



TEMPORARY VACANCIES ANNOUNCEMENT

The County Government of Samburu in partnership with USAID Afya Nyota ya Bonde Program wishes to recruit competent and qualified persons to fill vacant positions in the following seven different categories/cadres within its health facilities across the county. Successful candidates shall serve within designated health facilities and offices under the Samburu Department of Medical Services, Public Health & Sanitation.

1. TEMPORARY DATA CLERK

No. of Vacancies: 1

Terms of Service: As per Employment Contract Letter

Location: Baragoi Sub County Hospital (1)

Position Summary:

Working closely with the health care workers in conjunction with the Monitoring and Evaluation Officer, the Data Clerk will be responsible for ensuring the availability and correct use of standard HIV data recording and reporting tools at the facility, support filing systems, ensure timely facility quality data reporting, support electronic medical records (EMR) implementation and promote data analysis and use for decision making. S/he will be required to maintain confidentiality and integrity for the facility data as directed.

Duties and Key Responsibilities:

1. Ensure all current standard HIV data recording and reporting tools are available and correctly used
2. Ensure that filing of patient/beneficiary records adhere to set filing procedures and standards
3. Ensure all comprehensive care clinic (CCC) sites adhere to the color-coding and filing standard operating procedures (SOPs)
4. Ensure electronic medical records (EMR- IQCare) data entry is consistently done, including client registration, care termination and updating of laboratory results
5. Conduct IQCare data quality assessments (DQA) every quarter and submit the report to the health records information Officer (HRIO) in-charge and a copy to the Afya Nyota M&E Officer
6. Institute and coordinate facility staff to review monthly Ministry of Health (MOH) reports before their submission to the facility HRIO in-charge and file minutes of data review meetings
7. Review data for accuracy, completeness and ensure timely reporting for MOH 731 and other project-related reports
8. Share EMR data to the NASCOP National Data Warehouse
9. Support facility staff to monitor performance of selected indicators for quality improvement and decision-making.

Qualifications:

1. Certificate in Health Information Systems with at least two (2) years' work experience in data management systems
2. Experience in the use of MOH tools and DHIS2
3. Computer proficiency in MS Office Suite and word processing, databases and spreadsheets
4. Familiarity with EMR systems (e.g. IQcare, Kenya EMR)
5. Familiarity with statistical packages (SPSS, STATA, Epi Info, In vivo) will be an added advantage.
6. Good organizational, planning, interpersonal and communication skills.

2. TEMPORARY REGISTERED CLINICAL OFFICER

No. of Vacancies: 4

Terms of Service: As per Employment Contract Letter

Location: Samburu County Referral Hospital, Wamba Health Centre, Kisima Health Centre, Catholic Hospital Wamba

Position Summary:

The RCO will be responsible for providing clinical HIV services to clients in facilities, including pediatric and adult HIV care and treatment, TB/HIV and PMTCT. He/She will work closely with other service providers to ensure that the quality of care and support is sustained as defined by the Ministry of Health (MOH) service quality standards.

Duties and Key Responsibilities:

1. Provide quality clinical HIV services to clients at the CCC/ART/MCH as per the national guidelines and standards.
2. Support other service providers in the health facility by recommending treatment and care for the patients with opportunistic infections, initiation of antiretroviral treatment (ART) in accordance with the MOH guidelines.
3. Mentor other service providers in CCC/MCH/TB attending to HIV-infected adults, children and pregnant or breastfeeding women.
4. Liaise with other project staff working in the community to address issues of defaulter tracing, HIV prevention and social determinants of health to mitigate the impact of those infected and affected by HIV.
5. Strengthen linkages and referrals within and between health facilities.
6. Ensure quality of care for all patients seeking services.
7. Ensure the documentation of appropriate services rendered to patients is done in the relevant service registers and electronic medical records (EMR).
8. Support HIV/TB and HIV/MNCH service integration.
9. Strengthen data reviews and use for decision making.

Qualifications:

1. Diploma or Degree in Clinical Medicine.
2. MUST be registered by the Clinical Officers Council.
3. Has demonstrated training and competence in HIV Prevention, Care and Treatment/PMTCT will have added advantage.
4. Minimum of two (2) years' experience with direct involvement in patient care especially in HIV Prevention, Care and Treatment/PMTCT
5. Competent in development and implementation of work plans, monitoring and evaluation of activities and report writing
6. Computer literate, particularly in the use of MS Office
7. Proficiency in both written and spoken English and Kiswahili
8. Ability to conceptualize and understand program needs

3. TEMPORARY LABORATORY TECHNOLOGIST

No. of Vacancies: 3

Terms of Service: As per Employment Contract Letter

Location: Samburu County Referral Hospital, Baragoi Sub County Hospital, Wamba Health Centre

Position Summary:

The Laboratory Technologist will be responsible for providing services in select high-volume sites. He/She will work closely with the service providers to ensure that quality of laboratory services is sustained as defined by the Ministry of Health (MOH) service quality standards.

