

Training Course in Monitoring and Evaluation of Procurement and Supply Management Systems

The Netherlands 7 – 12 February 2010

Date of arrival: 7 February

Date of departure: 13 February

Background

The procurement and supply management (PSM) system is essential in the provision of quality health care. It should guarantee the timely supply of good quality, affordable health commodities. Often these systems are not functioning properly causing problems like stock outs or oversupply leading to expired products. Monitoring & Evaluation of the procurement and supply management system is required to measure the performance of all PSM activities. The information provided by M&E should feed into the decision making process and lead to prevention or correction of (upcoming) problems. *“You cannot manage what you do not measure”.*

There is considerable interest in the development and use of indicators as tools in health care to monitor the quality and performance of health services. Use of these tools can assist countries in monitoring progress in programme implementation, evaluate performance objectively and revise strategies on the basis of systematic assessment. Improved M&E can contribute significantly towards better planning and management of the supply chain in order to promote efficient and sustainable access to medicines.

PSM specific M&E systems need to be implemented in the context of a global effective response to tackle the burden of disease. Countries and partners, including donor agencies can benefit from training programmes on how to use M&E tools for progress tracking and for determining their own priorities on procurement and supply management. This will depend on the organization's strengths and weaknesses in PSM.

Course objectives

- To discuss the major issues surrounding M&E of PSM systems such as accountability, continuous improvement, sharing of “lessons learnt” and “best practices”, avoiding duplication through encouraging single M&E systems at country and regional levels;
- To provide practical tools to decision makers and staff working in public health programmes to ensure accountability, transparency and to improve their performance;
- To encourage the exchange of views and experiences between senior officers and decision makers;
- To develop M&E indicators for procurement and supply management.
- To write the outline of a plan for M&E of a PSM system for the participant's organization.

Aims

This course can be seen as a logical next step after doing a training in drug supply management. Once you have made adjustments to your PSM system, how will you monitor the activities in order to measure performance, to prevent or to correct structural problems? Nevertheless, people who have not done a course in drug supply management can also participate in this training as long as they are part of the target audience. The course aims to provide participants with an understanding of how indicators can be used as a tool for the purposes of M&E of PSM systems. Using a participatory, hands-on approach, participants will acquire basic skills in developing the outline of a plan for M&E of PSM. An important part of the activities entails developing new indicators or refining existing ones so that they could be used in programme design, monitoring, evaluation and re-design. All components of an M&E plan will be dealt with during the training. The course participant should be prepared to play a leadership role in developing their own organisation's M&E indicators for PSM after attending the course.

Audience

The course is especially aimed at senior health system managers and providers of technical assistance in governmental and non-governmental organizations in both developed and developing countries.

The primary target group includes all stakeholders (government, faith-based organisations, NGOs, donors) involved in implementing as well as managing programmes that involve procurement and supply management systems of health commodities.

Programme managers would benefit from using PSM indicators on a more regular basis to track their programmes for the purpose of improvement.

Donor agencies, project leaders, technical and implementing agencies can benefit from using the tools to harmonise information demands and compare programmes across different countries.

About the Instructors

The course is organized by i+solutions and partners.

I+solutions is a not-for-profit organization that specializes in pharmaceutical supply chain management in developing countries. For over 10 years, we have regularly offered courses in Managing Drug Supply in Developing Countries in close collaboration with other partners. In 2005 we added a course on Supply Chain Management of HIV/AIDS Medicines and Related Supplies.

The broad experience of i+solutions staff in procurement support makes this course a unique opportunity for participants to enhance their skills in monitoring and evaluation of supply systems.

Course Design

The course is highly participatory - the interchange of skills and experience among course members is essential for training activities and learning. The course contains presentations, discussions, exercises, case studies and a project. ***Please, be aware that strong English language skills are necessary to take part in this course.***

Major topics include:

- Definition of monitoring and evaluation of procurement and supply management;
- Definition and formulation of indicators for monitoring and evaluation of procurement and supply management of health commodities;
- Methods of collecting, processing and analysing indicator data for M&E of PSM;
- Components of an M&E plan for procurement and supply management;
- Human resource management issues related to M&E activities.

Location and Accommodation

The course will take place in the Netherlands. Hotel accommodations, educational and recreation excursions, as well as a transfer from and to the airport are included in the course fee.

Course Dates

7 – 12 February 2010

Hotel check-in: Sunday February 7th afternoon

Hotel check-out: Saturday February 13th morning

Course Fees and Costs

The total fee of **€2.700** includes:

- Tuition fee (including course materials)
- Transfer to and from Amsterdam International airport (*on February 7th and 13th only*)
- Hotel accommodation (single occupancy) for the duration of the course
- Three meals a day during the week
- Coffee and tea during course breaks

In addition to this fee, each participant requires an allowance to cover personal expenses.

Health insurance

All participants are required to have valid health insurance for the duration of their stay. Sponsoring agencies are responsible for obtaining health insurance for their participants.

Visa

All participants, with the exception of those from the EU and USA, are required to obtain visas for the Netherlands. We would like to underline that the participant is responsible of getting a visa in time. i+solutions can provide an invitation letter if required.

Applications

Applications and fees must be received as soon as possible and at the latest before the 7th of January 2010 in order to be guaranteed a place on the course. After this date places will be assigned on a first-come, first served basis.

For a copy of the application form, please visit our website or contact:

i+solutions

Training Department

training@iplussolutions.org

Tel: +31 348 489630
Direct line: +31 348 489643/646
Fax: +31 348 489659

Fees are due at the time the application is submitted.

Confirmation

Course space is allocated as soon as the application is received. Enrollment for the course is limited to encourage maximum participant involvement

Sponsor Information

Applicants are required to secure their own funding to cover course fee, per diem allowance, health insurance and travel expenses. **Course providers do not provide funding for courses.** To obtain funding, applicants should contact government or non-government agencies in their countries.

The generous contribution of the Johnson & Johnson Health Care Training Fund allowed the development of this training course