

PROTECT YOURSELF
PROTECT YOUR FAMILY
PROTECT YOUR COMMUNITY from Ebola

Facilitator Guide
 gCHV Training on EBOLA Flipbook and IPC
 September 2014



Notes For Trainers

Purpose:

- The purpose of the training is to train gCHVs to use a flipbook to give house to house IPC on Ebola Prevention.

Methodology:

- This training is designed for 2 facilitators to work as a team with 25 participants to ensure all have time for practice demonstrations and active participation in all sessions
- Some of this material is complex and technical. Demonstrations, role plays, and review activities should be prioritized even if the closing of the training is delayed slightly.
- Participants should be seated in a circle or U-shape as possible.
- If you do not have current to project, 1 trainer should walk around with the printed copy of the presentation slide the 2nd trainer is discussing and use ALREADY completed flipcharts for key points

Arrival, Registration, & Breakfast 8:00- 8:30 AM

Materials Needed

- Attendance Sheets
- Flip books
- Posters
- Note pad
- Pens

3

4

Welcome and Introductions 8:30 -8:40 AM

Materials Needed:

- Facilitators guide

5

Notes For Trainers

WELCOME everyone

- thank them for attending/traveling to attend the workshop

ASK someone to lead a prayer

GIVE self- introduction of facilitators

ASK each person to say their name and where they are from

6

Housekeeping & Ground Rules

8:40-8:50 AM

Purpose: to give clear structure and answer questions about payment and meals

Materials Needed:

- Facilitator Guide
- Presentation slides (or print copy)
- Completed flipcharts

7

8

Training Overview

- 8 am- 5pm
- Breakfast and lunch
- Transportation reimbursed by distance
- Each person should be present the entire time

9

Notes For Trainers

REVIEW: the slide and answer any questions

TELL:

- The sessions will be very interactive. Everyone will be able to talk and practice the things we are talking about.
- We will all be learning from each other. Everyone should feel free to ask questions and share what they know.
- Everyone will have plenty questions, but most of them will be covered before the end of the day if we stay on the program. To stay on time, we will limit some questions.
- I will write down any question they have on the flip chart. If it is not answered by the time we finish, I will answer all of them before we close.
- Before we start we will go over some ground rules.

10

Ground Rules

- Respect time
- Cell phones off
- One meeting/ no pocket meeting
- Observe time
- Respect each others views
- Be recognized to go out or talk

11

Notes For Trainers

READ the ground rules

ASK if there is anything they want to add

Tell: We can make a law, but some people can by-pass the law

ASK if they want to set a penalty for violating to the ground rules (example: standing for 5 minutes)

12

Objectives & Participant Expectations 8:50- 9:05 AM

Purpose: to review learning objectives and participant needs for the training

Materials Needed:

- Facilitator guide
- Presentation or (printed copy)
- Completed flip charts

13

14



Notes For Trainers

ASK: is it clear to you what this picture is telling you?

TELL:

- This picture is hard to understand, isn't it?
- It is confusing, just like the situation with Ebola right now.
- There is a lot of talk of Ebola but some of the information can be too confusing.
- It is not to clear what people should do or what the correct information is.

Ebola

Things Everyone Should Know and Do

17

Notes For Trainers

ASK

- Do you think this picture is easier to understand?
- A volunteer to read it.

TELL

- Even though some people cannot read it, it is easier for someone that can read to look at it and talk about it to their friend, isn't it so?
- The MOH knows that gCHVs are one of the best ways to get information to the people in a way they can understand.
- The purpose of this training is to give you the right information so you can make this confusing situation clear so every family in Liberia knows what to do to stop Ebola.

18

Learning Objectives- by the end of the training you will be able to:

- Tell others about how they can reduce and stop the spread of Ebola.
- Tell others about how to protect themselves, their family, and their community from Ebola.
- Show others the different ways they can protect themselves and stop the spread of Ebola.
- Report on all the different IPC activities about Ebola that you conduct in your communities.
- Refer any child who shows signs of malnutrition to the health facility without touching them.

19

Notes For Trainers

TELL

- You are the foot soldiers on the ground in your community and have already been helping people to fight Ebola.

ASK

- Is there anything not listed here about Ebola that you need this training to talk about?

WRITE down any responses and cover them in the training.

20

After this training you will:

- Use you flipbook and posters for house to house IPC on Ebola
- Work in teams with your supervisor
- Raise awareness about Ebola at community meetings or with groups
- Submit a team form for each day
- Raise awareness on Ebola 9am -2pm everyday for 1 month
- Get incentive of \$80/per month + t-shirt

21

Notes For Trainers

SHOW: the flip book and ask everyone to hold up their flipbook too.

TELL:

- When you buy a motor bike it comes with box that has all of the things you need to take care of the bike, isn't it so?
- This box is called what? Its called your toolbox.
- This flipbook is like your toolbox for Ebola. It has information ou need to help the people in your community know what to do to stop the spread of Ebola.

REVIEW: the slide and answer any questions about incentives.

TELL:

- This thing we coming do is not plenty writing, so let us pay attention to the things we talk and do so we can take it back to our communities.
- Everything is already written in your toolkit.

22

Agree or Disagree Activity (Pre-Test) 9:05-9:30 AM

Purpose: to quickly assess current knowledge, misinformation, and rumors to focus the training

Materials Needed:

- Facilitator guide

23

Notes For Trainers

LEAD ACTIVITY

- Tell the group you will read a statement out loud.
- If they agree or think it is true, they should move to the right side of the room.
- If they disagree or think it is false, they should move to the left side.
- 1 person on each side of the room will tell why they think they are right (*if time is short skip this part*)
- Ask everyone to stand up and move away from the chairs.
- Read out the following statements and remind people to move to the right or left side of the room.
- Ask 1 person from each side to tell why they think they are correct.
- Give the correct answer for each statement.

24

1. **My child has a high fever and runny stomach. It is okay if he sleeps in the same bed with the other children.**
ANSWER: DISAGREE. It could be malaria or another sickness, but if it is Ebola, touching the child or any belongings like clothes, sheets, or playthings can spread Ebola.
2. **The biggest reason Ebola is spreading in Liberia right now is because of traditional burial practices .**
ANSWER: AGREE. Ebola is spreading when people wash, touch, and bury a person that has died with Ebola.
3. **I can protect myself from Ebola by always washing my hands with soap and clean water.**
ANSWER: AGREE. Soap and water or chlorine water kills the Ebola virus.
4. **The very first thing I should do if someone in my family has the signs and symptoms of Ebola is to take the person to any hospital or clinic that is open.**
ANSWER: DISAGREE. The first thing you should do is call 4455 for advice on where to go. It is free.
5. **If someone has died with the signs and symptoms of Ebola, you should wash the body, and bury it quick- quick.**
ANSWER: DISAGREE. People that have died with signs and symptoms of Ebola must be buried by a trained team.
6. **Any person can catch Ebola.**
ANSWER: AGREE. Any person can catch Ebola, it doesn't matter who they are or where they live.
7. **If someone in your house is sick or has died with the signs and symptoms of Ebola you should move to a new community quick, quick.**
ANSWER: DISAGREE. CALL 4455 to report it and do not touch the person or their belongings. Wait for the team. to come.
8. **If I must touch someone that is sick with Ebola I should cover my hands in plastic.**
ANSWER: AGREE. You can still get sick but it is better than touching with your skin. Make sure you burn the bags and wash your hands with soap and water quick- quick.

