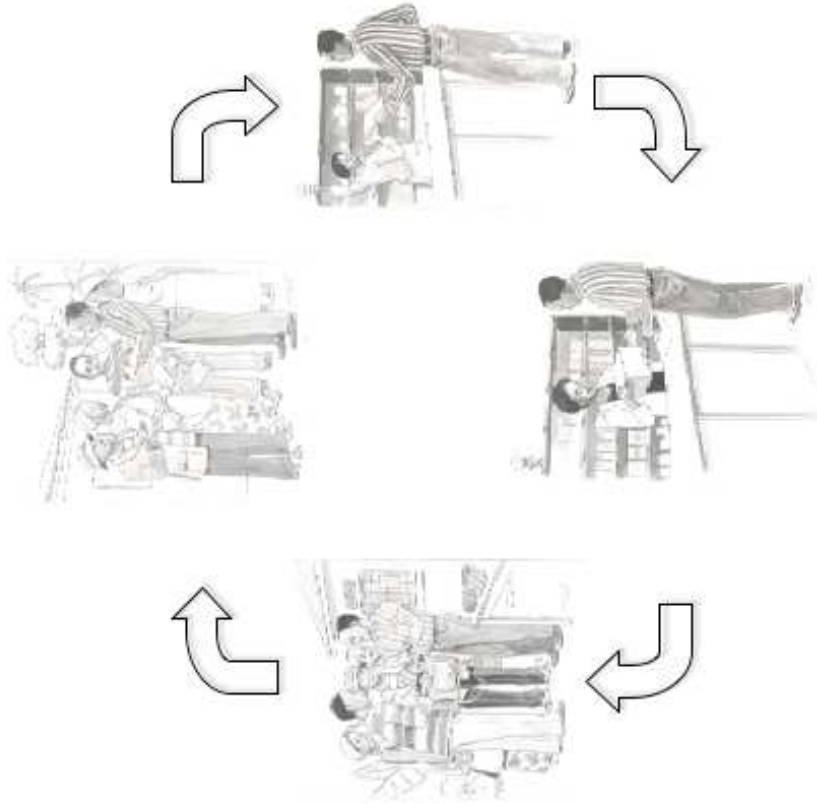


*How do I re-supply the
Community Health Worker?*



A Guide for the Cell Coordinator

To re-supply the CHWs, the cell coordinator will need the Fiche de Réquisition

FICHE DE REQUISITION COMMUNAUTAIRE

AMAGALI/CELL: _____ IKIGO NOEBABUZIMA/HEALTH CENTER: _____

TOTAL VILLAGES: _____ UHGABARITE ABAYANAMA/CHW COORDINATOR: _____

TOTAL CHWs: _____

MONTH/YEAR: _____

	Primo Jaune Blister (Calc. #1)	Amoxicillin 125mg tabeta (Calc. #2)	Zinc 10mg tablets (Calc. #2)	ORS Sachets (Calc. #3)	Gloves (Calc. #3)	RDTs (Kits) (Calc. #4)						
T	S	K	H	T	S	K	H	T	S	K	H	
S	K	H	T	S	K	H	T	S	K	H	T	S
H	T	S	K	H	T	S	K	H	T	S	K	H
T	S	K	H	T	S	K	H	T	S	K	H	

...and the Fiche de Calcul.

Fiche de Calcul



Un outil pour l'approvisionnement des ASCs.

IFISHI YA STOCK

IFISHI YO GUCUINGA NEZA IMITI

Ishuri		Ishuri		Ishuri	
Impanga	Imyamba	Impanga	Imyamba	Impanga	Imyamba

The cell coordinator and the other CHWs in the cell will need their Fiche de Stock for all of their

If we can follow these re-supply procedures, then we can always have enough products to serve our clients!



The cell coordinator and the other CHWs meet before the monthly health center

Be sure that everyone has their stock Cards.

If a CHW is absent from the meeting, try to get his/her stock Cards.

If a CHW does not have the stock Cards, he/she may not get re-supplied!!!

Complete the top portion of the Fiche de Réquisition Communautaire.

Ifishi y'ububiko yuzuzwa ite?

A. Buri uko imiti isohotse cyangwa yinjije:

IFISHI YA STOCK

IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)

Rimera	
Umurungu	Umurungu
Abaturanyi	Abaturanyi
Abashyamba	Abashyamba
Umuhozi	Umuhozi
Umurungu	Umurungu
Umurungu	Umurungu

IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)

IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)
Umurungu	Umurungu	Umurungu
Abaturanyi	Abaturanyi	Abaturanyi
Abashyamba	Abashyamba	Abashyamba
Umuhozi	Umuhozi	Umuhozi
Umurungu	Umurungu	Umurungu
Umurungu	Umurungu	Umurungu

Callouts:

- 1. Andika izina ry'umudugudu umujyanama w'ubuzima abarizwamo, izina ry'ikigonderabuzima, izina ry'akarere na izina ry'incara.
- 2. Andika izina ry'umuri, igipimo-fazio (doze) n'ingano y'ikinini (mg),...
- 3. Niba ifishi y'ububiko irangiye ugafata indi imuna umubare w'ibisagaye ugabera ku ifishi irangiye.

