

Table 32: Staffing Levels for Ordinary Diploma in Physiotherapy Training Programme

Module	Cadre	Qualification	Proposed
PT 04101: Anatomy and Physiology Level I	Physiotherapist	Bachelor of Science/Bachelor of Physiotherapy or above	1
PT 04102: General Pathology Level I	Medical Officer	Doctor of Medicine	1
PT 04103: Movement Science Level I	Physiotherapist	Bachelor of Physiotherapy	1
PT 04104: Basic Patient Care	Nursing Officer	Bachelor of Nursing	1* from Infection, Prevention and Control
PT 04105: Communications Skills	Health Secretary	BPA in Health Services Management	1*From Administration
PT 04106: Infection Control and Control (IPC)	Nursing Officer	Bachelor of Nursing	1
PT 04107: Environmental Health and Diseases Prevention	Environmental Health officer	BSc. In Environmental Health Science	1
PT 04208: Anatomy and Physiology Level II	Physiotherapist	Bachelor of Science/Bachelor of Physiotherapy or above	1
PT 04209: General Pathology Level II	Medical Officer	Doctor of Medicine	1*from 04102
PT 04210: Movement Science Level II	Physiotherapist	Bachelor of Physiotherapy	1* from Movement Science
PT 04211: Therapeutic Equipment Maintenance	Physiotherapist	Bachelor of Physiotherapy	1* from Movement Science
PT 04212: Basic Computer Skills	System Analyst	BSc in Computer Science/ ICT	1
PT 04213: Pharmacology	Pharmacist	Degree In Pharmacy	1
PT 05101: Physiotherapy Assessment	Physiotherapist	Bachelor of Physiotherapy	1
	Nursing Officer	Bachelor of Nursing	1* from Infection, Prevention and Control
PT 05102: Clinical Pathology Level I	Medical Officer	Doctor of Medicine	1* From PT 04102 Above
PT 05103: Physiotherapeutic Pharmacy and Pharmacology	Physiotherapist	Bachelor of Physiotherapy	1*from Above
	Pharmacist	Degree In Pharmacy	1*from PT 04231
PT 05104: Neuromuscular Physiotherapy	Physiotherapist	Bachelor of Physiotherapy	1
PT 05105: Intensive Care	Nursing Officer	Bachelor of Nursing	1* from infection prevention control

Module	Cadre	Qualification	Proposed
	Physiotherapist	Bachelor of Physiotherapy or above	1* from above
PT 05106: Health Promotion Level I	Nursing Officer	Bachelor of Nursing	1* from infection prevention control
	Physiotherapist	Bachelor of Physiotherapy or above	1* from Above
PT 05107: Soft Tissue Manipulation	Physiotherapist	Bachelor of Physiotherapy or above	1* from Above
PT 05208: Clinical Pathology Level II	Medical Doctor	Doctor of Medicine	1* from 04102 Above
PT 05209: Health Promotion Level II	Nursing Officer	Bachelor of Nursing	1* from infection prevention control
PT 05210: Electrotherapy	Physiotherapist	Bachelor of Physiotherapy or above	1
PT 05211: Sports Medicine	Physiotherapist	Bachelor of Physiotherapy and a certificate in sports medicine	1
PT 05212: Counselling Skills	Nursing Officer	Bachelor of Nursing	1* from infection prevention control
PT 05213: Database Application	System Analyst	BSc. Computer science/ICT	1* from 04212 Above
PT 06101: Clinical Practice I	Physiotherapist	Bachelor of Physiotherapy or above	1
PT 06102: Field Work	Physiotherapist	Bachelor of Physiotherapy or above	1*From Above
PT 06103: Information and Communication Technology	System Analyst	BSc. Computer science/ICT	1* from 04212 Above
PT 06104: Research Epidemiology and Statistics I	Epidemiologist	Bachelor of Physiotherapy with MPH/MSc in Epidemiology	1
PT 06205: Clinical Practice II	Physiotherapist	Bachelor of Physiotherapy or above	1* From 06101 Above
PT 06206: Leadership and Management	Health Secretary	BPA in Health Services Management	1* from administrative staff
PT 06207: Entrepreneurship	Health Secretary	BPA in Health Services Management	1* from administrative staff
PT 06208: Research Epidemiology and Statistics II	Epidemiologist	Bachelor of Physiotherapy with MPH/MSc in Epidemiology	1*From PT 06104
Administration	Principal	Msc in Physiotherapy/ medical education	1* from Physiotherapist Tutor
	Health Secretary	BPA Health Service Management	1

Module	Cadre	Qualification	Proposed
	Assistant Accountants	Diploma in Accounting	1
	Cook	Certificate in cookery	4
	Assistant Supplies officer	Diploma in supplies management	1
	Personal Secretary	Certificate in Secretarial duties	1
	Assistant Librarian	Diploma librarianship	1
	Warden	Diploma Nursing	1
	Driver	O'Level plus Driving certificate from NIT	1
	Office Attendant	Form IV	1
	Security Guard	Militia or other recognised security guarding training	4

Summary for the Ordinary Diploma in Physiotherapy Training programme

Function	Cadre	Proposed Number
Academic Staff	Physiotherapist	8
	Environmental Health officer	1
	Medical Officer	1
	Epidemiologist	1
	Nursing Officer	1
	Health Secretary	1*From Administration
	System Analyst	1
	Pharmacist	1
	Assistant Librarian	1
	Total teaching Staff	15
Administration	Principal	1* among the Physiotherapist
	Health Secretary	1
	Warden	1
	Assistant Accountants	1
	Assistant Supplies officer	1
	Personal Secretary	1
	Office Attendant	1
	Cook	4
	Driver	1
	Security Guard	4
	Total Administration Staff	15
Total	30	

7.21 Occupational Therapy School (Diploma)

Occupational Therapy helps people with disabilities to regain independence. Occupational therapists are health professionals who provide skills and practical solutions for people who have physical or mental disability, which is either short term or long term. Occupational therapists use daily activities to reach treatment goals, with the aim of improving clients' quality of life in the area of self-care, work and leisure or play. This improves their social, physical and mental well – being within their local environment in enabling them to participate in their daily life activities.

This is a three years Diploma programme, which consists of theoretical and practical training. It enrolls local and foreign students from different countries in Africa and Europe.

The programme meets the minimum requirements standards of the World Federation of Occupational Therapists (WFOT) and the Occupational Therapy African Regional Group (OTARG). The training standards are also regulated by the Tanzanian Occupational Therapy Association (TOTA), which is the professional board in Tanzania.

The general criteria for setting numbers are as follows:

- 75 hours teaching theory
- 45 hours practical's
- 6 hours CATs theory
- 6 hours semester exam theory
- 3 hours CAT practical
- 3 hours practical semester exam
- 45 hours marking CATs

Table 33: Staffing Levels for Diploma In Occupational Therapy Training Programme

Module/Section	Cadre	Qualification	Proposed Number
Anatomy I	Occupational therapist	BSc. In Occupational Therapy	1
Anatomy II	Occupational therapist	BSc. In Occupational Therapy	1* (the from Anatomy I)
Physiology I	Occupational therapist	BSc. In Occupational therapys + 5 year clinical experience	1* (the from Anatomy I)
Physiology II	Occupational therapist	BSc. In Ocuoccupational therapys + 5 year Clinical experience	1* (the from Anatomy I)
Sociology	Occupational therapist	BScin Occupational therapy	1
Psychology	Occupational therapist	BScin Occupational therapy	1*(from Sociology)
Primary health Care (semester I)	Medical officer	Degree in doctor of medicine	1
Clinical sciences (Taught in semester I, II, III, and IV)	Medical officer	Degree in doctor of medicine	1* (the from primary health care)
Occupational therapy Process (taught in semester I and II)	Occupational therapist	BSc. In Occupational Therapy	1

Module/Section	Cadre	Qualification	Proposed Number
Occupational therapy foundation (taught in semester I and III)	Occupational therapist	BSc. In Occupational Therapy	1* (the from occupational therapy process)
Adapting and adaptive Equipment (taught in semester I, II, and III)	Occupational therapist	BSc. In Occupational Therapy	1* (the from occupational therapy process)
Occupational therapy applied to Community (taught in semester I, II, III, and IV)	Occupational therapist	BSc. In Occupational Therapy	1
Practical media (taught in semester I, II, III, and IV)	Occupational therapist,	BSc in occupational Therapy.	1
	Carpenter,	Diploma in Carpentry	1
	IT Technician	BSc in ICT	1
Occupational therapy pediatric (taught in semester I)	Occupational therapist	BSc. In Occupational Therapy	1
Occupational therapy applied to physical disabilities (taught in semester II, III, IV,V, and VI)	Occupational therapist	BSc. In Occupational Therapy	1
Kinesiology (taught in semester III)	Occupational therapist	BSc. In Occupational Therapy	1
Research methodology and Epidemiology (taught in semester III, V, and VI)	Medical officer	Degree in doctor of medicine	1* (the from in Primary health care)
Occupational therapy applied to pediatrics (taught in semester III, IV)	Occupational therapist	BSc. In Occupational Therapy + 5 year clinical experience	1* (the from occupational therapy pediatric)
Occupational therapy applied to mental retardation (taught in semester IV)	Occupational therapist	BSc. In Occupational therapy	1* (the from kinesiology)
Occupational therapy applied to psychiatry (taught in semester IV, V, and VI)	Occupational therapist	BSc. In Occupational therapy	1
Occupational therapy applied to learning disabilities (taught in semester VI)	Occupational therapist	BSc. In Occupational therapy	1* (the from kinesiology)
Administration and management (taught in semester V, and VI)	Occupational therapist	BSc in Occupational therapy	1*(the from sociology)
	Health secretary	BPA. In Health service Management	1*(From Administration)