Review of Posters- Small Group Work 9:30- 10:15 AM

Purpose: to emphasize key messages and introduce posters

Materials Needed:

- Facilitator guide
- Prevention Poster
- Signs and Symptoms Poster

27

Notes For Trainers

LEAD ACTIVITY

- Count the participants into 5 groups of 5 people each
- Give 3 groups the prevention poster
- Give 2 groups the Signs and Symptoms poster
- Give the groups **5 minutes** to go over the poster and discuss how they would explain it to the community leaders and families in their communities
- Each group will pick 1 person to demonstrate a 5 minute talk with the poster. TIME participants.
- Ask the audience to give feedback after each presenter – only 2 responses
- Clap for all of the presenters

REVIEW the key messages on the next 2 slides QUICKLY

ANSWER related questions – remember there is a lot more information to come!

28

Prevention Poster: Key Messages

- Always **wash your hands** with soap and clean water.
- **Call 4455** or the local county hotline if anyone has the signs and symptoms of Ebola.
- Keep the sick person in their own area and **do not touch** them or the things they have touched when they are sick.
- **Tell your community leader** if someone in your family has the signs and symptoms of Ebola.
- **Do not run away or hide** sick people- this can spread Ebola.
- **Do not wash, touch, or bury** any person that has died with the signs and symptoms of Ebola. *This is why Ebola is spreading in Liberia.*
- These actions **protect** you, your family, and your community.
- Together we can **stop the spread** of Ebola.
- You **can survive** Ebola.



Notes For Trainers

QUICKLY REVIEW the key messages

ANSWER related questions – remember there is a lot more information to come!

Signs Poster: Key Messages

- If someone in your family has the signs and symptoms of Ebola:
 - Call 4455
 - Tell your community leader
 - Do not runaway or hide sick people
- Know the signs and symptoms of Ebola.
- Call 4455 if anyone has a fever that starts quick, quick and any of these signs:
 - Vomiting
 - Running stomach
 - Headache, pain in the body or stomach, sore throat , or weakness
 - Rash or small bumps on the skin
 - Red eyes or bleeding from the mouth or nose
- Together, we can stop the spread of Ebola!
- You can survive Ebola!



Notes For Trainers

QUICKLY REVIEW the key messages

ANSWER related questions – remember there is a lot more information to come!

Review of Flipbook 10:15- 12:30 PM

Purpose: to introduce flipbook and key information

Materials Needed:

- Facilitator guide
- Flipbook
- Presentation or copy of Presentation

33

34

What is Ebola?

35

Notes For Trainers

ASK

- What is Ebola?
- Take 1 or 2 answers only

SHOW the next slide

36

Ebola is a bad sickness



- People from any country, tribe, religion, or household can catch Ebola.
- Ebola kills **BUT** you can survive Ebola if you take action quick, quick.
- You can protect yourself from Ebola.

37

Notes For Trainers

TELL

- Ebola is the type of sickness called a virus.
- It is very small. You cannot see it with your own eyeball. If you look at it under a machine it looks like the yellow worm.
- Ebola is like pepper in the eye. Even a small amount can hurt you.
- Anyone can catch Ebola- it does not care about culture, religion, money. It moves with people
- Ebola kills, BUT you can protect yourself from Ebola.
- You can survive Ebola if you take action quick, quick.

38

What are the signs and symptoms of Ebola?

39

Notes For Trainers

ASK

- What are the signs and symptoms of Ebola?
- Take 1 or 2 answers only. This should be very quick after review of the posters

40

The signs and symptoms of Ebola look like malaria, typhoid and other sicknesses at first...



Fever that starts
quick-quick



Feel weak

Headache, sore throat,
pain in the body or
stomach

Early Signs

41

Notes For Trainers

SHOW The slide on page 1 of the flipbook

ASK

For someone to read it and tell how they understand it.

EXPLAIN & STRESS – this should be quick review

- Sometimes it is hard to know if it is Ebola or a sickness like malaria or typhoid because the signs are the same
- Ebola has early signs and late signs
- The earliest sign is a fever that starts quick-quick
- You can also have headache, stomach pain, sore throat and pain in the body

42

...but then it gets much much worse!



Vomiting



Running stomach



Rash or small bumps on the skin



Red eyes or bleeding from eyes, nose or mouth

43

Late Signs

Trainer Notes

This should be quick review –

SHOW: point to the slide on page 1 of the flipbook.

ASK: for someone to read the slide in the flipbook and tell how they understand it.

EXPLAIN & STRESS:

- The signs get worse. Not everyone has all of the signs.
- Some people can bleed a lot from Ebola, but not everyone bleeds.
- Sometimes the blood can be in the poo-poo or vomit.
- The sign to be on the look out for is a high fever that starts quick-quick.
- If anyone gets a fever, they should stay away from others until they **KNOW** the source of the fever.

SHOW the next slide and point to it in the flip book.

ASK for a volunteer to read it and explain how they understand it

44

A person can spread Ebola to others as soon as they start to show signs and symptoms

- Once the Ebola catch you, it can take **2 to 21** days before it start to show on you.
- You cannot test for ebola until you have had the symptoms.
- Signs of Ebola can last about 1 week.
- When Ebola signs come on plenty, it is easy to pass to others



45

Trainer Notes

EXPLAIN & STRESS

- Ebola can enter the body very quickly, but it can take some time before the signs start to show. This is called the incubation period.
- The signs could show as soon as 2 days, but as many as 21 days can pass before some people show the signs.
- When a person starts to show the signs – even the early signs they can pass Ebola to another person.
- You cannot be tested for Ebola until the signs start to show on you. If you do it before then, it will not be correct. Call 4455 and the help teams will tell you how you will be tested.
- Because you have to wait to be tested, you must BE VERY CAREFUL around other people until you know if it is malaria or Ebola or something else.
- When the signs do show, they usually last about a week. Sometimes they can last more than 1 week.
- When the signs are plenty, it is very easy to pass Ebola to another person.

ANSWER any related questions.

46

How is Ebola spread?