Duties and Key Responsibilities:

In coordination with the County Laboratory Coordinators and Regional Laboratory Coordinators, support facilities in:

1. Collection of specimens for dry blood spot (DBS) tests for early infant diagnosis/viral load (EID/VL), CD4 GeneXpert and other tests, and to ensure facilities have access to quality laboratory services.
2. Work with facility-level laboratory managers in establishing routine workflow, developing and refining standard operating procedures, job aids, log books and referral forms as needed; planning laboratory activities to improve test performance and decrease turnaround time for results; and developing and implementing an equipment maintenance program.
3. Strengthen internal quality control (IQC) and external quality assurance (EQA) to promote quality and confidence in laboratory services.
4. Support facilities to prepare for the implementation of ISO 15189/WHO-AFRO accreditation process.
5. Ensure the documentation of appropriate services rendered to patients is done in the relevant service registers and electronic medical records (EMR).

Qualifications:

1. Diploma or Degree in Medical Laboratory Sciences
2. Must be registered by the Kenya Medical Laboratory Technicians and Technologists Board
3. At least three (2) years' experience in a busy clinical laboratory
4. Experience in laboratory QI/QA/QC processes
5. Must be reliable, self-motivated and self-driven
6. Must have an aptitude for technical problem solving
7. Good communication and management skills
8. Ability to conceptualize and understand program needs.

4. TEMPORARY MEDICAL HEALTH RECORDS INFORMATION OFFICER

Number of Vacancies: 1

Terms of Service: As per Employment Contract Letter

Location: Samburu County Referral Hospital

Position Summary:

Working closely with the mentorship team, the Monitoring and Evaluation Officer and MDT Team Leader, the Health Records Information Officer (HRIO) will be responsible for mentoring health workers in health facilities to maintain service registers, conducting regular data quality assessments, ensuring submission of accurate facility reports on time and supporting facilities to analyze for decision making. S/he will be required to maintain confidentiality and integrity for the facility data as directed and in line with the national Health Information Policy and guidelines.

Duties and Key Responsibilities:

1. Ensure facilities have standard data collection and reporting tools.
2. Support facility-based service providers to update health records and registers in line with national guidelines.
3. Verify data based on MOH-defined service standards
4. Support and mentor health workers on data utilization for decision making.
5. Ensure data quality is maintained
6. Support health workers in conducting regular data quality assurance
7. Follow-up facilities to ensure that commonly agreed data management improvement plans are implemented and monitored by all parties.
8. Ensure the documentation of appropriate services rendered to patients is done are documented in the relevant service registers and electronic medical records (EMR).

9. Provide basic data summaries to facility as required.
10. Support facilities to maintain data confidentiality and security
11. Support facilities to use data for decision making
12. Other duties as assigned by supervisor.

Qualifications:

1. Diploma in Health Records Information and Technology
2. At least of two (2) years' relevant work experience in HIV field/service delivery reporting tools
3. Experience and skills in DHIS2 framework and national HMIS system, including knowledge of MOH data collection tools for HIV prevention, care and treatment is mandatory.
4. Knowledge of and interpretation of key indicators in HIV prevention, care and treatment is essential.
5. Computer literacy, particularly in the use of MS Office
6. Excellent data management and analysis skills
7. Good writing and verbal communication skills
8. Ability to conceptualize and understand program needs.

5. TEMPORARY NURSE

No. of Vacancies: 4

Terms of Service: As per Employment Contract Letter

Location: Archer's Post HC, Suguta Marmar Health Centre, Kisima Health Centre, Samburu County Referral Hospital

Position Summary:

The Nurse will be responsible for providing clinical HIV services to clients in facilities including pediatric and adult HIV care and treatment, TB/HIV and PMTCT. They will be responsible for working closely with other service providers to ensure that the quality of care and support is sustained as defined by the Ministry of Health (MOH) service quality standards.

Key Responsibilities

1. Provide quality clinical HIV services to clients at the CCC/ART/MCH as per the national guidelines and standards.
2. Support other service providers in the health facility by recommending treatment and care for the patients with opportunistic infections, initiation of antiretroviral treatment (ART) in accordance with the MOH guidelines.
3. Mentor other service providers in CCC/MCH/TB attending to HIV-infected adults, children and pregnant or breastfeeding women.
4. Liaise with other project staff working in the community to address issues of defaulter tracing, HIV prevention and social determinants of health to mitigate the impact of those infected and affected by HIV.
5. Strengthen linkages and referrals within and between health facilities.
6. Ensure quality of care for all patients seeking services.
7. Ensure the documentation of appropriate services rendered to patients is done in the relevant service registers and electronic medical records (EMR).
8. Support HIV/TB and HIV/MNCH service integration
9. Strengthen data reviews and use for decision making

Qualifications:

1. Diploma or Degree in Nursing.
2. Must be registered by the Nursing Council of Kenya
3. Has demonstrated training and competence in HIV Prevention, Care and Treatment/PMTCT will have added advantage.
4. Minimum of two (2) years' experience with direct involvement in patient care especially in HIV Prevention, Care and Treatment/PMTCT.

