

Counterparts' Allocation List - Current Status

Status dated on 31/Oct/2006

No.	Name	Designation	C/P Training in Japan	Remarks
Central				
1	Dr. Lepani WAQATAKIREWA	Chief Executive Officer, Ministry of Health		
2	Dr. Tima TUIKETEI	Director of Public Health, Ministry of Health		
3	Mrs. Rigieta NADAKUTAVUKI	Director of Nursing Service, Ministry of Health		
4	Mrs. Lola TUILOMA	National Nursing Advisor, Ministry of Health		
5	Mrs. Iloi RABUKA	Principal, Fiji School of Nursing	✓	
CentEast Health Service				
1	Dr. Salimoni TUQA	Director, CentEast Health Service	✓	
2	Dr. Sala SAKETA	General Manager of Community Health, CentEast Health Service	✓	
3	Mrs. Mereani TUKANA	Manager Nursing Service, Central Division, CentEast Health Service	✓	
4	Mrs. Sala MATIIVI	Manager Nursing Service, Eastern Division, CentEast Health Service		
5	(Vacant)	Chief Medical Officer, CentEast Health Service		
6	Mrs. Emi BAINIMARAMA	Executive Officer Human Resource, CentEast Health Service		
Sub-divisional Medical Officer (SDMO)				
1	Dr. Susana NAKALEVU	Sub-divisional Medical Officer, Suva Sub-division	✓	
2	Dr. Samuela KALAWAIDOKO	Sub-divisional Medical Officer, Rewa Sub-division		
3	Dr. Vishal BHINDI	Sub-divisional Medical Officer, Tailevu Sub-division		
4	Dr. Eiki NANOVI	Sub-divisional Medical Officer, Natiasiri Sub-division	✓	
5	Dr. Kusitino TIKO	Sub-divisional Medical Officer, Serua/Namosi Sub-division		
Sub-divisional Health Sister (SDHS)				
1	Mrs. Moate UMU	Acting Sub-divisional Health Sister, Suva Sub-division		Leave till Dec/06
1-2	Mrs. Elenca GONELEVU	Acting Sub-divisional Health Sister, Suva Sub-division		Acting for Mrs. Moate till Dec/06
2	Mrs. Asinate LOMANIVERE	Sub-divisional Health Sister, Rewa Sub-division		
3	Mrs. Sera SOGAITU	Sub-divisional Health Sister, Tailevu Sub-division		
4	Mrs. Elesi GAUNIDALI	Sub-divisional Health Sister, Natiasiri Sub-division		
5	Mrs. Metu QARAU	Acting Sub-divisional Health Sister, Serua/Namosi Sub-division		

Annex 8

No.	Name	Designation	C/P Training in Japan	Remarks
Senior Health Sister (SHS)				
1	Mrs. Miriama SERU	Acting Senior Health Sister, Valelevu Medical Area, Suva Sub-division		
2	Mrs. Temalesi COCKER	Acting Senior Health Sister, MCH Clinic, Suva Sub-division		Leave till Dec/06
2-2	Mrs. Asenaca HERITAGE	Acting Senior Health Sister, MCH Clinic, Suva Sub-division		Acting for Mrs. Temalesi till Dec/06
Health Sister (HS)				
1	Mrs. Miriama SERU	Acting Health Sister, Velelevu Health Center, Suva Sub-division		
2	Mrs. Akisi DELAITUBUNA	Acting Health Sister, Raiwaqa Health Center, Suva Sub-division		
3	Mrs. Taraiyosa NOKOLINIVALU	Acting Health Sister, Nuffield Clinic, Suva Sub-division		
4	Ms. Josephine BHARAT	Acting Health Sister, Samabula Health Center, Suva Sub-division		
5	Mrs. Sisifo TEONEA	Acting Health Sister, Lami Health Center, Suva Sub-division		
6	Mrs. Litiana RALULU	Health Sister, Makoi Health Center, Suva Sub-division		
7	Mrs. Sharda SEGRAN	Health Sister, Nausori Health Center, Rewa Sub-division		
8	(Vacant)	Acting Health Sister, Korovou Health Center, Tailevu Sub-division		
9	Mr. Anunaisa NASILOKIA	Acting Health Sister, Vunidawa Health Center, Naitasiri Sub-division		
10	Mrs. Aliti KAUATA	Acting Health Sister, Navua Health Center, Sernua/Namosi Sub-division		
IST Project				
1	Mrs. Talatoka TAMANI	In-service Training Coordinator, CentEast Health Service		Assigned from May/06