Module/Section	Cadre	Qualification	Proposed Number
Administration	Principal	Masters/PHD in occupational therapy (10 years clinical experience and 5 years teaching experience)	1*(One of the tutors)
	Health Secretary	BPA. In Health Service Management	1
	Accounts Assistant	Diploma in accountancy	1
	ICT technician	BSc in ICT	1* (the from practical media)
	Cook	Certificate in cookery	4
	Personal Secretary	Diploma in secretarial education	1
	Occupational therapy assistant	Diploma in occupational therapy	1
	Office Attendant Assistant	Certificate in office management or related discipline	2
	Driver	Form VI with Driving license "C"	1
	Assistant Librarian	diploma in librarianship	1
	Security Guard	Basic militia training	3

Summary Diploma In Occupational Therapy Training Programme

Section	Cadre	Proposed number
Teaching staff	Occupational therapists	9
	Medical officer	1
	ICT Technician	1
	Carpenter	1
	Sub Total	12
Administrative staff	Principal	1 * Part of teaching staff
	Health secretary	1
	Personal Secretary	1
	Assistant accountant	1
	Librarian Assistant	1
	Office Attendant (1 Field Farm)	2
	Occupational therapy assistant	1
	Cooks	4
	Driver	1
	Security Guards	3
Subtotal	15	
Grand Total	27	

7.22 School Of Radiography (Diploma in Diagnostic Radiography)

There are 2 school of Radiography each school has the capacity of 45 students. The school offers Diploma in Diagnostic Radiology. The course lasts for three years. The proposed staffing is as follows:

The general criteria for setting numbers are as follows:

- 143 hours of theory
- 20 hours practical demonstration
- 4 Assignments (2 hours per assignment)
- 2 Tests (2 hours per test)
- 1 Semester exam (3 hours)
- 30 supervising clinical work at the Radiology and Imaging Department

Table 34: Staffing Levels for Diploma in Diagnostic Radiography

Module Section	Cadre	Qualification	Proposed number
Radiographic Photography and Imaging I	Radiographer	B. Sc (Diagnostic Radiography, Diploma in Medical Education	1
Radiographic Technique and Procedure I	Radiographer	B. Sc (Diagnostic Radiography, Diploma in Medical Education	1
Anatomy, Physiology and Pathology I	Radiographer	B. Sc (Diagnostic Radiography, Diploma in Medical Education	1
Applied Physics	Medical Physicist	Masters in Medical Physics	1
Care of Patients	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1
Clinical Rotation at X-ray Department	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 *(from Radiographic Techniques and Procedures I)
Radiographic Photography and Imaging II	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 *(from Photography and Imaging I)
Radiographic Technique and Procedure II	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 *(from Radiographic Technique I)
Anatomy, physiology and pathology II	Radiographer	DDR/B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 *(from Anatomy Physiology and Pathology I)
Radiation Physics	Radiographer	B. Sc Radiography (Radiotherapy) Diploma in Medical Education	1
Basic ultrasound imaging I	Radiologist	M. Med Radiology and Sonology Diploma or Masters in Medical Education	1
Clinical practice at X-ray department I	Radiographer	B. Sc (Radiography) Diploma in Medical Education	1 *(from Radiographic Techniques and Procedures I)
Radiographic Photography and	Radiographer	B. Sc Radiography (Diagnostic)	1 *(from Radiographic

Module Section	Cadre	Qualification	Proposed number
Imaging III		Diploma in Medical Education	Photography and Imaging I
Radiographic Technique and procedure III	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1
Equipment for diagnostic radiography and Imaging I	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1
Anatomy, physiology and pathology III	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1
Radiobiology and Radiation Protection	Medical Physicist	M. Sc in Medical Physics	1* (from Applied Physics)
Clinical practice at X-ray department II	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 * (from Radiographic Techniques and Procedures III)
Radiographic Technique and procedure IV	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 *(from Radiographic Techniques and Procedures III)
Anatomy, physiology and Pathology IV	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 * (from Anatomy, Physiology and Pathology III)
Radiological Pathology I	Radiologist	M. Med Radiology Diploma/Masters in Medical Education	1
Basic Ultrasound Imaging II	Radiologist	M. Med Radiology or Sonology Diploma/Masters in Medical Education	1 * (from Basic Ultrasound Imaging I)
Clinical Practice at X-ray Department III	Radiographer	B. Sc Radiography (Diagnostic), Diploma in Medical Education	1* (from Radiographic Techniques and Procedures III)
Specialised Technique and procedure	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1
Radiological Pathology II	Radiologist	M. Med Radiology Diploma/Masters in Medical Education	1 * (from Radiological Pathology I)
Basic Ultrasound Imaging III	Radiologist	M. Med Radiology and Sonology Diploma/Masters in Medical Education	1 * (from Basic Ultrasound II)
Management and Administration	Health Secretary	BPA (Health Service Management)	1*from administration
Quality Assurance	Medical Physicist	Masters in Medical Physics	1 * (from Applied Physics)
Clinical Practice IV	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1* (from Radiographic Techniques and Procedures IV)
Field Work	Radiographers	B. Sc Radiography (Diagnostic) Diploma in Medical Education	10 * from among Radiographer Tutors

Module Section	Cadre	Qualification	Proposed number
Equipment for Diagnostic Radiography and Imaging II	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 * (from Equipment for Diagnostic Radiography and Imaging I)
Clinical Practice V	Radiographer	B. Sc Radiography (Diagnostic) Diploma in Medical Education	1 * (from Radiographic Techniques and Procedures IV)
Administration	Principal	B. Sc Radiography (Diagnostic), Diploma in Medical Education	1 * one of the Tutors
	Deputy Principal	B. Sc Radiography (Diagnostic), Master in Medical Education	1 * one of the Tutors
	Health Secretary (College Administrator)	BPA (Health Service Management)	1
	Accounts Assistant	Diploma accountancy	1
	Cook	"O" level with training in hotel management or cookery	2
	Supplies Assistant	Diploma in Materials Management	1
	Personal Secretary	Diploma in Secretarial Work	1
	Warden	Diploma in Social work or equivalent	1
	Librarian Assistant	Diploma in Librarianship	1
	ICT Technician	BSc in ICT	1
	Office Attendant	Secondary School leaver	1
	Security Guards	"O" level with military training such as National Service, or Peoples Militia	2
	Medical Attendants	Secondary School leaver	2
Driver	"O" level with Class C Driving License and some mechanics training	1	

Diploma in Diagnostic Radiography Summary

	Cadre	Proposed Number
Teaching staff	Radiographers	9
	Medical Physicist	1
	Radiologist	2
	Sub-Total	12
Administrative staff	Principal	1* one of the tutors
	Deputy Principal	1* one of the tutors
	Personal Secretary	1
	Health Secretary	1

	Cadre	Proposed Number
	Warden	1
	Assistant Librarian	1
	Office Attendant	1
	Assistant Accountant	1
	Assistant Supplies Officer	1
	Cook	2
	ICT Technician	1
	Driver	1
	Medical Attendants	2
	Security Guard	2
	Sub-Total	15
	TOTAL	27

7.23 Assistant Dental Officer School (Advance Diploma)

The Ministry of Health own one ADO School. The school award Diploma in Dentistry. The capacity of the school is 30 and the duration of the course is 2 years. The staffing for the school is as follows: The general criteria for setting the numbers are as follows:

- 105 teaching hours
- 360 hours practical
- 930 hours for clinical preparation
- 15 hours conducting clinical examination
- 18 hours setting CA questions
- 9 hours administering CA
- 23 hours marking CA
- 3 hours administering EOS/EOM Exam
- 8 hours marking EOSE per semesters.

