

ETH-018



VHC: Scope of Work



Country: **Ethiopia**
Placement site: **University of California, San Diego (UCSD) Project Sites**

- Armed Forces General Teaching Hospital
- Kombolcha /Sub-Command/ Referral Hospital
- Shire /Central Command/ Referral Hospital
- Bella Defense Referral Hospital
- Mekelle Defense Referral Hospital

Assignment Title: **Clinical Mentor**
Assignment Code: **ETH-018**
Length of assignment: **3 months**

OVERVIEW OF VOLUNTEER ASSIGNMENT

In-country placement site: UCSD

Volunteer assignment:

The clinical mentor will provide training and on-site clinical mentoring, as well as systems mentoring for clinic staff.

Length of the assignment: 3 months, assuming a full-time work schedule

Name and title of supervisor: TBD

Name and title of counterpart: TBD

Volunteer Qualifications:

Required:

- Licensed medical practitioner
- Minimum of 2 years work experience in providing HIV care and treatment
- Experience providing and monitoring ART in patients
- Experience in providing training and hands-on support in HIV/AIDS care and treatment
- Knowledge of and familiarity with opportunistic infections and treatment (TB in particular)
- Knowledge of STD diagnosis and treatment

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Preferred:

- Can work independently with strong leadership skills
- Strong written and oral communication skills
- Previous experience working in a low-resource setting
- Previous experience in working with diverse professionals
- Excellent interpersonal skills and demonstrated ability to develop cooperative working relationships

OBJECTIVE OF THE VOLUNTEER ASSIGNMENT

- The objective of the Clinical Mentor is to provide on-site guidance for staff in the HIV Care and Treatment centers of command or division hospitals in the Military Health Sectors at the following sites:
 - Armed Forces General Teaching Hospital
 - Kombolcha /Sub-Command/ Referral Hospital
 - Shire /Central Command/ Referral Hospital
 - Bella Defense Referral Hospital
 - Mekelle Defense Referral Hospital
- The volunteer will provide training and the latest information on ARV care and treatment, as well as other HIV-related issues, while observing national guidelines. This can be done through clinical case review, bedside teaching of individuals or groups of healthcare providers, along with training through courses, mentoring, and other appropriate methods.
- S/he will be expected to assist with care and referral of complicated patients, including those with treatment failure, TB and HIV co-infections, severe drug reactions, pregnant mothers who are eligible for ART, etc.
- The volunteer will serve as an expert resource in working on HIV issues on a daily basis in a clinical setting.
- The volunteer will provide mentoring to improve clinical systems, including working with staff to improve patient flow and triaging for settings that experience heavy patient load. S/he will help organize regular multidisciplinary team meetings to facilitate interaction among clinic staff and assist in coordinating various HIV/AIDS-related activities at the hospital, such as PMTCT, TB/HIV, VCT, and STI services.

ACTIVITIES OF THE VOLUNTEER ASSIGNMENT

- Prepare work plan and schedule based on the given Scope of Work
- Identify gaps in education of clinic staff and address them by providing necessary training and mentoring to improve both clinical care and systems operation. Collaborate with command health department head, command HAPCO head, ART clinic manager, multidisciplinary team members, and other hospital staff as appropriate.

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- Be available to clinic staff during regular clinic hours as a resource for consultation on cases; mentor healthcare providers to develop their clinical skills and capacity, particularly in regard to conducting comprehensive and meticulous physical examinations of patients.

EXPECTED OUTCOMES OF THE VOLUNTEER ASSIGNMENT

Deliverables:

- Organizational assessment of the placement hospital/center
- Needs assessment including an analysis of staff education and training needs and clinic organizations
- Regular reports documenting training, consultation, and mentorship provided
- Plan for follow-up with clinic patients
- Final report

RESPONSIBILITIES OF PARTICIPATING STAKEHOLDERS

Volunteer:

- Complete the scope of work in the timeframe outlined
- Complete Twinning Center's assessment and monthly monitoring and evaluation reports
- Submit a post-assignment final report and participate in an exit interview
- Adhere to the AIHA Volunteer Standards of Conduct

Placement organization/institution

- Provide resources necessary for the volunteer to carry out assignment successfully
- Identify a placement site for the volunteer to ensure sustainability of volunteer activities
- Submit performance assessment reports on the volunteer to the Twinning Center

AIHA Twinning Center:

- Conduct pre-assignment orientation and training for volunteer and placement site staff
- Provide volunteer with safe housing, monthly living allowance, medical evacuation coverage, and travel-related costs to and from placement site