47

Trainer Notes

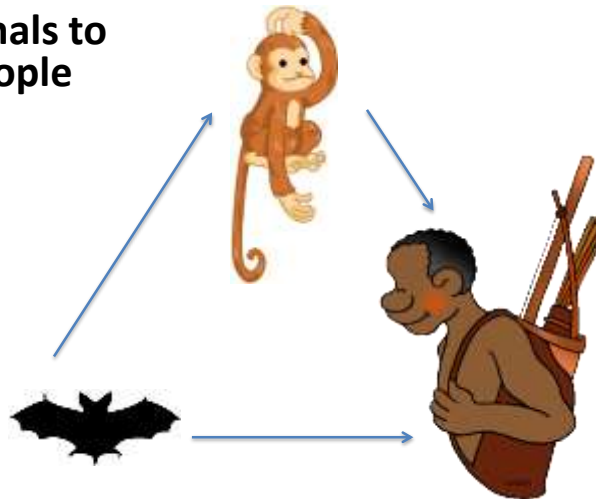
ASK: How is Ebola spread?

Take 2 answers

48

Ebola is spread from...

**Animals to
people**



through body fluids of an animal that has ebola.

49

Trainer Notes

QUICKLY- do not spend too much time on this slide-
save questions

Quickly EXPLAIN and STRESS

- Ebola spreads from animals to people.
- **BUT** this is not what is making Ebola spread too much in Liberia right now. Ebola is spreading person to person because of touching sick people and traditional burial practices.

SHOW the next slide and point to the bowl of blood

50

Ebola is spread from animals to people when we preapre, touch or eat bush meat.



51

Notes For Trainers

QUICKLY- do not spend too much time on this slide- save questions

EXPLAIN and STRESS

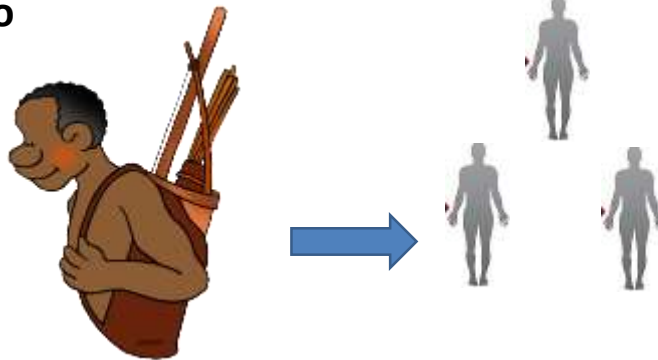
- We can catch Ebola when we hunt or get the meat ready cook
 - **(POINT** to the bowl of blood at the bottom of the picture)
- Ebola can enter the body through small, small cuts in the skin that we can't even see.
- Once 1 person has Ebola, it spreads person to person quick-quick.
- This is what is happening in Liberia right now

SHOW next slide and point to it on page 2 of the flipbook

52

Ebola is spread from...

Person to
person



through body fluids of a person that is
sick with or has died from ebola .

53

Notes For Trainers

QUICKLY- do not spend too much time on this
slide- save questions

EXPLAIN and STRESS

- Ebola is spreading in Liberia person to person because of touching the body or body fluids of people that are sick or have died with Ebola.

SHOW next slide and point to it on page 2 of the flipbook

ASK for a volunteer to read it and tell how they understand it

54

Body fluids are things like...



Blood



Poo-poo & pee-pee



Spit



Snot-nose



Vomit



Sweat

"Man-woman
business"

55

Trainer Notes

REVIEW the pictures on the slide and answer any questions

SHOW next slide and point to it on page 2 of the flipbook

ASK for a volunteer to read it and tell how they understand it

56

Ebola enters the body through

It can spread to us when we touch our eyes, nose, or mouth



Or through small, small cuts in our skin



57

Trainer Notes

EXPLAIN & STRESS

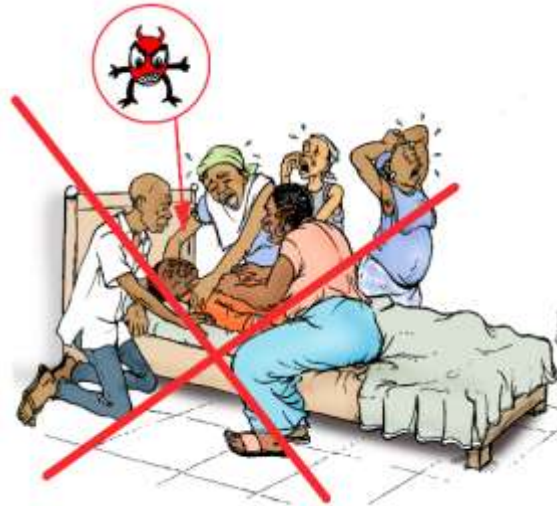
- Ebola enters our bodies through the eyes, nose, mouth, or any small-small cut in the skin
- This happens when we touch people sick with Ebola, their body fluids, or the things they have touched while they are sick.
- It also happens when we touch people that have died of Ebola.

ANSWER any related questions

SHOW next slide and point to it on page 2 of the flipbook

58

Touching the skin, body fluids, or personal belongings of a person that is SICK or has DIED from Ebola spreads Ebola to others.



59

Trainer Notes

ASK

- 1 person to explain what they see.
 - We can't tell if they are sick or dead, but they are not doing well.
- How do you think Ebola is being spread?
- What are the entry points for Ebola in this picture?

PROMPT them if needed to notice:

- The people crying and touching their face
- The people touching the blankets and clothes
- The people touching the sick person/ dead body

SHOW the next slide and point to it on page 2 of the flipbook

60

Traditional burial practices are Spreading Ebola in Liberia

- **Do Not touch** anyone that has died with the signs and symptoms of Ebola
- **Do Not wash** anyone that has died with the signs and symptoms of Ebola
- **Do Not bury** anyone that has died with signs and symptoms of Ebola
- **Do Not touch** sick persons or the things they have touched when they are sick

61

Trainer Notes

EXPLAIN & STRESS:

- Ebola is spreading right now in Liberia because of traditional burial practices where we touch, wash, and prepare the body for burial.
- Even though it is our cultural practice to show respect for the dead by touching and preparing the body, to stop the spread of Ebola we **MUST NOT** touch, wash, or bury any person that has died with the signs and symptoms of Ebola.
- The very best way to protect the whole family is to stay away from anyone that is sick or who has died with Ebola until a help team can come.

ASK

- In your communities have you heard people talking about other ways Ebola is spread (what is the “they say”/ rumors)?

TAKE a few answers only

62

Ebola is NOT spread by:

- Vaccines
- Air
- Mosquitoes
- Governments
- Witchcraft or curses

63

Trainer Notes

QUICKLY READ the slide

STRESS: Ebola is spread by touching the:

- Body
- Body fluids
- Personal things like used blankets or clothes

Of any person that is sick with or has died from Ebola.

ANSWER any related questions

64

**The good news is,
you can protect
yourself from
Ebola!**

65

Trainer Notes

QUICKLY READ the slide

ASK: What are some of ways you can protect your self?

