



**NATIONAL PRIMARY HEALTH CARE DEVELOPMENT AGENCY**

**PREPAREDNESS AND RESPONSE TO CORONAVIRUS DISEASE 2019  
(COVID-19) AT PRIMARY HEALTHCARE AND COMMUNITY LEVEL**

**TRAINING MANUAL FOR COMMUNITY VOLUNTEERS**

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## Foreword

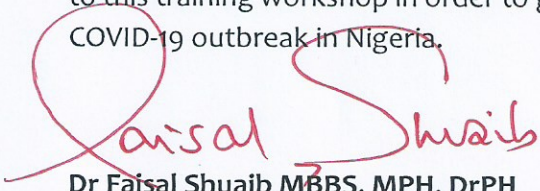
The world is currently grappling with a pandemic the magnitude of which exceeds that of Ebola, MERS and SARS combined. Originating from Wuhan City, China, the novel Coronavirus (SARS-CoV-2) that causes COVID-19, has rapidly spread to all but one continent of the globe. This disease has overwhelmed countries with strong and resilient health systems and has had an enormous toll on human lives.

With most of the world under semi-quarantine conditions, there have been restrictions on the movement of people and goods and the operation of essential businesses and industries. The resulting losses in income and jobs is having significant impact in the economies of countries worldwide. Unfortunately, this disease continues to spread rapidly, with modest projections of 82,000 COVID-19 deaths by early August in the United States alone. This does not bode well for countries such as Nigeria which have both weak health systems that are less capable to cope with such outbreaks, and are fledging oil-dependent economies, less likely to weather the economic effects of widespread lockdowns. This demands a well-planned and coordinated response from national and sub-national stakeholders to contain this outbreak and protect human lives and livelihoods.

The National Primary Health Care Development Agency (NPHCDA), being a key stakeholder recognizes the pivotal role community-based health workers (CHWs) and community volunteers (CVs) play in the prevention of disease spread at the community level, and has taken decisive action to support, reinforce and target these resources appropriately.

The community-based health workers, community volunteers and other community structures such as Ward Development Committees (WDCs) can be equipped to provide accurate information on COVID-19 to individuals, households and communities; to sensitize and promote practices that prevent the transmission of the Coronavirus; and to support the case detection efforts of LGAs and States. As such, provision with the required training to build their skills and capacity to provide these life-saving services is necessary. This manual outlines the required training.

It is my hope that these key community stakeholders will rise to the challenge and commit to this training workshop in order to gain the necessary knowledge and skills to tackle the COVID-19 outbreak in Nigeria.

  
**Dr Faisal Shuaib MBBS, MPH, DrPH**  
**Executive Director/CEO**

## List of Abbreviations and Acronyms

COVID-19	Corona Virus Disease 2019
CBHWs/CHWs	Community Based Health Workers
CHEW	Community Health Extension Worker
CHIPS	Community Health Influencers, Promoters and Services
CORPs	Community Oriented Resource Persons
CVs	Community Volunteers
DSNO	Disease Surveillance Notification Officer
IPC	Interpersonal Communication
NCDC	Nigeria Centre for Disease Control
NPHCDA	National Primary Health Care Development Agency
PHC	Primary Health Care
PPMV's	Patent and Proprietary Medicine Vendors
SMOH	State Ministry of Health
SPHCB	State Primary Healthcare Board
TBAs	Traditional Birth Attendants
VCMs	Voluntary Community Mobilizers
WDC	Ward Development Committee
WHO	World Health Organization

## Introduction

The Coronavirus Disease (COVID 19) which causes acute respiratory disease, was first detected in Wuhan, China in December 2019. This initial outbreak has since spread to almost all the countries worldwide, the World Health Organization (WHO) declared it a global pandemic on 11<sup>th</sup> March 2020. The number of people affected is increasing rapidly, as at 10 April 2020, reaching 1.7million with more than 96,000 deaths. It has had a profound impact social and economic life worldwide.

Nigeria recorded its first confirmed case on 27 February 2020, and by 10<sup>th</sup> April 2020 had a total of 305 confirmed cases, mostly in Lagos and Abuja. The daily incidence has been increasing exponentially. Despite the relative low number of cases, Nigeria cannot afford to be complacent. Given our weak health systems, lack of cure or vaccine for the disease and limited resources and system to deal with undesirable socio- economic consequences, we must step up preventive efforts. This is because strategies to prevent the disease are well known

Community health workers – Community Health Influencers Promoter and Services (CHIPS) Personnel, Voluntary Community Mobilizers (VCMs), Community Oriented Resource Persons (CORPS), etc. and other community structures such as the Patent and Proprietary Medicine Vendors (PPMVs), Ward Development Committees (WDCs) and traditional and religious leaders have critical roles to play in the national COVID-19 response. Being closest to the community, these key resource persons are better placed to promote behaviours and practices that prevent the transmission of the disease at household and community level. As frontline health care providers, they also need to know how to ensure that the work they do and the services they provide do not increase the risk of transmission of the disease.

To this end, the National Primary Health Care Development Agency has developed this short training workshop for community health workers, Ward Development Community Members, Patent and Proprietary Medicine vendors (PPMVs) and other key community stakeholders to enhance their capacity to contribute to the national response to the pandemic.