Table 35: Staffing Levels for Advance Diploma in Dental Training Programme

Module/Section	Cadre	Qualification	Proposed Number
General Anatomy and Embryology	Medical Officer	MMed	1
Physiology	Medical Officer	MMed	1*(from for General Anatomy)
Oral Anatomy and Physiology	Dental Officer	MDent(Oral Surgery)	1
Parasitological Immunology and Oral Microbiology	Dental Officer	MDent(Oral Surgery)	1
Basic Computer Applications	ICT Technicia	Dip. In ICT	1
Advanced computer application	ICT Technician	Dip. In ICT	1*(from Basic Computer)
Nutrition	Medical Officer	MMed	1
Medicine	Medical Officer	MMed	1*(from for nutrition)
Surgery	Medical Officer	MMed	1* from for General Anatomy
Periodontology	Dental Officer	MDent (Restorative)	1
Cariology	Dental Officer*	MDent (Restorative)	1* from oral microbiology

Module/Section	Cadre	Qualification	Proposed Number
Oral Surgery , Pathology and Radiology	Dental Officer	MDent (Oral Surgery)	1
Community Dentistry	Dental Officer	MDent (Community Dentistry)	1
Research methodology and Epidemiology	Dental Officer	MDent (Community Dentistry)	1*(from Community Dentistry)
Prosthetics	Dental Officer	MDent (Restorative)	1* from for oral microbiology
Pedodontics	Dental Officer	MDent (Pedodontics)	1
Clinical Dentistry	Dental Officer	MDent (Oral Surgery and Restorative)	2*(from prosthetics and Periodontology)
principles of entrepreneurship and management	Dental Officer	MDent	1*(from Community Dentistry)
Administrative Staff	Principal	DDS, MDent/MPH	1*(from Community Dent.)
	Health secretary	Bachelor of public administration in health service management	1*from administration
	Warden	Diploma in Social welfare	1
	ICT Technician	Diploma in ICT	1* One of the tutor
	Biomedical Technician	FTC	1
	Assistant Accountant	Diploma in Accounts	1
	Cook	Certificate in cookery	3
	Supplies Assistant	Certificate in material management	1
	Personal Secretary	Diploma in secretarial education	1
	Driver	Form four with Class C driving license	1
	Assistant Librarian	Diploma in librarian education	1
	Security Guard	Basic militia training	3
	Medical attendants	Form four leavers with on job training in the related field Graduate	2

Assistant Dental Officers School Summary

Section	Cadre	Proposed Number
Teaching staff	Dental Officers	6
	Medical Officers	2
	ICT Technician	1
	Sub Total	9
Administrative staff	Principal	1* (also in the teaching staff list)
	Health Secretary	1
	Warden	1

Section	Cadre	Proposed Number
	Assistant Accountant	1
	Assistant Librarian	1
	Bio Medical Technician	1
	Personal Secretary	1
	Medical attendants	2
	Cooks	3
	Supplies Assistant	1
	Driver	1
	Security Guards	3
	Sub Total	16
	Grand Total	25

7.24 Pharmaceutical Technician School (Certificate)

There are certificate and diploma level for Pharmaceutical Technician School. The capacity of each school is 30. The duration of the course is 2 years for certificate and 3 years for diploma level.

Certificate In Pharmaceutical Sciences

The general criteria for setting numbers are as follows:

- 162 hours teaching
- 12 hours setting CA questions
- 8 hours administering CA
- 20 hours marking CA
- 10 hours setting end of module exams
- 6 hours administering end of module exams
- 12 Marking end of module examination

The proposed staffing is as follows:

Table 36: Staffing Levels for Certificate in Pharmaceutical Technician Training Programme

Course/modular course	Cadre	Qualification	Proposed Number
Communication Skills	Pharmacist	B.Pharm	1
Basic Computer Applications	ICT Technician	Diploma in ICT	1
Basic Inorganic Chemistry	Pharmacist	B. Pharm	1
Environmental Hygiene	Environmental Health officer	Bachelor Degree Or Diploma	1
Management of Communicable Diseases	Environmental Health officer	Bachelor Degree Or Diploma	1*(from environmental Hygiene)
Basic Human Body Structure	Pharmacist	B. Pharm	1
Basic Human Body Functions	Pharmacist	B. Pharm	1
Medicines Dispensing	Pharmacist	B. Pharm	1
Pharmaceutical Compounding	Pharmacist	B. Pharm	1* (also teaching medicine dispensing)

Course/modular course	Cadre	Qualification	Proposed Number
Basic Pharmacology	Pharmacist	B. Pharm	1
Pharmaceutical Record Keeping	Pharmaceutical Technician	Diploma in Pharmaceutical Sciences	1
Pharmaceutical Calculations	Pharmacist	B. Pharm	1* (also teaching pharmacology)
Administrative Staff	Principal	B. Pharm	1*(Also teaching Pharmaceutics)
	Health Secretary	Degree/Diploma in public administration	1
	Assistant Accountant	Diploma in Accounts	1
	Cook	Certificate in cookery	2
	Supplies Assistant	Certificate in material management	1
	Secretary	Diploma in secretarial education	1
	Driver	Form four with Class C driving license	1
	Assistant Librarian	Diploma in librarian education	1
	Security Guard	Basic militia training	2
	Laboratory Attendants	Certificate in Pharmaceutical Sciences	1
	Office attendant	Form Four leaver	1
	Warden	Social worker	1
	Hostel attendant	Form four leaver	1

Certificate In Pharmaceutical Sciences Summary

Section	Cadre	Proposed Number
Teaching staff	Pharmacists	6
	Pharmaceutical Technician	1
	Environmental Health Officer	1
	ICT Technician	1
	Sub Total	9
Administrative staff	Principal	1* (also in the teaching staff list)
	Health Secretary	1
	Secretary	1

Section	Cadre	Proposed Number
	Assistant Accountant	1
	Assistant Librarian	1
	Cooks	2
	Driver	1
	Security Guards	2
	Office attendants	1
	Laboratory attendant	1
	Supplies assistant	1
	Warden	1
	Hostel attendant	2
	Sub total	15
	Grand Total	24

7.25 Pharmaceutical Sciences (Diploma)

General criteria for setting numbers are as follows:

- 264 teaching hours
- 360 hours practical
- 42 hours setting CA questions
- 28 hours administering CA
- 70 hours marking CA
- 35 hours setting end of module exams
- 21 hours administering end of module exams
- 30 Marking end of module examination

Table 37: Staffing Levels for Diploma In Pharmaceutical Sciences Training Programme

Course/section	Cadre	Qualification	Proposed Number
Pharmaceutical Hygiene	Pharmacist	B.Pharm	1
Pharmaceutical inorganic chemistry	Pharmacist	B. Pharm	1
Pharmaceutical calculations	Pharmacist	B. Pharm	1
Pharmaceutics	Pharmacist	B. Pharm	1
Anatomy and Physiology	Pharmacist	B. Pharm	1
Pharmaceutical microbiology	Pharmacist	B. Pharm	1
Pharmacology	Pharmacist	B. Pharm	1
Pharmaceutical Organic chemistry	Pharmacist	B. Pharm	1
Pharmacognosy	Pharmacist	B. Pharm	1
Drugs and Medical Supplies Management	Pharmacist	B. Pharm	1
Forensic Pharmacy	Pharmacist	B. Pharm	1
Community Pharmacy	Pharmacist	B. Pharm	1
Field Work	Pharmacist	B. Pharm	All tutors
Entrepreneurship	Pharmacist	B. Pharm	1

Course/section	Cadre	Qualification	Proposed Number
Administration	Principal	B. Pharm	1*(Also teaching Pharmaceutics)
	Health Secretary	Degree/Diploma in public administration	1
	ICT Technician	Diploma in ICT	1
	Assistant Accountant	Diploma in Accounts	1
	Cook	Certificate in cookery	4
	Supplies Assistant	Certificate in material management	1
	Secretary	Diploma in secretarial education	1
	Driver	Form four with Class C driving license	1
	Assistant Librarian	Diploma in librarian education	1
	Security Guard	Basic militia training	2
	Pharmaceutical Assistant	Certificate in Pharmaceutical	1
	Office attendant	Form Four Leaver	1
	Laboratory Attendant	Form four	1
	Warden	Social worker	1
Hostel attendant	Form Four Leaver	2	

Diploma In Pharmaceutical Sciences Summary

Section	Cadre	Proposed Number
Teaching staff	Pharmacists	12
	Pharmaceutical Technician	1
	Sub Total	13
Administrative staff	Principal	1* (also in the teaching staff list)
	Health Secretary	1
	Secretary	1
	Assistant Accountant	1
	Assistant Librarian	1
	Cooks	4
	Driver	1
	Security Guards	2
	Office attendants	1
	Laboratory attendant	1
	Supplies assistant	1
	ICT Technician	1
	Warden	1
	Hostel attendant	2
Sub total	18	
Grand Total	31	

7.26 Dermatology School (Advance Diploma)

The Ministry of Health own one Dermatology school. The school capacity is 30 students, and they are awarded Advanced Diploma after completion of the course. The duration of the course is 2 years.

The general criteria for setting numbers are as follows:

- Teaching subjects
- 1 teacher will teach 2 sessions of 2 hours per day
- 1 personal secretary to deal with academics and 1 for administration
- Library/Library Assistant - The school own a big library with 3 partitions i.e computer laboratory, Library service and teaching aid
- Assistant Medical Officer will be required for coordinating community practice and field work
- 2 Office attendants - One for the Hostel and one for the school

Table 38: Staffing Levels for Advance Diploma in Dermatology

SN	Cadre	Qualification	Proposed number
3	Dermatologist	Degree in Dermatology	5
4	Assistant Medical Officer	Advance Diploma	1
5	Principal	BSc	1* one of the Dermatologist
6	Personal Secretary	Certificate in secretarial duties	1
7	Assistant Librarian	Diploma	1
8	Warden	Diploma	1
9	Security Guard	Form IV	2
10	Drivers	Form IV and driving licence	1
11	Supplies Assistant	Certificate in materials management	1
13	Assistant Accountant		1
15	Office attendant		1
	Total		15

Summary Advance Diploma in Dermatology

Cadre	Proposed Number
Teaching Staff	
Cadre	Number of staff
Dermatologist	5
Assistant Medical Officer	1
Administration	
Principal	1* One of the tutors
Personal Secretary	1

Cadre	Proposed Number
Assistant Librarian	1
Warden	1
Security Guard	2
Drivers	1
Supplies Assistant	1
Assistant Accountant	1
Office Attendant	1
TOTAL	15

7.27 Diagnostic Radiology Programme (Advance Diploma)

The Ministry of Health and Social Welfare own one AMO Radiology School. The school train students at Advanced Diploma level. The capacity of the school is 30 students and the duration of the course is 2 academic years.

