

Terms of Reference – Community Health Worker

Purpose of Assignment

The Community Health Worker (CHW) is to serve as an outreach and community contact points in support of vaccination and social mobilization. The objective is to equip the CHW with solid interpersonal-communication knowledge and skills to address the major topics of vaccination with mothers, care-givers, parents, family members and other community members/leaders to create demand and acceptance of polio drops (OPV) & routine immunization.

The aim is equally to foster the proximity with communities on a perspective of raising awareness on the importance of vaccinating children.

Though the mobilization of the communities, organising information meetings and collecting accurate information, the CHW should contribute to the identification and reduction in the number of missed children and refusals.

First Level Supervisor: Area Supervisor at Community level

Second Level Supervisor: UCO at Union Council level

Major Tasks

Pre-campaign

- ⊖ Each CHW will be assigned certain number of households in her community of residence, detail mapped, that can be conveniently covered by her/ his during a month.
- CHW to be part of the permanent vaccination teams responsible for vaccination of all children in the assigned areas/ households during each supplementary immunization activity.
- The CHW will list all children under 5 years of age in a register with name, sex, date of birth, name of parents and physical address as can be identified by the member of each household /community in the area assigned and record the total number. This will feed into the union council micro plan through FCW Supervisor and UCO.
- CHW will also list pregnant/ lactating women to promote ANC, TT vaccination and institutional delivery also ensure the-cohort of new born are followed with all Routine Immunization antigens
- Update the list before each campaign with information of arrival of new children in the area or there is birth (this will be used to compare the tally sheet vaccination coverage after each campaign with her list to ensure all children are covered).
- CHW will support the following under the guidance of FCW Supervisor and UCO
 - Provide logbook information for updating of micro plans
 - Share field movement vaccination plans for the campaign
 - Developing and finalize vaccination plan for children missed during campaign
 - Finalized vaccination plans will be agreed to and signed off by the respective supervisor
- CHW will meet with the supervisor, and other implementing partners staff before the campaign and as needed for effective planning
- CHW will also identify location of the nearest health facility to her assigned area to refer children and pregnant or lactating women to the facility; and conversely share the name and phone contact of the health worker administering routine vaccination at the centre with the community.
- CHWs will identify key influencers (such as local religious leaders, teachers, skilled/ unskilled health care providers, community elders, public representatives, etc.) in their community and involve them as mediators when a case of refusal to vaccination is identified in the community
- Under the CHW Supervisor, CHWs will develop a monthly/ weekly plan to conduct house to house polio vaccination and mobilization for polio and routine immunization

- **House-to-House and community level mobilization for polio & polio plus:** The FCW will inform the caregiver/mother/father and community of the exact date of next campaign; raise awareness on the importance of OPV (by mentioning that OPV is the only means/way to prevent children from permanent paralysis; polio is incurable/cannot be treated); hand washing at critical times to avoid contracting the germ that causes polio; accept all vaccines, including OPV for your child; and promote key health and hygiene practices such as ORS, exclusive breastfeeding (if 6 months or younger), girl child/mother nutrition, complementary feeding, preventive measures and referral of diarrhoea and pneumonia, etc. Mobilize influencers through community meetings and house to house visits.
- CHWs will visit all the missed children HHs (if needed involve influencers) and take necessary steps to resolve refusals/not available in the catchment area, and vaccinate the missed children
- **House-to-House mobilization for polio and Routine immunization:** Give information about the nearest health facility/immunization site where they can give other vaccines to their children (especially if the parents/children missed OPV during last campaign and new born or any children identified being zero dose); Give information about day/date and time of vaccination; Encourage parents/caregivers to take their children for vaccination to the vaccination centre to prevent vaccine preventable childhood diseases. Share date/ venue (either health house or someone's house) of outreach session in that area and ensure that due/defaulters children are brought for routine vaccination and also share information on area's LHW.
- CHWs will be in regular contact with the health officer/ immunization staff for immunization referrals.
- CHWs will identify trusted influencers for promotion of self-vaccination where required
- Build trust between families and health care providers for self-vaccination where required.
- Inform the respective FLW Supervisor of any population movement is observed (IDP,s – internally displaced person, nomads, seasonal migrants, travellers)

During campaign

Door-to-door vaccination

- Vaccinate all children in the assigned area/ households independently.
- Report to CHW Supervisor and engage key influencer for refusal household mobilization where team cannot gain access. Identify the type of refusal and register it.
- Revisit all missed houses/refusals daily for vaccination and at the end of the campaign
- The still missed households/ children list to be shared with SM/ UCO for inclusion in the microplans for the upcoming campaign

Post campaign

- Vaccinate remaining missed houses/children and refusals
- Prepare a list of all children due/defaulters for other vaccines in the area assigned and visit their homes: Provide information about location, day/date and time for the routine immunization session and what vaccines that child needs to be given
- Coordinate with health worker in charge of immunization site to provide them list of children due for vaccination and ensure all children are vaccinated
- Be available at the immunization session for the area assigned through coordination with vaccinators and LHWs
- Compare the children vaccinated with the list made and record any changes in vaccination status
- CHW should have updated information on: a) Immunization centre (preferably government or may be others as well), contact details on immunization centre staff; b) Vaccinator contact details and master tour plan; c) LHWs and their contact details; and d) Area TBAs, LHWs, Dais list and contact details and should be in contact with them to have updated information on new births in the area.