Counterparts' Allocation List - At Commencement of IST Project

Status dated on Apr/2006

No.	Name	Designation	C/P Training in Japan	Remarks
Central				
1	Dr. Lepani WAQATAKIREWA	Chief Executive Officer, Ministry of Health		
2	Dr. Tima TUIKETEI	Director of Public Health, Ministry of Health		
3	Mrs. Rigieta NADAKUITAVUKI	Director of Nursing Service, Ministry of Health		
4	Mrs. Lola TUILOMA	National Nursing Advisor, Ministry of Health		
5	Mrs. Iloi RABUKA	Principal, Fiji School of Nursing	✓	
CentEast Health Service				
1	Dr. Salimoni TUQA	Director, CentEast Health Service	✓	
2	Dr. Sala SAKETA	General Manager of Community Health, CentEast Health Service	✓	
3	Mrs. Mereani TUKANA	Manager Nursing Service, Central Division, CentEast Health Service	✓	
4	Mrs. Sala MATIAMI	Manager Nursing Service, Eastern Division, CentEast Health Service		
5	Dr. Solomoni QARANIVALU	Chief Medical Officer, CentEast Health Service		Transferred to other position
6	Mr. Joe QAROVA	Training Officer, CentEast Health Service		Transferred to other position
Sub-divisional Medical Officer (SDMO)				
1	Dr. Susana NAKALEVU	Sub-divisional Medical Officer, Suva Sub-division	✓	
2	Dr. Samuela KALAWAIDOKO	Sub-divisional Medical Officer, Rewa Sub-division		
3	Dr. Vishal BHINDI	Sub-divisional Medical Officer, Tailevu Sub-division		
4	Dr. Eliki NANOVU	Sub-divisional Medical Officer, Naitasiri Sub-division	✓	
5	Dr. Kustino TIKO	Sub-divisional Medical Officer, Serua/Namosi Sub-division		
Sub-divisional Health Sister (SDHS)				
1	Mrs. Temalesi VAKATAGA	Sub-divisional Health Sister, Suva Sub-division		Retired
2	Mrs. Asinate LOMANIVERE	Sub-divisional Health Sister, Rewa Sub-division		
3	Mrs. Sera SOGAITU	Sub-divisional Health Sister, Tailevu Sub-division		
4	Mrs. Elesi GAUNIDALI	Sub-divisional Health Sister, Naitasiri Sub-division		
5	Mr. Isoa CAVALEVU	Sub-divisional Health Sister, Serua/Namosi Sub-division	✓	Deceased

Annex 8

No.	Name	Designation	C/P Training in Japan	Remarks
Senior Health Sister (SHS)				
1	Mrs. Elenoa GONELEVU	Senior Health Sister, Valelevu Medical Area, Suva Sub-division		Transferred to Acting SDHS, Suva SD
2	Mrs. Penina DRUAVESI	Senior Health Sister, MCH Clinic, Suva Sub-division	✓	Transferred to other position
Health Sister (HS)				
1	Mrs. Miriama SERU	Acting Health Sister, Vevelevu Health Center, Suva Sub-division		
2	Mrs. Moate UMU	Health Sister, Raiwaqa Health Center, Suva Sub-division		Transferred to Acting SDHS, Suva SD
3	Mrs. Talatoka TAMANI	Health Sister, Nuffield Clinic, Suva Sub-division		Transferred to IST Project
4	Mrs. Temalesi COCKER	Health Sister, Samabula Health Center, Suva Sub-division		Transferred to Acting SHS, Suva SD
5	Mrs. Litiana RALULU	Health Sister, Lami Health Center, Suva Sub-division		Transferred to Makoi HC, Suva SD
6	(Vacant)	Health Sister, Makoi Health Center, Suva Sub-division		
7	Mrs. Sharda SEGRAN	Health Sister, Nausori Health Center, Rewa Sub-division		
8	Mrs. Asenaca HERITAGE	Health Sister, Korovou Health Center, Taillevu Sub-division		Transferred to Acting SHS, Suva SD
9	Mr. Atumaisa NASILOKIA	Acting Health Sister, Vunidawa Health Center, Naitasiri Sub-division		
10	Mrs. Ailiti KAUATA	Acting Health Sister, Navua Health Center, Serua/Namosi Sub-division		
IST Project				
1	(Vacant)	In-service Training Coordinator, CentEast Health Service		

