



VACANCIES ADVERTISEMENT

The office of Shinyanga Regional Referral Hospital in collaboration with Tanzania Health promotion support (THPS) in implementing "AFYA HATUA PROJECT" is currently seeking highly experienced committed and motivated Tanzanians to fill the following 10 months contract Period with possibilities of contract renewal vacancies.

POSITION TITLE: DATA OFFICER 4 POSTS

LOCATION: SHINYANGA REGIONAL REFFERAL HOSPITAL

REPORT TO: MEDICAL OFFICER INCHARGE

JOB SUMMARY

To implement High standard computer and paper-based HIV data and record management in accordance to facility, District, Regional, Government and PEPFAR guidance

DUTIES AND RESPONSIBILITIES:

- ❖ Primarily responsible for transcription of patient visit information to paper-based pre-ART and ART registers.
- ❖ Review relevant clinic records and perform paper-based data quality checks on CTC 2 cards and registers •Ensure proper filling client files
- ❖ At computerized sites, conduct data entry for the CTC 2 database from CTC2 cards, PITC registers and HEI cards.
- ❖ Conduct Data entry on DHIS2
- ❖ Update Lab results on CTC2 database (CD4, Viral Load)
- ❖ Perform data quality assurance checks for the electronic data

- ❖ Perform daily back up of CTC2 database into external hard drive
- ❖ Conduct data triangulation between CTC2 database, ANC and TB units (TB-HIV and ANC positive clients)
- ❖ Produce/Compile Prepare Quarterly reports for care and treatment, Mother child cohort report and HTS reports
- ❖ Produce Missed appointment /LTF reports on monthly basis and update final status of clients
- ❖ Collaborate with site personnel, personnel at other health facilities and community-based organization in tracing patients who miss visits or are lost to follow-up.
- ❖ Assist the CHMT in all data-related requests and reporting
- ❖ Any other duties as assigned by Medical Officer Incharge or CHMTor THPS Tanzania

REQUIREMENTS

- At least form four level
- Diploma/ Advanced diploma in computer science or statistics is an added advantage
- Must have verifiable knowledge on computer (MS word, Excel and MS Access
- Records Keeping skills will be secondary added advantage
- Familiarity with the health system and hospital medical records
- Capable of independently implementing the duties described above with minimal supervision
- Fluent in Kiswahili and English

POSITION TITLE:CLINICIAN 2 POSTS

REPORTS TO: MEDICAL OFFICER INCHARGE

LOCATION: SHINYANGA REGIONAL REFFERAL HOSPITAL

JOB SUMMARY:

To ensure implementation and reporting of high-quality HIV services and retention at the facility in accordance to facility, District, Regional, Government and PEPFAR guidance. The Clinician will have the profile role to coordinate facility staff the other THPS support staff that directly implement the segments of the three 95 cascades. At CTC will lead ART Initiation.

KEY RESPONSIBILITIES

The incumbent will be a member of the facility staff and will implement the following on daily basis.

- Ensure provision of clinical services at CTC to all clients on daily basis from 7:30 am – 4:30 pm.
- Facilitate few selected weekend and evening clinics especially for stable client's drug pick up.
- Ensure the files of the expected clients are retrieved a day before and traced according to the three boxes initiative
- Ensure facility meets its target on new clients on HIV treatment through availability of high-quality HIV testing and linkage services in the facility including Linkage Case Management, Index testing, PITC, etc.
- Ensure facility meet its target on number of clients on treatment by strengthening adherence and retention to care through provision of friendly services, tracing of defaulters and return them to care.
- Ensure all CTC clients are initiated and complete on Isoniazid Preventive therapy.
- Ensure 75% of CTC clients are on six months ART multi-scripting and three-monthly dispensing.
- Ensure 85% of CTC clients are switched to Dolutegravir based regimen.
- Facilitate capacity building among facility staff on various updates on HIV interventions.
- Facilitate coordination of all QI meeting in the facility.
- Communicate closely with District, Regional and Headquarters THPS staff to ensure smooth uninterrupted availability of HIV interventions in your facility.
- Facilitate daily review of CTC activities for improvement in the following day(s) and correction of gaps
- Supervise Peer Educators and Data Clerks to ensure they implement their activities accurately and timely
- Participate in facility and THPS lead data review meetings.
- Ensure the TV is on and clients are getting the intended messages

- Facilitate accurate and timely data collection and submission at your facility on weekly, monthly and quarterly basis with minimal or no support from THPS staff.