The general criteria for setting numbers are as follows:

- 32 hours of theory work
- 120 hours supervising clinical work
- 4 Assignments
- 2 tests
- 1 Semester exam

Table 39: Staffing Levels for Advance Diploma in Diagnostic Radiology Training Programme

Module/Section	Cadre	Qualification	Proposed Number
Basic Physics, Radiation Physics and Basics in Radiography	Medical Physicist	Masters in Medical Physics	1
	Radiographer	B. Sc Radiography	1
Respiratory System Part 1; Anatomy and Description of Abnormalities	Medical Officer	M. Med (Radiology)	1
Musculoskeletal system	Medical Officer	M. Med (Radiology)	1
Basic Computer Applications	ICT Technician	Diploma	1
Physics of Ultrasound	Medical Officer	M. Med Radiology/ Sonologist	1
Respiratory Tract Part 2; Diseases of the Respiratory System	Medical Officer	M. Med Radiology	1 * (from Respiratory tract part 1)
Gastrointestinal Track	Medical Officer	M. Med Radiology	1
Genitourinary system (16 hours)	Medical Officer	M. Med Radiology	1 * (from Genitourinary track)
Obstetrics and Gynaecology	Medical Officer	M. Med Radiology	1 * (from Physics in Ultrasound)

Module/Section	Cadre	Qualification	Proposed Number
Advanced Technologies; CT, MRI, Radiation Therapy, Radiobiology, Interventional Radiology, Radioactivity and NM	Medical Physicist;	Masters in Medical Physics;	1* (from Basic Physics)
	Medical Officer	M. Med Radiology	1
Cardiovascular System	Medical Officer	M. Med Radiology	1* (from Advanced Technologies)
The Ultrasound of small parts	Medical Officer	M. Med Radiology	1
Neuroradiology	Medical Officer	M. Med Radiology	1 * (from Ultrasound of small parts)
Breast and soft tissue imaging	Medical Officer	M. Med Radiology	1 * (from Ultrasound of small parts)
Research, Epidemiology and Biostatistics	Medical Officer	MPH	1
Leadership and Management	Medical Officer	BPA (Health Service Management)	1* (from teaching staff)
Field attachment	Medical Officer	M. Med Radiology	(All tutors participate in supervision of filed attachment)
Entrepreneurship	Health Economist	Msc. In Health Economics	1
Administration	Principal	M. Med (Radiology) and Masters in Medical Education	1 * one of the Tutors
	Deputy Principal	M. Med (Radiology) and Masters in Medical Education	1 * one of the Tutors
	Health Secretary (College Administrator)	BPA (Health Service Management)	1
	Warden	Diploma in Social work or equivalent	1
	Accounts Assistant	A TEC II	1
	Cook	"O" level with training in hotel management or cookery	2
	Assistant Supplies officer	Diploma in Materials Management	1
	Personal Secretary	Diploma in Secretarial	1
	Assistant Librarian	Diploma in Librarianship	1
	Office Attendant	Secondary School leaver	1
	Security Guards	"O" level with military training such as National Service, or Peoples Militia	2
	Medical attendants	Secondary School leaver	2
	Driver	"O" level with Class C Driving License	1

Diagnostic Radiology Summary

Section	Cadre	Proposed Number
Teaching staff	MO (M. Med Radiology)	6
	Radiographers (B. Sc in Radiography)	1
	Medical Physicist	1
	MO (MPH)	1
	Health Economist	1
	Sub Total	10
	Principal	1* (from among teaching staff)
	Deputy Principal	1* (from among teaching staff)
	Health Secretary	1
	Warden	1
Administrative staff	Personal Secretary	1
	Accounts Assistant	1
	Assistant supplies Officer	1
	Medical attendants	2
	Cooks	2
	Security guards	2
	Driver	1
	Assistant Librarian	1
	Office Attendant	1
	Sub Total	14
	TOTAL	24

7.28 Training Centre for Health Records Technology (Certificate)

The Ministry of Health own one school for training Health records Technicians at certificate level. The capacity of the school is 330 students and the duration of the course is 2 academic years.

The general criteria for setting numbers are as follows:

- 50 students per tutor
- 104 theory teaching Hours per semester for theory tutor
- 288 practical supervision and demonstration Hours in 3 sections per semester for 3 practical instructors(96 hours x 3 tutors for 3 practical sections)

The proposed staffing is as follows:

Table 40: Staffing Levels for Health Records Technology Certificates Training Programme

Sn	Module/Section	Cadre	Qualification	Proposed Number
1.	Health Records Management 1	Health Records Officer	Bsc (Health Records and Information Management)	4
2.	Health Records Management 2	Health Records Officer	Bsc (Health Records and Information Management)	4* from No. 1
3.	Health Records Management 3	Health Records Officer	Bsc (Health Records and Information Management)	1* from No. 1
4.	Health Statistics 1	Health Records Officer	Bsc (Health Records and Information Management)	1
5.	Health Statistics 2	Health Records Officer	Bsc (Health Records and Information Management)	1* from No.4
6.	Health Statistics 3	Health Records Officer	Bsc (Health Records and Information Management)	1* from No.4
7.	Health Care Data Classification	Health Records Officer	Bsc (Health Records and Information Management)	1
8.	Human Anatomy and Physiology	Health Records Officer	Bsc (Health Records and Information Management)	1* from No.7
9.	Human pathology	Medical Laborat Scientist	Bsc (Laboratory – Histopathology)	1
10.	Medical terminology & Pharmacology	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 7
11.	Computer Science 1	ICT Officer	Bsc (Computer Science)	1
12.	Computer Science 2	ICT Officer	Bsc (Computer Science)	1* from No 11
13.	Computer Science 3	ICT Officer	Bsc (Computer Science)	1* from No 11
14.	Health Information systems 1	Health Records Officer	Bsc (Health Records and Information Management)	1
15.	Health Information systems 2	Health Records Officer	Bsc Bsc (Health Records and Information Management)	1* from No 14
16.	Community Health and STI/HIV/AIDS	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 14
17.	Management 1	Health Secretary	BPA (Health Services Management)	1* from administration
18.	Management 2	Health Secretary	BPA in Health Services Management	1* from administration
19.	Management 3	Health Secretary	BPA in Health Services Management	1* from administration
20.	Emergency Management	Nursing Officer	Bsc (Nursing)	1
21.	Disaster Management	Nursing Officer	Bsc (Nursing)	1* from No. 20
22.	Epidemiology	Health Records Officer	Bsc (Health Records and Information Management)	1* from N. 4
23.	Medical Demography	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 4

Sn	Module/Section	Cadre	Qualification	Proposed Number
24.	Research Methodology 1 (THEORY)	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 14
25.	Research Methodology 2 (PRACTICAL)	Health Records Officer	Bsc (Health Records and Information Management)	7* among Health Records Officers
26.	Primary Health care	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 1
27.	Human psychology	Health Records Officer	BA (Sociology)	1* from No 1
28.	National health services	Health Records Officer	Bsc (Health Records and Information Management)	1* from No 1
29.	Finance and Entrepreneurship	Health Secretary	BPA (Health Service Management)	1* from administration
30.		Acc . Asst	Diploma (Accountancy)	
31.	Systems Analysis	ICT Officer	Bsc(Computer Science) or Bsc (Health Management Information Technology)	1* from No 11
Administrative Staff		Principal	Bsc (Health Management Information System), and Msc (Health Management Information System)	1* one of the tutors
		Accounts Assistant	A TEC II	1
		Cook	Certificate (Catering)	3
		Warden	Bsc (Nursing and Midwife)	1* from Emergency Medicine module
		Assistant Supplies Officer	Diploma (Material Management)	1
		Personal Secretary	Certificate (Secretarial Management)	1
		Health secretary	BPA (Health Service Management)	1
		Assistant Librarian	Diploma (Librarian)	1
		Driver	Certificate	1
		office Attendant	Certificate	2
		Security Guard	Certificate (Security Training)	1

Certificate in Health Records and Information Technology Summary

Section	Cadre	Proposed Number
Teaching staff	Health Records Officer	9
	ICT Officer	1
	Nursing Officer	1
	Laboratory Scientist	1
	SUB TOTAL	12
Administrative staff	PRINCIPAL	1* one of teaching staff
	Health Secretary	1* one of the teaching staff
	Warden	1* from tutors
	Driver	1
	Office Attendant	2
	Accounts Assistant	1
	Assistant Supplies	1
	Personal Secretary	1
	Assistant Librarian	1
	Security Guard	3
	Cooks	3
	Sub Total	13
TOTAL		25

7.29 Assistant Medical Officer- Ophthalmology School (Advance Diploma)

There is one AMO Ophthalmology School. The school capacity is 10 students and they are awarded Advanced Diploma. The duration of the course is 2 academic years.