Summary of Project Activities

Activities

Output 1: Role and function of the community health nurses are redefined

1-1 Review and revise position description (PD) for CHNs, Health Sisters, Senior Health Sister and Sub-divisional Health Sisters.	
1-1-1 review and revise PD of the SDHS and Health Sisters	These sub-activity has not started because the Fiji side had just revised the PD in March 2005 and it was due to be revised in the second year but the PMS which had the PD included in it was no longer in use. So is activity may not be able to be continued.
1-1-2 review and revise PD of the CHNs	
1-1-3 Present PD to other health personnel at each SD	
1-2 Establish Competency requirement Standard (CRS) for CHNs	
Activities	Achievements
1-2-1 Establish CRS Task Force	The task force was formed and the members are as follows: National Nursing Advisor, The two manager nursing of Central and Eastern, Sister Tamani (IST training coordinator) and Ms. Yamada (Chief Advisor IST Project). Two meetings have been conducted so far.
1-2-2 Discuss and Develop CRS	3 workshops were conducted - (1st Wkshop June 22nd- 24th 2005 at Nadavu and 1st draft was developed. 30 participants- DNS, NVA, Director CEHS, GMCH, Coordinator PHC, Training Officer CEHS, Manager Nursing Service, SDHS, SHS, HS and JICA representatives) - (2nd Wkshop- this workshop was conducted together with the information management workshop) - (3rd Wkshop-9th August 2006 at the Southern cross hotel, Objective was to confirm the purpose and discuss the utilization of the CRS, Revise & Finalize competencies & criteria and also to develop training plan on the CRS. The definition from the Fiji school of nursing was received and the final discussion is still left to be done with the National Nursing Advisor. Discussion were done with the Director Nursing Service on the CRS.)
1-2-3 Distribute to CHNs and evaluate current competency	None: The draft is yet to be submitted to be finalized by the Director of Nursing, Nurses, Midwives and Nurse Practitioners Board.
1-3 Develop and distribute handbook for the Community Health Nursing management	
Activities	Achievements
1-3-1 Establish handbook taskforce	The Taskforce was formed and the members were as followed: Manager nursing central and eastern, IST coordinator, SDMO Suva and SDHS Suva.
1-3-2 Discuss and develop handbook	Expert was assigned to develop the handbook. The Final draft was developed. Two workshop was held: 1st Wkshop to discuss the 1st draft of the handbook and B13to do a trial of the usage of the handbook (on the 13th of October 2006) Participants were Manager Nursing Services Central and Eastern, Dr. Joe Samuela Public Health MOH, Mrs. Tuiloma National Nursing Advisor, Dr. Sakele GMCH, Principal FSN Mrs. Rabuka, 5 SDHS, 1 SDMO, 13 CHN, 2 representatives from Northern and Western Division. The 2nd Wkshop was conducted. On the 30th of October 2006) participants were same as mentioned above. The Final draft was discussed and some copies were given to the participants to make comments, planning of the training of the trainers were made and discussion was made on how to utilize the handbook.
1-3-3 Distribute to CHNs	is activity is planned to be done in 2007

Output 2: Supervisors knowledge for in-service training is reinforced

Activity 2-1: From the in-service training task force in each sub-division

2-1-1 Publish policy for taskforce.	haven't started yet	This issue was discussed at the training committee meeting in October 2006. The training officer was also transferred to another place so there was again delays on the activity.
2-1-2 Establish taskforce.	on going activity	5 Sub-divisions established SD training committees. (Carried out at the sub-divisional level)

2-2 Implement trainers' training in human resource development for sub-divisional medical officer, senior health sister and health sister