B. Buri kwezi kurangiye:

ITARIKI	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)
26/02/2011	Umurungu	Umurungu	Umurungu	Umurungu
26/02/2011	Umurungu	Umurungu	Umurungu	Umurungu
27/02/2011	Umurungu	Umurungu	Umurungu	Umurungu
30/02/2011	Umurungu	Umurungu	Umurungu	Umurungu

Callouts:

- 1. Andika itariki bikoreweho.
- 2. Niba wakiriywe imiti andika izina ryayo imiti yavuye, niba umuri usohotse andika umurungu cyangwa abaturanyi.
- 3a. Niba wakiriywe imiti andika: ingano wakiriywe, itariki intangwaga.
- 3b. Niba usohoye imiti andika ingano y'imiti isohotse.
- 4. Andika umubare w'ibisagaye igihe wakiriywe cyangwa usohoye imiti.
- 5. Murubere igihe uguruye imiti cyangwa ugurujije ku undi mujyanama.

C. Buri kwezi kurangiye:

IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)	IBINDO BISHAKIWE (IBINDO BISHAKIRIWE)
Umurungu	Umurungu	Umurungu	Umurungu
Abaturanyi	Abaturanyi	Abaturanyi	Abaturanyi

Callouts:

- 1. Ca umurungu munsi yayo wasoreje ukora Raporo.
- 2. Andika igiteranyo cyibyakorestajwe mukwezi. Aha wandika gusa ibyo uavurishije, ibyo uaba warahaye undi mujyanama ntibiterengwaho.

- AKAGALI/CELL:
- IKIGO NDERABUZIMA/ HEALTH CENTER:
- UHAGARARIYE/ ABAJYANAMA/ CHW COORDINATOR:
- TOTARI YIMIDUGUDU/ TOTAL VILLAGES:
- TOTARI ABABINOME/ TOTAL CHWs:
- UKWEZI/ MONTH/
- UMWAKANYE/ YEAR:

What to do in an emergency?

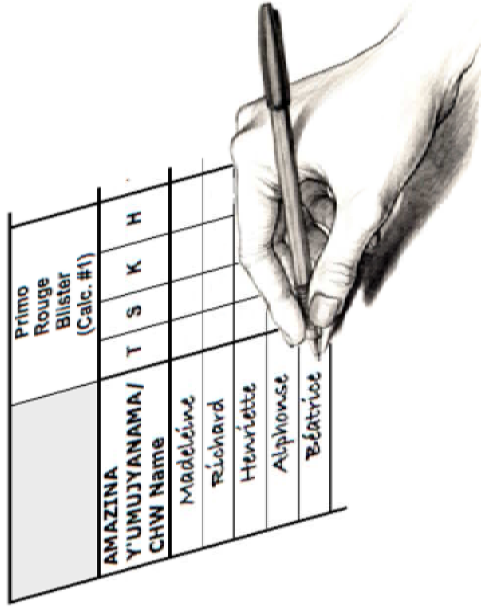
If your stock on hand gets to “1 treatment” during the month, go and ask another CHW to borrow “1 treatment” so that you do not have a stockout.

Product	“1 treatment”
Primo Rouge, Primo Jaune	1 blister
Amoxicillin 125mg	20 tablets
Zinc 10mg	20 tablets
ORS	4 sachets
Gloves	2 gloves
RDT	1 test kit

Examples:

- If you only have 1 blister of Primo Rouge, you should try to borrow 1 blister from another CHW.
- If you only have 20 tablets of Amoxicillin, you should try to borrow 20 tablets from another CHW.

The person that receives the loan and the person that gives the loan should write the quantity on their stock cards.



Write the names of all CHWs in the cell (including the cell coordinator) on the Fiche de Réquisition Communautaire.

What if I don't get the quantity that I requested?

Sometimes, the health center may not have enough to give you everything you ask for. If you did not receive the same quantity that you requested, then you should divide what you did receive among the CHWs according to what they need: give more to the CHWs that should have received more and less to the CHWs that should have received less. However, each CHW should receive something; try to give each CHW enough for one treatment (unless the CHW didn't need any).

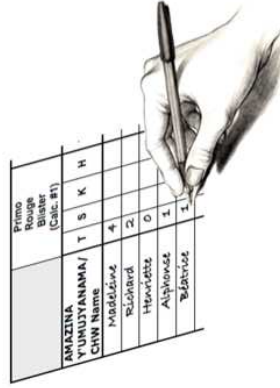
Here is an example for Primo Rouge:

CHW	Ibyahawe (H):	8	5	3
Arsène	Ibikenewe (K)	2	1	1
Colette		0	0	0
Madeleine		5	4	3
Pierre		3	3	1
Total/Qty you asked for		10 ₁₃		



For each product, ask the CHWs how many they distributed to clients during the month. (The CHWs should get the information from their stock cards.)

Do not count a quantity that a CHW gave to another CHW.



For each CHW, and the cell coordinator, write the quantity that the CHW gave to clients or used

If they didn't distribute or use any, write



Give each CHW his/her quantity of each product (from *Ibikenewe*, *K column*). Write the quantity you give the CHW in Ibyahawe (H column).



