

Expressions of Interest for the development of a national training package to communicate the 2008 National Immunisation Schedule to healthcare providers.

The Ministry of Health's National Immunisation Programme (NIP) is seeking expressions of interest for the development of a national training package to communicate the 2008 National Immunisation Schedule to healthcare providers*.

The Training Package

The training package will be used to communicate information to healthcare providers about the 2008 National Immunisation Schedule.

The NIP expects the training package to include a "train the trainer" component. The package developer will train appropriate people (trainers) to deliver the package to healthcare providers. The trainers may be based in DHBs.

The training package may consist of (but is not limited to):

- powerpoint presentations for group-based educational sessions (tailored to the needs of different healthcare providers)
- user guides - including additional background information for the presenter/trainer
- learning guides + powerpoint presentations for self-directed learning
- information to assist with informing parents/caregivers about the 2008 Schedule
- a CD containing the above material

The training package may be used:

- by DHBs/PHOs in educational sessions for healthcare providers
- as part of vaccinator training courses
- by healthcare providers for self directed learning.

Development of the training package

The training package will be based on information developed by the NIP, and be developed in conjunction with the NIP.

All material developed by the successful applicant will be the intellectual property of the Ministry of Health.

The NIP will oversee the printing of any documentation developed as part of the training package (eg user guide).

The training package will be made available for download from the Ministry of Health website.

* 'Healthcare providers' refers to (but is not limited to): primary care providers, LMCs, public health units, paediatricians, DHB planning and funding, DHB NIR Administrators, immunisation coordinators, child birth educators, WellChild/Tamariki Ora, outreach immunisation providers.

Pre-testing the training package

Prior to final approval, the training package will be pre-tested by the developers with an appropriate audience. Pre-testing will occur in conjunction with the NIP. Any changes made to the training package will be agreed with the NIP.

When will the training package be used?

The training package must be ready for use from 1 January 2008.

Submitting Expressions of Interest (EOI)

What information should be submitted in the EOI?

Please provide information on:

- the proposed training package
- suggestions for the “train the trainer” approach
- an itemised estimate of development costs
- previous experience in delivering similar outputs.

When should the EOI be submitted?

Please send expressions of interest by **10 September 2007**.

Decisions will be made by 17 September 2007.

Where do I send the EOI?

Email or post the EOI to:

Email:

vikki_cheer@moh.govt.nz

Post:

Vikki Cheer
National Immunisation Programme, Population Health Directorate
Ministry of Health
PO Box 5013
WELLINGTON

For further information

For further information, please contact Vikki Cheer at the email address above, or on (04) 816 4434.