The general criteria for setting numbers are as follows:

- 40 sessions per week -2 hours each.
- 2 exams - 2hours each.
- 2 practical exams - 8 hours each.
- 12 scripts each 1 hour.

Table 41: Staffing Levels for Assistant Medical Officer (AMO - Ophthalmology)Program

Module/section	Cadre	Qualification	Proposed number
Anatomy and Embryology of the Eye and Adnexa	Ophthalmologist	M. Med (Ophthalmology)	2
Physiology of the eye and vision	Ophthalmologist	M. Med (Ophthalmology)	1
Ocular Pharmacology and Therapeutics	Ophthalmologist	M. Med (Ophthalmology)	1
Ophthalmic Optics and refraction	Optometrist	BSc. Ophthalmology	1

Module/section	Cadre	Qualification	Proposed number
Diagnostic and Management of Eye Diseases	Ophthalmologist	M. Med (Ophthalmology)	1*(from Physiology of the eye and vision)
	Nurse Officer (Ophthalmology)	BSc Nursing and BSc/Dip. (Ophthalmology)	1
Eye Examination Techniques and Therapeutic procedures	Ophthalmologist	M. Med (Ophthalmology)	1* (from physiology of the eye)
Community Ophthalmology	Assistant Medical Officer	Diploma - Ophthalmology	
	Assistant Medical Officer- Ophthalmology	MPH	2
Minor Eye Surgery	Assistant Medical Officer	Diploma - Ophthalmology	1
Cataract surgery	Assistant Medical Officer	Diploma -- Ophthalmology	1*(from minor eye surgery)
	Assistant Medical Officer	Diploma (Ophthalmology)	1
Eyeball trauma repair surgery	Assistant Medical Officer- Ophthalmology	Diploma - Ophthalmology	1*from minor eye surgery
	Assistant Medical Officer	Diploma - Ophthalmology	1* (from cataract surgery)
Instrument maintenance and sterilization	Nursing Officer	Advanced Diploma in Theatre management.	1
Epidemiology Or Biostatics	Assistant Medical Officer	MPH Epidemiologist	1*(from community ophthalmology)
Medical Ethics	Assistant Medical Officer	MPH	1*(from community ophthalmology)
Management, Administration & leadership	Health Secretary	Bachelor of public administration in health service management	1*(from administration)
Computer application	ICT Technician	(Diploma).	1
Administration	Principal	M. Med (ophthalmology)	1*one of the tutors
	Deputy principal	Advanced Diploma in Clinical Ophthalmology	1* one of the tutors
	Health secretary	Bachelor of public administration in health service management	1
	Warden	Diploma in Social welfare	1
	Assistant Account	Diploma in accounts	1
	Cook	Certificate in cookery	2
	Assistant Supplies officer	Diploma in Supply &	1
	Record Management Assistant	Certificate in office management	1

Module/section	Cadre	Qualification	Proposed number
	Personal secretary	Diploma in secretarial duties	1
	Librarian Assistant	GCSE/ ACSE	1
	ICT Technician	Diploma in ICT	1* from tutors
	Driver	Form IV with class C driving License	1

Advance Diploma in Ophthalmology Summary

Section	Cadre	Proposed Number
Teaching staff	Ophthalmologist	4
	Optometrist	1
	AMO	4
	NO (theatre management)	1
	NO (Ophthalmologist)	1
	ICT Technician	1
SUB TOTAL NUMBER OF TEACHING STAFF		12
Administrative staff	ICT Technician	1* (teaching staff)
	Office Attendant	1
	Assistant Supplies Officer	1
	Librarian Assistant	1
	Cook	2
	Driver	1
	Assistant Accountant	1
	Personal Secretary	1
	Records Management Assistant	1
	Warden	1
	Health Secretary	1
	Principal	1*(one of the tutor)
	Deputy principal	1* (one of the tutor)
SUB TOTAL		11
GRAND TOTAL		23

7.30 Assistant Medical Officer School - Anaesthesia (Advance Diploma)

The Ministry of Health own one AMO Anaesthesia School. The capacity of the school is 20 students. The duration of the course is 2 academic years. The general criteria for setting number are as follows:

- 30 hours of theory
- 5 CA tests
- 1 End of block examinations
- 1 End of year examination
- 20 Number of Students

The following is the proposed staffing for the school.

Table 42: Staffing Levels for Advance Diploma in Anesthesia (AMO- Anesthesia)

Module/Section	Cadre	Qualification	Proposed Number
Anatomy and Physiology	Anesthetist	M. Med (Anaesthesiology)	1
Clinical Chemistry	Anaesthetist	M. Med (Anaesthesiology)	1
Physics and Clinical Measurement	Anaesthetist	M. Med (Anaesthesiology)	1
Clinical Anaesthesia	Assistant Medical Officer	Diploma	2
Pain Therapy	Anesthetist	M. Med (Anaesthesiology)	1 * from Anatomy and Physiology
Critical care Medicine	Medical Officer	M. Med (Internal Medicine)	1
Disaster management	Anaesthetist	M. Med (Anaesthesiology)	1 * from Clinical Chemistry
Equipment	Assistant Medical Officer	Diploma	1
Research Methodology & Statistics	Medical Officer	MPH	1
Ethics	Medical Officer	MPH	1* from Research methodology
Management and Administration	Medical Officer	MPH	1 * from Research methodology
Communication skills	Medical Officer	MPH	1 * from Research methodology
Study skills	Medical Officer	MPH	1 * from Research methodology
Clinical Practice	Anesthetist	M. Med (Anaesthesiology)	2* from anatomy and clinical chemistry
	Assistant Medical Officer	Diploma (Anaesthesiology)	2* from clinical anaesthesia
Administration	Principal	M. Med (Anaesthesiology)	1 * One of the tutors
	Health Secretary	MPA in Health Service Management	1
	Assistant Accountant	Diploma in accounts	1
	Cook	“O” Level with Certificate in cookery.	2
	Personal secretary	Form IV with Certificate in secretarial services.	1
	Registry Assistant	Form IV	1

Module/Section	Cadre	Qualification	Proposed Number
	Assistant Librarian	Diploma in Librarianship	1
	Driver	"O" Level with Driving licence Grade C	1
	ICT Technician	Form IV/VI Diploma in IT	1

Advanced Diploma in Anaesthesia Summary

Section	Cadre	Proposed Number
Teaching staff	Anaesthetist	3
	Assistant Medical Officer	3
	Medical Officer	2
	Total Academic staff	8
Administrative staff	Principal	1 *one of the tutors
	Deputy Principal	1 * one of the tutor
	Health Secretary	1* serves other programs too in KCMC
	Personal Secretary	1
	Registry Assistant	1
	ICT Technician	1
	Office attendant	1
	Driver	1
	Assistant Librarian	1
	Assistant Accountants	1
	Cook	2
	Grand Total	17

7.31 Dental Technology School (Diploma)

The Ministry of Health own one Dental Technology School. The capacity of the school is 5 students. The duration of the course is 3 academic years. Dental Therapy course is a training program in oral health services aiming at producing oral care provider at primary health care facility. A graduate of this program will be able to asses, diagnosis, management common oral diseases and related disorders. The course leads to an award of an Ordinary Diploma in Clinical Dentistry. Upon qualification a graduate of this program is titled Dental Therapists.

The general criteria are as follows:

- 30 teaching hours
- 60 practical hours
- 180 for preparation of theory and practical
- 36 hours for setting CA questions
- 6 hours for administering CA

- 30 hours marking CA papers
- 12 hours for setting EOSE
- 2hours for administering EOS/EOM Exam

The following is the proposed staffing for the school.

Table 43: Staffing Levels for Diploma in Dental Technology Training Programme

Module/ Section	Cadre	Qualification	Proposed Number
General Anatomy and Physiology	Medical Officer	Degree in Medicine	2
Oral Anatomy and Physiology	Dental Officer	Degree in DS	1
Environmental Health	Health Officer	BSc. In Environmental Health	1
Patient care	Nursing Officer	BSc. In Nursing	1
Communicable diseases	Medical Officer	Degree in Medicine	1*(from Anatomy and physiology)
Microbiology and immunology	Medical Officer	Degree in Medicine	1 *from general anatomy
Oral Microbiology	Dental Officer	Degree in DS	1
Parasitology and Entomology	Medical Officer	Degree in Medicine	1*(from general Anatomy & Physio.)
Clinical laboratory	Lab. Technologist	Dip. in Lab. Science	1
General Pathology	Medical Officer	Degree in Medicine	1*(from general Anatomy & Physiology)
Medical and dental ethics	Dental Officer	Degree in DS	1
Basic Computer Applications	ICT Technician	BSc/Higher Dip. in Computer Science	1
Communication and counseling	Nursing Officer	BSc in Nursing	1* from patient care)
Health Administration and management	Heath secretary	BPA in Health Service management	1*from administration
Advanced computer application	ICT* Technician	Dip.In Computer Science	1*(from Basic Computer applications
Pharmacology and Pharmacy	Pharmacist	B. Pharmacy	1
Nutrition and RCH Services	Nursing Officer	BSc in Nursing	1*(from patient care)
Medicine	Medical Officer	Degree in Medicine	1*from general Anatomy & Physiology
Surgery	Medical Officer	Degree in Medicine	1*from general Anatomy & Physiology
Periodontology	Dental Officer	Degree in DS	1*(from Oral Anat. and Physiology)
Cariology 1	Dental Officer	Degree in DS	1
Cariology 2	Dental Officer	Degree in DS	1*(from cariology 1)
Cardiology 3	Dental Officer	Degree in DS	1*(from cariology 1)
Oral Surgery and Pathology 1	Dental Officer	Degree in DS	1
Oral Surgery and Pathology 2	Dental Officer	Degree in DS	1*(from oral surgery 1)
Oral Surgery and Pathology 3	Dental Officer	Degree in DS	1*(from oral surgery 1)

