



**World Health  
Organization**

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**Male Circumcision Quality Assurance Workshop**

**LOCATION**

**DATE**

**SUGGESTED AGENDA**

<b>Day 1:</b>		<b>Presenter/Facilitator</b>
0830 - 0900	Registration	
0900 - 0910	Welcome and Opening Remarks	
0910 - 0930	Logistics Introductions and Expectations of the Workshop	
0930 -0945	Objectives, Ground Rules, Review of Agenda	
<b>Session 1</b>	<b>Background Information</b>	
0945- 1045	Male Circumcision: The Evidence, WHO/UNAIDS Recommendations and UN Actions ( <i>15 mins</i> )  Country specific information ( <i>40 mins</i> ) Discussion ( <i>5 mins</i> )	
<b>Session 2</b>	<b>Introduction to Quality Assurance</b>	
1045-1130	What is Quality? Discussion and Activity ( <i>35 mins</i> ) Communicating standards ( <i>10 min</i> )	
<b>1130-1200</b>	<b>Tea Break</b>	
1200-1250	Group Work: Communicating Standards ( <i>30 mins</i> ) Discussion ( <i>20 mins</i> )	
<b>Session 3</b>	<b>Working in Teams</b>	
1250-1330	Team roles ( <i>10 mins</i> ) Group Work: Team Leader vs. Quality Facilitator ( <i>20 mins</i> ) Discussion ( <i>10 mins</i> )	
<b>1330-1430</b>	<b>Lunch</b>	
<b>Session 4</b>	<b>Facilitating Quality</b>	
1430 - 1515	Facilitation ( <i>15 mins</i> ) Stages of Team Development ( <i>20 mins</i> ) Discussion ( <i>10 mins</i> )	
1515-1615	Team Building Activity ( <i>45 mins</i> ) Discussion ( <i>15 mins</i> )	
<b>1615-1630</b>	<b>Evaluation of Day Close and Tea</b>	

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<b>Day 2</b>		<b>Presenter/Facilitator</b>
0900-0910	Review of Day 1	
<b>Session 5</b>	<b>Defining Quality</b>	
0910 - 0930	Introduction to WHO QA Guide and Toolkit ( <i>15 mins</i> )  Discussion ( <i>5 mins</i> )	
0930 - 0940	Step 1: Define Desired Performance ( <i>10 mins</i> )	
<b>Session 6</b>	<b>Measuring Quality</b>	
0940 – 0955	Step 2: Assessing Performance ( <i>15 mins</i> ) Discussion ( <i>5 mins</i> )	
0955-1100	Activity: Assessing Standards ( <i>50 mins</i> )  Discussion: Assessing Standards ( <i>15 mins</i> )	
<b>1100-1130</b>	<b>Tea Break</b>	
1130 – 1300	Activity: Male Circumcision Case Studies ( <i>3 hrs</i> )	
<b>1300 - 1400</b>	<b>Lunch Break</b>	
1400- 1530	Continue Case Studies	
1530 - 1600	Discussion of Male Circumcision Case Studies ( <i>30 mins</i> )	
<b>1600 - 1630</b>	<b>Evaluation and Closing</b>	



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<b>Day 3</b>		<b>Presenter/Facilitator</b>
0900 - 0910	Review of Day 2	
<b>Session 7</b>	<b>Improving Quality</b>	
0910- 0930	Giving Feedback: The Debriefing (15 mins) Discussion (5 mins)	
0930 - 1030	Step 3: Find Causes of Performance Gap (15 mins)  Activity: Brainstorming causes (25 mins)  Discussion (20 mins)- 2 groups to share results	
<b>1030 - 1100</b>	<b>Tea Break</b>	
1100 - 1145	Prioritization of Causes (10 mins)  Activity: Prioritization of Causes (25 mins)  Discussion (10 mins)	
1145 - 1245	Step 4: Select and Implement Interventions (10 mins)  Activity: Brainstorming Interventions (30 mins)  Discussion (20 mins)- 2 groups to share results	
<b>1245 - 1345</b>	<b>Lunch Break</b>	
1345 - 1445	Prioritization of Interventions (5 mins)  Activity: Prioritization of Interventions (40 mins)  Discussion (15 mins)	
1445 - 1610	Step 5: Monitor and Evaluate Progress(10 mins) Discussion (5 mins)  Activity: Monitoring Interventions (45 mins)  Plenary (15 mins) Discussion (10 mins)	
<b>1610 - 1630</b>	<b>Close of Day and Evaluation</b>	



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<b>Day 4</b>		<b>Presenter/Facilitator</b>
0900 - 0915	Review of Day 3	
<b>Session 8</b>	<b>Action Planning</b>	
0915 -1030	Activity: Development of Action Plans	
1030 - 1100	Break	
1100 - 1130	Review of Objectives and Expectations Evaluation of Workshop	
1130 - 1200	Next Steps	
<b>1200</b>	<b>Close of Workshop</b>	