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MINISTRY OF HEALTH - ETHIOPIA

Integrated Laboratory Specimen Transportation and Referral Linkage Training

Participant Manual



May 2022



Ethiopian Public Health Institute, Addis Ababa – Ethiopia



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Facilitator Manual



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Course Description: These four days course is designed to equip participants with the necessary knowledge, skill and attitude required to undertake specimen collection, packaging, transportation and to provide standard referral linkage service among different health facilities.

Course Goal

To enable participants properly manage the specimen transportation and result delivery activity throughout all tier level of health system

Participant Learning Objective

By the end of this training the participant will be able to:

- Perform complete specimen management system.
- Deals with basic concepts of laboratory test menu and laboratory specimen referral networking
- Implement good document and record keeping in laboratory specimen transportation and referral linkage.
- Apply quality service in laboratory specimen transportation and referral linkage
- Practice on safety during laboratory specimen transportation and referral linkage.
- Apply safe specimen transportation and maintain the specimen integrity within the laboratory specimen referral system.
- Establish effective communication in laboratory specimen transportation and referral linkage.
- Apply basic ethics and professional responsibly on laboratory specimen transportations and referral linkage

Training Methods:

- Interactive presentation.

- Demonstrations;
- Group discussions;
- Individual and group exercise;
- Reading assignment;
- Case scenario;
- Role plays;
- Guided practical activities.

Training Material

- **Printed Materials**

- Trainer Guide
- Participant Manual
- Worksheets
- Templates

- **Non Printed Materials**

- Laptop computer;
- LCD projector;
- Permanent colored marker;
- White board;
- Flipchart;
- Pointer;
- Triple package,
- Spill kit,
- Simulation specimen;
- Scissors;
- Cards and
- Various items that used in the practicum sessions.(See Annex 30, page 178)

Participant Selection Criteria

- Health professionals
 - Who have been served in public, NGO, and private health facilities;
 - Who are providing service on specimen collection, packaging, handling and transporting;
 - Who were not trained or peoples who trained more than two years ago obligated to take as a refreshment training; and
 - Able to can serve the health facility after the training.
- Health science collage or universities instructors
 - Who are involved in teaching of medical Laboratory students that have not taken the training
- Stakeholders who are working and supporting on the integrated laboratory specimen transportation and referral linkage who were not taken the training.

Trainer Selection Criteria

The trainer should fulfill the following minimum criteria.

- **Mandatory**
 - Should have a minimum of first degree or above in Medical laboratory technology and other related field;
 - Should have ToT(training of trainer) on integrated laboratory specimen transportation and referral linkage training;
 - Should have an experience on in-service training;
- **Optional**
 - Has training on training facilitation skill;
 - Participating in this training module preparation.

Method of Evaluation

- **Participant**

- **Formative**

- Pre-Test;
 - Group exercise;
 - Individual Exercise.

- **Summative**

- General knowledge assessment (80%) from Post-Test evaluation;
 - Attendance during the training session (5%);
 - Practical exercise (10%),
 - Home take assignment (5%),

- **Course Evaluation;**

- Daily course evaluation;
 - Daily trainee feedback evaluation;
 - End of training general evaluation.

- **Trainer Evaluation;**

- Daily course evaluation;
 - End of course trainer evaluation.

Certification Criteria

- More than 95% attendance in theoretical and 100% in practical sessions;
- Must have to take both pre and post-training tests;
- Actively participate on group and individual exercise;
- Should score $\geq 80\%$ Post-Test exam;
- Continuing educational unit.....

Course Venue

- Accredited from continuous professional development center.

Suggested Class Size

- Training hall should be 5M x 6M in size.

- i. Course Duration**

- Four days

- ii. Trainer Compositions**

- Four trainer and one facilitator.