## Training Objectives

1. To sensitize participants on basic facts about COVID-19 and its prevention
2. To build the skills of participants in the practice of preventive measures
3. To discuss myths and misconceptions about the disease
4. To teach participants strategies for reducing the risk of transmission of CoVID-19 during the conduct of their work
5. To sensitize participants on their roles and those of other stakeholders in the COVID-19 response

### At the end of the training, participants should:

#### Know:

- Facts about cause, transmission, symptoms, and management of COVID-19.
- Myths and misconceptions relating to COVID-19
- Prevention of COVID-19
- How to limit transmission of COVID-19 as they provide services.
- Their roles and those of other stakeholders in the COVID-19 response

#### Be able to:

- Sensitize members of their communities on COVID-19
- Dispel COVID-19-related rumors and misconceptions
- Demonstrate to community members appropriate COVID-19 preventive practices
- Model appropriate COVID-19 preventive behaviors
- Imbibe practices that reduce risk of transmission of COVID -19 from their workplace and the services they provide
- Participate in community surveillance and reporting (Be able to identify suspected cases and report appropriately, monitor adherence to isolation directives and preventive practices).
- Document and report activities carried out in their communities.

The training is based on a participatory adult learning methods. The facilitors should make it very interactive and be guided by the colour codes provided by below.

Colour Codes
Instruction to Facilitator
Short lecture
Story/Roleplay
Key Messages

## Session Plan

Sessions	Session Objectives	Methods	Materials required	Time (Min)
1. Basic Facts about COVID-19	<ul style="list-style-type: none"> <li>Describe the basic facts on corona virus, methods of transmission, symptoms, factors that affect risk of transmission and how to prevent the disease</li> <li>Know the magnitude of the problem, and the importance of controlling the spread in communities</li> </ul>	<ul style="list-style-type: none"> <li>Discussion</li> <li>Lecturette</li> <li>Question and answer</li> </ul>	<ul style="list-style-type: none"> <li>Training Manual</li> <li>Flipchart for CVs</li> <li>Frequently asked questions</li> <li>Flip chart stand</li> <li>Flip chart paper</li> <li>markers</li> </ul>	60
2. Basic Strategies on prevention of COVID-19	<ul style="list-style-type: none"> <li>Describe the basic preventive measures (hand washing, respiratory hygiene, and social distancing)</li> <li>Demonstrate hand washing technique, respiratory hygiene, and social distancing</li> </ul>	<ul style="list-style-type: none"> <li>Brainstorming</li> <li>Discussion</li> <li>Demonstration</li> <li>Video demonstration</li> <li>Lecturette</li> </ul>	<ul style="list-style-type: none"> <li>Flipchart for CVs</li> <li>Soap</li> <li>Water</li> <li>Tissue paper</li> <li>Hand sanitizer</li> <li>Flip chart paper</li> <li>Flip chart stand</li> <li>markers</li> </ul>	120
3. Myths and Misconceptions	<ul style="list-style-type: none"> <li>Separate the facts about COVID-19 from the myths and misconceptions</li> <li>Know the sources of accurate information about COVID-19</li> <li>Understand rumours, the importance of addressing rumours and encouraging community members not to be victims of them</li> </ul>	<ul style="list-style-type: none"> <li>Story telling</li> <li>Discussion</li> <li>Lecturette</li> </ul>	<ul style="list-style-type: none"> <li>Flip chart paper</li> <li>Flip chart</li> <li>Markers</li> <li>Training manual</li> <li>Flip Chart for CVs</li> </ul>	60
4. Risk Reduction while carrying out their work	<ul style="list-style-type: none"> <li>Know the risks of transmission of the virus to themselves and others</li> <li>Know how to limit transmission of COVID-19 during the conduct of their work</li> <li>Understand the importance of protecting themselves and others from contracting the disease</li> </ul>	<ul style="list-style-type: none"> <li>Lecturette</li> <li>Video Animation</li> <li>Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Training manual</li> <li>Flip Chart</li> <li>Markers</li> </ul>	80
5. Roles and Responsibilities of CBHW/CVs, PPMVs and other traditional/community stakeholders in COVID-19 Response	<ul style="list-style-type: none"> <li>The roles and responsibilities of Community based health workers/volunteers such as CHIPS Agents, VCMS, CORPS and others in the COVID-19 response</li> <li>The roles and responsibilities of PPMVs</li> <li>The roles and responsibilities of WDCs and other traditional/community stakeholders</li> <li>Participants to know what and what not to do during the COVID-19 response period</li> </ul>	<ul style="list-style-type: none"> <li>Group work</li> <li>Discussion</li> <li>Lecturette</li> </ul>	<ul style="list-style-type: none"> <li>Training manual</li> <li>Cardboard paper</li> <li>Markers</li> </ul>	90

## Session 1: Basic Facts on COVID -19

**Duration:** 60 minutes

### Session Objectives

At the end of the session participants should be able to:

- Define COVID-19 and describe key facts about the disease
- Describe how it is transmitted
- List and explain symptoms of the disease
- Explain the importance of prevention and control of COVID-19

### Training materials:

- Training manual
- Flipchart on COVID-19 for Community Volunteers
- Flipchart paper, stand and markers

### Introduction

In December 2019, a new disease was reported to be affecting people in a town in China. Within four months, this disease had spread to almost all the countries of the world and is now called a pandemic. A pandemic is an outbreak that has spread around the world. The disease has caused deaths and brought the whole world to a standstill. In this session, we shall try to understand what this disease is, methods of prevention and why we should all fight to control its spread

### What is COVID-19?

Facilitator: **Ask participants:**

- What do you know about COVID-19?

