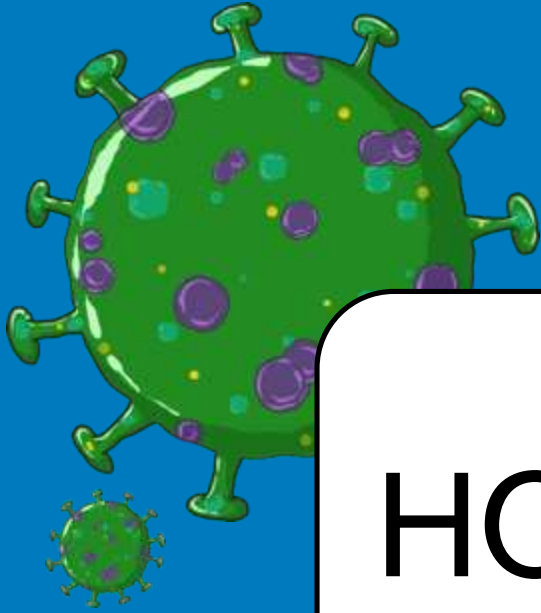
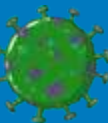




Ministry of Health & Family Welfare
Government of India



HOW TO USE THE TOOLKIT



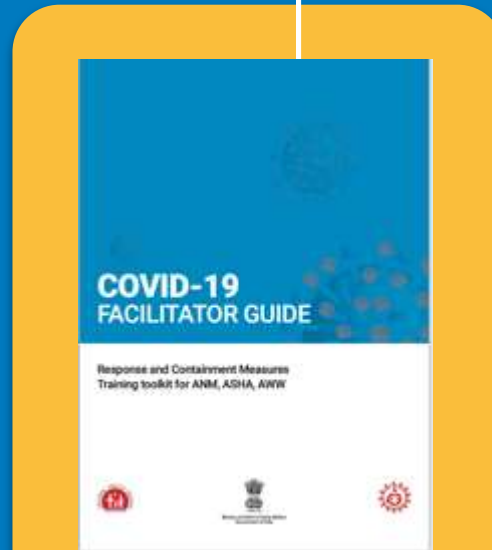
THE TRAINING KIT

- Read all instructions on use
- Kit materials complement and support each other
- Presentation supported by Facilitator guide
- Objectives and Self-assessments in FG to be taken up by the trainer
- Pocket Book of Five is a Reference material for the FLW based on the presentation

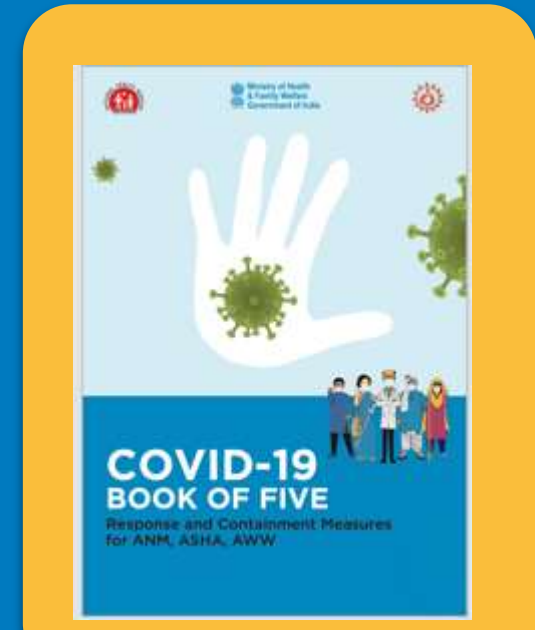
THE TRAINING KIT CONTENTS



Presentation with speaker notes




Facilitator Guide to help in using presentation



Pocket Book of Five Reference to help ANM/ASHA in using the training

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Facilitator Guide

	
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Pocket Book

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HOW TO USE PRESENTATION

1. Use Facilitator guide to understand the overall use of slides
2. Important Slides have speaker notes for trainer to explain the slides
3. At end of each session use the self-assessment from Facilitator guide to check understanding of the session

How do you get infected ?
The virus travels through the respiratory droplets of an infected person. When the person sneezes or coughs, the virus is deposited on the person's hand if the hand covers the mouth, or droplets fall on a surface when the mouth/nose is not covered.
From the surface/hand, the virus will get transferred to an uninfected person's hand and when that hand comes in touch with the nostril, eyes or mouth the virus gets inside the system.
We do not have the knowledge of how long this virus lives once it is out of the body. But keeping hands clean and not touching them to the face is the most important way of preventing this infection. We are going to learn about this.

HOW TO USE POCKET BOOK OF FIVE

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Five things to remember

Used on the phone by the FLW

Handy reference for the FLW

The Index can be navigated to the page

Five important points on How to Do

COVID-19 **7 HOW TO COMMUNICATE DURING COMMUNITY SURVEILLANCE**

- 1 Always be polite.** anyone can get affected by COVID-19. Do not discriminate, shout, or use rude language. Tell people about the purpose of your visit and what you will do with the answers you are seeking. Say that this is the support that the government is giving to all citizens.
- 2 Keep distance of 1 meter.** When you meet people, avoid touching or close physical contact. This is true for passing on infection either way. It is better to sit in the open and speak with the family members if space and situation allows.
- 3 Interview:** Ask questions and get very specific answers. When you are writing, make sure your writing is clear and complete information (addresses, names, contact numbers) is written legibly.
- 4 Feedback:** Check if people have understood your messages correctly by taking feedback and asking them to repeat what you have advised or shared.
- 5 Clarifications:** If there are questions and you have the answers, you must share this with the community member. However, if you do not have the answer, do not hesitate to say so. A lot is still unknown about COVID-19.

Be Prepared when you go to the field:

- Carry a Sanitizer/soap for cleaning your hand
- Carry your formlets
- Carry your own writing materials like pens, writing pad
- Carry your masks and extra masks if required

INDEX

Virtual Training Protocols

- Everyone is aware of where to login
- Specific people are given the message for connecting
- Good internet connection
- Time for the session
- Registration

- Be focused
- Keep your voice balanced
- Have interactions with as many trainees as possible
- Set protocols for discussions and Q/A
- Participants to keep their cameras off until they start speaking