

## Management of Physical Infrastructure and Technology

1	<p><b>Guidelines on Medical Equipment Donation (3 languages)</b></p> <p>Why do both recipients and donor of medical equipment need guidelines? The guidelines addresses the problems and outlines the conditions which have to be met by health facilities accepting donations and by donors making donations of medical equipment.</p>
2	<p><b>Physical Assets Management and Maintenance</b></p> <p>This text was written as chapter of a book on health district development. It introduces management principles as well as financial implications of physical assets management (also called healthcare technology management) and maintenance. <a href="http://www.qtz.de">www.qtz.de</a></p>
3	<p><b>Solid waste disposal in district health facilities</b></p> <p>This article of Hans Halbwachs was published in World Health Forum, Volume 15 in 1994 <a href="http://www.qtz.de">www.qtz.de</a></p>
4	<p><b>Global Networking with INFRATECH</b></p> <p>Information leaflet on the e-mail network INFRATECH (Forum on infrastructure and technology in healthcare), its function, members and how to become a member</p>
5	<p><b>Procurement Subsidy Checklist for Health Care Equipment</b></p> <p>Questionnaire to check conditions, needs and sources and specifications for procurement</p>
6	<p><b>The Effective Management of Medical Equipment in Developing Countries</b></p> <p>The key issue addressed in this series of five papers is the widely varying effectiveness in using imported medical equipment and technical systems in developing countries. Part 1 gives background information relevant to the acquisition and use of medical equipment.</p>
7	<p><b>If not in use - Switch Off !! (Text + Annexes)</b></p> <p>The vital driving force behind all hospital services is energy. This brochure provides a checklist, an inspection list and a guideline for a sufficient energy system in a hospital.</p>
8	<p><b>Guidelines for lightning and over voltage protection</b></p> <p>Electronic components and thus the entire electronic circuitry are very sensitive to over voltage. Besides a bad voltage supply very often found in developing countries, over voltage is caused by lightning and switching operations. This guide will provide practical information on external and internal lightning and over voltage protection .</p>
9	<p><b>Guidelines for Communication Technologies</b></p> <p>Basic information on communication technology and the requirements for their use.</p>
10	<p><b>District Health Facilities Handbook</b></p> <p>Book information sheet</p>
11	<p><b>Communication - a vital skill for successful Health Care Technical Service Management</b></p> <p>Information leaflet on communication skills, components of human communication and conditions of effective communication</p>

12	<p><b>International Conference on Strategies towards Sustainability of Healthcare Technology Systems</b></p> <p>A International conference on strategies towards sustainability of healthcare technology systems took place in Kenya from 26-30 April 2004. A documentation of the conference has been prepared and can be downloaded.</p>
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## Healthcare Technical Services

1	<p><b>Maintenance Organisations in Health Systems</b></p> <p>In the framework of development co-operation a number of institutions in charge of providing maintenance services have been supported. The aim of this paper is to systematise the existing experiences and to propose to healthcare providers and development partners. Further it introduces a framework of alternative institutional set-ups.</p>
2	<p><b>Indicators for Maintenance Organisations</b></p> <p>The qualification of achieved results of maintenance organisations is of growing importance for the development of organisations, i.e. to qualify the achieved financial sustainability. This paper aims to propose sets of indicators to qualify particular achieved results in maintenance organisations.</p>
3	<p><b>How to run a Healthcare Technical Services Business + Working paper</b></p> <p>To run a healthcare technical services business its important to work out a proper financial management system. The brochure introduces basic principles and methods of accounting, organisation of accounting, analysis of final accounts and basic budgeting, marketing and training.</p>
4	<p><b>Maintenance of Health Facilities - The Missing Ingredient</b></p> <p>This paper explores onthe economic consequences and consequences on the quality of care for patients as a result of lack of maintenance. The costs of maintenance are analysed, empirical data on financing and organisational modelling are given as its affordability will be examined.</p>
5	<p><b>Profile of a Health Care Technical Service</b></p> <p>Presentation of key elements in structures and functions to be considered in outlining a health care technical service.</p>
6	<p><b>Analysis of managerial/organisational structures in operating agencies of Health Care Technical Services</b></p> <p>In this paper the framework is presented for an in-depth study and outline of a first screening exercise of existing HCTS.</p>
7	<p><b>Assessment of Training Needs in HCTS</b></p> <p>Results of a questionnaire survey carried out by FAKT are presented. The survey was conducted in order to assess the real needs of personal working in service units or hospital maintenance units.</p>
8	<p><b>Financial Management Tools for Managers of HCTS</b></p> <p>This training booklet intends to encourage readers to design own tools for financial management of their health care technical services</p>

## Technical Library

1	<b>Waste Management Bibliography</b> Bibliography on literature of waste management
2	<b>Presentation: Sterilization of Medical Supplies in the Developing World</b> This presentation introduces the process of sterilisation in a very comprehensive way. It could be used together with the training course, the next document on this page
3	<b>Sterilization of Medical Supplies (Text )</b> Training course on sterilization
4	<b>Healthcare Technology: Anaesthetic Inhalation Equipment</b> Information leaflet on anaesthesia inhalation equipment, types of equipment, essential components, characteristics and specifications for tender
5	<b>Hospital Technology: Ultra Sound Diagnostic Equipment</b> Information leaflet on ultrasound diagnostic equipment, methods of diagnostic imaging, components, physical principles, environmental conditions and specification

## Training

	<b>Foundation Course in Biomedical Technology</b> Training information sheet on a foundation course in biomedical technology of the department of engineering of the Queen Mary University, London
2	<b>Healthcare Technology: Training Skills for Hospital Technicians and Engineers</b> Information leaflet on training skills, training methods and materials
3	<b>International Masters Program Medical Technology</b> Training information sheet on an international masters study of medical technology of the University of Luebeck
4	<b>Post graduate Diploma in Healthcare Technology Management</b> Training information sheet on the post graduate diploma course of the University of Cap Town
5	<b>Training for Service Technician: West of Scotland Health Boards, U.K.</b> Training information sheet on a training course for maintenance technician of HCTS of the West of Scotland Health Boards