*Write responses on a flip chart paper*

#### What is COVID-19?

COVID-19 is a short way of writing the name of the disease. It stands for:

**CO --- Corona**

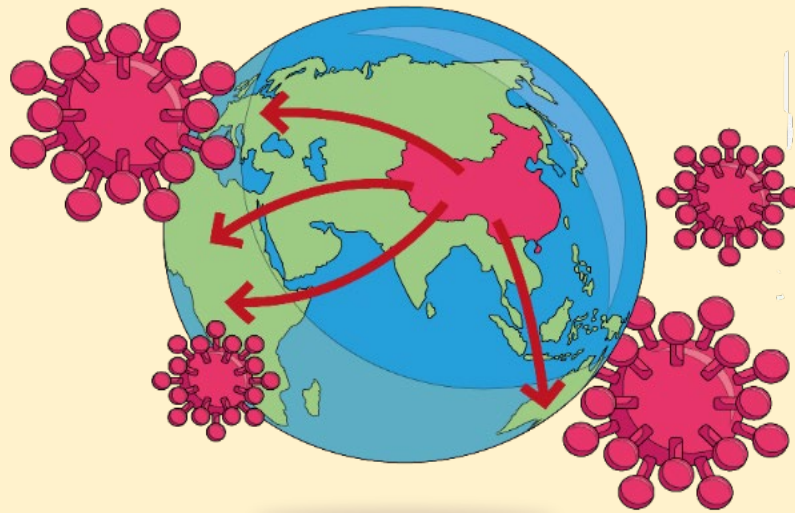
**Vi ----- Virus**

**D ----- Disease**

**19 ----- 2019**

- It originated in Wuhan, China in December 2019, and has rapidly spread to over 210 countries around the world, including Nigeria,





- COVID-19 is caused by a virus
- It is a highly contagious respiratory disease
- People of all ages can get sick
- People with Corona Virus Disease usually present with:
  - fever,
  - fatigue,
  - dry cough and
  - breathing difficulty. It may begin in some people with a sore throat, runny nose and abdominal upset.
- Direct physical contact with affected persons or indirectly through contact with patient respiratory secretions, contaminated surfaces and equipment are the major means of getting the disease.
- People with cardiovascular disease, respiratory conditions or diabetes, or are 60 years or older are at much greater risk of getting sick and experiencing more severe symptoms. In severe cases, COVID-19 can cause pneumonia, severe acute respiratory syndrome.
- The disease can lead to death, but this does not happen often.
- The virus can be found in both animals and humans.
- There are no approved medicines or vaccine for the disease yet, prevention is key
- There are still some things we don't know about the virus, but researchers are working hard to find a cure.

## Transmission of COVID-19

### Facilitator

*Read this story to the participants*

#### Story of transmission

- Adam is a businessman.
- He travelled to a country that has cases of COVID-19 at the end of January 2020 to buy some goods, he spent one week and returned Nigeria
- His plane landed in Abuja; it was already evening so he slept at a hotel to continue his journey the next day
- Early in the morning, he took a bus from Abuja to Bauchi, where he lives with his family
- His children and wife all ran to hug him, everyone was excited
- His friends came to welcome him back from his trip, they all shook hands
- His neighbor's children also came because he normally brings them, sweets, when he travels. They all shook his hand and went back home
- Within 8 days of his return, he started sneezing, having cough, fever and difficulty in breathing
- He thought it was malaria, so he bought medicine from a chemist and was taking it at home
- The cough and sneezing persisted
- Adam didn't cover his mouth when he coughed
- He went to his shop once after he returned but was unable to stay long, he left leaving instructions with his four (4) shop attendants on how to manage the shop.

#### Ask participants

From this story, if a test is conducted 3 days later and Adam is found to be positive for COVID-19.

1. Who could he have possibly transmitted the disease to and how do you think it was transmitted?

Write responses on a flip chart paper and process, then provide correct information below

#### How COVID-19 is Transmitted?

COVID-19 can spread from person to person through small droplets from the nose or mouth which are spread when a person with the disease coughs, sneezes talks or exhales.

People can catch COVID-19 if they breathe in infected droplets from a person with the disease who coughs, sneezes, talks or exhales. This is why it is important to stay at least 2 meters (6 feet) away from an infected person.

Droplets from infected persons can also land on objects and surfaces. Other people then get infected with COVID-19 when they touch these objects or surfaces, then touch their eyes, nose, or mouth with the same hand.

The virus spreads very easily.

Transmission can, therefore, be through:

#### **Direct method**

- Nasal or throat droplets
- Hand contact

#### **Indirect method: touching contaminated surfaces**

- Tables/chairs
- Clothing
- Handkerchiefs
- Telephones (handsets)
- Computers
- Doorknobs
- Toiletries
- Sharing eating plates and spoons, kettles etc

#### **Ask:**

Who are the groups of people at higher risk of getting infected?

Write responses on flip chart paper and process

#### **People at risk of disease**

The disease tends to be more severe in the following groups of people:

- People with chronic illnesses – diabetes, heart disease, hypertension
- People with conditions that lower the body's immunity –e. g. HIV/AIDS
- The disease affects all ages, but it tends to be milder in the younger age groups and more severe among the weak and elderly

### **Symptoms of COVID-19**

#### **Ask:**

- What are the symptoms of COVID-19?
- How do we confirm a person has COVID-19?

– Who should be tested for COVID-19?