Take 2 answers

66

**You protect yourself when you wash
your hands with soap and clean water
or with chlorine water**



67

Trainer Notes

SHOW slide on Page 3 of the flip book

ASK for a volunteer to read it

EXPLAIN and STRESS:

- Use clean water
- Try to find soap. Sometimes we can use ashes when there is no soap, but we DON'T KNOW if ashes will work against Ebola.

ASK

- When are some of the most important times to make sure to wash your hands?

TAKE a 2-3 responses only

68

Wash your hands with soap and clean water or with chlorine water...

Before cooking and eating



If you forget and touch someone or help someone, or after going to the toilet



69

Trainer Notes

SHOW the slide on Page 3 of the flip book

ASK for a volunteer to read it

EXPLAIN and STRESS: You should also should wash your hands after you touch anything a sick person has touched

ASK: What else can you do to protect yourself?

TAKE: 1 answer

70

You protect yourself when you DON'T TOUCH the skin or body fluids of people sick with or who have died from Ebola

Even if a person only has a fever, do not touch them or sleep near them until you know the reason they are sick



71

Trainer Notes

ASK for a volunteer to read the slide and tell how they understand it

EXPLAIN and STRESS: (this should be quick review)

- Sleeping in the same bed is touching
- To be safe don't even sleep in the same bed if you have a fever if you don't know for certain what that fever is from

ANSWER related questions

72

What do I do if a family member or friend has the signs and symptoms of Ebola?

73

Trainer Notes

ASK: what do I do if a family member or friend has the signs and symptoms of Ebola?

Take 2 responses (this should be quick review after the posters)

74

If a family member or friend has the signs and symptoms of Ebola, do 2 things...

1. Call the Ebola Hotline at 4455. It is FREE!

AND

2. Tell your local leader.



Continue calling the hotline until you speak to someone!

Don't Wait!



Trainer Notes

SHOW: the slide on page 4 of the flipbook

QUICKLY REVIEW

- Call 4455 or the local county number.
- 4455 is free. It will not use your units. Have patience and keep calling them
- Tell your community leader

While you wait for a help team...



- Have only 1 caregiver
- Keep the sick person in their own area
- Take them plenty of water.
- **Do not touch** them or their personal things!

77

Trainer Notes

SHOW: point to the slide on Page 4 of the flip book

ASK: for someone to read it and tell how they understand it

EXPLAIN & STRESS

- It is not the Liberian way, but only 1 person should take care of the sick person
- Do not touch them or any things they have touched when they are sick like clothes, blankets, play things or phones
- Give them a bucket or bag for their vomit
- Make sure they have drink plenty of water to drink

ANSWER related questions

78

If someone in your family has the signs of Ebola, or has died from Ebola



- Do Not run away!
- Do Not hide sick people!
- Do Not bury the body!
- Do Not hide the body!

These things can spread Ebola!

79

Notes For Trainers

SHOW: point to the slide on Page 4 of the flip book

ASK: for someone to read it and tell how they understand it

EXPLAIN and STRESS: (this should be quick review)

- When people run and hide they can't get help until it is too late
- They can spread Ebola before they know they have it.

80

If someone in my family has the signs and symptoms of Ebola, should I take them to the hospital?

81

Notes For Trainers

ASK:

- if someone in my family has the signs and symptoms of Ebola should I take them to the hospital?
- How do you think Ebola could spread to someone else while you are transporting the sick person?

Take: 2 responses for each question

82

Call 4455 for Advice!

- Not all hospitals or clinics are open or can give care for Ebola.
- Every county is different.
- Call 4455 and they will tell you what to do.



83

Notes For Trainers

SHOW: point to the slide on Page 4 of the flip book

ASK: for someone to read it and tell how they understand it

EXPLAIN and STRESS:

- Not all hospitals are open or have space for people. Some that are open are not able to care for people with Ebola.
- Every county is different. Every day is different.
- You can spread Ebola if you move around. The person could flash on you or the car.
- An ambulance team needs to come pick up the person.

ANSWER: related questions

84

REMEMBER

If someone is sick or has died...

Call 4455. It is FREE!
AND
Tell your local leader.



**Keep them in their own area
 and bring them plenty water
 while you wait for help. DO
 NOT TOUCH!**

85

Notes For Trainers

SHOW: point to the slide on Page 4 of the flip book

STRESS (This should be quick review):

- The first thing to do is call 4455 or your County hotline.
- Keep everyone away from the sick person.
- Do not run away or hide.

86

5 MINUTE ENERGIZER BREAK

Get participants up and moving for a few minutes with a short icebreaker like toe-knee.

87

88

How do I help a sick person at home until help comes?

89

Notes For Trainers

ASK: How do I help a sick person at home until help comes?

Take 2 responses

90

IF you **MUST** look after a sick person while you wait for help, the caregiver **CAN** catch Ebola.

These things **MAY** help reduce the spread of ebola. Do them and **BE VERY CAREFUL.**

91

Notes For Trainers

SHOW: point to the slide on Page 5 of the flip book

ASK for someone to read it and tell how they understand it

EXPLAIN and STRESS:

- The best thing to do is not touch any person that is sick
- But the reality is you might have to wait for help to come. And if your small child or your mother is sick you cannot watch them vomiting and not help them
- IF you do help them You **CAN** catch Ebola
- These things we are about to talk about May reduce the chance of Ebola spreading
- BUT you can catch it even if you do them

TAKE TIME: to make sure it is understood that they can catch Ebola even if you do these things

ANSWER: related questions

92

Keep the sick person in their own area away from the family

- Only 1 person in the family should look after the sick person.
- Keep all other family members away from the sick person.



93

Notes For Trainers

Do Not Spend Too Much Time here – quick review

SHOW: point to the slide on Page 5 of the flip book

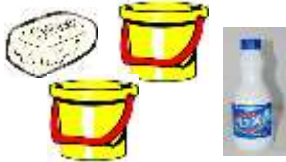
ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- Even though we are used to visiting sick people, during this time of Ebola it is important to have only one person around the sick person until help comes.
- It is like chicken sickness- when one chicken is sick, you remove it from the others so they stay healthy, isn't it so?
- Whoever takes care of the sick person should not have any cuts on their hands.
- You can take the person plenty of water and make sure they have a bucket or bag that they can vomit or toilet in.

94

Get yourself ready by gathering these things



Things to wash your hands: buckets, soap, clean water, Clorox, cup



Long sleeve jacket that buttons or zips to cover your arms



Strong plastic gloves or bags to cover your hands (2 for each hand). Check them for holes.



Things to burn the plastic: matches and a bucket or tin

95

Notes For Trainers

SHOW: point to the slide on Page 5 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- If you have to touch someone or clean up after them, **make sure** to cover your skin. You do not want the person or their body fluids to touch you.
- **Before** you touch a sick person or clean up after them, make a plan for what you will do so that you do not spread Ebola and gather all of the things you need.
- You will need all of the things to wash your hands and Clorox or chlorine water if you have it .
- Find long sleeve jacket that buttons or has a zipper . You will wear this backwards.
- Find plastic gloves of strong plastic bags for your hands with. The bags may have small holes you cannot see. Do NOT use cloth gloves.
- Make sure you open the bags or gloves and check them for holes.
- You will also need all the things to burn the bags like matches and a tin.

