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Report of the third meeting of the WOA  
ad hoc group on Community-based animal  
health workers (CAHWs)

Paris, July 2023

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# Executive summary

The third meeting of the CAHWs ad hoc group (henceforth referred to as “the Group”) took place virtually on June 6<sup>th</sup> and 7<sup>th</sup>, 2023.

A total of 8 experts were able to be present for this virtual meeting of the Group. They were welcomed by WOA’s Head of the Capacity building Department, Mrs Barbara Alessandrini, the WOA Secretariat (Dr Xyomara Chavez, Mrs Sonia Fèvre, Dr Johan Oosthuizen and Dr David Sherman) and a representative of VSF-International (Dr Alexia Rondeau).

Dr Nandipha Toyota Ndudane, the Chairperson of the Group, was responsible for facilitating the meeting.

Through formal presentations and discussions, the Group worked through the different working documents previously shared by WOA Secretariat to provide a provisional endorsement of the list of competencies.

A subgroup of 3 experts (Dr Robyn Alders, Mr Chris Bartels and Mrs Elise Le Bihan) responsible for writing the introduction to the competency document presented a first draft of the introduction and context of the CAHWs competency guidelines

This meeting was also the opportunity to start discussions around the CAHW curriculum guidelines and how to proceed with their development.

Dr Ndudane ended this session by congratulating the Group for their collegiality, inputs, contributions, efforts and the timely accomplishment of this meeting’s objective.

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## 1. **Welcome and opening remarks**

Mrs Barbara Alessandrini, Head of the Capacity Building Department welcomed the Group and provided key, positive messages shared by the WOAHS Director General Dr Monique Eloit during the 90<sup>th</sup> General Session in regard to the CAHWs project.

Dr Eloit emphasised that this project is highly supported by the Organisation as it will have an important impact on economic development, on the professionalization of young people and on their access to financial resources. Dr Eloit also informed all WOAHS Delegates that a dedicated ad hoc group was created for the development of CAHWs competencies and curricula.

Dr Ndudane, the Chairperson, thanked WOAHS for this great news.

## 2. **Previous meeting takeaways**

- Great dynamic from previous meeting. The Chairperson acknowledged and appreciated the Group's expertise, energy and strictness to accomplish the objectives.
- The Group was committed and determined to deliver the requested tasks and decided not to entirely depend on the structure of the current VPP Guidelines. Dr Oosthuizen therefore believes that the CAHWs Guidelines will be an important complement to the VPP guidelines.
- Since all experts were able to share their experiences related to CAHWs, this meeting was educational and very fruitful overall.
- The Group agreed that a modular approach to develop in-country curriculum will help the Guideline users.
- One Health approach, disaster preparedness and indigenous knowledge were some of the topics that the Group wanted to contemplate including in the Guidelines.
- The Group agreed on having a final number of 11 Spheres of Activities, and the list of competencies for each Sphere were provisionally endorsed during this meeting.

## 3. **Progress since second meeting (April-June 2023)**

- Draft of 11 Spheres of Activities (SoA) and 37 related competencies
- A subgroup volunteered to draft the introduction and context of the Competency guidelines and proposed the following structure:
  - i. Background
  - ii. Definition of a CAHW
  - iii. Legislation
  - iv. Position, roles, and responsibilities of CAHWs
  - v. Structure of this competency guideline
  - vi. Reference to curricula guideline

## 4. **Provisional endorsement of Sphere of Activities (SoA) and competencies**

The Group revised the [working document](#) and made some last minor modifications and clarifications to the titles of the SoAs, the competencies and their order displayed in the document.

A task was proposed to Dr Arya and Dr Bhandari: to rethink the title of the SoA "Business and management skills".

Mrs Alessandrini congratulated the Group and provided some key points for the Group's consideration:

- Inclusion of competencies' definitions in the introduction
- Rethink the phrasing of each competency: to write directly the [action verb] instead of "should be able to [action verb]", since the latter could be considered as a desired state and not precisely a competency.
- To have one action verb per competency.

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**5. Definition of Spheres of Activities (SoA)**

The Group finalised this session by reviewing the definitions of each SoA placed in the same working document shared above. Thanks to some experts' propositions shared prior to the meeting, the Group was able to successfully finalise this task.

**6. Closing of day 1**

- In order to better understand if the CAHWs have a role in coordinating disaster management activities, the Chairperson will contact Dr Catley for his input (he was absent in this meeting).
- Dr Rondeau (VSF-Int) and Mr Bartels will rework the definition of SoA "Basic principles of animal health"
- Dr Sherman and Dr Alders will provide some additional input in regard to ethnoveterinary medicine (SoA "Veterinary medicinal products").

The Chairperson also thanked everyone, especially those who managed to stay awake until late hours due to time zone differences during the virtual calls.

**7. Recap of Day 1**

The Chairperson welcomed the Group for the Day 2 of this meeting and presented a brief [recap](#) of the previous day.

**8. (ctd) Definition of Spheres of Activities (SoA)**

The Group went through the [working document](#) again to review the final details of SoA definitions, competencies and the tasks left for certain members before the Closing of Day 1.

