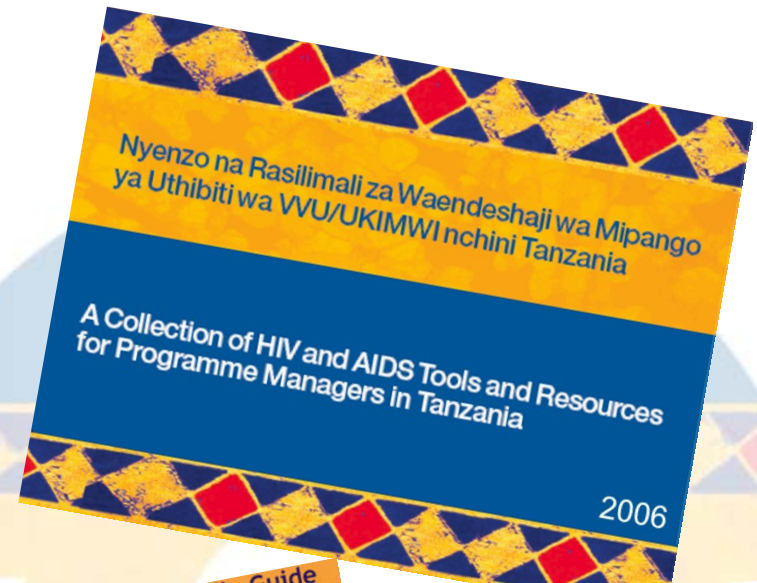


APHA, Improving Health Literacy  
Through Health Informatics and Health  
Information Technology

*Noreen Mucha, M.P.A.*

A collection of HIV and  
AIDS tools and resources  
for program managers in  
Tanzania -2006 CD-ROM



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Nyenzo na Rasilimali za  
Waendeshaji wa Mipango ya  
Uthibiti wa WU/UKIMWI  
nchini Tanzania

# Overview of CD-ROM



USAID  
U.S. AID



A Collection of HIV and AIDS Tools  
and Resources for Programme  
Managers in Tanzania



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USAID  
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QUALITY ASSURANCE PROJECT



# Need

- **HIV/AIDS Knowledge Management-** No central location/database for HIV/AIDS resources/ materials that are Tanzania-appropriate in English and Kiswahili.
- **Resource Sharing-** Busy schedules and frequent stakeholder turnover greatly limits awareness of available resources.
- **Prevents “re-inventing the wheel”**