96

Before Touching or Cleaning, ALWAYS:

1. Wash your hands with soap and clean water
2. Cover your arms with long sleeves
3. Cover your hands with strong plastic
 - plastic Gloves
 - Mind Your Business Plastic Bags



97

Notes For Trainers

SHOW: point to the slide on Page 5 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- We will do a demonstration and practice in a few minutes.
- Put on the jacket and roll up the sleeves.
- Wash you hands, shake them dry and pull down the sleeves.
- Wrap your hands with the bags. Do not tie them too tight.
- If you can wear more than one bag on each hand it is better because the bags might have small, small holes we cant see.

98

Taking off the protection is when you can catch and spread Ebola!

- Make sure any part of the plastic that touched the person or the person's fluids DOES NOT touch your skin
- Taking off the protection is the most dangerous part of caring for the sick person!

99

Notes For Trainers

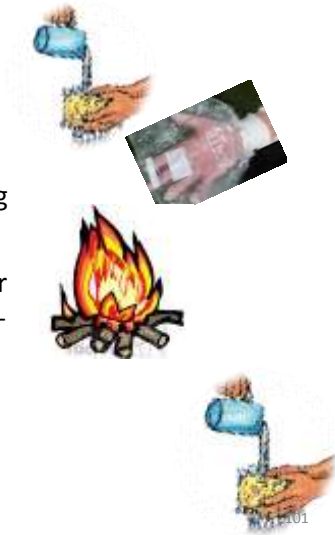
EXPLAIN and STRESS:

- Remember Ebola is spread by touching the sick person, their body fluids, or the things they have touched when they are sick.
- Be very careful when taking off the bags/gloves.
- Do not let the bags touch your skin or anything else that you will touch like the hand washing things.

100

Before you remove the plastic gloves/bags:

- **Wash** your covered hands (bags still on)
- **Grab** the inside of the bag and pull so you loosen the tie
- Slowly pull the **inside** of the bag into your hand so that you make a ball and can bring the inside of the bag out
- **Soak the sleeves** of your jacket in Clorox or chlorine water and take off the shirt quick-quick
- **Burn** the plastic bags **quick-quick**.
- **Wash** your hands with Clorox/chlorine water and soap and water **quick-quick**



Notes For Trainers

SHOW: point to the slide on Page 5 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- Wash your hands before you remove the gloves or bags.
- If you must, put your covered hands into a bucket with soapy water or chlorine water so you do not spread ebola to the tap or cup. Be careful not to splash.
- Take your time bring the inside of the bag with you as you take your hand out.
- The inside of the bag can cover the outside dirty part so it doesn't touch your skin.
- Drop the bags into the tin or bucket.
- Soak the sleeves of your jacket in the chlorine water and take it off.
- Burn the bags (and the jacket if you do not have chlorine).
- Wash your hands quick-quick.

Burn all things that touch a person sick with Ebola or their body fluids quick-quick. These things can spread Ebola.



Photo Source: JOHN MOORE/GETTY IMAGES <http://www.bbc.com/news/health-1461985>

Do not throw them away in the garbage.

103

Notes For Trainers

SHOW slide and point to the slide on Page 5 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- The bags can spread Ebola. We know children can go look for spare plastic sometimes. If they pick up a plastic bag that has been used to care for an Ebola patient it can spread Ebola.
- Make sure you burn the plastic that has touched the sick person or their body fluids.
- Burn it to ashes.

104

Demonstration and Small Group Practice 12:30- 1:15 PM

Purpose: To give participants practical experience with how to protect themselves if they must care for a loved one with Ebola

Materials Needed: hand washing station, plastic bags, metal bucket, matches

105

Notes For Trainers

TELL we will do a demonstration and everyone will have time to practice.

SHOW Video and **ASK** for comments or questions

ANSWER questions and give on site demonstration

LEAD GROUP WORK

- Divide everyone into 5 groups of 5.
- Give each person 2 plastic bags.
- Give the groups 10 minutes to practice wrapping the bags and removing them in their groups- walk around and help them
- Ask for 1 person from each group to give a demonstration. They can just tell the whole process (get ready, wash hands), but focus on the bag removal, sleeve soaking, burning, and hand washing)
- Let the group give SHORT feedback after each person.
- Re-demonstrate any key points that are giving the participants trouble.
- Try to keep the demonstrations to 5 minutes each. This is a critical, practical exercise, however.
- Continue until you are confident that the participants have a good understanding, even if you have to lengthen the training beyond 5pm .

106

LUNCH BREAK

1:15- 1:45 PM

Bring group back quickly after lunch
with a short energizer activity.

107

REVIEW of FLIPBOOK, Continued

1:45 – 2:30 PM

Purpose: to introduce flipbook and key information

Materials Needed: Facilitator guide, Flipbook, Presentation, or
copy of Presentation

108

DO NOT TOUCH any part of your body, especially your face, until you WASH YOUR HANDS.



109

Notes for Trainers

TELL the group we are going to pick up where we left off about how to keep yourself safe if you must care for someone at home until help comes.

Quickly Review the steps with them – **Do not spend too much time**

1. Keep them in their own area
2. Get yourself ready
3. After caring for the person, remove the plastic, soak the sleeves, and burn
4. Wash your hands

SHOW point to the slide on page 6 of the flipbook

ASK someone to read it and tell how they understand it

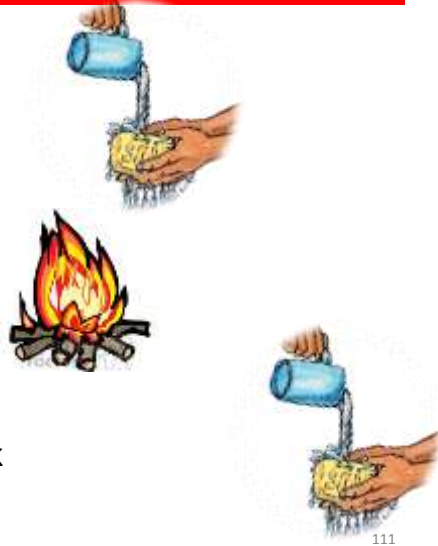
QUICKLY remind- Do not spend too much time

- Ebola enters the body when from our eyes, our nose, and our mouth.
- If you must care for someone that is sick make sure you do not touch your face until after you have washed your hands

110

If any body fluid touches your skin or gets on your clothes

- **Wash** your skin quick-quick with soap and water or Clorox/chlorine water.
- Take off the clothes and **burn** them quick-quick
- **Wash** your hands with Clorox/chlorine water and soap and water quick-quick after burning the clothes.