Write responses on flip chart paper and lead a discussion

## Symptoms of COVID-19

The symptoms of COVID-19 are similar to other colds and cases of flu and include:

- Fever



- Dry Cough



- Tiredness
- Difficulty breathing



Some individuals may experience certain symptoms like:

- Aches and pains,
- Nasal congestion,
- Sore throat
- Diarrhoea

#### **How do we confirm if a person has COVID-19?**

Due to the similarities with symptoms of Coronavirus and the flu, **a test is the only way to confirm if one is infected.**

The usual time from exposure to the coronavirus and development of symptoms ranges **from 2 – 14 days, with an average of 5 days.**

It is only when a test is carried out in an approved government laboratory by an authorized government worker and it **comes out positive** that we can diagnose someone as having COVID-19

**Note: Transmission of the virus begins even before symptoms appear**

#### **Who should be tested for COVID-19? (Suspected case)**

- Anyone who, within the past 14 days, has returned from a country, state, LGA, Ward of community with confirmed case(s) and has any of the following symptoms: fever, cough or difficulty in breathing
- Anyone who, within the past 14 days, has been in contact with a confirmed case and has any of the symptoms listed above
- Anyone who, within the past 14 days, has been to a hospital where a COVID-19 patient is receiving treatment and has any of the symptoms listed above

#### **Remember:**

- **These are suspected cases. You confirm a case only when the test result comes out positive**
- **Not all ill persons are tested for COVID-19**

If anyone develops symptoms within 14 days of arriving in Nigeria from a country, state, LGA, ward or community that has the disease or within 14 days of the last contact with a confirmed case(s), **the person must stay at home and call the numbers given by their respective states for a government health care worker to come and assess and determine the next course of action.**

## Importance of controlling the spread of COVID-19

Reinforce learning by asking participants:

- Who can get infected with COVID-19?
- How can COVID-19 be transmitted?
- Can COVID-19 be transmitted even before symptoms appear?
- If a person is infected with COVID-19, who can they transmit the disease to?

Use the answers they have provided to start up a discussion, ask:

- Why is it important to prevent the spread of COVID-19 in our community, LGAs, State, Nigeria and the world?

### Importance of controlling the spread of COVID-19

- There is currently no cure and no vaccine for COVID-19
- It is a highly contagious respiratory disease
- People of all ages can get sick
- Transmission of the virus begins even before symptoms appear
- More than 80% of those infected have mild illness or have no symptoms but can spread the disease
- COVID-19 has spread to over 200 countries, in all the continents of the world
- Over one million people have been infected
- We do not have enough capacity in our hospitals to cope
- It is redefining our world, social life and every facet of our way of life
- The disease is shutting down cities and nations

It is affecting the global economy

### Evaluation

1. What is the full meaning of COVID-19?
2. What are the major symptoms of the disease?
3. How does a person get infected with the disease?
4. How can the disease be transmitted?
5. How many ways can we confirm a person has COVID-19? (Trick question, this is to ensure participants are aware that there's only one way to confirm)
6. Why do we need to control the spread of COVID-19 in our community?

### Key Messages

1. COVID-19, though a new disease, spreads rapidly and is now a pandemic
2. It is a respiratory disease that is spread through droplets when an infected person coughs or sneezes, others may get infected

3. Everyone is at risk of the infection, but those with pre-existing health problems are at higher risk
4. A person contracts the infection from droplets from an infected person who sneezes or coughs. A person who is near the infected person can inhale the droplets directly or it can contaminate hands and surfaces, which can then infect another person indirectly.
5. Suspect an infection when someone with a history of travel to a place where the infection is occurring or someone caring for a person with the disease presents with a history of cough, fever, difficulty in breathing
6. There is no cure or vaccine, therefore we should do everything to prevent it.



## Session 2: Basic Strategies on Prevention of COVID-19

**Duration:** 120 minutes

### Session Objectives

At the end of the session, participants should be able to:

- Describe the key strategies for the prevention of COVID-19
- Discuss the rationale for each of the preventive strategies recommended
- Demonstrate proper coughing and sneezing hygiene practices
- Demonstrate proper handwashing and use of hand sanitizer
- Demonstrate social distancing techniques
- Demonstrate correct putting on, use, removal and disposal of face mask

### Training materials required

- Training Manual
- Flip Chart on COVID-19 for Community Volunteers
- Soap
- Water – tap water/tippy tap/water in a bucket
- Container for fetching water (if tap water is not available)
- Hand sanitizer
- Tissue paper
- Flip chart stand
- Flip chart paper
- Markers
- Video on handwashing
- Laptop and projector

### Introduction

COVID-19 is a disease that affects breathing. Within four months of the detection of the disease in China, it had spread to almost all the countries of the world, infecting millions of people and killing hundreds of thousands. This disease has affected the world seriously, shutting down economic activities, travel, social life and causing people to stay at home. The disease has no vaccine to prevent it and no drug to cure it. But we know what can be done to prevent it from spreading. Governments around the world are promoting and enforcing measures to reduce the spread of this disease. In this session, we will discuss how the disease can be prevented and teach you the different preventive measures so that you will be role models for promoting these preventive behaviours. Also, you will help promote them in your communities.

**Question: Facilitator ask:**

From Session 1, we described the methods of transmission of COVID-19. Recall, what are the methods through which the coronavirus that causes the infection is transmitted from an infected person to another person?

Facilitator

Write responses on a flip chart paper. Bring out poster with the methods of transmission and remind participants

Facilitator ask:

Now that we know how the disease is transmitted, how do you think we can prevent transmission using this knowledge?

Facilitator

1. Write their responses on the flip chart and discuss them
2. Present the information on strategies for prevention

## Methods of Prevention of Spread of COVID-19

### Methods of prevention of spread of COVID-19

The strategies for the prevention of COVID-19 fall under four categories. They are:

1. Respiratory hygiene or hygienic ways of coughing and sneezing
2. Hand hygiene, which is a way of keeping your hands clean
3. Social distancing, which is keeping away from people and crowds
4. Use of face mask situations

### Respiratory Hygiene

Ask:

What is the proper and hygienic way of coughing and sneezing?