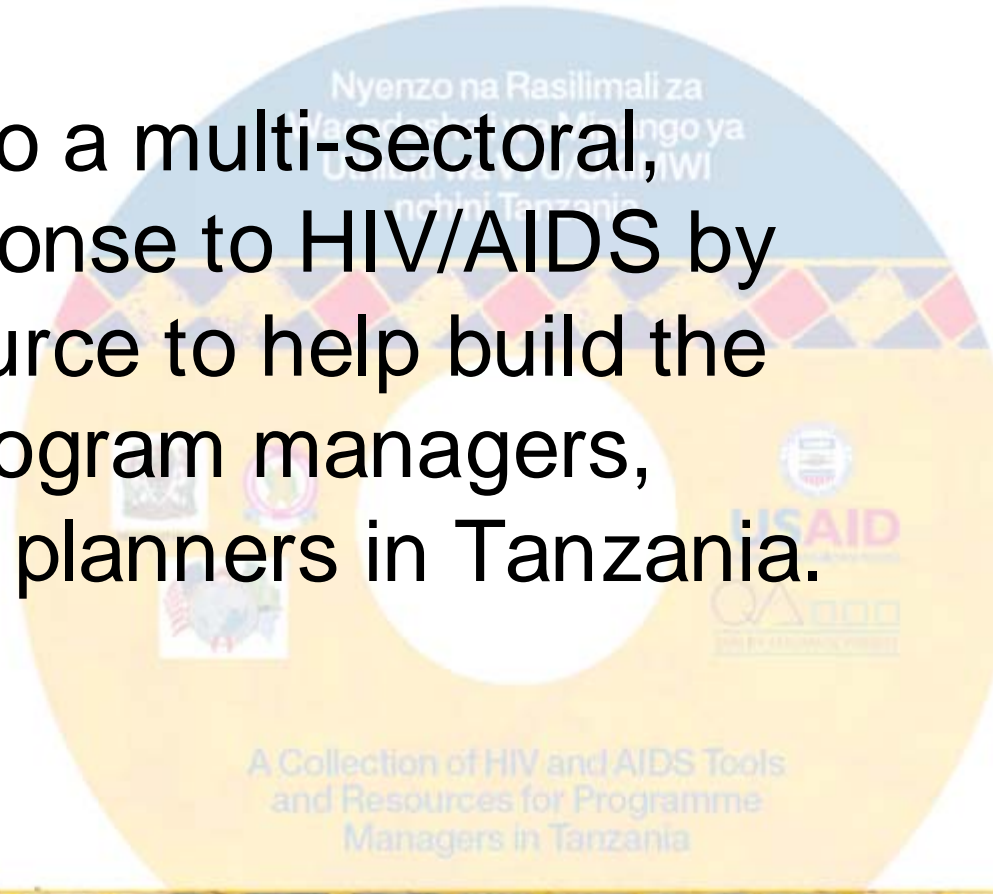


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# Overarching Goal

To contribute to a multi-sectoral, coordinated response to HIV/AIDS by providing a resource to help build the capacity of program managers, implementers and planners in Tanzania.



# CD-ROM Objectives

- To support the ***Tanzania National HIV and AIDS Communication and Advocacy Strategy***
- To develop a “***One Stop Shop***” resource of HIV/AIDS program management tools developed specifically for use in Tanzania, or appropriate for use in Tanzania.
- To increase ***knowledge sharing*** and dissemination possibilities among HIV/AIDS stakeholders in Tanzania.
- To contribute to improving technical and programme management skills related to HIV and AIDS



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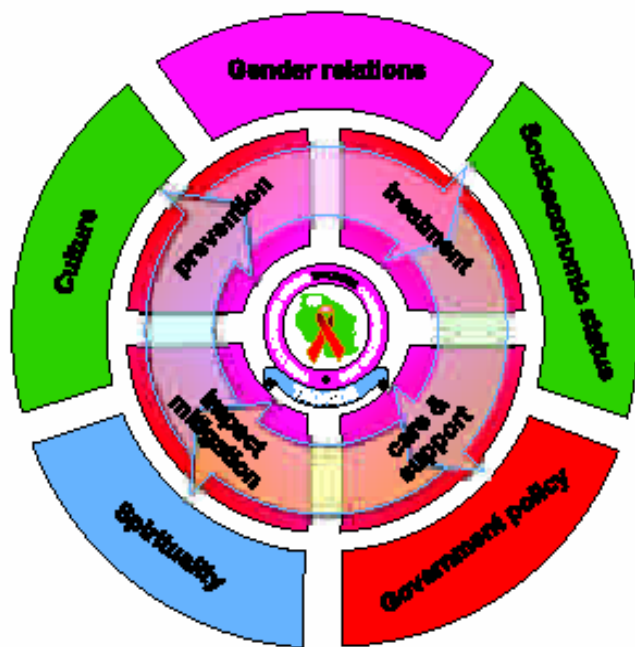




# CD Target Audience

- District and national-level **government officials**, HIV/AIDS program implementers, planners and managers.
- **NGO/CBO/FBO** HIV/AIDS program implementers, planners and managers.





The CD-ROM is a companion tool supporting the

# *National HIV and AIDS Communication and Advocacy Strategy*





**Nyenzo na Rasilimali za Waendeshaji wa Mipango  
ya Uthibiti wa VVU/UKIMWI nchini Tanzania**

**A Collection of HIV and AIDS Tools and Resources  
for Programme Managers in Tanzania**

**2006**

English

Kiswahili



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## TanzaniaHIVAIDS2006

A collection of HIV and AIDS Tools and Resources for Programme Managers in Tanzania

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Kiswahili



Main Menu

Advocacy/Policy

Antiretroviral Therapy

Behaviour Change Communication

Clinical Care

Family Planning

Home Based Care

Nutrition

Orphans & Vulnerable Children

PMTCT

Sexually Transmitted Infections

Surveillance

TB and HIV/AIDS

Voluntary Counselling & Testing

Programme Management

Targeted Populations

## Behaviour Change Communication (BCC)

### National Guidelines and Policy

[National HIV/AIDS Communication and Advocacy Strategy: Knowledge, Attitudes and Practices](#)

[National HIV/AIDS Communication and Advocacy Strategy Final Draft](#)

[Link to Tanzania National HIV/AIDS Communication Resources](#)