Notes for Trainers

SHOW point to the slide on page 6 of the flipbook

ASK

- someone to read it and tell how they understand it
- why is it important to wash your skin or burn any clothes that have touched a sick person or their body fluids?
- Take 1 or 2 answers - This should be quick review, do not spend too much time

QUICKLY REMIND

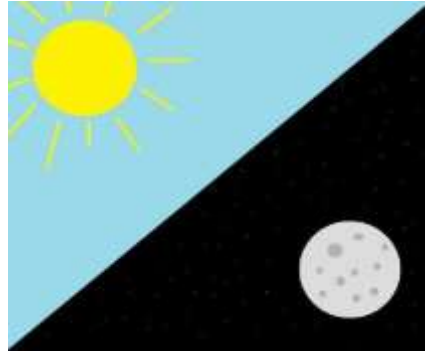
- Ebola can enter the body through any small cuts in the skin.
- If the person flashes any vomit on you, wash you skin quick –quick with soap and water or Clorox/chlorine water if you have it and take off the clothes quick.
- Any clothes or things that touch the person should be burned good-good
- Make sure you wash your hands after burning the clothes or things.

112

Watch the condition of the sick person and the caregiver for 21 days

21 days

- If the caregiver shows any fever or other signs call 4455, and tell your community leader.



113

Notes For Trainers

SHOW point to the slide on Page 5 of the flip book

ASK:

- someone to read it and tell how they understand it
- Why do we want to watch for 21 days?

TAKE 1 answer

QUICKLY REVIEW- do not spend too much time :

- Remember once Ebola enters the body it can take as many as 21 days before any signs show
- It is important to be careful and watch the caregiver for signs of Ebola for 21 days to make sure they did not catch it

114

What happens if a help team takes my family member to the Ebola Treatment Unit

115

Notes For Trainers

ASK

- What happens if a help team takes my family member to the Ebola Treatment Unit?

Take 2 responses

SHOW next slide

116

The hospital people treat the signs and symptoms safely so the person can recover

- Getting treatment sooner helps people to survive. Call 4455 for help quick-quick.



117

Notes For Trainers

SHOW slide and point to the slide on Page 7 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- There is no cure for Ebola yet. The big people are working to find one and make enough of the medicine for everyone.
- When a person goes to the treatment unit they are not given treatment for Ebola. They are given treatment for the signs and symptoms of Ebola.
- For example, if they have vomiting and runny stomach they person is losing plenty fluid, so the person gets ORS.
- If the person has fever, they given a tablet to reduce the fever.
- This helps the body of the sick person to get stronger and fight off Ebola.

118

If your family member is in the Ebola Treatment Unit



- Food is provided to them.
- The treatment is free.
- You cannot enter the room.
- You can talk to your family member from a distance or on the phone
- You may become a contact.

119

Notes For Trainers

SHOW slide and point to the slide on Page 7 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:- Do not spend too much time

- Everyone that goes for treatment is given food and water
- All of the care given in the ETU is free
- You can not go in for your own safety – all of the hospital people have to wear the white suits so they don't touch anything while taking care of the sick people
- Even though you can't go in, you can still talk to your family member from a distance or on the phone. This will help them to know they are not alone.
- If your family member is in the ETU you may become a contact
- You are going to talk about contact tracing next.
-
- **ASK:** if there are any questions before you move on

120

How do I know if I am a contact?

121

Notes For Trainers

ASK

- How do I know if I am a contact?

Take 2 responses

SHOW next slide

122

You are a contact if you have

- Slept in the same house with...
- Touched the body of...
- Touched any body fluids of...
- Touched the personal things of...

a person that is sick or has died from Ebola.



123

Notes For Trainers

SHOW: point to the slide on Page 7 of the flip book

ASK: someone to read it and tell how they understand it

REVIEW SLIDE:

- If asked about breastfeeding, advise that *the child should be breastfed unless a health worker determines the case is probable or confirmed Ebola.*
- **ASK:** if there are any questions before you move on

124

What will happen to me if I am a contact?

125

Notes For Trainers

ASK :What will happen to me if I am a contact?

Take: 2 responses

126

If you are a contact you will be

- Asked for your name, phone number and place you live.
- Asked to stay home and not to go around or touch people for 21 days.
- Visited every day to see if you have fever.

If you do you have a fever, you will start care quick-quick .



127

Notes For Trainers

SHOW: point to the slide on Page 8 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- It is important to work with the contact tracers.
- Do not hide from them or lie to them.
- They are following you up to make sure you don't get sick with Ebola.
- If you start to show the signs, you will be able to get help quick- quick.
- Remember that you can survive Ebola when you get help sooner.

128

Why is knowing the contacts important?

129

Notes For Trainers

ASK : Why is knowing the contacts important?

Take: 2 responses

SHOW: next slide

130

Following up the contacts for 21 days stops the spread of Ebola by:

- Finding all the people that were in contact with sick person.
- So that if any of them start to show signs they get help quick- quick
- People can survive if they get help quick-quick.



Notes For Trainers

EXPLAIN and STRESS:

- Finding all of the people that might get sick because they were in contact with someone that had Ebola stops the spread of Ebola.
- If we know where that person is, they can get help as soon as the signs starts to show.
- Getting help soon helps people survive AND it keeps the healthy people away from the sick people before Ebola can jump to someone else.

132

What do I do if there is a dead body in my house or community?

133

Notes For Trainers

ASK : What do I do if there is a dead body in my house or my community?

Take: 2 responses

134

Ebola spreads when we touch the body or things of a person who died from Ebola

- Keep everyone away from the body to protect yourself and your family.
- Call 4455.
- The body should be buried by a trained team.
- The team will wear white suits because they will have to move the body.



Photo source: JOHN MOORE/GETTY IMAGES. <http://www.nydailynews.com/life-style/health/ebola-death-toll-tops-1-200-west-africa-article-1.1908628>

135

Notes For Trainers

SHOW point to the slide on Page 8 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- When we bury people in secret it can spread Ebola.
- Keep everyone away from the body until a team comes
- Call for help – don't waste time!
- The team will wear the white suit to keep them safe when they have to move the body.

136

The help team will spray the body and the house and counsel the family

- The spray is made of the same strong chlorine and water that they use in the hospital.
- The spray cleans the house good-good so it is safe for everyone.
- The counseling will be given for family members and contacts.



137

Notes For Trainers

SHOW: point to the slide on Page 8 of the flip book

ASK: someone to read it and tell how they understand it

EXPLAIN and STRESS:

- The spray is the same strong chlorine they use in the hospital. It cleans good-good.
- The spray does not kill people. It only kills Ebola. That is why the teams spray it on the body and the area the body was in.
- The counseling team will help the family with food, death certificates, grief, stigma and other needs.

138

Report Any Dead Bodies Quick-Quick!

- Call 4455.
- Tell your community leader.
- Don't bury people in secret.



