PILOTTING A CURRICULUM FOR COMMUNITY HEALTH WORKERS

Twenty-one questions to help make it a success

TRAINING CONTENT

1. Who are the key stakeholders whose support will be critical for successful development and delivery of the training, and how will you engage them?

2. Whom do you need to involve in developing the training content (clinical site staff, Ministry of Health (MOH) staff, training staff, NGO partner staff, etc.), and how will you involve them?

3. How will you identify and incorporate MOH-approved protocols, procedures, or policies into your training materials, if needed?

4. Whose approval of training content will you need to obtain, and how will you do it?

5. How will you identify exactly what community health workers (CHWs) will need to know and do, and who will help you to do this?

6. What training materials already exist that are used by stakeholders, and how will these be used to develop your training materials (or not)?

TRAINING DESIGN

1. What are the participants’ literacy levels and prior work experience, and what training have they received to date?

2. How much time is available for training, and how large are the groups to be trained?

3. What is the structure of the program in which CHWs operate, and how will this affect the amount and type of training that can be delivered?

4. How will you ensure that your curriculum uses methodologies that are appropriate for and effective with adult learners?

5. Who will the trainers be, and what is their level of experience with the topic and with delivering training?
PILOT DESIGN AND DELIVERY

1. How will you involve stakeholders in the pilot (to ensure their buy-in and participation)?

2. How will you cover the financial costs of the pilot (training space, materials, food, transportation, supplies, etc.)?

3. How will trainers be chosen?

4. How will trainers be trained or oriented to the training materials and methodologies, and how much preparation time will they have?

5. Who will be in charge of pilot planning and implementation, including logistics such as transportation, training space, food, and materials preparation?

6. What tools and procedures will you use to measure the effectiveness of the trainers and curriculum (observation checklists, daily trainer feedback sessions, daily participant evaluation sessions, focus groups of trainers and participants, written reports, etc.), and who will use them?

7. How will you measure participants’ knowledge and skills gained during the training (pre/post tests, etc.)?

PILOT EVALUATION AND FOLLOW UP

1. To whom will pilot feedback and test results be reported, and how will this information be used to improve the training and to improve the CHW program?

2. How will you evaluate the success of the pilot, and how will this evaluation inform future pilots?

3. How will you incorporate changes to training materials that were identified during the pilot, and who will do this?