### Tanzania-Specific Resources

[HIV, Health, and Your Community/ WU Afya, na Jumuiya Yako Mwongozo wa Vitendo](#)

["I have been to ANGAZA"](#)

[Multi-Country Study on Trusted Partners among Youth: Eritrea, Tanzania, Zambia, and Zimbabwe](#)

[SIC Community Health Worker Training Curriculum - v1.0, English](#)

### International Resources

[Developing Materials on HIV/AIDS/STIs for Low Literate Audience](#)

[HIV/AIDS BEHAVIOR CHANGE COMMUNICATION TOOLS: An Annotated Bibliography of Tools](#)

[Monitoring and Evaluating Behavior Change Communication Programs](#)

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## TanzaniaHIVAIDS 2006

A collection of HIV and AIDS Tools and Resources for Programme Managers in Tanzania

Nyenzo na Rasilimali za Waendeshaji wa Mpango ya Uthibiti wa VVU/UKIMWI nchini Tanzania



Kiswahili



Main Menu

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PMTCT

Sexually Transmitted Infections

Surveillance

TB and HIV/AIDS

Voluntary Counselling & Testing

Programme Management

Targeted Populations

### Welcome to a collection of HIV & AIDS Tools and Resources for Programme Managers in Tanzania

On this CD you will find a collection of over 390 HIV and AIDS Programme Management tools and resources. These resources include *Tanzania National Guidelines and Policy*, *Tanzania-specific Resources and International Guidelines and Standards* from the Tanzanian government and international organizations in Adobe Portable Document Format (PDF), Word format (word) or excel format (excel) that you can print and save. Furthermore, every tool or resource has an annotation cover sheet which gives an overview of the resource and information of how you can obtain a hard (paper) copy of the material if it is available. If you do not have Adobe Acrobat Reader installed on your computer please visit: to download <http://www.adobe.com/products/acrobat/readermain.html> collection of HIV/AIDS programme management tools. You can click on any of the categories to the left to view the tools in that area. There will be a list of tools for each category. To select and open a PDF, click on one of the publication titles. To save any of the materials, select "file" and "save as" to save to your computer. **Throughout this CD click on the "Main Menu" button in the upper left in order to return to this main page.**

*Click on the words below to learn more about the development of this toolkit and background information.*

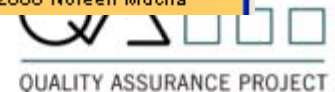
- ❖ [Purpose](#)
- ❖ [Development of this CD](#)
- ❖ [Acronyms and Abbreviations](#)
- ❖ [Materials Review](#)
- ❖ [Acknowledgements](#)
- ❖ [Tanzania HIV/AIDS Web Links](#)
- ❖ [Contact](#)
- ❖ [About TACAIDS](#)
- ❖ [Link to Tanzania National HIV/AIDS Communication Resources](#)

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## TanzaniaHIVAIDS2006

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Nyenzo na Rasilimali za Waendeshaji wa Mpango ya Uthibiti wa WU/UKIMWI nchini Tanzania



