

# Customisation Guide

## BABY-FRIENDLY HOSPITAL INITIATIVE TRAINING COURSE FOR MATERNITY STAFF



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# Customisation Guide

## Introduction

All health workers who care for women and children during the postnatal period and beyond have a key role to play in establishing and sustaining breastfeeding. Many health workers cannot fulfil this role effectively because they have not been trained to do so. Little time is assigned to communication and support skills for breastfeeding and infant feeding, in the pre-service curricula of either doctors, nurses, midwives or other health-care professionals.

Hence, there is an urgent need in all countries to train all those involved in breastfeeding in the immediate postnatal period in the skills needed to protect, promote and support breastfeeding. The materials in this training course are designed to make it possible for trainers to conduct up-to-date and effective training for staff working in facilities providing care and services for pregnant women and their newborn babies. The training materials are designed with comprehensive instructions to enable trainers, including those with limited experience in teaching the subject, to prepare adequately and build the capacity of the participants of this course.

The course materials available from WHO/UNICEF include modules related to various areas of focus:

- counselling skills
- breastfeeding and infant feeding
- breastfeeding support
- critical management procedures.

The course materials are intended to be conducted in their entirety. However, the course is organized in such a way that the course trainers can decide which of the modules and sessions they wish to cover, depending on the priorities and context of the country, and the participants. The material could be used, for example, to hold a three-day course on the Ten Steps to successful breastfeeding, or courses on specific subjects, such as breastfeeding basics or breastfeeding support to strengthen the participants' existing knowledge and skills.

Counselling is an extremely important component of this course material. It is more than just listening. A health-care worker listens to a new mother/parent/caregiver, tries to understand how they feel, and learn from what they are telling them. They can then help them decide what is best for their themselves and their babies from the various options or suggestions. This supports them and gives them the confidence to make their own decisions. Thus, the aim of this course is to give health workers the basic counselling skills that they need to help mothers/parents/caregivers more effectively.

The course materials for this training can be used to complement existing courses or as part of the pre-service education of health workers.

### *How to access the course*

The BFHI Maternity Staff training course can be accessed through the WHO website: <https://www.who.int/health-topics/breastfeeding>.

## What is included

### Director's guide

The *Director's guide* contains all the information the course director needs to plan and prepare for a course, to decide which modules and sessions will be included in the training, and how to select trainers and participants, starting several months before the actual training. It contains the lists of the materials and equipment needed, examples of timetables, and copies of the forms that need to be photocopied before a course. It also describes the director's role during the course itself.

### Trainer's guide

The *Trainer's guide* contains what the trainer needs in order to lead participants through the various sessions of the course. The guide contains:

- the information required to conduct either the complete course or customized sessions;
- detailed instructions on how to conduct each session;
- different exercises for participants with answers;
- the summary sheets, forms and job aids for the specific clinical sessions;
- checklists and stories for the practical sessions of the course.

### Slides (PowerPoint)

Each session includes slides to guide the learning experience. All the slides are shown in the *Trainer's guide*, so that trainers can make sure they prepare well and understand the content, information, pictures or graphs used for each session.

### Participant's manual

The *Participant's manual* contains summarized information for the sessions along with the session slides. It also includes copies of worksheets, checklists, and job aids for the clinical sessions and exercises to practise during the course (without the answers). This *manual* can be used for reference after the course.

### Answer sheets

These are provided separately for all the exercises. Trainers can give them to the participants after they have worked through the exercises.

### Forms and checklists

Copies of the forms, checklists and job aids needed for practical and clinical practice sessions and counselling exercises are provided. These are as listed below.

### For general use, or specifically for clinical practice sessions

*The following checklists, forms and job aids are to help facilitate the practical and clinical sessions. Following the training, participants can use these for reference and to support their practice:*

- CHECKLIST: LISTENING AND LEARNING SKILLS
- CHECKLIST: COUNSELLING SKILLS (includes listening and learning skills, and skills for building confidence and giving support)
- CLINICAL PRACTICE DISCUSSION CHECKLIST (for trainers only)
- COMPETENCY PROGRESS FORM

## Job aids and reference tools

- JOB AID: BREASTFEEDING SESSION OBSERVATION
- JOB AID: ANTENATAL CHECKLIST
- JOB AID: BIRTH PRACTICES FORM
- ASSESSING AND CHANGING PRACTICES FORM

## General assessment and follow-up

- LOG OF SKILLS PRACTISED (for participants only)
- DIFFICULTIES EXPERIENCED (for participants only)

## Story cards

Throughout the sessions, there are various clinical stories, histories and counselling situations. These scenarios are intended to model practice situations and develop the skills that the participants need.

## Structure of the course

The course is divided into sessions that vary in length according to the sessions selected. It can be conducted over three days or can be spread in other ways depending on the needs of the specific context. The sessions use a variety of teaching methods, including lectures, demonstrations and work in smaller groups, with classroom-based exercises, and clinical practice sessions in clinical facilities providing maternity and newborn baby services.

Please review the various sessions included in this training package.

### MODULE 1. GETTING STARTED

- Session 1. BFHI: A key component of quality maternal and newborn care
- Session 2. Benefits of breastfeeding
- Session 3. Counselling skills: Listening and learning

### MODULE 2. BREASTFEEDING BASICS

- Session 4. Counselling skills: Building confidence and giving support
- Session 5. How breastfeeding works
- Session 6. Impact of birth practices
- Session 7. Postnatal practices to support breastfeeding
- Session 8. Classroom clinical practice: Assessing a breastfeed
- Session 9. Classroom clinical practice: Positioning a baby at the breast
- Session 10. Clinical practice session 1: Listening and learning and assessing a breastfeed
- Session 11. Breast and nipple conditions
- Session 12. Milk supply challenges
- Session 13. Challenges to feeding at the breast and alternative methods of feeding
- Session 14. Medical indications for supplementary feeding
- Session 15. Clinical practice session 2: Building confidence and giving support – assisting with a breastfeed

### MODULE 3. BREASTFEEDING SUPPORT

- Session 16. Maternal health
- Session 17. Antenatal preparation for breastfeeding
- Session 18. Clinical practice session 3: Antenatal counselling
- Session 19. Discharge care

## MODULE 4. CRITICAL MANAGEMENT PROCEDURES

Session 20. The International Code of Marketing of Breast-milk Substitutes and subsequent World Health Assembly (WHA) resolutions (the Code)

Session 21. Facility Practices: Implementing the Ten Steps



### Preterm/low-birth-weight/sick babies

You will find this symbol throughout the course when the information focuses on preterm/low-birth-weight/sick babies. Please note that the TEN STEPS are relevant and appropriate for this population of newborn babies.

### Customization: Order of sessions

Please note this training package allows the course director to customize the course by choosing required sessions and to adapt the *Trainer's guide* and *Participant's manual* accordingly with the selected sessions. The course director can assess their specific context and needs to provide the appropriate sessions.

#### Note about page numbers

Please be aware that the page number references are intended for the full manuals (*Trainer's guide* and *Participants manual*). If you will be customizing the course, please take note of the page numbers in the full manuals.

#### Competencies

Please choose sessions based on the specific competencies on which you want to focus and according to your specific context. You can find the specific competencies listed in the *Director's guide*.

预览已结束，完整报告链接和二维码如下：

[https://www.yunbaogao.cn/report/index/report?reportId=5\\_24453](https://www.yunbaogao.cn/report/index/report?reportId=5_24453)

