

Community Health Management Committee Roles

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DRAFT – Seeking Feedback

This is a supplement to the *Community Health Management Committee Assessment and Improvement Matrix (CHMC AIM)* draft tool and aims to comprehensively list possible roles of CHMCs.

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Community Health Management Committee (CHMC) Roles

I. Support, Oversee and Promote CHW Program

Element of CHW program	CHMC Activities	√
CHW Recruitment	Mobilize community to review and contribute to recruitment criteria	
	Map community groups to inform recruitment process	
	Mobilize community participation in selection of new CHWs	
CHW Role	Ensure community understands CHW role	
	Define agreement (preferably in written form) on CHMC's role vis-à-vis CHWs	
	Ensure community is aware of processes for grievances	
	Report to CHW supervisor when CHMS/community becomes aware of CHW infractions	
CHW Training	Orient CHMS members on CHW training	
	CHMS members visit trainings (make visible connections, reinforce value)	
	Enable community feedback on training curricula (priority topics, etc.)	
	Track trainings, attendance, equity in training opportunities	
Equipment & Supplies	Monitor CHW stock control forms if relevant	
	Alert supervisor of any suspected CHW misuse of stock	
CHW Supervision	Meet periodically with CHWs to discuss concerns and address issues	
	Interact with CHW supervisor during visits to provide feedback and solve problems; invite community members to participate	
CHW Individual Performance Appraisal	Provide feedback on CHW performance	
	Solicit input from community on CHW performance	
	Ask CHW to provide feedback to CHMC on its performance	
CHW Incentives	Mobilize community to ensure CHWs receive locally appropriate recognition for good performance	
Referral system	Understand and support the referral system	
	Establish community support for referrals e.g. emergency transport fund or identifying alternative transport	
Opportunity for Advancement	Recommend CHWs to health facility	
	Recommend when new CHW position should be created or additional training is needed for CHWs. (e.g. scholarship, literacy training)	
Documentation, Information Management	Understand the reporting forms that CHWs use	
	Obtain aggregated data from CHW to present in community meetings	
	Carry out spot checks in community to ensure CHWs are doing the work claimed on reporting forms	
	Identify barriers to data collection and use and helps solve issues	
Linkages to health system	Ensure CHW is active, performing well, and collecting accurate data	
	Recognize CHWs for performance	
	Use CHW data to advocate for quality improvement in health services and timely CHW supplies	

II. Analyze and Monitor Community Health Situation

CHMC Activities	√
Collect and analyze secondary health survey data	
Conduct periodic focus group discussions with select community groups (e.g. pregnant women, adolescents, etc.) to collect primary health data	
Conduct periodic key informant interviews at health facilities and other	
Conduct 'Participatory Learning & Action' (PLA) activities for situation analysis	
Identify vulnerable or high-risk groups, include in situation analysis	
Conduct structured barrier analysis around health practices	
Collect household/community health behavioral data on periodic basis	
Collect and analyze aggregated data from CHWs	
Monitor and report disease outbreaks	
Investigate adverse health events	
Report community health status to health facility, verbally or in writing	
Create and maintain a 'Community Health Board' with relevant health information and updates	

III. Mobilize Community Outreach and Action

CHMC Activities	√
Develop Village Health Plans	
Organize health information campaigns	
Mobilize community for clinic outreach events	
Plan environmental sanitation activities (clean-ups, stagnant water removal, etc.)	
Create and manage emergency transport fund	
Support home visitation programs, community-level support groups, peer group activities etc.	
Network with other sectors and development stakeholders towards improving the health status of the community (e.g. Ministries of agriculture, education, etc.)	

IV. Address Socio-Cultural Norms

CHMC Activities	√
Identify harmful cultural/social norms, bring attention to them, and plan activities to challenge them	
Engage faith leaders to challenge harmful social/cultural norms	
Engage local politicians to challenge harmful social / cultural norms	
Engage media to report on actions to address harmful social / cultural norms	

V. Link Community and Health Service Providers

CHMC Activities	√
Send representative(s) to health facility committee meetings	
Organizes periodic community meetings with open participation, inviting all health stakeholders	
Meet periodically with community health partners (NGOs, CBOs, etc.)	
Facilitate working together of existing community based health activities	
Report community health status to health facility, verbally or in writing	

VI. Advocate for Better Health

CHMC Activities	√
Visit health facilities to monitor health services	
Inform community of health rights	
Provide health facilities with community feedback on services	
Use visible community scorecards	