

## Guidelines for the selection of NGO under the “National Programme for Prevention and control of Deafness”

### **Preamble**

Hearing loss is the most common sensory deficit in humans today. World over, it is the second leading cause for ‘Years lived with Disability (YLD)’ the first being depression. As per WHO estimates in India, there are approximately 63 million people who are suffering from Significant Auditory Impairment; this places the estimated prevalence at 6.3% in Indian population. As per NSSO survey, currently there are 291 persons per one lakh population who are suffering from severe to profound hearing loss (NSSO, 2001). An even larger percentage of our population suffers from milder degrees of hearing loss and unilateral (one sided) hearing loss. Over 50% of the causes of hearing impairment are preventable and a large percentage of causes are treatable by surgical methods while other patients can be rehabilitated with the use of hearing aids, speech and hearing therapy. Against the above background, a Pilot phase of the National Programme has been initiated from July 2006 to June 2008. It is proposed to incorporate the programme in the eleventh five year plan.

### **Objectives of the programme**

To prevent and control major causes of hearing impairment and deafness, so as to reduce the total disease burden by 25%, by the end of Eleventh Five Year Plan.

1. To **prevent** the avoidable hearing loss on account of disease or injury.
2. Early identification, diagnosis and treatment of ear problems responsible for hearing loss and deafness.
3. To **medically rehabilitate** persons of all age groups, suffering with deafness.
4. To **strengthen the existing inter-sectoral linkages** for continuity of the rehabilitation programme, for persons with deafness.
5. To **develop institutional capacity** for ear care services by providing **support for equipment and material and training personnel.**

It is necessary to have an interface with the community and the people for any disease control activities. Non-Government Organizations (NGOs), in view of their better reach at the grass root level are important agencies, which may assist in these activities. The NGO scheme is meant to extend financial assistance to NGOs working for Deafness.

## **Schemes for Voluntary Organization**

Following Scheme is presently available for the Voluntary sector:

1. Recurring grant-in-aid for conducting Screening Camps under NPPCD for the screening of Deafness and Speech related cases.

## **Eligibility Conditions**

For the purpose of the schemes, a voluntary organization means:

1. A society registered under the Indian Societies Registration Act, 1860 (Act XXI of 1860 or any such act resolved by the State) or a charitable public trust registered under any law for the time being in force).
2. Track record of having experience in providing health/ Rehabilitative services preferably related to Hearing / speech services over a minimum period of 3 years.
3. Having available well-trained staff, infrastructure and the required managerial expertise to organize and carry out health camp activities under the scheme.
4. Agreeing to abide by the guidelines and the norms of the NPPCD.

## **Details of the schemes**

### **Recurring grant-in-aid for conducting of Screening Camps under NPPCD for the screening of Deafness and Speech related cases.**

The State Nodal Agency (SNA) under NPPCD will identify organizations in voluntary sector that have facilities for Health / Rehabilitative services preferably Hearing / speech related services. Following approach may be taken for NGO participation:

### **Identification of NGOs**

- a. The NGO scheme will be implemented through the SNA.
- c. The SNA will select NGOs in their respective state as per the prescribed criteria.
- d. The funds for conducting screening camps would be released to state health society.

e. Periodic monitoring will be carried out by the MOHFW, SNA and DNA in order to ensure proper functioning of the scheme and suggest modifications if necessary.

### **Role of the Nodal Agency**

1. Selection of NGOs for implementation of the NGO scheme (priority may be given to NGOs working in the districts covered by NPPCD however nodal agency is empowered to identify NGO located outside the district)
2. The SNA will select the NGOs for implementation of the NGO scheme on the basis of eligibility criteria and Submit the list of NGOs selected for the implementation of the scheme. While selecting an NGO, priority may be given to NGOs working in the districts covered by NPPCD however SNA is empowered to identify NGO located outside the district.
3. Submission of the list of NGOs selected for the implementation of the scheme to Central Coordination Committee / Ministry.
4. Submission of action plan by NGO including the proposed number of camps and the geographical area to be covered under the selected districts to SNA with a copy to Central Coordination Committee / Ministry.
5. Sensitization of NGO ENT doctors/ audiologists, about the programme and its objective.
6. SNA will monitor the activities of the NGO.
7. The SPC/DPC will release funds to the organization/s in installments as per the action plan.

### **Role of the NGO**

The NGO will implement the activities by means of organizing of camps at periodic intervals in a well-defined geographical area according to the guidelines for conducting screening camp.

1. The camps will be held at PHC / CHC / District hospital level in every district twice a month.
2. The SNA/DNA will be informed about the camp in advance.
3. Sensitisation of ENT Doctors/Audiologists responsible for conducting the camp about the aims and objectives of the programme.
3. These NGOs will sensitize the community a prior to the camp regarding the complaints related to the Hearing impairment. People with such complaints should be encouraged to attend these camps. With this approach the camps will be able to achieve the objective of detection of Hearing Impairment at an early stage.
4. Identification of cases which may lead to Hearing and speech impairment
5. Treatment of cases identified, or referral of the cases for further treatment and Rehabilitation;
6. Record (card) for each patient should be prepared indicating the details regarding the patient, diagnosis, treatment, investigations and suggested management/ follow-up.
7. Appropriate and prompt referral should be ensured for detected cases.
8. IEC activities would also be incorporated as a part of the screening the camps.
9. The NGO may also use suitable innovative measures to improve the effectiveness of the camp.