2-2-1 Introduction to methods and process of the in-service training	completed	2 workshop were conducted: 1 was on 15/08/05 till 17/08/05, 2nd one was conducted on 12/09/06 till 14/09/06. There was also 1 TV conference conducted on the 27/07/06. The participants were as followed: for TV Conference, GMCH, MNSs, Training officer, SDMOs, SDHS, HSS and from Japan side Okinawa Nursing Association, JICA Okinawa, and Human Development Division JICA HQ. The Objectives were to 1) Share experiences of planning & implementations of SD trainings, 2) Discuss challenges & constraints to achieve set objectives, 3) Plan the next trainers & discussion meeting. Workshop 1 was attended by 5 SDMOs, 7SHS, 10HS, 1 training officer and 3 representatives from Western, Northern and Eastern divisions. Objectives were to: 1) review roles & duties & identify he area to be improved, 2) Understand importance and methodologies of in-service training, 3) understand CRS and its utilization, 4) understand the planning procedures of the in-service training at SD (Japanese expert Dr. Saeki); Workshop 2: (Japanese expert Dr. Itokazu) There were total of 46 participants for the three days workshop(This was a refresher training for the supervisor)
2-2-2 Communication skills including Counselling, Leadership, coaching and mentorship.	haven't started yet	
2-2-3 Health planning, Monitoring and evaluation (project cycle management, precede-proceed model)	Combined with sub-activity 2-2-4	3 workshops were conducted. Format was developed and a trial was carried out. Data entry standard for CMR was also developed. This activity was combined with the sub-activity 2-2-4
2-2-4 Information management	completed	1 workshop was conducted on the 23/11/05 till 25/11/05. There were 5SDMOs, 6SDHS,9SHS, 1 information officer, and 3representatives from Western, Eastern and Northern Division as the participants. The objectives were 1) To understand roles of the supervisor for the information management, 2) To understand meaning and utilization of indicators in CMR 3) To understand needs assessment and planning process 4) to discuss and program on SD IM Training.
2-2-5 Community development (Co	haven't started yet	This sub -activity is planned to be carried out in 2007
2-3 Define prioritized training needs within each sub-division.	completed	5 SDs training plans for 2006 with the needs assessment were submitted to the divisional training committee in Dec 2005. The 5SDs Training plan for 2007 are been developed currently.
2-4 Develop annual in-service training schedule for community health nurses at sub-divisional level	on going activity	2007 training plan is been developed currently

Output 3: In-service training system for CHNs is functioned in each sub-division

3-1 Conduct monthly in-service training for CHNs by the taskforce	on going activity	Suva Sd completed 6/11 training, Rewa 7/7 training, Taveuni 5/11 training, Naitasiri 2/4 training and S/Namosi 1/3 training. All SD training committees are able to prepare training programs and arrange equipments, venue, and resources.
3-1-1 Develop workplan and indicators in each zone and district.	haven't started yet	No SD included this topic in their IST
3-1-2 Discuss current activities using case discussion, role playing		
3-1-3 Discuss planning implementation and evaluation of community activities	haven't started yet	No SD included this topic in their IST
3-1-4 Develop annual accomplishment	haven't started yet	No SD included this topic in their IST

3-2 Conduct Individual Consultation

3-2 Conduct Individual Consultation	on -going activity	2 SD training committees were able to follow up to achieve the objectives of the IST. The other SDs might have done this activities however it is difficult to monitor this because this activities are sometimes doen informally.
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3-3 Conduct Monitoring for in-service training in each sub-division

3-3-1 Reports in-service training activities	on -going activity	Format was developed and distributed. Reports were formatted and standardized and all SDs are aware of the formats.
3-3-2 conduct regular meetings for the task force	done once	1 meeting was conducted through TV conference with the Okinawa JICA. Experience was shared, lesson learnt were summarized and the supervisors were motivated.
3-3-3 Tour outstanding cases	haven't started yet	This activity is planned for 2007

3-4 develop and distribute materials for in-service

3-4-1 establish the material task force	haven't started yet	Existing materials are provided upon request. 2 materials to 2 SD. The project is still providing material which already exist.
3-4-2 develop and distribute materials	haven't started yet	

Output 4: Project mode of the in-service training is presented to other divisions and countries

4-1 Publish reports for in-service	haven't started yet	This activity is planned for 2007
4-2 Present progress at conference or meeting	on - going activity	Activity accomplishment was presented at the Divisional meeting in Dec 2005. Activities were presented at regional nursing management workshop in Feb 2006. Data entry standard and information management format were presented at Public health Annual review workshop in Mar 2006. Project activities were presented at FSN in July 2006.
4-3. Conduct seminars or workshops at divisional, national and regional level for mutual exchange and dissemination of the Project model.	haven't started yet	This activity is planned for 2008