Module/ Section	Cadre	Qualification	Proposed Number
Community Dentistry 1	Dental Officer	Degree in DS	1
Community Dentistry 2	Dental Officer	Degree in DS	1*(from community dentistry 1)
Community Dentistry 3	Dental Officer	Degree in DS	1* (from community dentistry 1)
Epidemiology and Research	Dental Officer	Degree in DS	1* (from medical ethics)
Clinical Dentistry 1	Dental Officer	Degree in DS	3*(from oral anatomy oral microbiology & Medical ethics)
Clinical Dentistry 2	Dental Officer	Degree in DS	3*(from oral anatomy, oral microbiology & Medical ethics)
Basic principles of entrepreneurship	Dental Officer	Degree in DS	1*(from medical dental ethics)
Administration	Principal	DDS, M Dentistry Or MPH	1*(from of community Dent.)
	Health Secretary	BPA. In Health service Management	1
	ICT Personnel	Diploma in ICT	1
	Biomedical technician	FTC	1
	Assistant Accountant	Diploma in Accounts	1
	Cook	Certificate in cookery	4
	Supplies Assistant	Certificate in material management	1
	Personal Secretary	Diploma in secretarial education	1
	Driver	Form four with Class C driving license	1
	Assistant Librarian	Diploma in librarian education	1
	Medical attendant	Form IV leavers with on job training in the related field Graduate	1
	Security Guard	Basic militia training	4

Dental Technology School Summary

Section	Cadre	Proposed Number
Teaching staff	Dental Officers	6
	Medical Officers	2
	Nurse Officer	1
	Health Officer	1
	ICT Technician	1
	Laboratory Technologist	1
	Total	12
Administrative staff	Principal	1* (also in the teaching staff list)

Section	Cadre	Proposed Number
	Heath Secretary	1
	Assistant Accountant	1
	Assistant Librarian	1
	Bio Medical Technician	1
	Persona Secretary	1
	Medical attendants	1
	Cooks	4
	Driver	1
	Security Guard	4
	Sub Total	15
	Total staff	27

7.32 Dental Laboratory Technology (Diploma)

The programme is called Diploma in Dental Laboratory Technology. It is a scientific study which deals with the restoration, rehabilitation and prevention of lost oral tissues, congenital discrepancies and malocclusion of teeth.

The training lasts for three (3) years, taught in six (6) semesters. The overall permissible duration of the course should not exceed four (4) academic years or eight (8) semesters.

Table 44: Staffing Levels for Diploma in Dental Laboratory Technology Training Programme

Subject/Module	Cadre	Qualification	Proposed number	Criteria
Oral anatomy and physiology	Dental officer	Bachelor degree in dentistry	1	<ul style="list-style-type: none"> • 45hours for theory • 1 assessment test • 1 end of semester examination
	Dental technologist	Bachelor degree in Dental lab technology	1	<ul style="list-style-type: none"> • 15 hours theory • 180hours for practicals • 2 assessment tests (Theory and practical) • 2 end of semester examinations (Theory and practical)
Oral microbiology and immunology	Dental officer	Bachelor degree in dentistry	1* (from anatomy)	<ul style="list-style-type: none"> • 30 teaching and Learning hours. • 1 assessment test • 1 end of semester examination
Cariology	Dental officer	Bachelor degree in dentistry	1*(from anatomy & microbiology)	<ul style="list-style-type: none"> • 20 teaching and learning hours. • 1 assessment test • 1 end of semester examination
Periodontolgy	Dental officer	Bachelor degree in dentistry	1*(from cariology, anatomy and microbiology)	<ul style="list-style-type: none"> • 20 teaching and learning hours. • 1 assessment test • 1 end of semester examination

Subject/Module	Cadre	Qualification	Proposed number	Criteria
Oral surgery and pathology	Dental officer	Bachelor degree in dentistry	1	<ul style="list-style-type: none"> • 30 teaching and learning hours. • 1 assessment test • 1 end of semester examination
Dental materials	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1	<ul style="list-style-type: none"> • 120hours for theories • 60hours for practical • 2 assessment tests • 1 end of semester examination
Information communication technology (ICT)	ICT technician	Diploma in ICT	1	<ul style="list-style-type: none"> • 20hours theory • 30hours practical • 1assessment tests • 1end of semester examination • Few computers to maintain
Dental laboratory management	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1	<ul style="list-style-type: none"> • 20 teaching and learning hours • 1 assessment test • 1 end of semester examination
	Dental equipment technician	Diploma in medical equipment electronics	1	<ul style="list-style-type: none"> • 10 hours practical demonstration
Infection prevention and control	Dental officer	Bachelor degree in dentistry	1*(from oral surgery & pathology)	<ul style="list-style-type: none"> • 20 teaching and learning hours • 1 assessment test • 1 end of semester examination
Entrepreneur ship	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1	<ul style="list-style-type: none"> • 20 teaching and learning hours • 1 assessment test • 1 end of semester examination • 1Business plan project per group of 5-8 students
HIV/AIDS	Dental officer	Bachelor degree in dentistry	1*(from infection prevention and control & oral surgery)	<ul style="list-style-type: none"> • 30 teaching and learning hours • 1 assessment test • 1 end of semester examination
Dental prosthetics I	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1* from entrepreneur ship	<ul style="list-style-type: none"> • 165 hours for theories • 390 hours for practical. • 2 assessment both theory and practical • 2 end of semester examinations both theory and practical
Dental Prosthetics II	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1* from Dental prosthetics I	<ul style="list-style-type: none"> • 135 hours for theory • 435 practical hours. • 2 assessment tests both theory and practical • 2 end of semester

Subject/Module	Cadre	Qualification	Proposed number	Criteria
				examination both theory and practical
Dental metal technology I	Dental laboratory technologist	Bachelor degree in dental laboratory technology	2* (from Dental materials)	<ul style="list-style-type: none"> • 150 hours for theory • 90 hours for practicals • 2 assessments theory and practicals • 2 end of semester examinations theory and practical
Orthodontics I	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1	<ul style="list-style-type: none"> • 58 hours for theory • 132 hours for practical • 2 assessment tests both theory and practical • 2 end of semester examinations both theory and practical
Fixed dental prosthetics I	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1*(from dental laboratory management)	<ul style="list-style-type: none"> • 30 teaching and learning hours for theory • 90 hours for practicals • 2 assessment tests both theory and practical • 2 end of semester examinations both theory and practical
Orthodontics II	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1*(from orthodontics I)	<ul style="list-style-type: none"> • 2 assessment tests • 1 end of semester examination • 58 theory hours
	Dental officer	MDent in orthodontics	1	<ul style="list-style-type: none"> • 132 practical hours demonstration in clinical settings
Fixed dental prosthetics II	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1* (from fixed dental prosthetics I & dental laboratory management)	<ul style="list-style-type: none"> • 20 hours for theory • 30 practical hours • 2 assessment tests for theory and practical • 2 end of semester examinations both theory and practical
Introduction to maxillofacial technology	Dental laboratory technologist	Bachelor degree in dental laboratory technology	1* (from orthodontics I&II)	<ul style="list-style-type: none"> • 20 teaching and learning hours • 30 hours for practicals • 2 continuous assessment tests both theory and practical • 2 end of semester examinations both theory and practical
Introduction to research methodology	Dental laboratory technologist	Bachelor in dental laboratory technology	1*(from Dental laboratory management)	<ul style="list-style-type: none"> • 40 teaching and learning hours • 1 assessment test • 1 end of semester examination
Field work	Dental laboratory	Bachelor degree/	6*(All dental lab)	<ul style="list-style-type: none"> • 240 practical hours • Supervision of students