## Memorandum of Understanding

A model MOU has been designed by Central Programme Unit for agreement between SNA/DNA and qualified participating NGOs giving detailed terms of reference and obligations of NGOs and the Programme authorities. This will bring in transparency and accountability in the system and also dispense with frequent permission from DHS for conducting screening camps. The SNA and the NGO would enter into a MOU to perform the above stated activities under NPPCD:

### Grant-in-aid

Grant-in-aid to NGO for this scheme is governed by the following table;

Activity	Amount (Rs.)
Honorarium for two doctors @ Rs 1000/- each	2000/-
Honorarium for one Nurses @ Rs 500/- each	500/-
Honorarium for one Audiologist	500/-
Honorarium for one Medical social worker	300/-
Honorarium for one Group D staff	200/-
Travel including hiring of Vehicals	1000/-
Printing and use of IEC materials	2000/-
Hiring of space, equipments	1000/-
Consumables/Medicines	2000/-
Contingency	500/-
Grand Total	10,000/-

This is an indicative list and appropriate modifications within the existing budget may be made by the concerned agency with the concurrence of the DHS.

**Memorandum of Understanding (MoU) between State Programme Committee (SPC) and Participating Non Government Organization (NGO)**

**1. Parties of MoU:**

This MoU is an agreement between State Nodal Agency (SNA) of \_\_\_\_\_ (Name of state); hereafter called State Programme committee and \_\_\_\_\_ (Name of NGO).

**2. Duration of MoU:**

This MoU will be operative from the date of its signing by the parties and remain in force till 31 March 20\_\_\_. MoU can be renewed through mutual agreement by the parties.

**3. Commitments of NGO:**

Through this MoU, the NGO agrees to provide following services under “National Programme for Prevention and control of Deafness” (Write ‘Yes’ against applicable clauses):

Activities	Yes/No
<p>1. Holding of camps at PHC / CHC / District hospital level in every district twice a month.</p> <p>2. Information about the camp in advance to SNA/DNA.</p> <p>3. Sensitize the community a few weeks prior to the camp regarding the signs and symptoms of Hearing impairment. People with such signs will be encouraged to attend these camps. With this approach the camps will be able to achieve the objective of detection of Hearing Impairment at an early stage.</p> <p>4. Identification of cases which may lead to Hearing and speech impairment</p> <p>5. Treatment of cases identified, or referral of the cases for further treatment and Rehabilitation;</p> <p>6. A card for each patient indicating the details regarding the</p>	

<p>patient, diagnosis, treatment, investigations and suggested management/ follow-up.</p> <p>7. Appropriate and prompt referral for detected cases.</p> <p>8. IEC activities incorporated into the camps.</p> <p>9. Use suitable innovative measures to improve the effectiveness of the camp.</p> <p>10. Submission of copy of Records to SPC/DPC.</p>	
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#### **4. Commitments of State Programme Committee;**

Through this MoU, the SPC agrees to provide following support to participating NGO to facilitate service delivery (Write 'Yes' against applicable clauses):

Clauses	Clauses of Agreement	Yes/No
4.1	Issue a Certificate of Recognition about participation in NPPCD	
4.2	Direct supervision of Camps	
4.3	Sanction Grant in Aid for NGO as per Guidelines indicated in para 5	
4.4	Make Payment of the sanctioned amount to the NGO on monthly/quarterly basis.	
4.5	Regularly disseminate literature, guidelines or any other relevant information to participating NGO	

5. Grant-in-aid to NGO for this scheme is governed by the following table:

Activity	Amount (Rs.)
Honorarium for two doctors @ Rs 1000/- each	2000/-
Honorarium for one Nurses @ Rs 500/- each	500/-
Honorarium for one Audiologist	500/-
Honorarium for one Medical social worker	300/-

Honorarium for one Group D staff	200/-
Travel including hiring of Vehicals	1000/-
Printing and use of IEC materials	2000/-
Hiring of space, equipments	1000/-
Consumables/Medicines	2000/-
Contingency	500/-
<b>Grand Total</b>	<b>10,000/-</b>

**7. Termination of MoU:**

Commitments agreed to by the Parties are meant for prevention and control of Deafness and therefore MoU should generally not be suspended or terminated. However, both parties can decide to suspend or terminate the MoU.

Signed this day, the .....of ..... 200 .

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 For and on behalf of  
 State Programme Committee

\_\_\_\_\_

.....  
 For and on behalf of NGO

\_\_\_\_\_



**Government of India**

**National Programme for Prevention and control of Deafness**

**CERTIFICATE OF RECOGNITION**

**This is to certify that \_\_\_\_\_ (Name of the Participant NGO) is a participant unit in \_\_\_\_\_ (District/s) of \_\_\_\_\_ (State) under National Programme for Prevention and control of Deafness being implemented by Ministry of Health and Family Welfare, Government of India.**

**This organization has facilities and human resources to screen Hearing and speech impaired cases.**

**This certificate is to recognize active participation of the organization in prevention and control of Deafness in the country.**

**Chief Medical Officer**

**District Collector**

**Place:**

**Date:**

**Format for NGO for submission of proposal for financial assistance under the NGO scheme (to be submitted to the Nodal Agency)**

1. Details of the Organization:

1. Details of the SNA:

a. Name of the State:

b. Address for correspondence:

c. Name of the Nodal Officer:

d. Name of the Districts covered under this scheme:

2. Details of the NGOs:

a. Names of the NGOs selected for the NGO scheme.

b. No. of camps to be held by the NGOs along with the geographical place:  
(include a table showing the proposed number of camps by different NGOs)

3. Total financial outlay for the scheme: