

Diploma of Advanced Studies (DAS)

# Health Care and Management (HCM): From Research to Implementation

5 March – 8 June 2018  
at Swiss TPH in Basel, Switzerland



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## Health Care and Management (HCM): From Research to Implementation

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### Course aims

The HCM is a 14 weeks full time course organised once every year at the Swiss Tropical and Public Health Institute (Swiss TPH) in Basel. This intensive, participatory course is designed for postgraduates with at least 2 years professional experience. The course aims at introducing a range of skills and knowledge needed to work as a member of a District Health Management Team in resource constrained settings, taking into consideration the national, international and global policies and strategies.

The HCM is accredited by the University of Basel as a Diploma of Advanced Studies (DAS). Within tropEd, the European Network for Education in International Health, the HCM is accredited as a mandatory core course for the Master in International Health. Since 2007 this programme is nationally accredited as a Master of Advanced Studies.

### Learning objectives and course content

After successfully completing the course participants will be able to achieve the objectives outlined below.

#### Introduction and orientation

##### Setting the Scene

- to demonstrate an in-depth understanding of international / global health and the HCM
- to appraise the teaching and learning concepts at the Swiss TPH
- to apply common scientific standards and professional presentation skills

Content: Introduction to HCM, PHC and international / global health, concepts of learning and how to present, introduction to IT infrastructure and information, documentation

36 hours student investment time\*

#### Concepts and research methods

##### Basic Tool Kit

- to critically apply the basic concepts, methods and tools for collecting, analysing and interpreting qualitative and quantitative data
- to appraise tools and methods for community involvement / participation

Content: Basic statistics, statistic tutorials, basic epidemiology, introduction to evidence based medicine, introduction to qualitative and participatory research methods, introduction to epidemiological software

94 hours student investment time\*

##### Applied Epidemiology

- to design a study protocol based on the concepts and strategies of epidemiological research
- to critically reflect and interpret selected research findings

Content: Epidemiological framework, population based sampling, study protocol, study instruments, analytical plan and presenting the study

40 hours student investment time\*

##### Community Approach

- to apply research methods, tools and communication skills in a field study and to present the results and the study process

Field exercise in a rural part of Switzerland

54 hours student investment time\*

#### Health problems and responses

##### Essential Laboratory and Parasitology

- to identify the most important parasites and vectors
- to describe their cycles and transmission
- to reflect on prevention and vector control strategies

Content: Introduction to medical parasitology, essential laboratory, integrated vector management

40 hours student investment time\*

##### Health Care

- to know the basics of clinical presentation of selected diseases
- to critically analyse disease patterns, transmission, prevention strategies and treatment concepts of selected important health problems
- to appraise gender, socio-economic and cultural determinants of health in a cross disciplinary perspective

Content: Gender and health, respiratory infections, tuberculosis, tuberculosis AB-resistance, linking environmental health sciences to healthy policies, climate change and health, diarrhoea, filarial infections, schistosomiasis, neglected tropical diseases, malaria, viruses hepatitis/hepatopathies, HIV/AIDS “seek-test-treat-retrain”, integrated management of childhood illnesses, growth and nutrition, sexually transmitted infections, dermatology, non-communicable diseases, accidents due to venomous and poisonous animals, one medicine potential (human/animal) and primary oral health care, visit WHO (polio eradication, mental health and ICRC (water sanitation, health in detention)

135 hours student investment time\*

##### Reproductive and Child Health

- to critically appraise the dimension of reproductive health in the 21<sup>st</sup> century and to evaluate selected actions in this field

Content: Introduction to sexual and reproductive health and rights, family planning and the post-2015 agenda, issues of safe motherhood, maternal, newborn and child health, sexual and reproductive health and human rights, HIV and AIDS, socio-cultural and economic mediators of sexual and reproductive health

45 hours student investment time\*

#### Health system management and communication

##### Information, Education, Communication

- to appraise the particularities of inter-cultural and gender settings to apply concepts, methods and tools in order to reach a common understanding
- to apply the basic principles of group dynamics
- to practice clearly and effectively written communication

Content: Culture's consequences, working in groups, communicating effectively about rational drug use, essay writing in international health