Subject/Module	Cadre	Qualification	Proposed number	Criteria
	technologist	Advanced diploma in dental laboratory technology	technologists tutors)	<ul style="list-style-type: none"> in different field placements Correcting field work reports
Dental metal technology II	Dental laboratory technologist	Bachelor degree in dental laboratory technology	2*(from dental materials & dental metal technology I)	<ul style="list-style-type: none"> 15hours for theory 135 hours for practicals 2 assessment tests both theory and practical 2 end of semester examinations both theory and practical
Administration	Principal	Bachelor degree in dental laboratory technology	1	<ul style="list-style-type: none"> Head of the school Attends 2 board meetings per year Conducts school meetings Compiles two academic reports per year Conducts staff appraisal Teaches students Prepares budgets
	Assistant accountant	Diploma in Accounts	1	<ul style="list-style-type: none"> Annual budget revenue collection per annum
	Cook	Certificate in cookery	4	<ul style="list-style-type: none"> 2 shifts 90 students
	Assistant supplies officer	Diploma in material management	1	<ul style="list-style-type: none"> 2 stock taking per annum 90 students 25 staffs
	Personal secretary	Diploma in secretarial education	1	<ul style="list-style-type: none"> 90 students 25 staffs
	Health secretary	Bachelor Degree in Health service Management	1	<ul style="list-style-type: none"> 90 students 25 staffs
	Assistant librarian	Diploma in library services	1	<ul style="list-style-type: none"> 90 students Small library
	ICT Technician	Diploma in ICT technology	1*from teaching staff	<ul style="list-style-type: none"> 30 students to teach 4 computer units to maintain
	Medical attendants	Certificate in O' level education	2	<ul style="list-style-type: none"> 90 students 1 laboratory 3 offices 3 classrooms 2 dormitories
	Warden	Diploma in social work	1	<ul style="list-style-type: none"> 2 dormitories 90 students
Driver	Class C driving	1	<ul style="list-style-type: none"> 1 vehicle 	

Subject/Module	Cadre	Qualification	Proposed number	Criteria
		license		
	Security Guard	Basic military training	2	<ul style="list-style-type: none"> • 2 shifts • Small area • 3 offices • 3 classrooms • 1 dental laboratory • 1 library • 1 kitchen • 2 dormitories

Summary Diploma In Dental Laboratory Technology Training Programme

Section	Cadre	Proposed Number
Teaching staff	Dental Lab. Technologists	5 (Principal included)
	Dental officers	3
	ICT technician	1
	Dental Equipment technician	1
Administrative staff	P/Secretary	1
	Health Secretary	1
	Assistant Accountant	1
	Assistant Librarian	1
	Assistant Supplies officer	1
	Warden	1
	Medical Attendant	2
	Cook	4
	Driver	1
Security Guard	2	
TOTAL		25

7.33 District Health Management Programme (Diploma, DHM)

District Health Management course is a training program aimed at improving health Management skills and practices within the health system, to bring about overall improvement in the quality of health care. The course leads to an award of a Diploma in Health Management. Upon qualification a graduate of this program is titled Health Education Trainer.

Currently the institutes offers the diploma in District Health Management are at zone level, but in the near future the institutes' vision is to offer Bachelor degree in respective disciplines ie. District Health Management and Health Personnel Education.

The general criteria for setting numbers are as follows:

- 200 teaching hours
- 30 students
- 40 teaching hrs
- 10 hours practical
- 10 hours setting CA questions
- 6 hours administering CA

- 20 hours marking CA
- 3 hours administering Exam
- 30 hours marking end of module examination
- 14 hours Field & practical supervision

The proposed staffing is as follows

Table 45: Staffing Levels for Diploma Programme in District Health Management (DHM)

Module/Section	Cadre	Qualification	Proposed Number
Planning, Implementation and Evaluation of District Health Services	Health secretary	Degree in Health Management /public health and other related fields	1
Human Resource Management - Management of Human Resources for Health	Health secretary	Degree in Health Management /public health and other related fields	1
Health Care Financing	Accountant	Degree in accounts	1
Procurement and Logistics Management in Health Care System	Health secretary	Degree in Health Management /public health and other related fields/ Procurement and equivalent	1*(Shared with other program teachers)
Management of Information Systems	Health secretary.	Degree in Health Management information system	1*(Shared with other program teachers)
Quality Management and Performance Improvement in Health Care Systems	Health secretary	Degree in Health Management /public health and other related fields	1
Epidemiology, HIV/IDS and Disease Control in the District	Health secretary	Degree in Health Management /public health and other related fields	1 *(Shared with other program teachers)
Entrepreneurship	Accountant	Degree in Business administration	1 *(Shared with other program teachers)
Management and Leadership in Health System	Health secretary	Degree in Health Management /public health and other related fields	1

Summary Staffing Levels For Diploma Programme In District Health Management (DHM)

Cadre	Proposed Number
Health secretary	4
Accountant	1
Total	5

7.34 Health Personnel Education (Diploma)

Health Personnel Education (HPE) course is a one year training program aimed at equipping students with Educational, Managerial and research skills for them to be better teachers and managers of health training Institutions. The course leads to an award of a Diploma in Health Personnel Education. Upon qualification a graduate of this program is titled to be a Health Personnel Trainer. Currently there is only one training institute which run this program i.e. CEDHA institute offers the HPE at diploma level. The enrolment capacity is 50 students.

General criteria

- Number of students
- Subject to be taught
- Teaching hours
- Field & practical supervision
- Administering Examinations

We therefore suggest having at least one teaching staff member for each of the following subject areas:

1. Curriculum and Instructional Systems Design
2. Applied Educational Psychology
3. Instructional Methods and Skills
4. Educational Measurement
5. Health Learning Materials and Audio-Visual Aids (also called 'Educational Media')

Table 46: Staffing levels for Diploma in Health Personnel Education

Module/Section	Cadre	Qualification	Proposed Number
Computer Application skills	IT Personnel	BSc - Degree in IT	1
Communication skills and group Processes	MD/Nurse/Social work/Sociologist/Trained Teacher	Degree in/with communication, Education, Management, Sociology, Social work	1
Applied Educational Psychology	Trained Teacher	Degree in health related background with Education	1
Curriculum and Instructional Design	Health Professionals ¹	Degree with health related background with Education	1
Health Learning Materials and Audio Visual Aids	Health Professionals with Information, Education and communication (IEC)	Degree with health related background with IEC/Education	1

Module/Section	Cadre	Qualification	Proposed Number
Educational Measurement	Health Professionals with Education	Degree in health related background with Education	1
Educational Research Design	Health Professionals	Degree in health related background with Education/Research	1
Instructional Methods and Skills theory	Health Professionals with Education	Degree in health related background with Education	1
Instructional Methods and skills Practical	Health Professionals with Education	Degree in health related background with Education	1
Educational Research Project	Health Professionals	Degree in health related background with Education/Research	1
Management of Health training Institutions	Health Professionals	Degree in health related background with Management	1
Entrepreneurship in Health Training Institutions	Health Professionals	Degree in health related background with Business administration/BSc Com/	1
Health and Development	Health Professionals	Degree in health related background	1
HIV/AIDs in Health Training Institutions	Health Professionals	Degree in health related background with Public Health/Management/Education	1
Administration	Principal	Degree in Health profession and Training in Management	1
	Health Secretary	BPA. In Health service Management	1
	Warden	Diploma or equivalent in Health or Social work related field	1
	Assistant Accountant	Diploma in Accounts	2
	Supplies Assistant	Certificate in material management	1
	Records Management Assistant	Diploma in registry	2
	Assistant librarian	Diploma in Librarianship	1
	Telephone operator/Receptionist	Certificate in front desk operation	1
	Secretary	Diploma/Certificate	1
Cleaner/Gardener	Form four certificate	1	

Module/Section	Cadre	Qualification	Proposed Number
	Office attendants	Form four leavers with on job training	3
	Cook	Certificate in cookery	2
	Driver	Form four with Class C driving license	1
	Security Guard	Basic militia training	4
	Total Staff		31

Health Personnel Education (Diploma) Summary

Module/Section	Cadre	Qualification	Proposed Number
Teaching Staff	Health Professionals	Degree in health with IEC/Education/Research/Management/Business administration /Bcom/ Public Health	12
	MD/Nurse/Social work/Sociologist/Trained Teacher	Degree in/with communication, Education, Management, Sociology, Social work	1
	IT Personnel	BSc - Degree in IT	1
	Health Secretary	BPA. (Health service Management)	1
	Total Teaching Staff		15
Administration	Principal	Degree in Health profession and Training in Management	1*(1 of the Health Professionals Teaching staff)
	Health Secretary	BPA. In Health service Management	1*(From Teaching Staff)
	Warden	Diploma or equivalent in Health or Social work related field	1
	Assistant Accountant	Diploma in Accounts	1
	Supplies Assistant	Certificate in material management	1
	Records Management Assistant	Diploma in registry	1
	Assistant librarian	Diploma in Librarianship	1
	Telephone operator/Receptionist	Certificate in front desk operation	1
	Secretary	Diploma/Certificate	1

Module/Section	Cadre	Qualification	Proposed Number
	Cleaner/Gardener	Form four certificate	1
	Office attendants	Form four leavers with on job training	1
	Cook	Certificate in cookery	2
	Driver	Form four with Class C driving license	1
	Security Guard	Basic militia training	4
	Sub Total		16
	Total		31

7.35 Zonal Health Resource Centre (ZHRC)

ZHRC is an administrative organ representing the Ministry of Health and Social Welfare (MOHSW) at zonal level serving a specified number of administrative regions. At the moment there are eight ZHRCs in the country.

Aim/purpose:

The aim of ZHRC is executing key functions of planning, training, conducting research and consultancy/ advisory services, development, management, monitoring and evaluation of potential zonal resources that support the achievement of the vision and mission of Ministry of Health and Social Welfare (MOHSW).

