BEST PRACTICES-KAMPALA
SITE: Staffing

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10 February 2013
OUTLINE

- Staffing structure/division of labor/different sections
- Staff empowerment
- Staff retention
- Staff motivation & Leadership.
- Conclusion
- Acknowledgement
Staffing structure/division of labor/different sections

- Field Recruiting/Community team
- Reception
- Doctors, Pharmacists and Nurses
- Counselors, Adherence team
- Retention team
- Lab Team
- QC (I & II) & QA
- Data, Records and IT teams
- Regulatory team
- Administration (EC, SMT, MTN Site Specific)
Staff Empowerment and how the sections work

- Values: Teamwork, Unit-focus, priority, flexibility, timeliness.
- Unit leadership
- Recruitment Monday meetings
- Quality Management meet weekly
- Retention team meeting event driven
- Counselor team meeting (at least once a month)
Staff Empowerment and how the sections work

- Doctors and Nurses meet when there is clinical management issue
- Pharmacists
- Doctors meet with other doctors weekly for CMEs
- All MTN staff meet every Thursday
Staff Retention

- Same staff (6 years)
  - Multiple networks
  - Various protocols
  - Respect and dignity
- Training has been made easy, staff have also gained experience and learnt a lot from previous studies
Staff motivation

- Retreats to reduce burn out (annual, 1 day, not mandatory, fun activities & games)
- Weekly capacity building day (meetings, trainings, manuscript writing)
- Mentorship (opportunities for career growth-MO-SC-IoR, Nurse-SC, CAT Experts, Unit leaders)
- Approvals for further studies (distance learning or week-end Face to face)
Staff motivation & Leadership

- Training
  - Intra staff trainings for skill dev’t (IUCD, Implant, Community mapping, QA-QC)
  - Attendance at Regional meetings-presentations & with immediate feedback
- Awards
  - MTN Site awards
  - CTU awards-(On-spot and long service awards)
Staff motivation & Leadership contd

- Good site leadership
  - From CTU PI, CRS leader, site MTN PI, IoR All show a lot of interest in the study and they are on the ground
  - They create leadership among the sections
  - Leadership is also rotated within sections
CONCLUSION

- Successful Staff management ➤ Good Participant Satisfaction ➤ Successful Study Implementation.
MTN is funded by NIAID (5U01AI068633), NICHD and NIMH, all of the U.S. National Institutes of Health
Questions & Discussion