PREFERRED REQUIREMENTS

- Must be a clinician
- Knowledge on computer will be an added advantage (Ms word, Excel PPT)
- At three Years' experience of working with HIV/ AIDS program at CTC
- Capable of implementing the duties describe above independently or with be instructed by the supervisor

POSITION TITLE:ART NURSE1 POST

REPORTS TO: MEDICAL OFFICER INCHARGE

JOB SUMMARY:

To ensure implementation and reporting of high-quality HIV services and retention at the facility in accordance to facility, District, Regional, Government and PEPFAR guidance. The Clinician will have the profile role to coordinate facility staff the other THPS support staff that directly implement the segments of the three 95 cascades. At CTC will lead ART Initiation.

KEY RESPONSIBILITIES:

The incumbent will be a member of the facility staff and will implement the following on daily basis.

- Ensure provision of clinical services at CTC to all clients on daily basis from 7:30 am - 4:30 pm.
- Facilitate few selected weekend and evening clinics especially for stable client's drug pick up.
- Ensure the files of the expected clients are retrieved a day before and traced according to the three boxes initiative
- Manage triage of attendees.

- Ensure facility meets its target on new clients on HIV treatment through availability of high-quality HIV testing and linkage services in the facility including Linkage Case Management, Index testing, PITC, etc.
- Ensure facility meet its target on number of clients on treatment by strengthening adherence and retention to care through provision of friendly services, tracing of defaulters and return them to care.
- Ensure all CTC clients are initiated and complete on Isoniazid Preventive therapy.
- Ensure 75% of CTC clients are on six months ART multi-scripting and three-monthly dispensing.
- Ensure 85% of CTC clients are switched to Dolutegravir based regimen.
- Facilitate capacity building among facility staff on various updates on HIV interventions.
- Facilitate coordination of all QI meeting in the facility.
- Communicate closely with District, Regional and Headquarters THPS staff to ensure smooth uninterrupted availability of HIV interventions in your facility.
- Facilitate daily review of CTC activities for improvement in the following day(s) and correction of gaps
- Supervise Peer Educators and Data Clerks to ensure they implement their activities accurately and timely
- Participate in facility and THPS lead data review meetings.
- Ensure the TV is on and clients are getting the intended messages
- Facilitate accurate and timely data collection and submission at your facility on weekly, monthly and quarterly basis with minimal or no support from THPS staff.
- Conduct any other HIV related work at the facility as will be instructed by the supervisor.

PREFERRED REQUIREMENTS

- Must be an Enrolled Nurse
- Must have Valid practice license
- Knowledge on computer will be an added advantage (Ms word, Excel PPT)
- At three Years' experience of working with HIV/ AIDS program at CTC

- Capable of implementing the duties describe above independently or with be instructed by the supervisor
- Fluent in Kiswahili and English

POSITION TITLE: LABORATORY TECHNICIAN 2 POSTS

REPORT TO: MEDICAL OFFICER INCHARGE

JOB SUMMARY:

Perform the clinical and point of care tests accurately to fully support TB/HIV and HIV/ AIDS diagnosis, care and treatment monitoring Principal duties:

- Responsible for performing General phlebotomy duties that support TB/HIV and HIV/ AIDS.
- Responsible for collecting and properly package for referral, the specimens for HIV viral load test, DBS for Early infant diagnosis (EID) and sputum for GeneXpert diagnosis.
- Responsible for performing proper documentation of samples collected, track and receive results back from the viral load testing laboratory
- Responsible for upload HIV viral load samples in the electronic sample referral system (e-SRS) timely to ensure quality viral load testing and results in feedback TAT.
- Responsible for evaluate specimen adequacy for test performance to avoid specimen rejection.
- Responsible for Assist to Perform instrumentation troubleshooting to correct problems associated with HIV and TB samples collection and referral
- Responsible for assist to Perform instrumentation troubleshooting to correct problems associated with sputum samples collection and referral for GeneXpert
- Responsible for performing, evaluate, and document HIV rapid test quality control data for quality patient results.
- Participate in the performance and documentation of PT/EQA programs that support TB/HIV and HIV/ AIDS
- Responsible for performing and documenting preventative and corrective measures for HIV rapid test PT/ EQA
- Responsible for ensuring a good and safe working environment in the Laboratory
- Responsible for Dispatch timely all HIV, TB and viral load results to the clients' files and CTC-2 card and database

- Responsible for assist with inventory management of supplies and ensure that laboratory areas remain stocked with needed supplies that support TB/HIV, CD4, HVL, and HIV rapid tests.
- Respond to CTC inquiries about laboratory results that support HIV/ AIDS care and treatment.
- Responsible for maintain confidentiality of patients, families, and staff. Adhere to customer service standards of hospital and department.
- Responsible for work closely to THPS district team, regional, council and hospital management teams (RHMT, CHMTs, and HMTs) and other laboratory stakeholders to improve laboratory performance
- Responsible for support laboratory staff to follow written Standard Operating Procedures (SOPs) for every aspect of pre-analytic, analytic and post-analytic phases of the testing process in a laboratory.
- Responsible for assist with timely routine reports preparation and submission updates for quality HIV and TB sample collection, referrals and results services.
- Responsible for performing other job-related duties as assigned by the supervisor

PREFERRED REQUIREMENTS

- Certificate/Diploma/Advanced Diploma in medical Laboratory from a recognized institution
- Ability to perform proper counselling and maintain confidentiality
- At least 2 years' experience of working in HIV/ AIDS and TB setting
- Should have knowledge on Computer (Ms Word, Excel and MS access)
- Ability to collaborate with team in achieving program set targets
- Fluent in Kiswahili and English
- Capable of independently implementing the duties with minimal supervision

POSITION TITLE: CLINICAL TRACKER 2 POSTS

REPORT TO: MEDICAL OFFICER INCHARGE

JOB SUMMARY

AfyaHatua project implemented by THPS, supports the GoT strategy by ensuring comprehensive, client centered, HIV prevention, care, and treatment. The clinical tracker will serve as THPS facility lead for all activities relating to: adherence support for clients on ART and PMTCT care spectrum, psychosocial support for people living with HIV/AIDS (PLHIV) including adolescents and children enrolled into care, to ensure treatment continuity.

Key responsibility is to insure clients are reminded prior to their appointment dates, timely tracking of miss appointments and updating of all national and THPS improvised appointment and tracking tools. S/he will lead facility team to develop linkage between ART facilities and community - based systems to insure all clients adhere to their clinic appointments as scheduled. S/he will work closely with peer educators plus other community volunteers and receives technical assistance and guidance from district APSR officer. This position is part of a multidisciplinary, cohesive CTC team and requires excellent communication, counselling and problem-solving skills.

DUTIES AND RESPONSIBILITIES

- Identify patients who missed their clinic visit schedule timely and conduct telephone tracking
- Insure effective use of National and program appointment and tracking systems (appointment and tracking registers, PE 3 forms, 3 boxes approach, watejaRafiki, remainder SMS and follow up calls)
- Prepare and share with CBHS providers/ peer's educators/ community implementing partner tracker list of clients who were not found through the phone and those who don't have telephone for physical tracing.
- Confirm all tracking outcomes including transfer out, death and cause of death by using phone calls and Macro 3 data base.
- Facilitate entry of tracking outcome into the CTC 2 card and Database with Clinician/ Counselor and Data clerks.
- Conduct weekly review and ensure all tracking outcome are updated and entered on CTC 2 database
- Ensure unknown clients are tracked timely and 70% returned to care monthly
- Work with peer educators, counselor and data clerk to confirm all transfer out in respective facility
- Provide health education on importance of clinic adherence to the client and family
- Supporting the patient adherence to medication and clinic visit schedules
- Work closely with ART nurses and Peer Educator's to ensure all Map cues are updated timely to all clients