Discuss responses and present information below

Show poster of the correct way of coughing and sneezing

Ask participants to demonstrate it

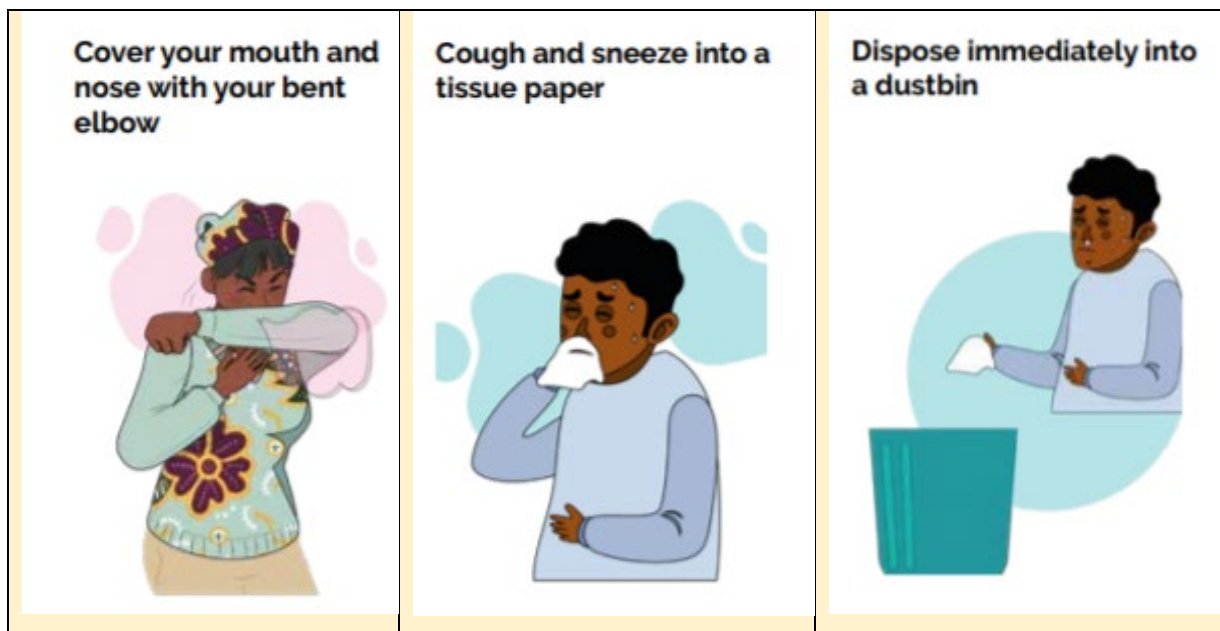
### Respiratory hygiene

Each time you cough or sneeze

Cover your mouth and nose with your bend elbow

or

Cough and sneeze into a tissue paper and dispose immediately into a dustbin



### Roleplay

**Facilitator:** Ask participants to act this play with the following characters - Kizito, his 2-year daughter, his two friends.

Kizito (use local names) has been coughing and sneezing for some time. He is in his sitting room or zaure. When he coughs, he spits it on the floor or uses a handkerchief, by his side. He sneezes covering his mouth with his hands. His daughter came to him, he carried her on his laps and played with her. When she was going, he gave her the handkerchief to give her mother to wash.

Ibro and Adah, his neighbors came to check on him. He greeted them, shaking their hands. They sat down and chatted for some time then left.

**Facilitator: Process the role play.**

1. Supposing the man has COVID-19, what are the ways he could have spread the infection to his household and his friends?

Why do we discourage the use of handkerchief and coughing into our hands or spitting it on the ground? (Recall session one, the ways of spreading the disease through droplets)

### Hand hygiene

#### Ask:

How do we reduce transmission of the disease through our hands?

#### Ways of reducing transmission through our hands:

1. Avoid touching your face with your hands

2. Wash your hands regularly with soap and running water or when not feasible use hand sanitizer

**a) Avoid touching your face with your hands**

**Avoid touching your face with your hands.**



This is because, when someone has COVID-19 and coughs, if the person is not practicing respiratory hygiene, the droplets can drop on surfaces. A person can come in contact with the coronavirus through these contaminated surfaces if he or she touches the surface with their hands. Touching the face with the hands transfers the virus to the mouth/nose resulting in infection

**b) Handwashing with soap and running water**

**Facilitator**

Show video on handwashing

At the end of the video, describe the correct techniques of handwashing using the diagram below.

**Demonstration**

Facilitator, demonstrate the correct technique of handwashing, following the outlined steps.

***If there is no tap water, get someone to pour the water for you.***

- Get them each to practice the correct technique.
- When a person is practicing, ask the others to observe and point out what they did right or wrong until they all get it.

Reinforce the message that they are to model these correct practices and teach people in their communities.



**c). Use of hand sanitizer**

**Use of hand sanitizer**

Use hand sanitizer only when soap and water are not available as hand washing is more effective than the use of sanitizers.

Hand sanitizers contain alcohol. It is the alcohol in the sanitizer that kills the coronavirus. Use sanitizers that contain between 60 -95% alcohol as diluted ones are not effective.

The method and steps of using hand sanitizer are the same as hand washing except that instead of applying soap, you apply a generous amount of the hand sanitizer, and you do not use water.

Facilitator:  
Demonstrate how to apply hand sanitizer.