5. Up-to-date knowledge on HIV Prevention, Care & Treatment, PMTCT, family planning, Cervical Cancer Screening, supportive supervision and quality improvement systems
6. Competent in development and implementation of work plans, monitoring and evaluation of activities and report writing
7. Computer literate, particularly in the use of MS Office
8. Proficiency in both written and spoken English and Kiswahili
9. Ability to conceptualize and understand program needs

6. TEMPORARY PHARMACEUTICAL TECHNOLOGIST

No. of Vacancies: 2

Terms of Service: As per Employment Contract Letter

Location: Samburu County Referral Hospital, Baragoi Sub-County Hospital

Position Summary:

The Pharmaceutical Technologist will be responsible for providing services based in a facility, mentorship, coaching and regular updates to service providers in the area pharmacy. He/She will be responsible for working closely with the service providers to ensure that the quality of services offered is sustained in the facility as defined by the MOH quality standards.

Duties and Key Responsibilities:

1. Receive, interpret and processing of prescriptions
2. Counseling patients on Medication use and adherence
3. Maintain accurately the pharmacy data base keeping it up-to date by daily real-time recording of prescriptions on ADT
4. Conduct monthly ART commodities stock take, updating of Bin cards and filling of expiry tracking charts.
5. Create pharmacy SOPs and ensure they are well utilized
6. Prepare the monthly and quarterly reports for ART patient summary (F-MAPS) and ARVs consumption (F-CDRR)
7. Document and report adverse drug interactions
8. Use of DHIS and e-SCM for reporting commodities (Malaria, FP and ARVS)
9. Use of data for decision making (monthly commodity and service data review)

Qualifications:

- Diploma or Bachelor's Degree in Pharmaceutical Technology/Pharmacy from a recognized medical training college with 3-5 years relevant experience.
- Basic training on ART, Commodity Management.
- Experience in mentoring and supervision of other pharmacy staff on inventory management, rational use and quantification.
- The use of the ARV Dispensing tool (ADT) is an added advantage.
- At least 2 years' experience in providing support for a busy ART program.

7. TEMPORARY HTS COUNSELLOR

No. of Vacancies: 1

Terms of Service: As per Employment Contract Letter

Location: Catholic Hospital Wamba

Position Summary:

The HTS Counselor is responsible for providing HIV testing services to patients and clients seeking services in their respective health facilities using provider-initiated testing and counselling, voluntary counselling and testing, targeted family and partner testing/Partner notification services and other novel HTS approaches. He/She will be responsible for working closely with other service providers to ensure that the quality of HTS services is sustained as defined by the MOH service quality standards.

Duties and Key Responsibilities:

1. Create awareness and provide education about the existence of HIV testing services
2. Lead in the mobilization of clients for HTS
3. Provide pre/post-test HIV counselling ensuring that clients understand risk factors, prevention methods and other relevant issues
4. Provide confidential HTS to clients, as per national HTS guidelines
5. Provide on-going counselling and make relevant referrals for on-going support
6. Always ensure quality of HTS services
7. Document and maintain accurate HTS records including referrals and report on referral outcomes
8. Compile and submit HTS reports on a daily, weekly, monthly and quarterly basis to the supervisor
9. Timely requests for all the necessary consumables for undertaking HTS activities
10. Participate in HTS QA activities like PT, counselling supervision etc.
11. Ensure HTS optimization in the facility
12. Provide Partner Notification Services
13. Perform any other duties as directed by the supervisor

Qualifications:

- Must have completed at least a diploma level course in social or health sciences
- Certificate in HTS accredited by NASCOP
- Conducted and Passed Proficiency Tests
- Demonstrated ability to work within a team environment
- Excellent written, listening and oral communications skills
- Demonstrated ability to prioritize tasks and work well under pressure
- Excellent use of android application and computer literacy, particularly in the use of MS Office
- Proficiency in both written and spoken English and Kiswahili
- Ability to conceptualize and understand program needs

How to apply

- Interested candidates are encouraged to apply via the HRH Manager's email: samburu@totalhospitality.co.ke
Please specify the **position** you are applying for and **name of the facility** in the subject line of your email while submitting your application to be received not later than **5pm on Monday, 29th June 2020**. Kindly note that only shortlisted candidates will be contacted.