- Record and report tracking services daily, weekly, monthly and quarterly
- Prepare summary report weekly, monthly and quarterly and submit to CTC in charge and district APSC officer.
- Participate in data management and net loss analysis in respective facility and district.
- Participate in QI activities that aimed to increase retention at facility level
- Bring up any ideas or comments that may contribute to better system of patient follow up.
- Perform any other duties as assigned by a line supervisor

QUALIFICATIONS:

- One-year course nursing or Enrolled Nurse
- Diploma in social studies
- Knowledge on basic HIV/AIDS
- Experience on provision of HIV/AIDS services at facility/community will be an added advantage

POSITION TITLE: CLINICAL TESTER 3POSTS

REPORT TO MEDICAL OFFICER INCHARGE

JOB SUMMARY

Clinical tester will be responsible for conduct and overseeing all HIV testing services in collaboration with the respective health facility HTS focal person by ensuring services are provided with quality as per national algorithm.

Duties and Responsibilities

- Ensure quality of HIV testing services are provided as per the National guidelines
- Ensure privacy and provide unbiased information on HIV testing to his/her client and explain testing process in simplest way
- Ensure 5Cs are observed during pre and post testing counseling to all clients
- Will liaise with CTC team to facilitate early ART initiation to clients identified and where possible initiate clients on ART after ruling out potential OIs through proper clinical staging and investigation whenever possible

- Provide accurate information to clients about living with HIV preventing further transmission, the benefit and challenges of HIV care and treatment
- Ensure safe and ethical index testing services are observed and implemented
- Ensure HIV self-testing clients are tested with conventional method
- Will ensure all Testing activities are well documented in the recommended registers and all records are confidential, safe and available.
- Conduct IQA/EQA as per guideline.

PREFERRED REQUIREMENTS

- Certificate/ diploma/ Advanced Diploma in Nursing, Laboratory or Clinical medicine from recognized institution
- Ability to perform proper counseling and maintain confidentiality
- Certification in HIV testing services will be an added advantage
- Should have knowledge on computer (Ms word, Excel and MS Access)
- Capable of independently implementing all duties described above under minimum supervision
- Fluent in Kiswahili and English

POSITION TITLE: PHARMACY TECHNICIAN 1 POST

REPORT TO: MEDICAL OFFICER INCHARGE

JOB SUMMARY:

Perform the clinical and point of care tests accurately to fully support TB/HIV and HIV/ AIDS diagnosis, care and treatment monitoring Principal duties:

- Use Pharmacy Module and other logistics tool to dispense ARV and other pharmaceuticals to clients at the CTC pharmacy as per good dispensing practices
- Provide patients adherence counselling on medication use and advice clients on rational use of medicines
- Help in maintaining reasonable stock levels (Max-Min stock levels)
- Conducting monthly physical inventories for all ARVs and OI medicine
- Receive written prescriptions or requests for prescription refills from patients or from the clinicians

- Maintain prescription records and inventories of medications and pharmaceutical products

PREFERRED REQUIREMENTS

- Diploma/Advanced Diploma in Pharmacy from recognized institution
- Ability to perform proper counseling and maintain confidentiality
- At least 2 years experience of working in HIV/AIDS and TB setting
- Should have knowledge on computer (Ms word, Excel and MS Access)
- Capable of independently implementing all duties described above under minimum supervision
- Fluent in Swahili and English

POSITION TITLE:COMMUNITY ART NURSE 1 POSTS

REPORTS TO: MEDICAL OFFICER INCHARGE

KEY RESPONSIBILITIES:

The incumbent will be a member of the facility staff and will implement the following on daily basis.

