|  |  |
| --- | --- |
| NGO policies concerning medical care are available and briefed to staff | * Yes
 |
| Staff have received all appropriate immunisations, vaccinations and pre-existing medical conditions are recorded | * Yes
 |
| Staff members have proper medical insurance, including evacuation insurance with clauses appropriate to potential risks, prior to assignment | * Yes
 |
| NGO policies and procedures concerning stress management are available and briefed to staff | * Yes
 |
| NGO has provided staff with basic needed equipment (mosquito nets, first aid kit, etc.) | * Yes
 |
| NGO policies concerning post-stress management and psychiatric treatment are available and briefed to staff | * Yes
 |
| Staff have received training in HIV/Aids awareness, first aid (including CPR) and potential threats in the area, with updated training when required. | * Yes
 |
| **DATE:**  | **NAME:** | **SIGNATURE:**  |
| **Approved by (line manager):**  |

Medical Management Checklist:

It is the responsibility of NGO staff to ensure their staff are kept healthy both physically and mentally during and post their assignments.