50 hours student investment time\*

##### Management Strategies

- to adopt a systemic view on health and health systems at local, national and international level
- to critically appraise the different strategies, concepts and tools of managing (strategic and operational) health and health related issues and evaluate them based on evidence and professional experience

Content: Introduction to health systems, health promotion strategies, social marketing, technology management and eHealth, project cycle management and logframe, introduction to health economics using

costs in setting health care priorities, access to essential medicines, sector wide approach, health system strengthening, integrating new interventions in the health system, human resource management, financing and payment of health services at district level, health in humanitarian assistance, health metrics in health systems, improving health systems and quality of care

135 hours student investment time\*

#### Total hours:

629 hours student investment time\* with approx. 60 % direct contact time

### Teaching / Learning Methods, Facilitators

The HCM course takes as a premise the principles of adult learning, where the learner bears responsibility for her / his learning process. The main task of a teacher is to facilitate learning. The «facilitators» give guidance and provide the learner with materials and adequate learning opportunities. A broad spectrum of educational methods are used: field exercise, individual or group work and presentations, laboratory practical work, visits, lectures, seminars, demonstrations, tutorials, etc.

We consider working experience in resource constrained settings and subject knowledge as an important criterion for the selection of facilitators. Facilitators from the Swiss TPH and different institutions are invited to teach.

### Course Structure

The structure of the course is modular. During one week there are between 20 and 30 contact hours. Contact hours are periods where facilitators and participants work together (lectures, supervised group work, etc.). A substantial amount of unsupervised group work and individual work has to be added (student investment time).

The HCM course does not aim at providing all relevant knowledge. First, this would not be possible in the limited time of 14 weeks. Second, knowledge can also be acquired through self-learning (books, computer assisted programmes, etc.). The valuable course-time will mainly be used to acquire some of the needed skills, to practice problem solving and to work on case studies. It is expected from the participants that they invest time for preparing the lectures and discussions beforehand.

The course requests a full-time commitment from the participants. Satisfaction of the participants is monitored regularly, and where possible, suggestions will be acted upon.

### Course Participants

- health professionals (medical doctors, nurses, midwives, pharmacists, veterinarians)
- managers, planners, social scientists, health systems researchers, anthropologists
- educators

A maximum of 24 participants will be admitted from all over the world.

### Preparation

The course is open to participants who come from various backgrounds and can contribute different experience. To gain the maximum benefit from the course a good level of knowledge and experience in the field of health is needed.

\* Student investment time is the total amount of time a student needs to achieve the learning objectives (contact time included).

### For additional preparation, possibilities at the Swiss TPH are offered as follows:

**a** for candidates with little experience in resource constrained settings: ethnology in tropical countries, tropical ecology, natural and cultural history of countries in the South, economic and demographic situation etc. These contents are covered during the core module «Allgemeiner Tropenkurs» (ATK), taught in German at the Swiss TPH, Basel.

**b** for candidates without medical qualification: medical parasitology and tropical infectiology, practical hygiene, interdisciplinary development projects, practical skills in microscopy. This corresponds to the biomedical module of the «Allgemeiner Tropenkurs», Basel.

A few weeks before the start of the HCM course, an introductory handbook is sent to all participants with information and extracts from books and journals, introducing knowledge and concepts which form the basis for the course. Participants are expected to have studied these documents when they start with the course.

### Evaluation of Participants' Performance

Assessment takes place throughout the course. A wide range of different examination methods are used: short answer questions, MCQ, essay, group or individual presentations, practical test, case studies. Most but not all of the exams are «open book exams»: candidates are allowed to use their notes and books during the exams. Participants are not asked to memorize facts but rather to put different elements into context. Each module comprises an individual or group assessment (Basic tool kit-short answer questions, applied epidemiology-group presentation of a study design and individual case studies, community approach-group presentation, essential laboratory-practical test, health care-MCQ and short answer questions, reproductive health-case studies). An overall essay and at the end of the diploma-course a final oral exam has to be taken.

### Certification and Diplomas

A confirmation of attendance shows the modules attended.

At the end of the 14<sup>th</sup> week the HCM-Diploma is awarded to those participants who have achieved the required credit points, passed the oral exam and whose attendance has been at least 80 %.

