



APHL[®]

ASSOCIATION OF PUBLIC HEALTH LABORATORIES

Global Health Program Training Courses



About APHL

The Association of Public Health Laboratories is a nonprofit, nongovernmental organization with more than 800 members representing US state and local public health, agricultural and environmental labs, US federal agencies, health partners and interested individuals.

About APHL Global Health

With over 20 years of collaboration with more than 30 countries, APHL Global Health grasps the big picture. We bring a laboratory systems perspective and experience honed in a large US organization to support laboratories and public health internationally.

As the Global Health Security Agenda is stood up, APHL is uniquely positioned to support the development of laboratory networks, emergency operation centers and laboratory information systems to rapidly respond to public health emergencies.

We provide strategic planning, training for laboratory leaders and bench staff, model practices, guidance documents and technical assistance. And we advocate to shape public health policy, champion the value of laboratory systems and support sustainable laboratory strengthening initiatives.

WORKSHOPS

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Strategic Planning, Lab Testing Policies and Monitoring and Evaluation

Duration: 5-day workshop

Summary: This interactive workshop combines didactic sessions with group exercises for an interactive learning experience that includes:

- Laboratory policy development
- Practice writing policy statements and objectives
- An explanation of the hierarchy of national laboratory documents
- A comparison of strategic and operational planning
- A review of examples of laboratory operational plans
- Practice writing effective vision and mission statements and SMART objectives
- Practice conducting a SWOT analysis
- An overview of methods of monitoring and evaluation
- Practice setting monitoring and evaluation targets and indicators

Course Objectives: Upon completion of this seminar, participants will be able to:

1. Describe the key steps in development of a laboratory policy and strategic plan
2. Develop an operational plan from their strategic plan
3. Monitor and evaluate their laboratory strategic plan
4. Identify essential leadership behaviors and effective communication

Target Audience: This course is appropriate for laboratory managers and supervisors.

Upon Completion: Participants receive a certificate of course completion.



Quality Management System (QMS)

Duration: 5-day workshop

Summary: This interactive workshop engages participants to learn and practice:

- Process of quality improvement
- Twelve essential elements of a quality management system
- Use of quality indicators
- Importance of quality control and external quality assurance

In addition, licensure, certification and accreditation are differentiated and explained.

Course Objectives: Upon completion of this seminar, participants will be able to:

- Understand the importance of implementing a continuous QMS at their laboratories
- Describe processes and procedures for the 12 essential elements of a QMS
- Establish, monitor and evaluate Quality Indicators to assess laboratory performance and identify areas for improvement
- Gain knowledge on the use of Quality Control and External Quality Assessment
- Differentiate licensure, certification and accreditation

Target Audience: This course is appropriate for all laboratory professionals, specifically laboratory managers, quality officers and biosafety professionals.

Upon Completion: Participants receive a certificate of course completion.

Foundations in Laboratory Leadership and Management (Updated)

Duration: 5-day workshop. This workshop provides training in basic management skills. A 10-day Trainer of Trainers (TOT) is also available.

Summary: During this workshop, two modules are covered per day and each session is highly interactive and allows for extensive hands-on exercises. As part of the course, each participant is expected to implement three activities chosen from any of the modules and must report back on activities within six weeks of attending the course. Course modules include:

- Management skills
 - Organization, structure and management

- Human resources
- Communication and conflict resolution
- Leading a successful team
- Problem solving and decision making
- Finance
- Other modules are available upon request

Course Objectives: Upon completion of this seminar, participants will be able to:

- Describe their roles and responsibilities as a manager
- Develop skills to function as an effective manager
- Develop and implement plans
- Manage a team effectively
- Develop effective communication and problem solving skills
- Manage finance and practice ethical principles

Target Audience: This course is appropriate for laboratory managers and supervisors at all levels.

Upon Completion: Participants receive a certificate of course completion.

Participants will take what they have learned during the workshop and will implement three activities or changes that will improve their respective laboratories.

Laboratory Information Management Systems (LIMS)

Duration: 5-day workshop

Summary: This interactive course combines didactic learning sessions with hands-on exercises to provide participants with a comprehensive overview of the use of information management systems in the laboratory.

