

## Model agenda

### WHO Training Workshop in collaboration with Ministry of Health on Emergency and Essential Surgical Care (EESC)

Venue: City/Town-----, Country-----

**Guide to a draft agenda and programme of work (number of days of the workshop is optional)**

*For training sessions refer trainers` guide and pages in WHO training manual "Surgical Care at the District Hospital"(SCDH)*

**Day1 Preparation meeting prior to the training workshop**      **Date**      **Time 9:00h**  
**Facilitators and or Multidisciplinary Working group Meeting**

Objective: to plan standardization of procedures for the training workshop

Check list: refer trainers` guide

**Day 2 (Orientation)**      **Date**      **Time 9:00h - 17:30h**

**1. Inauguration session**

- Opening remarks **Ministry of Health (MoH)**
- Introduction to WHO/Essential Health Technology/Clinical Procedures project (**WHO/ Facilitator**)
- Concluding remarks

**2. Situation Analysis on EESC based on needs assessment in identified districts/province/rural//primary healthcare facilities/first referral units (MoH focal points)**  
(Use needs assessment and evaluation form and EEE generic list- refer IMEESC tool)

**3. Introduce WHO "Integrated Management for Emergency and Essential Surgical Care (IMEESC) E-learning tools (WHO/ Facilitator)**

- Role of the health providers & policy makers for minimum basic requirements to improve Emergency and Essential Surgical Care at resource limited healthcare facilities. (use aide memoire-refer IMEESC tool)

**4. Orientation to the training sessions for day 3 and 4 (Facilitator)**

**5. Working group discussions based on WHO training tools on IMEESC**

- Using the WHO IMEESC e-learning tools in first referral level health facilities, medical and nursing education and training programmes. (**WHO/ Facilitator**)
- Collaborative approach & integration to emergency procedures in trauma, obstetrics, anaesthesia, infection control (HIV), patient safety at first referral level health facilities with links to training materials from other WHO departments (**MoH, focal point**)
- Using needs assessment and evaluation form and EEE generic list for improving quality of care at first referral level health facilities (**MoH focal point**)

**Day 3 (Training sessions)**      **Date**      **Time 9:00h-17:30h**

**6. Patient safety best practice protocol interventions in essential emergency procedures at first referral health facility: (teaching & visit to hospital) (MoH focal point)**

- Leadership, team skills & management of first referral health care facilities: page 1-1
- Correct patient, for the correct surgery, on the correct site: page 3-1
- Check list for essential emergency equipment: (WHO generic EEE list)

- Record keeping and reporting of errors and adverse events: page 1.13
- Patient consent
- Evaluation and monitoring for improvement in the quality of emergency care:
- Needs assessment form: page 1-15
- Planning in trauma and disaster situations: pages 1- 17 to 1-20 **(Clinician/Trauma team)**
- Preoperative preparation & assessment of co-existing diseases: anaemia, respiratory infections: pages 13-10 & 13-36
- Pre-anaesthetic checklist: Best practice protocols
- Anaesthesia in emergency situations: pages 13-29 & 14 -31
- Intraoperative and postoperative monitoring: page 14 -35
- Care of the unconscious patient: page 14-34
- Infection control and prevention of HIV transmission: page 2-1 & 13-42
- Surgical & anaesthetic techniques to reduce blood loss, prevention of blood borne infection: pages 13-36 & 14-16
- Cleaning, sterilization and disinfection: page 2-3 **(Nursing, Focal point )**
- Waste Management: page 2-13

**Day 4 (Training sessions)**

**Date**

**Time 9:00-17:30h**

**7. Role playing and practical training in basic skills in essential and emergency surgical procedures:**

(teaching & visit to hospital)

**(Chair persons)**

- Resuscitation: IV access, maintenance of IV, cut-down, airway maintenance, Basic Life Support, Cardio-Pulmonary Resuscitation: page 13-1
- Bleeding ,wound management, burns, splint and immobilization of fractures: pages 17-1,17-6, 5-14 , Best practice protocols
- Universal precautions for prevention of HIV transmission: Best practice protocols
- Essential Emergency Equipment use and maintenance: pages.15-12, 15-2 to 15-4
- Transportation of the critically ill: Best practice protocols,
- Hand hygiene (cleaning, washing of hands, asepsis etc): Best practice protocols

**8. Strengthening of basic skills and knowledge transfer through E learning**

- **Video conference-optional** (if linkages to other countries are available):  
On line discussions on case studies, access to guidelines, journals, useful web site links for training
- How to use **E learning Tools for** self learning of emergency and essential surgical skills (if computer facilities are available)

**9. Concluding session**

**(Chair persons: WHO, MoH)**

- Recommendations for improvement in quality of care in EESC at first referral health facility
- Action plan for follow-up activities

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