



## Post Pregnancy Family Planning

# CONDUCTING STEP-DOWN TRAINING HOW-TO-GUIDE

## Introduction

Provision of comprehensive family services is crucial in improving maternal and child health (MCH) indices in Nigeria. Quality family planning (FP) services is a key determinant of contraceptive uptake, and the availability of a trained FP provider enables an individual/couple access FP information, counselling and method provision.



Trained PPFP Matron conducting a step-down training to other nurses and a doctor

## Step-Down Training

Step-down training on FP services is essential in reducing the workload of skilled health workers and meeting the FP needs of their clients. The recently adopted Lagos State Task Shifting/Task Sharing (TSTS) policy ensures that the various cadres of health workers provide FP information, referral, counselling and methods in line with the policy guidelines.

Each trained FP Provider is expected to conduct a step-down training in their facility within 2 weeks of being trained to ensure there is an adequate number of health workers providing FP services

## Advantages of Step-Down Training

- It addresses the inadequate distribution of trained FP providers in the state.
- It allows other health workers to participate in the provision of quality FP services
- It reduces the workload of the skilled health workers
- It will ultimately increase the pool of trained FP providers in Lagos State

## When to conduct a step-down training

- When new staff is employed
- After a member of staff returns from a training
- When a gap in service provision is identified
- During clinical meetings to update the knowledge and skills of other health workers

## Materials required for step-down training

- Training notes
- Training models
- MEC Wheel
- BCS cards
- FP Tabletop flip chart
- PPFP Methods timing leaflet
- Global FP Handbook
- DLE videos from My FP guide App

BCS - Balanced Counselling Strategy  
DLE - Distance Learning Education  
PPFP - Post-Pregnancy Family Planning  
MEC - Medical Eligibility Criteria

## Eligibility Criteria

- The trained health worker must have the required certification for their profession
- The health worker must have undergone competency-based family planning training by a recognized organization
- The guidelines of the task shifting and sharing policy should be adhered to for the various cadres of health workers

## Steps for conducting Step-Down Training on Comprehensive Family Planning Services

### Step 1: Feedback

Provide detailed feedback to the Medical Director/Facility Owner about the training attended and discuss the importance of conducting a cascade training

### Step 2: Fix a date

Work with the matron and/or facility manager to fix a date that is convenient for the key facility staff that will partake in the training, this can also be done during the facility's monthly clinical meeting

### Step 3: Prepare for the training

The training materials such as the pelvic and penile models, FP commodities, consumables and training agenda should be made available before the training

### Step 4: Conduct the training

Adapt the training based on the needs of your health facility and ensure you adhere to the components of providing quality and comprehensive family planning services

### Step 5: Post-training supervision

Continuously supervise and mentor the trained health workers to ensure proficiency and expertise in the skills required for family planning services

### Step 6: Continuous Professional Development

All health workers should continuously increase their knowledge in providing quality and safe maternal and child health services. Also explore online certification and distance learning opportunities

#### Resources for Personal Learning

- My family planning guide app on "Google Play Store"
- Global health e-learning centre <https://www.globalhealthlearning.org>
- Medical Eligibility Criteria <https://play.google.com/store/apps/details?id=com.who.mecwheel>