

Module 9: Action Planning

Objectives of this session

1. Prepare **framework for ILHZ plan 2013**.
 - Develop only the framework during the session.
 - Drafting the entire ILHZ plan will be completed in TWG meeting.
2. Prepare **action plan (Aug-Dec 2012) for establishing ILHZ system**
 - ILHZ plan for 2013
 - Common Health Trust Fund (CHTF)
 - ILHZ TWG, ILHZ Board, ILHZ Manager
 - ILHZ office

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What to do during this session

1. Analyze MNCHN-related situation of your ILHZ
2. List up objectives which your ILHZ wants to attain in order to achieve project purpose
3. Prioritize the objectives and set objectives for the year 2013
4. List up zonal activities for the year 2013 to attain the objectives
5. Action plan for establishing ILHZ system (Aug-Dec 2012)

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1. Situation Analysis

- Situation analysis should serve as explanation of:
 - Why does your ILHZ need to **attain objectives**
 - Why does your ILHZ need to **implement activities** for the objectives
 - Why does you ILHZ **prioritize** some objectives/activities over others

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1. Situation Analysis

- MNCHN-related situation to be analyzed
[Examples]
 - MMR, IMR
 - Facility-based delivery rate
 - Prenatal / post-partum care utilization rate
 - Human resource
 - Budget
 - PhilHealth coverage, reimbursements, MCP accreditation
 - Drug and supplies (incl. management / procurement system)
 - Referral
 - Service monitoring / supervision
 - Health information (incl. reporting / data collection of FHSIS)

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1. Situation Analysis

- Use specific **numbers/statistics** to describe situation (rather than use adjectives only)
[Examples]
 - [bad] Human resource is **insufficient** for **quality** services.
 - [good] One doctor is lacking in municipality A to be MCP accredited.
 - [bad] Facility-based delivery rate is low.
 - [good] FBD rate in ILHZ is increasing from 15% in 2005 to 30% in 2009 in our ILHZ, but still lower than national target (80%).

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1. Situation Analysis

- Ideally all MNCHN related situations need to be analyzed for prioritization.
- But during this session, you may analyze **only** specific situation(s) which relate(s) to objectives/activities to be included in your plan for 2013.
 - Implement prioritization without analyzing overall MNCHN-related situation.

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2. ILHZ objectives

- Based on the results of situation analysis, list up **objectives** which your ILHZ wants to attain **as a zone** to accomplish project purposes
 - increased rates of facility-based delivery
 - Increased utilization rates of prenatal care and post-partum care
- Some objectives can be achievable in a short term, while others are achievable in a long term.
- Be **specific** and **realistic** when you set objectives.

[Examples]

- [bad] Human resource are shared.
- [good] Doctor of hospital X is shared with RHU A by May 2013.

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3. Prioritize / set objectives for Year 2013

- Prioritization: Your resources are limited!

- Set objectives which can be accomplished by the end of 2013
 - Limit number of objectives
 - Set annual target
 - Long term objective: receive MCP accreditation by December 2014
 - Annual objective: accomplish human resource requirement by December 2013

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4. List up ILHZ activities for Year 2013

- List up necessary activities to attain the annual objectives.

- ILHZ plan may include two types of activities:
 - Type 1: Activities to be done as an ILHZ
 - Resource sharing thru ILHZ
 - Set up ILHZ referral manual / guidelines

 - Type 2: Activities to be done per component health facility
 - Municipality A conducts workshop for CHT on pregnancy tracking.
 - Hospital B send one team to BEmONC training.

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4. List up ILHZ activities for Year 2013

- During this session, focus on listing up Type 1 activities (to be implemented as a ZONE).
 - As limited time is available during this session
 - As focus of the training is placed on ILHZ
 - As your ILHZ may need to establish CHTF to implement zonal activities.
 - Consider well “*Benguet Experiences*” presented in the training

- Include Type 2 activities (per component health facility) when drafting ILHZ plan 2013

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4. List up ILHZ activities for Year 2013

[Example 1]

Goal: Facility-based delivery rate increases to 40% by December 2013.

Objectives: 1. Doctor of hospital X is shared with RHU A by May 2013.
2. (continued...)

Activities	Timeframe	Resources	Funding Source
1-1. ILHZ convenes ILHZ board meeting to get initial agreement on human resource sharing through ILHZ	January 2013	Merienda TEV	CHTF LGUs
1-2. ILHZ TWG prepares draft MOA on ILHZ resource sharing	March 2013		
1-3. ILHZ approves the MOA	April 2013		
1-4. Doctor of hospital X regularly provide services at RHU A.	May – December 2013	Gas	CHTF

(continued...)

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5. Action plan for establishing ILHZ system 2012

- List activities related to ILHZ establishment only (NO MNCHN activities)
 - ILHZ plan for 2013
 - Common Health Trust Fund (CHTF)
 - ILHZ TWG, ILHZ Board, ILHZ Manager
 - ILHZ office set up (or may be included in ILHZ plan 2013)
- If your ILHZ plans to establish CHTF, specific objectives and activities should be presented in the ILHZ plan 2013.
 - Rationale of why your ILHZ needs to set up CHTF.
 - CHTF is **means** whereby ILHZ activities are executed, not **final objective**.

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5. Action plan for establishing ILHZ system 2012

[Example]

Goal: Establish basis of ILHZ system by December 2012.

Objectives:

1. ILHZ TGW and ILHZ board start to function.
2. CHTF is established.
3. ILHZ plan for 2013 is developed and approved.

Activities	Timeframe	Resources	Funding Source
1-1. COH and MHOs drafts MOA for establishing ILHZ TWG and Board.	July 2012		
1-2. 1 st ILHZ board meeting is convened.	August 2012	Merienda TEV	LGUs
2-1. TWG drafts MOA for establishing CHTF.	September 2012		
2-2. ILHZ board discusses and approves the MOA.	October 2012	Merienda TEV	LGUs
2-3. Budget for CHTF contribution are approved in PLGU and MLGUs.	December 2012		

(continued...)

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Deliverables to be presented

1. Framework of ILHZ plan 2013.
 - Situation analysis
 - (Goals: increased facility-based delivery, prenatal/postpartum care utilization rates)
 - Objectives
 - Activities (zonal activities only)
2. Prepare action plan (Aug-Dec 2012) for establishing ILHZ system
 - (Goals: Establish basis of ILHZ system) – NO MNCHN
 - Objectives
 - Activities

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Checklist before presentation

- Does your situation analysis explain logically the background why objectives / activities listed in the plan need to be attained / done?
- If your ILHZ intends to establish CHTF (in *action plan 2012*), does your *ILHZ plan 2013* explain for what specific activities CHTF are used?
- Are objectives in the plans are attainable during the time period?
 - Not too high standard
 - Specific enough?
- Are activities in the plans are implementable during the time period?
 - Not too many activities?
 - Financial resource available?

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ILHZ health plan 2013

- Expand the plan based on the framework prepared in this session.
 - May include activities done per component municipality
[Example]
 - In Hospital B, 6 midwives attend harmonized BEmONC training.
 - Delivery room of BHS Z are renovated thru HFEP.
- Get approval from LCEs
- Include financial requirement of the plan into provincial/municipal budget 2013
- Incorporate ILHZ plans into provincial health plan (annual, PIPH)

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Monitoring and evaluation of the Plan

- Revisit the ILHZ plan
 - during implementation period of the ILHZ plan
 - at the end of period of the plan
- to check
 - whether planned activities are implemented
 - whether expected outputs are achieved

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