Summary of The Zonal Staff

Duty post	Proposed Number
Zonal Coordinator	1* (one of the teaching staff of the institution)
Health Secretary (Zonal Administrator)	1
Librarian	2*(one of the teaching staff of the institution)
Accountant	1
Assistant Accountant	1
Assistant Supplies Officer	1
ICT officer	2* (one of the teaching staff of the institution)
Personal Secretary	1
Record Management Assistant	1* (one of the teaching staff of the institution)
Driver	1
Security Guards	2* (one of the teaching staff of the institution)
Total Number of Staff	6

8. MINISTRY OF HEALTH AND SOCIAL WELFARE DIRECTORATES

8.1 Chief Medical Officer's Office

Introduction

The Chief Medical Officer's office provides advice on health related technical issues to the Minister of Health, Permanent Secretary, Deputy Minister basing on national health priorities as mentioned in Millenium Development Goal- 2025, National Health Policy-2007, MKUKUTA and Health Strategic Plan III (2009-2010). Chief Medical Officer's Office Comprise the following staff.

Chief Medical Officer's Office

Function	Cadre	Number of Proposed Staff
Chief Medical Officer's Office	Chief Medical Officer	1
Health Administration	Health Secretary	2
Registry	Personal Secretary	1
	Office Attendant	1
Transport	Driver	1
Total		5

8.2 Directorate of Health Quality Assurance

This department is responsible to:

- Provide expertise on the pharmaceuticals management and services in the Ministry
- Provide pharmaceuticals devices and commodities services
- Oversee the provision of quality nursing and midwifery services in the country.
- Provide professional health service inspection to identify weaknesses and strengths for better service delivery.
- Develop, prepare and formulate health sector guidelines, protocols and standards on emergency and disaster preparedness and response in the country.

The Division is led by a Director and comprises four sections as follows:

- Pharmaceutical Devices and Commodities Services
- Health inspectorate and Quality Assurance Section
- Health Emergency Preparedness and Response Section
- Nursing Services Section

Health Quality Assurances Director's Office

Function	Cadre	Proposed Number
Director's Office	Director	1
Health Administration	Health Secretary	2
Registry	Personal Secretary	1
	Office Attendant	1

Function	Cadre	Proposed Number
Transport	Driver	1
Total		5

Pharmaceutical Services Unit

Function	Cadre	Proposed Number
Pharmaceutical Service	Assistant Director	1
	Person Secretary	1
	Pharmacist (unit)	8
	Pharmacist (attached to programmes)	18
Transport	Driver	1
Total		29

Health Services Inspectorate And Quality Assurance

Function	Cadre	Proposed Number
Health Services Inspectorate and Quality Assurance Section	Assistant Director	1
	Personal Secretary	1
	Driver	1
	Medical Officer	3
	Pharmacist	1
	Nursing Officer	1
	Health Officer	1
	Health Laboratory Technologist	1
Total		10

Health Emergency Preparedness And Response.

Function	Cadre	Proposed Number
Emergency and Disaster Preparedness and Response Section	Assistant Director	1
	Personal Secretary	1
	Driver	1
Global Health and Research	Medical Officer	1
Coordination, Capacity Building and Logistics	Medical officer	1
	Statistician	1
Prevention, Mitigation and Preparedness	Medical officer	1
	Environmental Health Officer	1
Response Operations, Crowd Management and Ambulance Services	Nursing Officer	1
	Medical officer	1
Total		9

Nursing Service Unit

Function	Cadre	Proposed Number
Office of the Chief Nursing Officer	Assistant Director	1
	Personal Secretary	1
	Nursing Officer	1
	Driver	1
Nursing and Midwifery Clinical Practice	Nursing Officers	6
Nursing Leadership and Management	Nursing Officers	3
Nursing and Midwifery Research and Capacity Building	Nursing Officers	3
Community Health Nursing	Nursing Officers	3
Administration	Health Secretary	1
Total		19

8.3 Directorate of Administration and Human Resources Management

The objective of this department is to provide expertise and services on human resource management and administrative matters to the Ministry.

Functions:

- To provide strategic inputs on Administration and Human Resource Management issues such as recruitment, human resource development and training, promotion, discipline, retention, motivation performance management and welfare;
- To advise the Permanent Secretary on administrative and utilization of resources matters;
- To ensure optimal, efficient and effective management and utilization of human resources in the Ministry;
- To collect, analyse, store and disseminate data and information related to human resources development plans;
- To provide a link between the Ministry and the President's Office Public Service Management on operationalization of the Public Service Management and Employment Policy and relevant Public Service Acts;
- To provide data support and up-date records on various human resources information
- To provide all management services and organization development, and
- To process terminal benefits and leave;

The Division is led by a Director and will comprise two sections as follows;

- Administration Section; and
- Human Resources management Section

Function	Cadre	Proposed Number
Director's office	Director of Administration and Personnel	1
Human resource	Assistant Director Human Resource	1
	Human Resource Officer	9
Administration	Assistant Director Administration	1
	Administrative Officer	7
Transport services	Transport Officer	2
	Technician(Automobile)	3
	Assistant Technician Automobile	1
	Driver	40
Communication services	Telephone Operator	4
Records Management	Records Management	24
Secretarial services	Executive Assistant	5
	Office Management Secretary	9
	Personal Secretary	26
	Office Attendant	4
Total		137

8.4 Directorate of Procurement Management

Function	Cadre Needed	Proposed Number
Procurement and Supplies	Director	1
	Supplies Officer	9
	Supplies Assistant	2
	State Attorney	1
	Personal Secretary	1
	Driver	2
Total		16

8.5 Directorate of Curative Services

The objective of the department is to oversee the provision of curative health service. Functions which includes formulate, review and oversee the implementation of curative health policies, laws, Regulations and guidelines.

The staffing levels for the directorate is as following:-

Function	Cadre	Proposed Number
Office of the Director	Director	1
	Health Secretary	4
	Executive Assistant	1
	Personal Secretary	2
	Supplies Officer	2
	Office Assistant	2
	Driver	3
Non-Communicable Diseases/Mental Health	Assistant Director	1
	Medical Specialist:	
	Physician	1
	Public Health	3
	Psychiatrist	2
	Nutritionist	1
	Social Welfare Officer	2
	Nursing Officer	2
	Driver	3
Personal Secretary	1	
National Eye Care Program Sub Section under NCD	Ophthalmologists	2
	Medical Officers (Public Health)	3
	Statistician	1
	Health Promotion Officer	1
	Pharmacist	1
	Accountant	1
	Personal Secretary	1
	Driver	2
Oral Health Services Section	Assistant Director	1
	Dental Surgeon	3
	Dental Technologist	1

Function	Cadre	Proposed Number
	Dental Technician (Equipment)	1
	Personal Secretary	1
	Driver	2
Traditional Medicine Section	Assistant Director	1
	Medical Officer	1
	Social Welfare Officer	1
	Nursing Officer	1
	Pharmacist	1
	Driver	1
Voluntary and Private Health Services Section	Assistant Director	1
	Medical Officer	8
	Health Secretary	4
	Social Welfare Officer	2
	Biomedical Engineer	3
	Biomedical Technologists	3
	Assistant Technician Equipment	1
	Personal Secretary	2
	Surgeon	1
	Accountant	1
Driver	4	
Diagnostic Services Section	Assistant Director	1
	Laboratory Technologist	7
	Pathologist	1
	Biomedical Engineer	1
	Biomedical Technician	3
	ICT Officer	2
	Supplies Officer	1
	Personal Secretary	2
	Statistician	1
	Laboratory Scientist	6
	Radiologist	1
	Radiographer	2
	Secretary	2
Driver	4	
Total		107

8.6 Directorate of Human Resource Development

The objective of this department is to plan and oversee implementation of sustainable availability of qualified human resources in the health and social welfare sector. Functions

- To develop policies, plans legislation, guidelines on health and social welfare human resources.
- To ensure the development of health and social welfare human resources development plans and budgets
- To provide support to health and social welfare training institutions
- Assurance of quality and standards of training
- To supervise and monitor training institutions.

To ensure proper fund allocation, utilization and accounting Division is led by Director and it has the following sections;

- Health Human Resource Planning
- Allied Health Sciences Training
- Nursing services Training
- Continue Education and postgraduate training
- Social Welfare staff training and development

Function	Cadre	Proposed Number
Office of DHR	Director	1
	Health Secretary	2
	Personal Secretary	3
	Driver	1
Allied Health Science Training section	Assistant Director	1
	Dental Surgeon	1
	Pharmacist	1
	Environmental Health Officer	1
	Laboratory Scientists	2
	Medical officers	3
	ICT Officer	1
	Personal Secretary	1
	Driver	1
Nursing Training Section	Assistant Director	1
	Nursing Officer	4
	Personal Secretary	1
	Driver	1
Human Resources Planning section	Assistant Director	1
	Economist	1
	Health Secretary	1
	Statistician	1
	Driver	1
	Personal Secretary	1

Function	Cadre	Proposed Number
Continuing Profession Education	Assistant Director	1
	Medical Officer	3
	Health Officer	2
	Nursing Officer	2
	Librarian	3
	Librarian Assistant	2
	Personal Secretary	1
	Driver	1
Social welfare Training section	Assistant Commissioner	1
	Social welfare officer	3
	Personal Secretary	1
	Driver	1
Total		53