This package provides materials to guide onsite trainings for the introduction of POC EID testing. The topics focus on what health workers at each facility need to learn in order to confidently begin POC EID high quality testing; the package provides materials for both classroom and hands-on learning opportunities. This document outlines the standardized training content trainers can use to conduct uniform POC EID training across all health facilities.

Each trainer can use their own style to capture his or her audience. **These materials should serve as a guide and can be modified to fit the national or local circumstance of the training participants and setting.** *Trainers should review the materials before the start of the training event and make any changes necessary to the generic slides.*

As these materials focus on practical skills and implementation within the facility setting, it is recommended that trainers allocate more time to the hands-on training activities rather than giving lectures. At the end of the two-day training, the trainer and facility staff/administrators should agree on the date of a follow-up visit. This follow-up visit must be scheduled during a clinic day when mothers/caregivers are scheduled to visit to ensure infants are available for testing.

**Process**:

* Respect the norms for the facility and be courteous whenever working on-site
* Let the health facility in charge and/or MoH representative open the training and provide words of encouragement.
* State briefly the general objectives and purpose of the training, including the certification process.
* Assume that participants know each other since they work in the same facility but allow them to introduce themselves in a creative manner to break barriers (if any).
* Introduce yourself to the participants and set ground rules (if applicable).
* Provide breaks in between sessions (when necessary).
* Where applicable, split the training session into two parts (General Information; Technical/lab, and Clinical systems). Invite all key players in the facility to the first section of the training to sensitize staff at all levels. The second part of the training should include both operators and clinicians who will be involved in POC EID. See deployment checklist for additional guidance.
* Conduct training modules (M01, M02, M03, M04, and SC02) and allow questions between modules for clarification, however, keep track of the time. See deployment checklist for additional guidance.
* M04 modules should include device-specific information that will be provided by the manufacturer. These modules include practical exercises as per manufacturer’s instructions and may be delivered by a representative from the manufacturer, if one is able to attend the training, or by a master trainer.
* Only include SC01 (sample collection) if the supplier provided training does not cover sample collection.
* Provide demonstrations and ample time for trainees to practice in preparation for the practical assessment and a short written assessment. Trainers can use the same quiz questions provided by the supplier trainer during the training of trainers (TOT) session.
* Provide emphasis on proper documentation, including how to use the register/logbook, error tracking log, QA/Performance tracking log and maintenance log.
* At the end of the training discuss **roles, responsibilities and next steps,** which should include:
  + When routine testing will begin;
  + Timing of the follow-up visit for operators’ final assessment in order to be certified;
  + Provide summary of the training discussions, particularly on the clinical system (adjustment to clinic flow, patient prioritization, etc.), to emphasize what has been discussed and agreed;
  + Identify when to contact service support and who will provide the support. Trainers should provide contact information of MoH, the implanting partner supporting the program and the manufacturer’s in country distributor.
  + Identify who will be the focal person for coordination at the facility.
* Finally, request that the trainees complete the evaluation form, as their feedback will help improve subsequent and future trainings.

POC EID Training Materials Toolkit Contents

**Preparatory Materials for Training:**

* + A00: POC EID Operators’ Training Agenda
  + Deployment checklist

**Lecture Modules:**

* + M01: Introduction to EID and POC EID
  + M02: Lab System: Quality Assurance, Safety and Waste Management, Connectivity and Data Management, Supply Chain Management, Supervision and/or Mentorship
  + M03: Clinical system: Clinic flow
  + M04: POC EID Product presentation and instructions for use from product/platform manufacturer (including sample collection, testing, troubleshooting and error codes)
  + SC01: Sample Collection and Handling (if not covered in manufacturer’s training package)
  + SC02: Data Management: Use of Logbooks
  + SC03: QA, Mentorship and Operator Certification for POC EID Testing

**Implementation Tools:**

* + Error-and-Specimen-Rejection-Log
  + Facility-Consumption-and-Requisition-Form
  + POC EID Mentorship Supervision Checklist
  + Safety Preventive Maintenance Checklist