The Group successfully finalised the provisional endorsement of the 3 key elements of the Competency guidelines: Definitions, names of Spheres of Activities, and lists of competencies.

**9. Introduction and context of CAHWs guidelines**

The subgroup composed by Dr Alders, Mr Bartels and Ms Le Bihan worked on a [draft](#) prior to the meeting and presented it to the Group.

Since this is a first draft, Dr Sherman proposed to do some amendments to it before being shared with the Group for further inputs.

**10. Discussions around the items to consider for Curricula guidelines development Introduction and context of CAHWs guidelines**

Dr Oosthuizen made a [presentation](#) on the VPP Curricular Guidelines as a reminder of what has been done after the VPP Competency guidelines were developed: 22 courses in total, with units, learning outcomes and tracks.

To complement the previous discussion, Ms Fèvre also made a [presentation](#) on the feedback on VPP Guidelines from VPP Curricula missions. In regard to how will trainers use VPP/CAHWs Guidelines, the following points were highlighted:

- To identify and describe the desired competencies of the VPPs/CAHWs they are training,
- If necessary, if guidelines do not exist at national level, to develop a « competency profile » of the VPPs and CAHWs who will be trained that align with the tasks and duties carried out by these service providers in the public and private sectors,
- To design competency-based training to ensure that training is fit-for-purpose,
- To evaluate if the training is successful, e.g., to design practical and theoretical tests, and
- To design continuous education to maintain and upgrade competencies of in-service / active service VPPs/CAHWs.

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The pros and cons from expert's feedback from missions were crucial for the Group to understand and think about how to best elaborate the CAHWs Guidelines (content, linkage between both Guidelines, curricula design, etc.). For this sake, recommendations were also provided during this presentation.

The Group agreed on the following:

- Generally, to have one document/booklet that comprises both Competency and Curricula Guidelines (but that could be separated for the purpose of sharing it to relevant policy stakeholders) and consider thinking about a format that could be user friendly.
- Unlike the previous VPP experience, for the CAHWs guidelines it could be better to link the curricula elements directly to the competencies and to investigate the possibility.
- Start thinking about identifying learning outcomes.

**For further discussion as no consensus was met during the meeting: To think about defining core competencies for CAHWs ("basic" level) OR build a curriculum based on job descriptions rather than including levels or tracks: take some generic/typical job descriptions and include them as examples.**

#### **11. Logistics**

- The Group was informed that a questionnaire will be sent to WOAHA Delegates in order to seek technical validation and their expectations on the work done by the Group. The collected data will be shared with the Group.
- Next meeting: 25 and 26 July, 12H – 3PM, virtual
- The Chairperson suggested to receive the invitations for the face-to-face meeting in October in advance to anticipate for the flights and hotels booking.

#### **12. Closing of Day 2**

Mrs Alessandrini thanked the Group for their commitment and the WOAHA Secretariat for the organisation.

#### **Annex**

- Spheres of Activities (SoA) and competency [working document](#)
- Introduction and context of Competency Guidelines [working document](#)

**Third meeting of the WOAH ad hoc Group for the development of competency and curricula guidelines for community-based animal health workers (CAHWs)**

**June 06 – 07, 2023 | 12M – 3PM (CEST)  
Virtual session via Zoom**

**AGENDA ITEMS**

**Chairperson: Dr Nandipha Toyota Ndudane**

**Day 1: Tuesday 06 June**

**Item 1** Welcome from WOAH, introductory remarks and adoption of agenda | Barbara Alessandrini and Nandipha Ndudane (10 minutes)

**Item 2** Second meeting takeaways | Nandipha Ndudane and Johan Oosthuizen (20 minutes)

- General comments

**Item 3** CAHWs project progress: April 2023 – June 2023 | Xyomara Chavez (10 minutes)

**Item 4** AHG group discussion: provisional endorsement of Spheres of Activities (SoA) and competencies | All (60 minutes)

~ Short pause (10 min) ~

**Item 5** AHG group discussion: definition of Spheres of Activities (SoA) | All (60 minutes)

**Item 6** Closing of Day 1 | Nandipha Ndudane (5 minutes)

**Day 2: Wednesday 07 June**

**Item 7** Recap of Day 1 | Nandipha Ndudane (10 minutes)

**Item 8** (ctd, if needed) AHG group discussion: definition of Spheres of Activities (SoA) | All (time as needed)

**Item 9** AHG group discussion: Introduction and context of CAHWs guidelines | Nandipha Ndudane, Robyn Alders, Chris Bartels and Elise Le Bihan (60 minutes)

~ Short pause (10 min) ~

**Item 10** AHG group discussions around the items to consider for Curricula guidelines development | All (50 minutes)

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- Background on the conceptualisation of VPP curricula document
  - Challenges on the use of VPP curricula document
  - Discussion on the conceptualisation of the CAHWs curricula document

**Item 11** Logistics | Xyomara Chavez (5 minutes)

- Next meeting: 25 and 26 July, 12H – 3PM (CEST)

**Item 12** Closing of Day 2 | Nandipha Ndudane and Barbara Alessandrini (5 minutes)

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