English



YALYOMO

### Dawa za ART

Mawasiliano ya Mabadiliko ya Tabia

Lishe

Huduma ya wagonjwa majumbani

Watoto yatima na kabiliwa

Uzuiaji wa maambukizo ya WU kutoka kwa mama kwenda kwa mtoto

Magonjwa ya ngono

Habari, Elimu na Mawasiliano

Sera/Uraghibishi

Sehemu za kazi

Ufuatiliaji

WU/UKIMWI na vijana

Unyanyapaa

Zana za Usimamizi wa mpango

## Karibu kwenye Nyenzo na Rasilimali za Waendeshaji wa Mipango ya Uthibiti wa WU/UKIMWI nchini Tanzania

Karibu kwenye nyenzo na Rasilimali za Waendeshaji wa Mipango ya Uthibiti wa WU/UKIMWI nchini Tanzania. Katika CD-ROM hii utapata mkusanyiko wa zana na rasilimali zaidi ya 390 nyenzo za Waendeshaji wa miradi na mipango ya Uthibiti wa WU & UKIMWI zinazotumiwa na mashirika mbalimbali. Kwenye CD-ROM hii utapata mkusanyiko zinazotumika kupambana na UKIMWI kutoka mashirika mbalimbali zilizohifadhiwa kwenye muundo wa Portable Document Format (PDF), Andiko la Microsoft (MS Word) au Jedwali la Excel (MS Excel), ambayo unaweza kuchapisha au kuihifadhi. Zaidi ya hayo, unaweza kupata ufupisho au muhtasari juu ya kila nyenzo au rasilimali na taarifa zaidi juu inavyoweza kupatikana katika nakala halisi au iliyochapishwa kama bado inapatikana. Kama huna programu ya ADOBE Acrobat Reader kwenye ngamizi (kompyuta) yako, unaweza kupakua/kuipata bure kupitia tovuti hii au bofya kwenye kiungo hiki hapa: <http://www.adobe.com/products/acrobat/readermain.html> ili kupata na kuhifadhi ADOBE. Bonyeza au bofya kwenye vitufe wenyewe mada kwa ufupi vilivyopo upande wa kushoto ili upate orodha ya nyenzo na rasilimali za uendeshaji wa mipango ya kupambana na WU & UKIMWI. Unaweza kubofya kwenye kitufe chochote kile chenye eneo/ mada fulani ili kuona nyenzo zilizomo kwenye eneo hilo. Hapa utapata orodha ya nini kimo kwenye eneo/ mada hiyo, ampapo utaweza kubofya kwenye kiungo chenye jina la nyenzo uitakayo, nayo itafunguka katika na kuonekana katika muundo wa PDF, MS Word au MS Excel.

Unaweza kubofya kwenye viungo hivi hapa chini ili kujua zaidi usuli na mchakato wa uandaaji wa zana hii.

» [Madhumuni](#)

» [Uandaaji wa CD-ROM hii](#)

» [Vifupisho](#)

» [Mapitio ya Zana](#)

» [Shukrani](#)

» [Viungo vya Tovuti zihusizo WU & UKIMWI nchini Tanzania](#)

» [Wasiliana nasi](#)

[nyuma](#)

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Program Area

PREVENTION OF MOTHER-TO-CHILD TRANSMISSION

Title

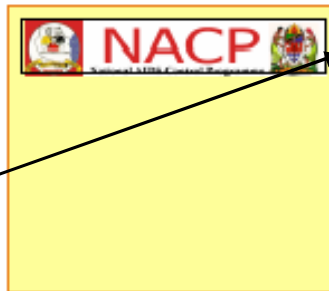
National Guidelines for Prevention of Mother To Child Transmission of HIV (PMTCT)

The United Republic of Tanzania Ministry of Health, 2002.  
English

Publishing Institution

Prevention of Mother to Child Transmission of HIV (PMTCT) in Tanzania is a strategy aimed at reducing the number of children born with HIV infection. The Ministry of Health has developed guidelines which will be used by health care workers at all levels of health care system in the country. The aim of these guidelines is to equip health care workers with knowledge in order to have a uniform approach in carrying out the PMTCT interventions in the Reproductive and Child Health Services. It also to provide guideline information on PMTCT to health care workers responsible for implementing reproductive and child health services at all levels of health care delivery system in the country.

Short Description



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National AIDS Control Programme  
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Dar es Salaam, Tanzania  
Tel: +255 22 212 1624  
Fax: +255 22 213 8282  
E-mail: nacp@nacptz.org

[www.nacptz.org](http://www.nacptz.org)

Contact Information

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JECT



# Launch at 3<sup>rd</sup> National Multi-sectoral AIDS conference, December 2006

3RD NATIONAL MULTI-SECTORAL AIDS CONFERENCE IN TANZANIA



# Learning Objectives

1. List the **five steps for the process** of developing a national-level HIV/AIDS program management CD-ROM.
2. Identify a useful HIV/AIDS **knowledge management taxonomy** for the categorization and indexing of materials and resources.
3. **Apply lessons learned** in order to develop a similar HIV/AIDS compendium of resources in collaboration with national AIDS coordinating bodies and stakeholders



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# 5-Step Process

1. Formative Research
2. Obtain Permission to use materials
3. Government Buy-In, Participation
4. Stakeholders Meeting (s)/Technical Review
5. Dissemination

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# STEP 1. Formative Research

- Internet research
- Stakeholder mapping/ contact
- “Word of mouth”
- Liaison with Ministry of Health and Technical Working Groups





# STEP 2. Permission

- Official letter disclosing ability to use as long as no profit is made.
- Important for copyright purposes
- Can open up more opportunities for finding more resources