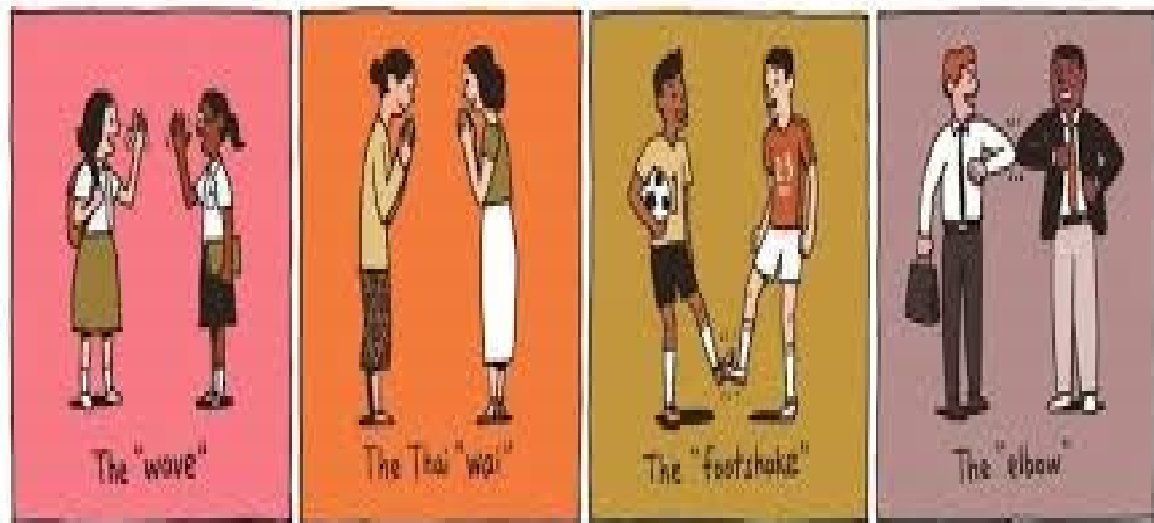


a. No hand shaking

Facilitator ask:  
Remember how the disease is transmitted. Why are people told not to shake hands during this COVID-19 pandemic?

Facilitator:  
Remind them of how the virus is transmitted through hands.  
Go back to the poster and then explain that if people do not shake hands, the likelihood of a person getting his hands contaminated from someone carrying the coronavirus is reduced.  
Explain alternatives to handshaking from the pictures below

## Alternatives to handshakes

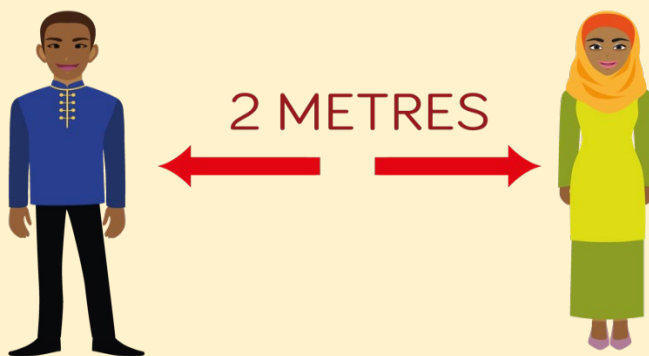


## Maintain physical distance

Recall the distance the droplets can get to from someone coughing

- Why is keeping physical distance important?
- What is the minimum distance you should maintain between you and another person, to reduce the likelihood of your getting infected through cough or sneezing?

Physical distancing: maintain a distance of at least 2 meters or 6 feet (2 arm's length) between you and another person,



The current guidelines recommends this distance as large droplets from an infected person who is coughing or sneezing can travel at least that far.

## Avoid crowded places

During this COVID-19 pandemic, people are advised to avoid crowded places and places where people congregate as crowding will reduce distances between persons and increase the risk of transmission. It is because of this that:

- Schools are closed, as schools are locations where we have large crowds in a place
- Weddings, parties and ceremonies are banned
- Churches and mosques are not open
- Markets are closed.

## Stay at home

Stay at home

If you stay at home, then the likelihood of you coming in contact with an infected person or contaminated surface or object is reduced. Therefore, people are asked to remain at home in some states of the country where cases are being reported.

Staying at home means: no visiting neighbours, no receiving visitors, only you and your family at home and you go out only to buy essentials like food and toiletries!

## Guide to social distancing

Discuss the guide and impress on them the need to remain in the green zone. Adapt examples to what is locally appropriate

HIGH RISK	MEDIUM RISK	LOW RISK
RED ZONE	YELLOW ZONE	GREEN ZONE
Public Gathering, Funerals, Weddings, Street Groupings, Beaches	Supermarkets	Staying at Home
Open Air Markets	Malls	Online Interactions
Gyms, Barber Shops, Salon and Massage parlours	Visiting/Hosting Friends And Relatives	Private Cars
Hospitals	Banking Halls	Gardening
Bars and Restaurants	Public Transport	Home Activities
Hotels and Food Vendors	Cash Payments	
Unauthorised access to isolation and quarantine centres	Rental Apartments with common facilities	
Lifts	Prisons	
Bus Parks	Board meetings	
Church	Interview Pannels	
House Parties	Motorbikes	
Ports		
Factories		
Sports Activities		

**IF WE STAY IN THE GREEN ZONE FOR A WHILE, WE WILL MAKE ALL ZONES GREEN.**



## Use of face mask

### **Use of face mask**

There is emerging evidence that wearing of masks by the general population may have benefits. There may be situations where the wearing of masks may reduce the rate at which infected individuals may infect others, as asymptomatic people who are infected can transmit the virus.

The WHO recommends that medical face masks should be worn primarily by people who show symptoms of COVID-19, health workers and people caring for patients with the infection in close settings

However, the Nigeria Centre for Disease Control (NCDC) recommends the use of face mask by the general public as an optional additional layer and not as a compulsory measure.

It is important that masks are fitted or used properly when they are worn.

Improper use of the face mask is likely to increase your risk of getting infected. Disposable face mask can only be used once. If you are not ill or looking after someone who is ill or is not a health worker then you are wasting a mask. There is a world-wide shortage of masks, so WHO urges people to use masks wisely. The WHO advises rational use of medical masks to avoid unnecessary wastage of precious resources.

