

Appendix I

OBGYN Program Development Worksheets - Instructions for Group Process

- Use this form to record notes and ideas from each plenary session topic.
- These questions are for general guidance; a tool to begin. Please add other ideas that have been left out or are important.
- Use each question as the start of a discussion. Expand and provide the “how to” details.
- Please seek a response from every member of the group; go around the table for everyone’s input. Always consider: How to accomplish, opportunities, barriers, and sustainability.
- For questions that seem repetitive, reconsider if new information can be added to the response.
- Appoint a “secretary” who can type the answers to the questions on the template provided on the flash drive.
- Appoint editors to smooth the text. The text should have solutions and provide moderate detail.
- For the final version, copy and paste your country/program needs assessment report as the first few pages.
- Please turn in the project plans flash drive in by 5pm Friday, February 14. These plans should be use as you develop and seek funds for your project.
- The 1000+ OBGYN project will compile all the talks and project plans for each topic to create a master plan/guideline/template for building academic partnerships.
- The 1000+ OBGYN project will also present these plans as a group to funders who may be interested in supporting multiple partnerships as a group with common components or in their regions of interest.

Partnership Needs Worksheet

- Given the issues described in the plenary presentations, the discussion, and the Elmina declaration, what are the key aspects of your partnership that need be discussed?
- What major Opportunities are created by your partnership (for both partners)?
- What major Barriers (for both partners) will make working together difficult?
- How will decisions be made within the partnership?
- Describe what you will do to communicate effectively. How will you avoid the typical problems of communication between partners?

- Effective partnerships require clear understandings of the roles to be played by each partner. Keeping in mind that roles also need to be flexible, describe the role of :
 - The American partner:
 - The African partners (Universities, Ministries):
- What other considerations are important for the success of your partnership?
- Describe a process that would enable both inter-country (American-African) and in-country partnerships (for example, Ministries – Universities) to train and deploy new OBGYNs, and translate knowledge into practice at the hospital, district and community levels.

Physical infrastructure plans

- Given the needs assessment results and the discussions from the Infrastructure Plenary session, what additional information did you learn about the basic infrastructure needs to create/expand an Obstetrics and Gynecology department at the African Institution? List/describe all essential components.
- Given the information in the Infrastructure Plenary session, what is required from an American Institution that seeks to partner with an African OBGYN department? Brainstorm and record. What could be provided given current resources, which would require new resources?
- What agencies of the African government/university would be involved in infrastructure building and what would be their role? What governmental resources available to build OBGYN departments, and what would external support provide?
- What (non-clinical) technologies are needed at your institution to either establish or strengthen the African OBGYN department?
- Describe the current clinical capacity at the African hospitals in terms of the number of OBGYNs, nurse midwives, clinical spaces and clinical equipment and anything else. Describe capacity/needs in Obstetrics (general) and High Risk Obstetrics, Gynecology, Gynecological Oncology , Reproductive Endocrinology, Family Planning, other .
- From the American partner, what resources are you to share at the departmental level, medical school level, and university level, other levels (faculty time, electronic resources, CME, grand rounds)?
- What is a proposed personnel infrastructure for this department, both faculty and staff. Describe the ideal department. How can you fill the gaps now and how can you fill them in the future.
- What can the American partner contribute – funded or unfunded - in terms of faculty time, internet resources, sharing other electronic or printed resources.

Partner Roles and Contributions

- What are the expected inputs from the American partner? How much faculty time can be committed to the partnership both funded and unfunded?
- Has an MOU been developed and/ or signed? What are the next steps for your partnership in terms of an MOU or MOA?
- What are the expected inputs from the African partner? The university? The department? The government?
- What are the sustainability issues for the university based OBGYN training program? Describe the issues and suggest how they may be overcome.

Faculty Development Worksheet

- What are the African faculty needs in terms of clinical education and how could a partnership help fill the gaps? What is the role of the Professional organizations and international organizations?
- What are faculty needs in terms of research mentoring?
- What are faculty needs in terms of teaching and evaluation?
- What is needed to ensure African and American faculty can reach their academic and promotion goals? What is the role of the government in this? What is the role of the university?

Curriculum Development Needs Worksheet

- What are the current OBGYN curriculum needs at your institution?
- How many months is your current residency or specialist curriculum? How much time must be spent in each rotation?
- What rotations are included? What rotations would be useful/expected?
- What is the resident training schedule? What are the requirements for graduation?
- How are residents assessed?
- Describe amount of contact time between residents and faculty
 - Lectures
 - Rounding
 - Mentorship
- What is needed in terms of contact time between residents and faculty?
- Is there an accreditation board for this residency? Is there a role for regular program inspections?
- What inputs and information could come from your American partner to help solve these problems?

Deployment of OBGYNs Worksheet

- What is the current commitment by the African governmental agencies in terms of OBGYN deployment?
- What is the Ministry of Health's goal for the deployment of OBGYNs throughout the country? (i.e. 1-2 OBGYNs per each district hospital?). What are the opportunities and barriers to making this happen?
- What is needed to increase the deployment of OBGYNs (i.e. if sufficient numbers existed, could they be deployed across the country?)?
- What is the role residents and faculty in the training and or supervision of midwives and nurses and non- physicians (surgical technicians etc.) at the district and community hospital?
- Describe the role an academic OBGYN department could play in improving care at other health care facilities that serve pregnant women at peri-urban, district and health centers.
- Describe the role and academic OBGYN department could play in shaping maternal care policy.

Certification and Professional Societies

- What is the current method for the certification of OBGYN specialists?
- Are there other viable forms of certification available? What are the pros and cons of each method including the current one in use?
- Describe the role of professional societies in your African country. What role do you see for these societies in the future?

Monitoring and Evaluation & Research Opportunities & Data Collection

- What are the current indicators for maternal health being reported by the hospitals to the Ministry of Health or other?
- What other indicators would you like to track? What is the numerator and what is the denominator of the indicator and how can it be measured?
- Where are most data recorded? Are data available from a hand written register? Computerized systems? Other?
- Describe a health information system and the personnel and equipment that would allow you to accurately track maternal deaths and the case fatality rates (stratified by referral status), cases of severe post partum hemorrhage, ectopic pregnancy, hypertensive disease of pregnancy, eclampsia, preeclampsia and the case fatality rate for referrals in and those who were booked. Additional data would include APGAR scores, neonatal intensive care admission, early neonatal death/survival, and still births. What other indicators would be helpful to measure.
- What are the important Clinical/public health research questions?
- Does the Ministry of Education or other government agency or private group provide the OBGYYN professor time for teaching and provide time/resources/facilities and expertise for research? What could be changed to make this better?

- Describe what would be needed to create a supportive environment for research. What could the American partner offer to help build this?

Conclusions and Recommendations

- Summarize the goals of your partnership
- How many New OBGYNs could you train in 10 years given your current capacity.
- How many New OBGYNs could you train with enhanced capacity?