Course content includes:

- Data collection and data use
- Paper-based versus electronic data collection systems.
- A comparison of various electronic systems
- Central storage systems and back up
- Methods of planning and evaluating new systems

Target Audience: This course is appropriate for IT specialists and managers.

Upon Completion: Participants receive a certificate of course completion.

Biosafety Cabinets (BSC) Use and Maintenance

Duration: 2-day workshop

Summary: A practical hands on workshop that explains safe use of BSCs and routine BSC maintenance. Participants practice safe use of BSC and the implement methods of routine maintenance. Procedures and documentation are adhered to and good record keeping practiced.

Course Objectives: Upon completion of this seminar, participants will be able to:

- Describe the purpose of a BSC
- Explain the types of BSCs
- Develop a procedure for safely working in a BSC

Target Audience: This course is appropriate for all lab personnel that use BSCs.

Upon Completion: Participants receive a certificate of course completion.

New! Global Health Security

Duration: 3.5-day workshop

Course Objectives: Upon completion of this seminar, participants will be able to:

- Understand Global Health Security and the laboratories role in Prevention Detection and Response
- Describe laboratory networks and partnerships
- Manage priority and zoonotic infections and Anti-Microbial Resistance (AMR)
- Assimilate Integrated Disease Response (IDSR) and Data Management
- Explain the role of the laboratory in Incident/Emergency Response, including outbreak response.
- Describe key components of biosafety and biosecurity

Target Audience: senior national and regional laboratory personnel

Modules: GHS and One Health; Laboratory Networks; Priority Infections and AMR; Integrated disease surveillance response (IDSR); Emergency/Incident and Outbreak response; Biosafety and Biosecurity.

Biosafety and Biosecurity

Duration: 5-day workshop

Summary: This interactive workshop combines classroom learning with hands on activities to provide a comprehensive overview of biosafety.

Content includes:

- Biosafety versus Biosecurity
- Chemical safety hazards
- Biological safety hazards
- Physical safety hazards
- Use of personal protective equipment
- Risk assessment
- Waste management
- Safe handling of specimens
- Containment levels
- Use of biosafety cabinets

Course Objectives: Upon completion of this seminar, participants will be able to:

- Describe the difference between Biosafety and Biosecurity
- Explain Biosecurity, providing examples of misuse of pathogens and the components of a biosecurity plan
- Describe the policy and practice aspects of Biosecurity
- Develop risk assessments for their laboratories

Target Audience: This course is appropriate for all safety officers and all laboratory professionals.

Upon Completion: Participants receive a certificate of course completion.

Trainer of Trainers (TOT) Programs

Most of the workshops above can be conducted as TOTs. The duration of TOTs are generally two weeks – during the first week participants learn the content, and during the second week participants practice teaching content. Typically APHL will assist in development of a step-down plan, will assist in the first courses conducted by the newly qualified trainers and will provide additional coaching as needed.

Emerging Leaders Program (ELP)

Duration: 1-year program

Summary: This program includes 3 one-week workshops as well as project meetings and mentorship sessions convened over a 12-month period. The ELP provides participants the opportunity to achieve success in areas of self-awareness, learning agility, influence, and communication. The focus is on developing competency in management, leadership and communication skills. All participants collaborate on a team project, or projects, during the program period. The project varies in scope and delivery with the basic requirement that a pressing challenge to the medical laboratory community be addressed. The process to decide the project work, the division of tasks among participants, and the final execution of the project is part of the leadership development and further supports the program objectives. In addition, the group will present their initial project proposal to APHL, MOH and relevant stakeholders.

In addition, each participant is paired with their own coach from a pool of US-based ELP alumni to further build their professional network. This one-to-one relationship focuses on developing the individual, challenging and supporting that person to become more effective, and to reach his/her own highest levels of competence and ability.