In areas where transmission of the disease is occurring in the community, people, in some countries, people are asked to use masks, including improvised homemade ones. These ones are essentially to prevent you coughing and sneezing out droplets, so it is to protect your contacts mainly.

If you are to use mask, you must know how to use it correctly.

### **Facilitator:**

**Demonstrate the correct use of face mask, using the steps outlined below**

### **How to put on, use, take off and dispose of a face mask**

Remember, a mask should only be used by health workers, persons caring for COVID 19 patients, and individuals with respiratory symptoms, such as fever and cough and the general public. Ensure you practice hand hygiene before and after putting on a mask.

1. Before touching the mask, clean hands with an alcohol-based hand rub or soap and water
2. Take the mask and inspect it for tears or holes.
3. Orient which side is the top side (where the metal strip is).
4. Ensure the proper side of the mask faces outwards (the colored side).
5. Place the mask to your face. Pinch the metal strip or stiff edge of the mask so it molds to the shape of your nose.
6. Pull down the mask's bottom so it covers your mouth and your chin.
7. Avoid touching the outer surface of the mask while using it, also avoid pulling the mask down and back while in use.
8. After use, take off the mask; remove the elastic loops from behind the ears while keeping the mask away from your face and clothes, to avoid touching potentially contaminated surfaces of the mask.
9. Discard the mask in a closed bin immediately after use.
10. Perform hand hygiene after touching or discarding the mask – Use alcohol-based hand rub or, if visibly soiled, wash your hands with soap and water.



### How to put on, use and dispose of a face mask



### Evaluation Questions

1. What are the ways COVID-19 is contracted?
2. Why are governments prioritizing prevention of COVID-19?
3. What are the four key strategies for the prevention of COVID-19?
4. What are the main methods of hand hygiene?
5. Why is social distancing important?
6. What are the ways you maintain social distance?
7. Who are the people that are recommended for use of face mask?

## Key messages

There is no cure or vaccine to prevent COVID-19. We know how it can be prevented. If we practice respiratory and hand hygiene, maintain social distance and use face masks as recommended, we can significantly reduce the risk of transmission of the disease.

## Session 3: Facts and Rumours about COVID-19

**Duration: 60 minutes**

### Introduction

There has been an increasing number of rumours circulating about the COVID-19 pandemic since the first case was reported in February in Nigeria. Such misleading and inaccurate information about the infection can be dangerous to our health and the health of our communities. We must keep well informed of the facts from relevant authorities and sources.

### Session Objectives

At the end of this session, participants should be able to:

- Separate the facts about COVID-19 transmission, prevention and treatment from the myths and misconceptions
- Know the sources of accurate information about COVID-19
- Understand the harmful effects of rumours
- Understand the importance of addressing rumours and encouraging community members not to be victims of them
- Dispel rumours and relay accurate information about COVID-19 to community members

### Methodology

Stories, discussion and presentation

### Learning materials

Training manual, Flip Chart on COVID-19 for Community Volunteers, Flipchart paper and stands, markers

The facilitator should begin the session by reading out and discussing the paragraph in the introduction to the session  
The facilitator should then narrate the stories below and discuss the moral of each with the participants

### CONTEXT STORY

#### Story 1

- Balogun and his pregnant wife Mary live in Kpota community with their three sons.
- Mary gave birth to a beautiful baby girl. The couple had been praying for a daughter, so they were very excited.
- Balogun and Mary decided to throw a very big naming ceremony to celebrate their new blessing. Balogun called all his relatives in Abuja, Ilorin and Asaba, and sent his sons to inform everyone in the community about the upcoming celebration.
- On hearing about the naming ceremony, Balogun's neighbour, Jonathan, told him that he had heard about a viral disease that is now in Nigeria and that the health authorities are advising citizens to stay at home and avoid large gatherings because 1 person can transmit this disease to over 10 people.

- Balogun laughed, he told Jonathan that the disease is called Coronavirus disease or COVID-19 and it only affects rich people and people who travel out of Nigeria. To convince his neighbour, Balogun brought out his phone and showed Jonathan a WhatsApp message he got stating that a businessman who lives in Abuja said the disease is even a lie.
- Both men laughed and Jonathan was relieved and happy to know that he can never contract Coronavirus disease.

Unfortunately, 13 days later, of the people that attended the ceremony, 15 tested Positive for COVID-19. 3 people died, including his uncle who had diabetes and hypertension.

### Story 2

- Fatima is a widow who lives with her three children and mother in-law, Iya.
- Ladidi who is the WDC Chairman's wife often visited the family. Ladidi is also a TBA and helped deliver all of Fatima's children.
- Fatima would only take her children to the facility for immunisation, but she always called Ladidi when any of them was sick. Now that the children have all completed their vaccination, she had no business with the health facility again.
- Her sister who lives in the neighbouring community called her about a disease called Coronavirus. She told Fatima that steaming and drinking ginger mixed with lemon 8 times a day had cured a person who had tested positive.
- When Ladidi came to visit the family, she informed them of Coronavirus disease, what the symptoms are and told them that drinking and using warm water and salt to rinse the nose and throat prevents the disease. Ladidi advised the family to start since the virus has no cure.
- Fatima jumped in to give the good news that her sister told her steaming and drinking ginger mixed with lemon 8 times a day had cured a person.
- Ladidi was excited, as her co-wife has been complaining of fever, sore throat and shortness of breath since yesterday.
- Ladidi ran to inform her co-wife about the cure for Coronavirus disease. She promised to inform other community members as well.