139

Notes for Trainers

SHOW: point to the slide on Page 8 of the flipbook

QUICKLY REVIEW

- CALL 4455 or the local hotline
- Tell the community leader
- Don't bury the body in secret- this spreads Ebola!

140

Is the body thrown away?

141

Notes for Trainers

ASK: Is the body thrown away?

TAKE: 1 or 2 responses

142

No. The body is buried or burned to keep the community safe.



Photo Source: <http://www.larryhollon.com/blog/category/global-health/>

143

Notes for Trainers

SHOW: point to the slide on Page 8 of the flipbook

QUICKLY REVIEW: The person is buried or cremated safely.

ANSWER: any questions

144

THERE IS HOPE!

- Your can protect yourself from Ebola
- You can survive Ebola
- There are over 100 survivors in Liberia
- This number is growing every day



Photo source: <http://abcnews.go.com/Health/survivors-story-lived-ebola/story?id=24750870>

145

Notes for Trainers

SHOW: point to the slide on Page 9 of the flipbook

ASK: someone to read it and tell how they understand it

QUICKLY STRESS:

- There are more and more survivors everyday
- Getting help early is the thing that helps people survive

146

Survivors are people who tested negative for Ebola

- Survivors are people who caught Ebola but got better.
- After getting better, survivors were tested two more times for Ebola. Both tests were negative.
- Survivors should not do man-woman business for three months.
- Welcome survivors back home and back to the community.

147

Notes for Trainers

SHOW: point to the slide on Page 9 of the flipbook

ASK someone to read it and tell how they understand it

EXPLAIN and STRESS

- Survivors should be welcomed back into the home and into the community. They do not have Ebola.
- Survivors should not do man woman business for 3 months.
- Survivors cannot catch the same kind of Ebola once they have survived.
- They are the best people to take care of sick people if they are willing.

148

Help Survivors Spread Hope!

- Encourage survivors tell their story to help others learn.
- Do not stigmatize survivors.
- If they are willing, they are the best caregivers because they cannot catch Ebola again



149

Notes for Trainers

EXPLAIN and STRESS

- Survivors should not be stigmatized or feared
- If survivors are stigmatized, families with sick people will not get help because they will fear stigma too.
- They can tell what happened to them and help you educate others.

150

Review Activity: Ti Ta To

2:30 – 2:45 PM

Purpose: to review and assess understanding

Materials needed:

- facilitator guide

151

Notes for Trainers

LEAD ACTIVITY

- Tell the group you are going to have an activity to review all of the things we have been learning
- Ask everyone to stand.
- Choose a person to start with and begin counting off Ti Ta To
- Ask a question to the person who is To
- If they answer correctly , they will sit down
- If they are incorrect they stay standing and the question goes to the next in line
- When the question is answered correctly, repeat the correct answer and begin Ti, Ta To again
- Continue until every person has answered

152

Review of Gchv Role & Field Activity Form 2:45 – 3:30 PM

Purpose: to review role, responsibilities, and reporting form

Materials Needed:

- Facilitator guide
- Presentation (or printed copy of presentation)
- Field activity form

153

154

**Knowledge is power. Spread the word,
not Ebola.**



155

Notes for Trainers

ASK:

- Why is social mobilization important?
– *Take 2 answers*
- What is your role as a gCHV?
– *Take 2 answers*

TELL : Social mobilization is bringing a group of people together to give them the information they need to take action

156

Your voice is important!



To give correct information and mobilize:

- Community leaders
- Families of Ebola patients
- Women's groups
- Youth groups
- Everyone you know!

To report rumors and separate the truth from the lie.

157

Notes for Trainers

EXPLAIN & STRESS

- Your job is to make sure everyone in your community has the information the need to protect themselves and stop the spread of Ebola
- You can do this everyday from 9-2pm by going house to house with your flipbook and your posters.
- Reach out to women. They have more chance of catching Ebola because they are caregivers.
- You should also talk to the people in your community that can help you give this information like religious leaders, zoes, community leaders, and teachers.
- You also should listen to the rumors people are saying.
- When you hear the rumor you can show people what is true in it and what is the lie in it.

ASK: What rumors have you heard about Ebola? *Take 3-4 responses.*

158

Rumor	Truth
<ul style="list-style-type: none"> • <i>"Vaccine can give you Ebola."</i> 	<ul style="list-style-type: none"> • Vaccines do not give you Ebola. Vaccines protect against sicknesses. All children under 1 should take vaccines. Sick people and dirty things give you Ebola.
<ul style="list-style-type: none"> • <i>"Doctors are giving people injections to spread the Ebola sickness."</i> 	<ul style="list-style-type: none"> • Sometimes when people with Ebola come to the hospital, they are given injection to help them. But the injection does not kill people, the Ebola kills people.
<ul style="list-style-type: none"> • <i>"Bitter kola or salt can cure Ebola."</i> 	<ul style="list-style-type: none"> • There is no treatment for Ebola in Liberia. They are working on bringing it.

159

Notes for Trainers

REVIEW: Each rumor and the truth and address any other rumors that were mentioned.

ASK: Why do you think your role as a gCHV is important?

Take 2 or 3 responses

160

Your knowledge is important!

As a gCHV you know how to help your community :

- Give the correct information to families that have sick people
- Work with Ebola help teams
- Watch for people hiding sick people or running away
- Watch for burying the dead in secret



161

Notes for Trainers

EXPLAIN & STRESS:

- gCHVs are known and trusted members of the community.
- You can give the correct information to the leaders that can help you raise awareness.
- You can work with the community to know how to work with the different help teams like the ambulance team, the burial team, or the contact team.
- You can work with the community to know what to do if someone is hiding sick people or burying dead bodies.

ASK: What are some of the ways you think you can help your community learn all the different things we are talking about today?

Take 2 or 3 responses

162

Your talent is important!



Source of photo: <http://www.aol.com/article/2014/08/04/u-s-missionary-with-ebola-leaving-liberia-tuesday/20941208/>

To help people understand you can:

- Give house to house IPC with the posters and flipbooks
- Give the information in your local dialect
- Hold a community meeting to teach about Ebola
- Sing, dance, perform drama, or use story telling to teach
- Talk on community radio
- Give demonstrations on hand-washing or home protection
- Lead by example

163

Notes for Trainers

EXPLAIN & STRESS:

- People learn more and remember more of what they learn when they do, not just listen.
- The best thing you can do is take time and go house to house to tell people all the things you are learning today.
- Ask them what they already know. Listen to them.
- Show them the pictures on the poster and flipbook. Ask them what they see.
- Take time and break everything down for them so they understand clearly all the ways they can protect themselves and their family.
- Talk in your dialect so that they grab the information good-good.
- You can also organize other events to raise awareness and engage leaders and groups in your community to help you raise awareness.
- Some of these things are songs, storytelling, dramas, or talking on the local radio station.
- Practice what you preach.