### Conditions for Admission

- Candidates with a first professional qualification must have at least 2 years' professional experience
- English requirements: TOEFL Paper 550 / TOEFL Computer 213 / TOEFL internet 79 – 80 / IELTS 6.0 or native speaker or completed higher education in English (with written proof)
- A definite intention or commitment to work in a resource constrained country / setting.

The number of participants being limited, the following points will be considered for allocation of places: experience in a resource constrained country/setting, public health or health promotion experience, a contract for work in a resource constrained setting.

### Scholarships

A very limited number of scholarships are exclusively reserved for participants from resource poor countries working in or wishing to engage in primary health care / public / international / global health or district-level health services. Candidates must have a very good command of English, and have adequate academic or other training. The full scholarships will include the 14 weeks HCM tuition fee, international flight, insurance, accommodation and living costs.

Employers of scholarship-holders must agree in writing with the plan to attend the HCM course. Preference will be given to candidates who have no Master degree in public health.

### **tropEd**

A collaborative network of some 31 institutions of higher education in international/global health and related institutions offer a joint modular Masters Curriculum in International Health (MIH). HCM is equivalent to the core course for this degree. Candidates for the Masters degree will be required to take further advanced modules in at least 2 other network-institutions and to carry out a Master thesis according to MIH requirements ([www.troped.org](http://www.troped.org)).

At the Swiss TPH candidates can apply for the Masters curriculum. To continue with the Master curriculum after the core course (HCM) successful candidates must however have a good level of performance (above 80% in the individual assessments). Detailed description of the master programme is available on request.

The whole curriculum corresponds to one year full time work. The modular structure allows the studies to be spread over a maximum of 5 years.

### **Advanced Courses / TropEd Optional Modules**

The Swiss TPH offers different optional modules within the field of International Health.

#### **Travellers' Health (at the Swiss TPH Basel)**

Pre-travel advice, health problems abroad, the returning traveller  
For more information please get in contact with the course secretariat ([course-tph@unibas.ch](mailto:course-tph@unibas.ch)).

#### **Medical Priorities and Clinical Tropical Medicine in South East Asia**

- September 2018, in Vientiane, Laos, CHF 3250.- (tropEd registered students CHF 2990.-)

#### **Health in Detention**

- 4 – 8 December 2017, in Basel, CHF 1100.- (tropEd registered students CHF 990.-)

Selected Modules from the MBA

- Module 2 – Health Policy and Systems Analysis
- Module 3 – Health Economics and Health Financing
- Module 5 – Supply Chain management and Quality Control in Health Care
- Module 7 – Social Marketing and Communication

#### **FMH Tropical Medicine**

The following courses are recommended for applicants of the specialisation to obtain the title «FMH Tropenmedizin»: HCM (or equivalent) and Travellers' Health.

### **Application Procedure**

- Module 2 – Health Policy and Systems Analysis – During the selection process candidates might be asked to provide additional information.
- Module 3 – Health Economics and Health Financing
- Module 5 – Supply Chain management and Quality Control in Health Care
- Module 7 – Social Marketing and Communication

### **FMH Tropical Medicine**

The following courses are recommended for applicants of the specialisation to obtain the title «FMH Tropenmedizin»: HCM (or equivalent) and Travellers' Health.

### **Application Procedure**

- Please fill in the application form carefully and include photocopies of all required documents. If an application is not complete it will not be considered. Don't send applications by e-mail.
- During the selection process candidates might be asked to provide additional information.
- Notice of admission will be sent to the participants in November 2017. Participants are then requested to confirm their registration
- In case participants are not selected for admission the application documents will only be returned on request, otherwise they will be destroyed.

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**Application deadline  
for scholarship-applicants: 31 August 2017  
for self-paying applicants: 31 October 2017**

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### **Non-discrimination Policy**

As a matter of policy, law and commitment, the Swiss TPH does not discriminate against any person on the basis of race, colour, sex, sexual orientation, gender identity, religion, age, national or ethnic origin, political beliefs or handicaps in selection and admission of participants for the courses.

