- Open discussion, with accumulation of points on paper board, Dr W.A. Reinke |
| 12.30 - 14.30 | Lunch Break |
| 14.30 - 15.15 | - Response to prior discussion, and overview of MCH/FP programmes, Dr Angel Petros-Barvazian |
| 15.15 - 16.45 | Nominal Group Technique: <ul style="list-style-type: none">- What are the main problems in management of MCH/FP services at district level?- Orientation in plenary, then work on this question using NGP in small groups, Dr W.A. Reinke |
| 16.45 - 17.30 | - Introduction to a synopsis of main problems and deficiencies in MCH/FP/PHC programmes, and recommendations, as identified in programme reviews, Dr Steve Sapirie |

Tuesday 11 November 1986

- 08.00 - 9.30 - Small NGP groups present to plenary; comparison with problems from JPRs; plenary revotes on main management problems; reflection on in-country training as solution to priority problems, and on group process facilitation techniques, Dr W.A. Reinke
- 09.30 - 10.30 - Problems in delivery of specific services, e.g. family planning services, Dr M. Thorne
- 10.30 - 10.45 **Coffee Break**
- 10.45 - 12.15 - Managerial process for national health development: a conceptual framework for managerial action at multiple levels, Dr Silvere Simeant
- 12.30 - 14.30 **Lunch Break**
- 14.30 - 15.45 - Developing operational and managerial skills for district and local levels; in-field problem-solving approaches used in Malaysia, Dr Steve Sapirie
- Discussion of field-centered training used in Region to improve management.
- 15.45 - 16.00 **Coffee Break**
- 16.00 - 17.00 - Introduction to basic educational methodology for training, Dr M. Thorne.
- Writing educational objectives

Wednesday 12 November 1986

- 08.00 - 09.45 - Five schools of management, Dr Mel Thorne.
- Industrial, Western origins of modern management thought; adaptations needed to improve management of MCH/FP services in the Region. Definitions of managements.
- 9.45 - 10.00 **Coffee Break**
- 10.00 - 11.00 - Systems flowgrams for project design & programme monitoring/evaluation using MCH/FP progress indicators, Dr S. Sapirie.
- The multiplicity of possible MCH/FP objectives necessitates prioritized choice of progress indicators.

- 11.00 - 12.30
- Use of information in decision making and management, Dr W.A. Reinke.
 - A conceptual framework for using information to link the use of resources, through management of activities, to programmed objectives.

12.30 - 14.30 Lunch Break

- 14.30 - 18.00
- The risk approach: Introduction, Dr Jose Villar and Dr Brian McCarthy.
 - Epidemiologic approach to deciding on the most important MCH/FP objectives on which to focus efforts.
 - Using and teaching the risk approach for improving management at District level.

Thursday 13 November 1986

- 08.00 - 18.00
- The risk approach (continued),
Dr Jose Villar & Dr Brian McCarthy

Friday 14 November 1986

- 08.00 - 18.00
- The risk approach (continued),
Dr Jose Villar & Dr Brian McCarthy

Saturday 15 November 1986

- 08.00 - 09.00
- The risk approach (concluded),
Dr Jose Villar & Dr Brian McCarthy
- 09.00 - 10.00
- Choosing and using MCH/FP service indicators for planning, programming, monitoring, controlling and evaluating MCH/FP programmes at district level (session I), Dr W.A. Reinke.
 - Case study exercise, presentations, and discussions
- 10.00 - 10.15 Coffee Break
- 10.15 - 11.45
- Presentation by participants of their reports on UNFPA sponsored MCH/FP projects in their countries, Dr A.Khan moderator
- 11.45 - 12.30
- "Precede" model for making an educational diagnosis of community needs to prepare a rational health education strategy,
Dr Mel Thorne
- 14.00 - 14.45
- WHO MCH/FP programme development,
Dr Alam Khan
- 14.45 - 16.15
- (title ... from UNFPA), Mr Van Arendonk

16.15 - 16.30

Coffee Break

16.30 - 18.00

- Synopsis of new technologies in MCH/FP their costs, impacts & management implications, Dr Jose Villar

Sunday 16 November 1986

Free

Monday 17 November 1986

08.00 - 09.00

- Evaluation of the methods used in diagnosis of intrauterine growth retardation,
Dr J. Villar

09.30 - 09.45

Coffee Break

09.45 - 11.15

- Monitoring and evaluating MCH/FP services at district level (session II),
Dr W.A. Reinke.
- Use of targets, target populations, comparisons of actual against targetted services, and computer processing of data.