164

Keep a Record of the Work You Do On Ebola

- Write it down
- Give it to your supervisor



165

Notes for Trainers

ASK: Why is it important to keep a record of your work?

TAKE: 2 responses

EXPLAIN:

- It makes a record of your work. It can help the teams.
- Your supervisor will give you a form to keep a record of your work. You will not receive any incentive without it.
- If you do not have the forms with you, keep a record in your notebook so that it can be copied later.
- After the training today everyone will meet with their supervisor to decide how many of you will work together.
- If 4 of you work together, the 4 of you will submit 1 form for each day that you work.

PASS OUT the field activity form. **REVIEW** it line by line.

ANSWER any questions on the form.

166

REMEMBER!

Good Communication Skills

- Be friendly
- Put yourself in their shoes
- Listen
- Be respectful
- Break it down for easy understanding
- Be patient
- Ask what they already know

Safety and Security

- Community entry
 - Let the leaders know what you are doing
 - Be respectful
- Be safe
 - Leave any situation quick if people seem hostile
 - Don't touch anyone during your work
 - Keep a record of your work

167

Notes for Trainers

ASK What are some things that are important for you to remember when talking to people to do community work?

TAKE 4-5 responses

EXPLAIN and STRESS:

- Remember that people are scared and confused about Ebola
- It is important to be friendly and let the leaders know what you are doing. They can help you.
- Put yourself in their shoes. How would you want to be treated if you were in their situation?
- Be respectful and patient. Don't get vexed with people even if they are rude to you.
- Continue to follow up. Sometimes people need to hear things more than once.
- Do not stay anywhere that people are hostile.
- Don't touch anyone while you are doing your work

168

5 MINUTE ENERGIZER BREAK

Get participants up and moving for a few minutes with a short icebreaker.

169

Small Group Work: What would you do if... 3:35- 4:05 PM

Purpose: To review and assess understanding

Materials Needed:

- Facilitator guide
- Presentation or copy of presentation
- 5 sheets of paper with 1 question paper (completed)

170

What would you do if...

1. A community member has a fever?
2. A community member has a fever AND blood in their vomit?
3. A visitor comes to town saying they have a medicine for Ebola?
4. You see people burying someone at night?
5. A family has called 4455 many times, but it has been three days and no help has come?

171

Notes for Trainers

LEAD ACTIVITY

- Divide everyone into 5 groups of 5
- Give each group a piece of paper with one of the scenarios written on it
- Tell the group to discuss it for 5 minutes and decide how they would handle the situation
- 1 person from each group will come to the front to present – time each group for max of 5 minutes.
- Ask for feedback after each presenter (quickly)
- Review the correct response as needed
- Clap for all of the groups when finished

172

Nutrition Screening During Ebola Outbreak 4:05 -4:30 PM

Purpose: To review how to screen and refer any malnourished child to the clinic without touching them

Materials Needed:

- Facilitator guide
- Presentation or copy of presentation
- Flip book
- Referral form
- IMAM site list

173

174

It is important to see if any child is dry or swollen in your community when you are doing your Ebola awareness activities

- 1 out of every 3 children that die, die because of malnutrition.
- Children with severe acute malnutrition (SAM) are 9 times more likely to die than children who are well-nourished
- During the Ebola outbreak we cannot touch children to screen them for SAM
- We have to use our eyes to see and refer any child that has the signs to the clinic.



Notes For Trainers

EXPLAIN & STRESS:

- SAM kills plenty children.
- Even though there is an Ebola outbreak it is very important that we all make sure any child that has the signs of SAM gets help to reduce complications from SAM and avoid the risk of death.
- We cannot use the regular ways we check for SAM right now because it involves touching and Ebola could spread.
- Instead we have to use our eyes to see and refer any child that has the signs to the clinic.
- You can do this at the same time you are going house to house for your Ebola awareness.

ASK: what are the signs of SAM?

TAKE: 2 response

Common signs and symptoms of SAM



- Weight loss
- Muscle wasting
 - Arms



- Loose thin skin folds
 - Armpits
 - Buttocks

Notes For Trainers

SHOW: point to slide in flipbook

ASK for someone to read it and tell how the understand it.

STRESS:

- Wasted children look very dry and weak
- Their weight is very reduced and their skin hangs

Common signs and symptoms of SAM

- Bones stand out:
 - Collarbone
 - Shoulder blades
 - Ribs
- Pot belly



Notes For Trainers

SHOW: point to slide in flipbook

ASK for someone to read it and tell how the understand it.

STRESS:

- If a child has SAM their bones stand out on their body but their stomach can be very big like a big man

Common signs and symptoms of SAM



Oedema (swelling)

- Feet
- Arms
- Face



Open skin lesions
(sores)

Notes For Trainers

SHOW: point to slide in flipbook

ASK for someone to read it and tell how the understand it.

STRESS:

- Sometimes a child can be swollen instead of dry. Look at their feet, face, and belly.
- Sometimes if a child is swollen their skin can make red, or inflamed patches. These patches can get dark and peel or split open.
- When a child is swollen, the child is in danger and needs help very quick.

Looking for and referring children for SAM saves lives!



BEFORE



AFTER

Notes For Trainers

SHOW: point to slide in flipbook

ASK for someone to read it and tell how they understand it.

STRESS:

- Actively looking for children that have the signs of SAM and referring them to the clinic makes a difference.
- Look for SAM while doing your Ebola awareness activities. Don't touch, but use your flipbook.
- Refer children who show any SAM signs to the nearest IMAM site.
- Fill out the referral form. Give a copy to the caregiver and another copy to the OIC or your supervisor. Report to OIC of the health facility every two weeks.

PASS OUT: site list and referral form and review.

ANSWER: related questions

Post-Test and Evaluation

4:30- 4:50 PM

Purpose: To assess learning and quality of training

Materials Needed:

- Facilitator guide
- Post-test and evaluation form

185

Notes for Trainers

GIVE: Post-Test and Evaluation

- Tell the group we are going to take a small test on everything we have learned
- Give everyone a test paper. Ask them to write their name on the top of the paper.
- Tell them that some questions might have more than 1 answer. You will read the question and the answers. They should mark the answers they think are correct.
- Read each question and the answer choices slowly.
- Move to the next question and do the same for the evaluation.
- Collect all of the papers.

186

Parking Lot, Reimbursement, and Closing 4:50 -5:00 PM

Purpose: To answer any questions not covered; finalize administrative payments, and close training

Materials Needed:

- Facilitator guide
- Flip chart of parking lot questions
- Signature sheets for transportation
- T-shirts

187

188

We Can Only Stop the Spread of Ebola Together!



189

Notes for Trainers

ANSWER: any questions in the parking lot that you have not covered

THANK: everyone for their hard work and participation

EXPLAIN:

- everyone will sit with their supervisors to discuss how they will work and submit their forms
- They will be called one at a time to collect their transportation and t-shirt
- Once they have signed they are free to leave

190