

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.

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