11.15 - 12.15

Preparatory session for country analysis

12.30 - 14.30

Lunch Break

14.30 - 16.00

- Management problem identification and solving through information feedback for decision making: The challenge of decentralization,
Dr W.A. Reinke

16.00 - 16.15

Coffee Break

16.15 - 17.45

- Improving the format, gathering, analysis and use of information in MCH/FP services,
Dr W.A. Reinke

Tuesday 18 November 1986

08.00 - 09.30

- Network analysis: The critical path method and the gantt chart in programming and controlling project activities,
Dr W.A. Reinke

Session I

09.30 - 09.45

Coffee Break

09.45 - 11.15

Session II

11.15 - 12.15

- Preparatory session on country analyses

- 12.30 - 14.30 **Lunch Break**
- 14.30 - 16.00 - Supervision - strengthening the weakest link; nominal group technique identification of the main problems of supervision at district level, Dr Mel Thorne.
- Small groups identify main problems
- 16.00 - 16.15 **Coffee Break**
- 16.15 - 18.00 - Force Field analysis, Dr Mel Thorne.
- Plenary develops a strategy for supportive supervision

Wednesday 19 November 1986

- 08.00 - 09.30 - Three way role play - better training for supportive supervision at district level, Dr Mel Thorne
- 09.30 - 10.30 - Content, style, options and design of supervision, Dr Mel Thorne
- 10.30 - 10.45 **Coffee Break**
- 10.45 - 12.15 - More effective use of information in MCH/FP decision making at district level through supervisory feedback, Dr W.A. Reinke. Small group exercises
- 12.30 - 14.30 **Lunch Break**
- 14.30 - 15.30 - Leadership, team work, Job descriptions, collaboration & conflict resolution, Dr Mel Thorne
- Small group assessment of guidance provided on these subjects in manual on being in charge
- 15.30 - 15.45 **Coffee Break**
- 15.45 - 16.45 - Leadership styles: Each participant analyses own leadership style, range, and adaptability using the lead-self questionnaire
- 16.45 - 17.45 - Discussion of options, approaches and resource materials available for in-country management training at district level for MCH/FP, Dr Mel Thorne, moderator

Thursday 20 November 1986

- 08.00 - 09.00 - Tying together work analysis, job description, training, teaching methods and supervision, Dr Mel Thorne
- 09.00 - 10.30 - Balancing resources, technology, programme design and productivity with objectives: lessons of functional analysis studies, Dr W. Reinke
- 10.30 - 10.45 **Coffee Break**
- 10.45 - 12.15 **Country analyses presented by participants**
- identification of particular management improvement needs for MCH/FP services at district level
 - efforts already undertaken and lessons learned
- Future Options:** main content, best approaches, realistic objectives
- facilitation from WHO/UNFPA/Others that would be useful
- EACH COUNTRY PRESENTATION: 20 presentation + 10 discussions
- 12.30 - 14.30 **Lunch Break**
- 14.30 - 16.00 Country analyses (continued)
- 16.00 - 16.15 **Coffee Break**
- 16.15 - 17.45 Country analyses (continued)

Friday 21 November 1986

- 08.00 - 10.00 Country analyses (continued)
- 10.00 - 10.15 **Coffee Break**
- 10.15 - 12.15 Country analyses (continued)

Friday afternoon

Free

Saturday 22 November 1986

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| 08.00 - 09.00 | Country analyses (concluded) |
| 09.00 - 10.00 | General discussion of the country analyses |
| 10.00 - 10.15 | Coffee Break |
| 10.15 - 11.30 | <ul style="list-style-type: none">- Synthesis and review of topics covered in the workshop: focus on the special challenge on managing MCH/FP services and of their integration into CDD, EPI and other PHC programmes, Dr Mel Thorne- General discussion |
| 11.30 - 12.30 | <ul style="list-style-type: none">- Evaluation of the workshop by participants |
| 12.30 - 14.30 | Lunch Break |
| 14.30 - 15.30 | <ul style="list-style-type: none">- General discussion on the analysed evaluation of this workshop, and of training workshops held in-country, Dr W.A. Reinke |
| 15.30 - 15.45 | Closing remarks, Dr A.A. Khan |