Swiss Tropical Institute
Institute Tropical Suisse
Schweizerisches Tropeninstitut

ADVANCED STUDY CENTRE
UNIVERSITÄT BASEL

SSPH+
SWISS SCHOOL OF PUBLIC HEALTH +

Advanced Course

Health District Management: Planning and Programme Design

oaq
accredited in Switzerland

17 November – 5 December 2008

Ifakara/Tanzania

tropEd
European Network for Education in International Health

Swiss Tropical Institute
Institute Tropical Suisse
Schweizerisches Tropeninstitut
Teaching and Training

Advanced Course

Health District Management: Planning and Programme Design

17 November – 5 December 2008
in Ifakara, Tanzania

This module is open to participants with a University Professional diploma "Health Care and Management in Tropical Countries (HCMTC)" or an equivalent degree, but it is also designed as a refresher course for professionals working in the field of programme and project planning and design. In addition it is an optional module within the joint Master Curriculum in International Health (MIH) of tropEd, a collaborative network of more than 30 institutes of higher education in 13 European and 3 overseas countries.

Aim of the course

The course aims at introducing the basic principles of strategic programme and project management. It also focuses on practical aspects of the planning and implementation process, using the techniques of a simulation exercise and computer based support.

Objectives and content

Part I
Health policies and priorities:

By the end of the course participants will be able

- To critically reflect concepts of priority setting, economics and planning regarding the development of health systems
- To put into practice principles of management that can be applied to district health services, using the Health Resources Allocation Model by the Swiss Tropical Institute

Part II
Planning and Programme Design

Participants will work as a programme design team and elaborate a proposal. By the end of the course, working both as individuals and as members of a team, participants will be able to:

- Define a target population and formulate programme objectives within the context of a countries national development goals and objectives
- Define the outputs that will enable a satisfactory achievement of those objectives
- Identify verifiable indicators which will demonstrate performance in terms of outputs and objectives
- Outline the strategies and indicate the activities required to produce the proposed outputs
- Determine the inputs necessary for completing the proposed activities
- Identify the more significant assumptions underlying the implementation of the activities
- Prepare a complete programme proposal that clearly and coherently presents the programme planning, design and evaluation processes
- Present and defend the completed programme design and the rationale for the design
- Undertake the processes necessary for the successful selection and recruitment of staff

Participants

- Health professionals (medical doctors, nurses, midwives, pharmacists)
- Managers, planners, social scientists, health system researchers
- Educators

Evaluation

The examination consists of different parts: Performance of the first week will be assessed by the presentation of group results. For the second part, examination is the proposal-work in its written form and as an oral presentation. In addition an individual assignment on a situation analysis has to be handed in during the course. In all examinations participants are not asked to memorize facts but rather to put different elements into context.

Certification

Testimonials confirming attendance will be issued at the end of the course. A certificate is awarded to those participants who have reached the acceptable level of performance, which is defined as 60% of the achievable maximum.Within the MIH curriculum of tropEd candidates will receive 4.5 ECTS for this module.

Conditions for admission

- At least three years of professional experience
- Completion of the University Professional course "Health Care and Management in Tropical Countries (HCMTC)" or an equivalent course (e.g. a tropEd core course), or good working experience in project/programme management
- English requirements: TOEFL paper 550/computer 213 / internet 79-80 or IELTS 6.0 or native speaker or completed higher education in English (with written proof)
- The number of participants is limited to 24

Course fee

The total course fee is CHF 3'350.– (Swiss Francs) and must be paid 4 weeks before the start of the course. This sum includes the registration fee (CHF 100.–) which is due at the moment of acceptance. If a participant does not attend the course, the registration fee cannot be reimbursed. If cancellation is less than 4 weeks before beginning of the course an additional fee of CHF 500.– will be charged.

The course fee includes accommodation in Tanzania for the duration of the course, full board and costs for some outdoor activities.Cost for international flights must be added by participants.

Health, Accident and Travel Insurance

Not covered by the Institute but highly recommended.

Scholarship requirements

Only few scholarships are available for participants from developing countries.

Application deadline:
31 August 2008

Further information

For further information please contact:

Swiss Tropical Institute
Course Secretariat
P.O. Box
CH - 4002 Basel / Switzerland
Telephone + 41 61 284 82 34
Fax + 41 61 284 81 06
E-mail courses-sti@unibas.ch
Internet http://www.sti.ch

Basel, February 2008
For the Course Coordinating Team:
Axel Hoffmann, PhD

Application for Admission 2008

Swiss Tropical Institute
Institute Tropical Suisse
Schweizerisches Tropeninstitut
Teaching and Training

Health District Management: Planning and Programme Design
17 November – 5 December 2008 (Ifakara, Tanzania)

please check where suitable: ☑

Personal details
(Names as written on your passport)

Family Name:.....

Given Name(s): ..... F ○ M ○

Date of Birth: ..... Marital status: .....

Place of Birth: ..... Nationality:.....

Highest Study Degree:.....

Profession:.....

Address
(please give reliable and permanent address)

Street, number: .....

P.O. Box: ..... City: .....

Province: ..... Postal Code: .....

Country: .....

Phone Number: ..... Fax Number: .....

E-mail:.....

Courses attended recently / date and description

.....

.....

Present or most recent position

Name of employer:.....

Type of organization: .....

Place of work:.....

Year of entry: ..... Year of leaving (if not still there): .....

Position held: .....

Main duties:.....

.....

Previous working experiences:
(Please mention mainly your assignments in developing countries):

.....

.....

See overleaf

Application for Admission 2008

Why are you interested in taking this course ?

.....

.....

.....

.....

Source of funding for fees and expenses:

○ myself
○ my employer
○ other / please specify.....

Required documents (photocopies):

1 Professional diploma(s)
2 Curriculum vitae
3 English proof (see description)
4 1 Photograph (passport-size)

Please return completed form with all required documents by postal mail only!
Incomplete applications and applications sent by e-mail will not be considered!

Application deadline: 31 August 2008

Please indicate where you learned about the STI courses:

colleagues . . . . . ○

advertisement . . . . . ○

www page . . . . . ○

other . . . . . ○

Date: .....

Signature: .....

Please return completed form to:

Swiss Tropical Institute
Course Secretariat
P.O. Box
CH - 4002 Basel / Switzerland
Telephone + 41 61 284 82 34
Fax + 41 61 284 81 06
E-mail courses-sti@unibas.ch
Internet http://www.sti.ch