# STEP 3. Government Buy-In

- Official endorser
- Can provide additional resources
- Can mandate other organization participation
- Creates ownership





# STEP 4. Stakeholders Meeting(s)

## Technical Review

- **(January 2006)** U.S.-based Stakeholders Meeting, Kaiser Family Foundation, Washington, D.C.
- **(March-May 2006)** Tanzania Development Partners Group on HIV/AIDS & Other Stakeholders Review of Tools
- **(June 2006)** Stakeholders Meeting with DPGAIDS, GTZ, Dar es Salaam, Tanzania

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# Technical Review Agencies

- Academy for Educational Development, Tanzania
- Care Tanzania
- Elizabeth Glaser Pediatric AIDS Foundation, Tanzania
- Family Health International Tanzania
- GTZ
- Johns Hopkins INFO Project
- MUCHS Harvard
- National AIDS Control Programme (NACP)
- Tanzania Commission for AIDS (TACAIDS)
- UNAIDS
- UNICEF
- URC-Quality Assurance Project Tanzania
- USAID



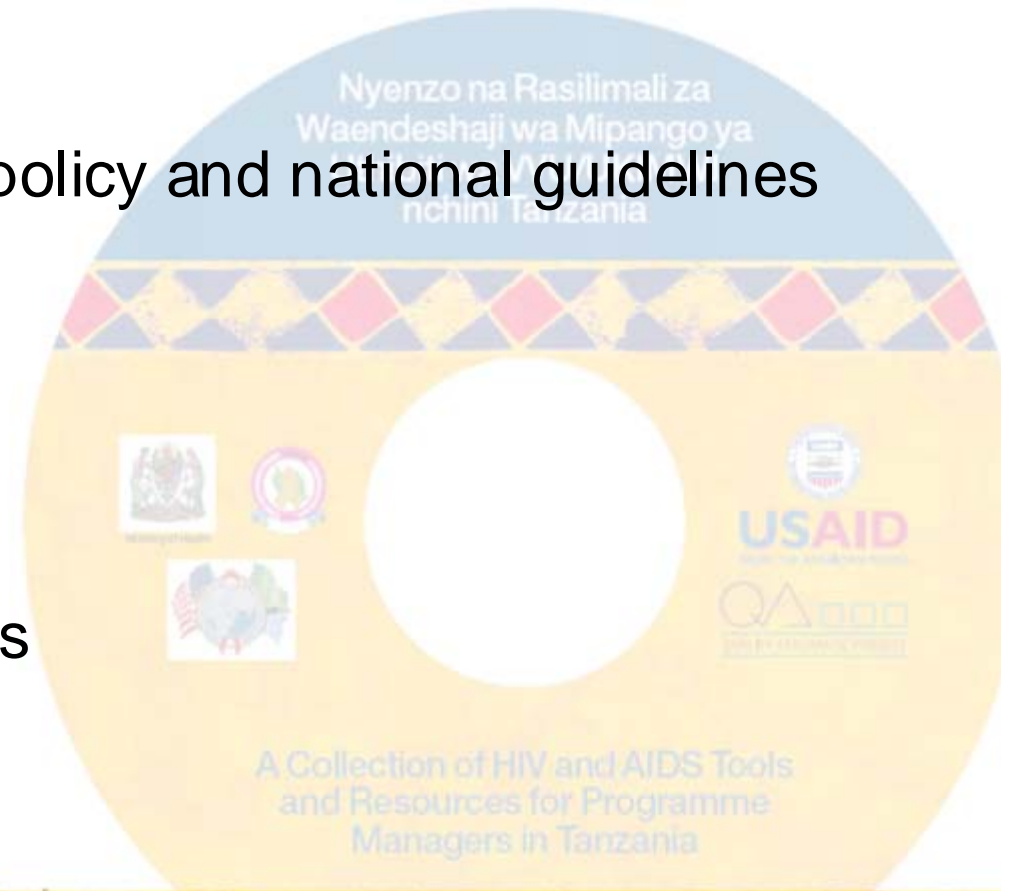
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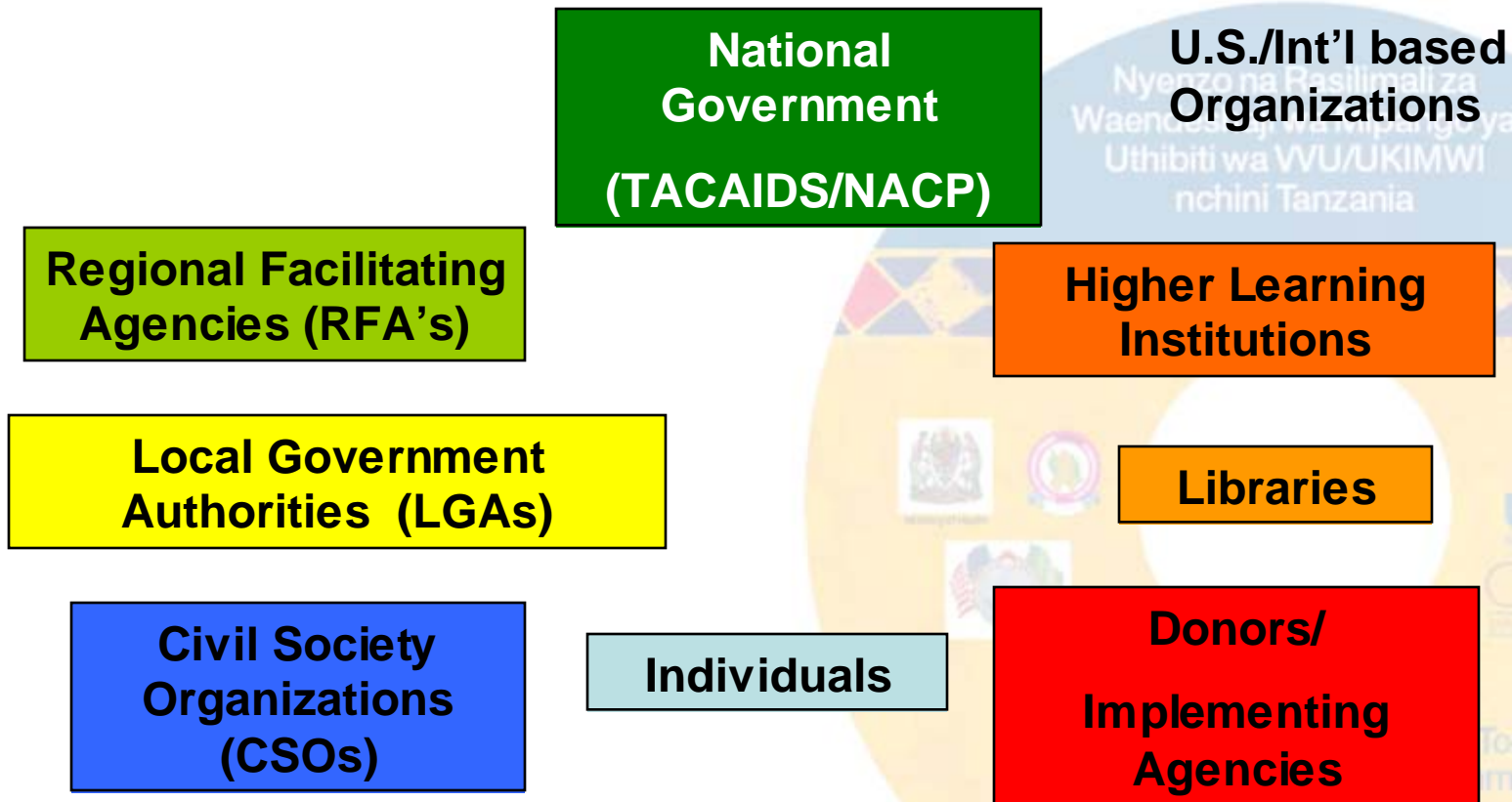


# Technical Review Criteria

- Alignment with Tanzania policy and national guidelines
- Effectiveness
- Ethical practice
- Relevance
- Efficiency
- Sustainability
- Language appropriateness



# STEP 5. Dissemination





# 2. Knowledge Management Taxonomy



# HIV/AIDS Program Area Tools

- Antiretroviral Therapy
- Behavior Change Communication
- Clinical Care
- Family Planning
- Home Based Care
- Information, Education and Communication
- Nutrition
- Orphans and Vulnerable Children
- Palliative Care
- Prevention of Mother-to-Child Transmission (PMTCT)
- Reproductive Health
- Sexually Transmitted Infections
- Surveillance & Surveys
- Tuberculosis & HIV
- Voluntary Counseling and Testing (VCT)