- Ensure provision of clinical services at community and CTC to all clients on daily basis from 7:30 am – 4:30 pm.
- Facilitate club enrolment to stable clients who give consent
- Ensure timely HVL collection among clients on community refill model
- Ensure the files of the expected clients are retrieved a day before and traced according to the three boxes initiative
- Manage triage of attendees.
- Ensure facility meets its target on new clients on HIV treatment through availability of high-quality HIV testing and linkage services in the facility including Linkage Case Management, Index testing, PITC, etc.
- Ensure facility meet its target on number of clients on treatment by strengthening adherence and retention to care through provision of friendly services, tracing of defaulters and return them to care.

- Ensure all CTC clients are initiated and complete on Isoniazid Preventive therapy.
- Ensure 75% of CTC clients are on six months ART multi-scripting and three-monthly dispensing.
- Facilitate coordination of all QI meeting in the facility.
- Communicate closely with District, Regional and Headquarters THPS staff to ensure smooth uninterrupted availability of HIV interventions in your facility.
- Supervise Peer Educators and Data Clerks to ensure they implement their activities accurately and timely
- Participate in facility and THPS lead data review meetings.
- Facilitate accurate and timely data collection and submission at your facility on weekly, monthly and quarterly basis with minimal or no support from THPS staff.
- Conduct any other HIV related work at the facility as will be instructed by the supervisor.

PREFERRED REQUIREMENTS

- Must be an Enrolled Nurse
- Must have Valid practice license
- Knowledge on computer will be an added advantage (Ms word, Excel PPT)
- At least 3 Years' experience of working with HIV/ AIDS program at CTC
- Capable of implementing the duties describe above independently or with be instructed by the supervisor
- Fluent in Kiswahili and English

POSITION TITLE:REGIONAL HEALTH INFORMATION SYSTEM (RHIS)-1 POST

REPORT TO:RHMT

OVERALL JOB FUNCTION: To oversee implementation of high-standard computer and paper-based data and record management in the whole health systems in the region in accordance to Regional, National and donor's guidance including DHIS, CTC2 Data Base, CTC3 Macro, PatchExcell etc.

- The incumbent will be a Member of the District Health Management Team staff and will implement the following on daily basis.
- Assist District Monitoring and Evaluation Officer to oversee implementation of high-standard computer and paper-based data and record management in the whole health systems in the district in accordance to District, National and donor's guidance.
- Represent PEPFAR programs in the HMT; be very knowledgeable on PEPFAR program in your regions so that to represent it in the HMT.
- Supervise documentation, data collection, analysis, report writing and dissemination.
- Oversee all Data Officers in the District.
- Work with Regional and National Authorities, Implementation partners and other relevant stakeholders to ensure all data collection tools are available in all data collection points in the District.
- Ensure accurate documentation of all required indicators in the data collection tools.
- Ensure accurate and timely data collection and entry for all indicators.
- Collaborate with Regional and IP stakeholders to ensure timely data analysis, report writing and dissemination.
- Work with THPS District Managers to prepare weekly, monthly, quarterly and annual data review meeting
- Perform data quality assurance checks for the electronic data
- Participate in all QI meeting in the District Hospitals.
- Communicate closely with District, Regional and Headquarters THPS staff to ensure smooth uninterrupted availability of HIV interventions in your District

REQUIREMENTS

- At least form six level
- Diploma/ Advanced diploma in computer science or statistics is an added advantage
- Must have verifiable knowledge on computer (MS word, Excel and MS Access
- Records Keeping skills will be secondary added advantage
- Familiarity with the health system and hospital medical records
- Capable of independently implementing the duties described above with minimal supervision
- Fluent in Kiswahili and English
- 2 years' experience as a Data officer

All interested candidates can send their application letters and CVs through

SHINYANGA REGIONAL REFERRAL HOSPITAL

P.O. BOX 17,

SHINYANGA.

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Before Date 04/12/2021



DR. LUZILA J BOSHI

MEDICAL OFFICER INCHARGE

SHINYANGA REGIONAL REFERRAL HOSPITAL

26/11/2021