Program modules covered in didactic, in-person sessions include:

- Team management profiles and their use in leadership and management
- Strategic communications
- Five practices of exemplary leadership
- Change management
- Team building and trust
- Planning and project management
- Accountability and ethics

Course Objectives:

- Establish laboratory networks between regional and national laboratorians to provide a comprehensive systems approach that supports all tiers of laboratory services
- Strengthen laboratory workforce by training laboratory leaders through standardized frameworks in leadership and communication fundamentals

- Improve the public health infrastructure by supporting laboratory capacity with self-driven projects to address a Ministry of Health priority
- Provide tools for development of strategic and operational plans that supports overall laboratory services
- Develop team building skills that apply to work settings
- Strengthen the national public health referral laboratory system to improve handling and transportation of specimens, early disease detection and incident response



Target Audience: This course is appropriate for high potential leaders who are self-motivated with strong critical thinking, risk analysis and decision making capabilities; who are the advocates and leaders in the medical and laboratory services (including clinical and public health system), specifically focusing on and addressing the challenges of preparedness, workforce issues, technical advances in laboratory science, effective communications with stakeholders and other strategic management related issues. There is a requirement of a university degree in medical laboratory sciences plus 5 years laboratory experience.

The selection of participants is an open process, based on criteria met by participants and reviewed by MOH and APHL selection team. No more than 12 successful candidates will be selected.

Upon Completion: Participants receive a certificate of completion as an ELP graduate.

Global Laboratory Leadership Program

Duration: 2-year fellowship program

Summary: This leadership and scientific development program will enhance participants' skills, knowledge and experience to manage public health laboratory systems and will develop participants' ability to anticipate and address disease threats and assure effective laboratory diagnostic capacity, disease surveillance and detection of health risks and rapid response to support outbreak investigations and disease prevention.

The program provides education and training through a combination of academic classroom sessions, case-based study sessions, and mentored practical experiences through laboratory site placements. All program participants will complete academic sessions and assigned projects during the first year. During the second year, participants develop a capstone project concentrating on an important health issue. Through the use of case studies participants will improve their strategic planning abilities and develop practical insights into best practices for assuring reliable laboratory capabilities to support disease prevention and control. Participants also receive academic and professional mentoring throughout the two-year program.

Program Goal: To foster and mentor experienced laboratory leaders with the skills and experience necessary to lead sustainable national laboratory programs for global health security.

Didactic sessions include:

Laboratory Systems and Infrastructure

Provides fellows with the knowledge, skills and abilities needed to develop a complete and functional laboratory network capable of producing high quality and efficient testing throughout all levels of the system.

Leadership

Introduces fellows to the leadership skills essential for continued and improved success of the laboratory or laboratory systems through the process of influencing the actions of a person or group to attain desired outcomes.

Management

Provides fellows with the expertise needed to effectively and efficiently manage staff and the science and practice of achieving quality results using available resources.

Communication

Provides fellows with the knowledge, skills, and abilities necessary to disseminate written or verbal information in a clear and concise manner appropriate to a given audience.

Quality Management

Prepares participants to implement and sustain a national quality management system. Fellows will develop the knowledge, skills, and abilities required for developing a culture of quality.

Biorisk Management

Prepares participants to implement biorisk policy and advance biorisk management including biosafety and biosecurity.

Disease Surveillance and Outbreak Investigation

Provides participants with the knowledge, skills, and abilities required for the design, development and management of a laboratory-based disease surveillance system including specimen collection, testing algorithms, test interpretation, test data compilation and analysis to interpret and convey information to support public health decision making.

Preparedness, Response and Recovery

Provides participants with the knowledge, skills and abilities needed to prepare for, respond to and recover from an emergency or other incident.

Applied Laboratory Research

Prepares participants to supervise and manage health-oriented research from study design through publication.

Course Objectives: Upon completion of this program, participants will have:

1. The knowledge and skills necessary to design, develop and sustain strengthened laboratory systems;
2. The leadership and management skills required to guide a successful laboratory system through a dynamic environment;
3. A broad knowledge base of effective laboratory quality management practice to ensure quality services at all levels;
4. The skills to improve visibility and awareness of laboratory capabilities and value; and communication skills required for effective leadership.

Target Audience: This course is appropriate for mid- to upper-level managers or similar senior laboratory position (director/deputy) with at least 5 years of experience working in a public health laboratory system.

Upon Completion: Fellows receive a certificate of fellowship completion.

APHL VISION

A healthier world through quality laboratory systems.

APHL MISSION

Shape national and global health outcomes by promoting the value and contributions of public health laboratories and continuously improving the public health laboratory system and practice.

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