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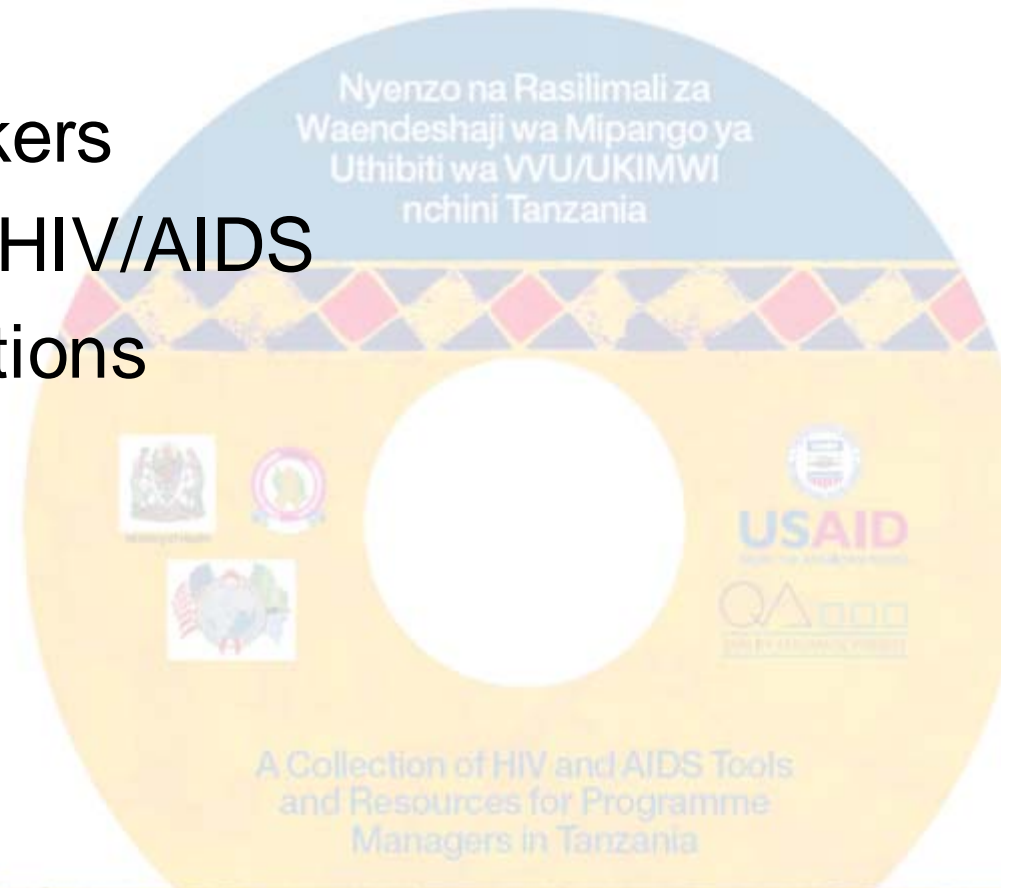
# Management/Program Tools

- Advocacy
- Commodities Management
- Community Capacity Development
- Costing HIV/AIDS Programs
- HIV/AIDS Program Management
- Organizational Development
- Policy
- Stigma
- Workplace HIV/AIDS Programs



# Targeted Population Tools

- Commercial Sex Workers
- Elderly, Caretakers & HIV/AIDS
- Faith Based Organizations
- Uniformed Services
- Youth and HIV/AIDS





# CD-ROM Tools & Resources

- National Strategies/Frameworks
- Guidelines and Standards for Counseling
- Behavior Surveillance Surveys
- District Health Manual
- Monitoring and Evaluation tools
- Curriculum
- Skills Manuals
- Job aides/Training Manuals
- Education Materials
- Management tools
- Standard Operating Procedures for program areas
- Standard Operating Procedures



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# 3. Lessons Learned

- **Collaborate Early with Host Government:** Engage the country AIDS coordinating body early.
- **Technical Work Group Involvement:** Involve active technical working groups (TWGs) who already meet regularly in-country to review tools in their expert area.
- **Stakeholder Familiarization:** Familiarize yourself with a country's stakeholders operating in-country and check their websites for materials.
- **Research Clearinghouses:** Search all online information clearing houses in HIV and AIDS.
- **Website Submission:** Make a tool/resource submission available on a website.



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# Questions?

For more information please contact:  
Noreen Mucha [nmucha@urc-chs.com](mailto:nmuch@urc-chs.com)

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