### **Course Fees (CHF = Swiss Francs)**

Health Care and Management: From Research to Implementation  
(14 weeks) CHF 7000.-

The total course fee is CHF 7000.- and must be paid 6 weeks before the start of the course. This sum includes registration fee of CHF 500.- which is due at the moment of acceptance. If cancellation is less than 4 weeks before the beginning of the course an additional fee of CHF 1000.- (HCM), CHF 500.- (3 weeks and 2 weeks courses) or CHF 200.- (1 week courses) will be charged.

The course fee does not include insurance or other personal living costs during the stay.

### **Accommodation, further Information**

Participants are responsible for their own health insurance and for finding their accommodation in Basel. The course secretariat will be happy to provide advice if needed.

### **Disclaimer**

In case of an insufficient number of participants the course can be cancelled up to 4 weeks prior to the course start. Swiss TPH is not responsible for any costs related to flight bookings, etc.

### **For further information please contact**

Swiss Tropical and Public Health Institute  
Socinstrasse 57, P. O. Box, 4002 Basel, Switzerland  
T: + 41 61 284 82 34, F: + 41 61 284 81 06  
[courses@swisstph.ch](mailto:courses@swisstph.ch), [www.swisstph.ch](http://www.swisstph.ch)

Basel, June 2017

For the Course Coordinating Team:  
Bernadette Peterhans, RN, MPH

## Application for Admission

### Health Care and Management (HCM): From Research to Implementation

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#### Personal details

(Names as written on your passport)

Family name: \_\_\_\_\_

Given name(s): \_\_\_\_\_ F  M

Date of birth: \_\_\_\_\_ Marital status: \_\_\_\_\_

Place of birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

Highest study degree: \_\_\_\_\_

Profession: \_\_\_\_\_

#### Address

(Please give a reliable and permanent address)

Street, number: \_\_\_\_\_

P.O. Box: \_\_\_\_\_ City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Country: \_\_\_\_\_ Fax number: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### Courses attended recently: date and description

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Present or most recent position

Name of employer: \_\_\_\_\_

Type of organization: \_\_\_\_\_

Place of work: \_\_\_\_\_

Year of entry: \_\_\_\_\_ Year of leaving (if not still there): \_\_\_\_\_

Position held: \_\_\_\_\_

Main duties: \_\_\_\_\_

\_\_\_\_\_

#### Previous working experiences

(Please mention mainly your assignments in resource constrained countries):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Mark if you wish

To register for the MIH programme

#### Are you employed in a resource constrained country or do you have a contract for an assignment there?

Employed  yes  no contract for assignment  yes  no

Organization: \_\_\_\_\_ Period: \_\_\_\_\_

References (professional and / or personal), Name / Address

- 1) \_\_\_\_\_  
2) \_\_\_\_\_

**Source of funding for fees and expenses**

- myself  
 my employer  
 other \_\_\_\_\_  
 I apply for a scholarship (see description)

**Required documents (photocopies)**

- 1) Filled application form  
2) Professional Diploma(s)  
3) Curriculum Vitae (typed or computer printout)  
4) Handwritten explanation why you would like to attend the HCM core-course and how this course will help you in your work and career (1–2 pages)  
5) English proof (see description)  
6) 2 Photographs (passport-size)

**For scholarship applicants only**

- 7) Contract for an assignment in a resource constrained country  
8) Agreement of employer

**Please indicate where you learned about the Swiss TPH courses**

- colleagues     advertisement     Swiss TPH homepage     tropEd     other

**Please return completed form with all required documents by postal mail only!  
Incomplete applications and applications sent by e-mail will not be considered!**

**Application deadline: for scholarship-applicants: 31 August 2017  
for self-paying applicants: 31 October 2017**

**Please return completed form to**

Swiss Tropical and Public Health Institute  
Course Secretariat  
Socinstrasse 57, P. O. Box, 4002 Basel, Switzerland  
T: + 41 61 284 82 34, F: + 41 61 284 81 06  
courses@swisstph.ch, www.swisstph.ch

**In case you are not selected for admission**

- The Swiss TPH shall send back the documents  
 Documents shall be destroyed by the Swiss TPH

**Date**

**Signature**