Nsigeranye amoxicillin 20.

Nsigeranye zinc o.

Nsigeranye RDT 4.

Nsigeranye ibingehiki?

Nsigeranye primo euku 1.

For each product, ask the CHWs what their stock on hand is. (The CHWs should get the information from their stock cards.)

Each CHW should sign for the products that he/she receives.

You can give the products to the CHW while you are at the health center or when you return to your village.

If a CHW did not attend the meeting at the health center, the cell coordinator can take the products to the village and give them to the CHW.

	Primo Rough Rough (Case #)	T	S	K	H
AMAZINA YUMUJYANAMA/ CHW Name		1	5	16	11
Makogawe Bulohayil		4	3		
Hawasse		2	2		
Alphonse		0	5		
Babouat		1	1		
		1	5		

For each CHW, and the cell coordinator, write the quantity that the CHW has.



If they don't have any, write "0".

After you have all of the dispensed data and stock on hand data for each CHW, use the Fiche de Calcul for the product you are calculating to determine how much of each product each CHW needs.


Balance →	0	1	2	3	4	5	6	7
↓ Cons.								
0	4	3	2	1	0			
1	4	3	2	1	0			
2	4	3	2	1	0			
3	6	5	4	3	2	1	0	
4	8	7	6	5	4	3	2	1
5	10	9	8	7	6	5	4	3
6	12	11	10	9	8	7	6	5
7	14	13	12	11	10	9	8	7
8	16	15	14	13	12	11	10	9
9	18	17	16	15	14	13	12	11
10	20	19	18	17	16	15	14	13

Find the consumption and match it with the stock on hand; then find where they meet. This is the re-supply quantity for the CHW.

If the CHWs dispensed-to-user or stock on hand is higher than the numbers listed in the Fiche de Calcul, use the formula:

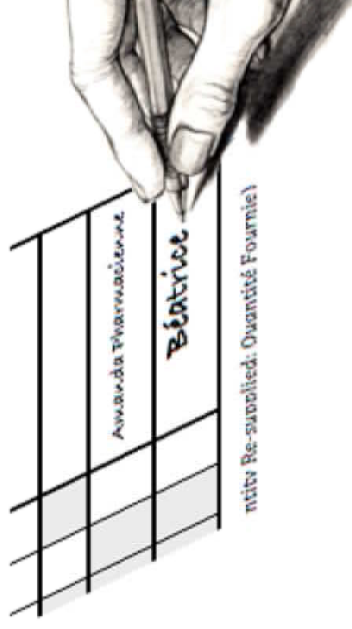
$$\text{Re-supply quantity} = (\text{dispensed-to-user} \times 2) - \text{Stock on Hand}$$

Write the re-supply quantity for each product for each CHW on the Fiche de Réquisition Communautaire.



	Primo Stock Balance (Calc #1)				
PARAZITIC NAME/ CHW Name	T	S	R	H	
MALAZONE	4	3	5		
REJOZANT	2	2	2		
HEVIZATE	0	3	1		
ALPHONAS	1	1	3		
BÉATRICE	1	5	0		

Sign for the products that you received on the Fiche de Réquisition after you have verified all of the quantities.



Give the top copy of the Fiche de Réquisition to the health center pharmacist. The health center pharmacist will keep the copy at the health center.



At the end of the monthly meeting, go back to the pharmacist and see if your products are ready.

When your products are ready, count the products that you receive from the pharmacist and write on the Fiche de Réquisition Communautaire the quantity of each product

Cell Totals		11		
Qty Re-supplied by HC			11	
Received by Cell Coordinator				11

Ibyatanzwe (T) (Quantity Dispensed/Used; Quantité Dispensée/Utilisée)

Write the total dispensed-to-user quantity, the total stock on hand quantity and the total re-supply quantity for the cell in the bottom row (“Total”) of the Fiche de Réquisition

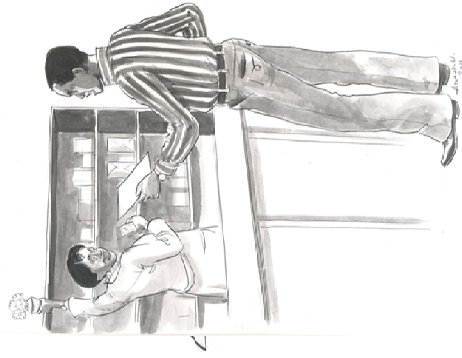
Cell Totals		11		
Qty Re-supplied by HC				
Received by Cell Coordinator				

Ibyatanzwe (T) (Quantity Dispensed/Used; Quantité Dispensée/Utilisée)

The total re-supply quantity is the quantity of each product that you will request from the health center that re-supplies your products.



Take the Fiche de Réquisition Communautaire to the health center when you go to the monthly meetings...



... and give it to the Health Center pharmacy manager.



Ibyanzwe (T) (Quantity Dispensed/Used; Quantité dispensée/Utilis

Review the total re-supply quantities that you need with the health center pharmacist.

Then go to the monthly meeting.

The health center pharmacist will prepare your products while you are at the monthly