Fortunately, CHIPS Agent Kubura learnt of this incident when she visited Ladidi's house and immediately referred the co-wife to the nearest PHC facility. Kubura then called her supervisor to inform her of the case. She and the other CHIPS Agents sensitized Fatima and everyone in the community about Coronavirus disease, also known as COVID-19.

The Facilitator then asks participants what they have heard about coronavirus disease or COVID-19 (*note answers on flipcharts*)

The facilitator should then address the myths below, providing the facts to counter each.

## Facts and Rumours about COVID-19

### Facts and Rumours about COVID-19

**RUMOUR:** COVID-19 only affects rich people

**FACT:** The virus does not discriminate. Anyone, rich or poor, Muslim, Christian or traditionalist, old or young, Yoruba, Igbo or Hausa (all tribes) can be infected. Whatever your status in the society you must protect yourself and your family

**RUMOUR:** Coronavirus does not survive in hot environments

**FACT:** Living in hot or cold places does not prevent spread of the infection. Also, hot water or heat will not kill the virus. There is no reason to believe the virus only spreads in cold environments

**RUMOUR:** The virus can be spread through mosquito bite

**FACT:** Coronavirus is spread through respiratory droplets, not blood. Mosquitos do not increase the spread of the virus

**RUMOUR:** COVID-19 only affects older people

**FACT:** People of all ages can be infected by Coronavirus (COVID-19), no age group is immune. However, older people and people that already have medical conditions like asthma, diabetes, high blood pressure and heart disease, are more likely to develop serious illness

**RUMOUR:** Natural remedies like garlic, palm oil or lemon can be used to prevent or treat infected people

**FACT:** Eating garlic, drinking palm oil or lemon, alone or mixed with other herbs/solutions will not kill the coronavirus.

**RUMOUR:** Rinsing the nose and gargling with warm salt water prevents COVID-19

**FACT:** Using salt water to rinse the nose or throat will not prevent coronavirus infection

**RUMOUR:** Spraying alcohol or bleach all over your body will kill the Coronavirus

**FACT:** Spraying alcohol or bleach on the body will not kill the virus that is inside the body. These substances will actually harm your skin, eyes, mouth and other parts of the body.

**RUMOUR:** Chloroquine and antibiotics are used to prevent and treat COVID-19

**FACT:** There is no proven evidence that chloroquine or/antibiotics can prevent or treat COVID-19 infection. Research is ongoing. Infected people receive appropriate care to relieve and treat symptoms in designated health facilities

**RUMOUR:** Some countries have developed a vaccine for the disease and the Nigerian Government will soon make it available in our Primary Health Care facilities

**FACT:** There is no vaccination (immunization) for coronavirus

**COVID-19 IS NOT A HOAX!!! COVID-19 IS REAL!!!**

Ask participants to mention the sources of the information earlier mentioned and note on a flip chart paper

Inform the participants on reliable sources of information about COVID-19 in Nigeria

## Sources of accurate and reliable information about COVID-19

### For accurate and reliable information about COVID-19

Participants and citizens should verify the source of information heard from individuals, read on social media (WhatsApp, Facebook, Twitter, Instagram etc) or heard on the radio and television.

Not everything we hear, read or watch are true. Participants should always seek information on COVID-19 from reliable sites and authorities like:

International: WHO, CDC, reputable NGOs such as UNICEF etc

Federal: FMOH, NCDC, NPHCDA

State: SMOH, SPHCDB, State COVID-19 Task Force

LGA/WARD: the relevant health authority

## Effects of rumours

Ask and discuss the following with participants:

- What are rumours?
- Why should we not listen to rumours?
- What are the harmful effects of rumours?
- Can rumours affect the spread of COVID-19? How?
- How do rumours cause stigma and discrimination?
- How can we address rumours?



## About Rumours

- Rumours are unconfirmed communication transmitted from person to person, usually in a situation of stress or anxiety
- The message in a rumour is an unverified account and may either be true or false. It is only a claim to truth
- When people suffer from some tension or apprehension, rumour becomes more effective in the troubled mind, leading to panic
- Rumours spread very easily and their effects on social life is enormous
- Rumours leave deep impressions on our minds, influence our emotions and can lead to actions with sad and unfortunate consequences
- We are all susceptible to rumours occasionally, especially when we are under mental stress
- Although the influence of rumour cannot be fully eliminated, its spread can surely be limited through proper education and careful publicity of true and exact information

### **REMEMBER: Facts NOT Rumours OR Fear will stop COVID-19**

- Many people could hide the fact that they have the virus because of the fear of being labelled as “the one with the Coronavirus”.
- People may not comply with government directives or practice preventive measures that can prevent transmission because they believe they can prevent, or cure COVID-19 based on rumours

## Evaluation Questions

1. Mention 6 myths about COVID-19 and what the facts are?
2. Where can we get accurate information about COVID-19?
3. What are the effects of rumours on the spread of COVID-19?
4. How can we address the rumours?

## Key Messages

The rumours circulating about COVID-19 can endanger the health and wellbeing of our communities as prevents people from making the right decisions and practicing the preventive measures that will stop the spread of the infection. We must sensitize household members with correct information from the right sources and educate them on the harmful effects of rumours

## Session 4: How to reduce the risk of transmission of COVID-19 in course of your work

**Duration:**

### **Introduction**

We all have a role to play in preventing the transmission of COVID-19 in our communities. Even if we are healthy, we must each do our part to help stop the spread and save the lives of other people in our community. In this session, we will learn what to and what not to do in the course of engaging members of our communities.

### **Session Objectives**

At the end of this session, participants should be able to:

- Know the risks of transmission of the virus to themselves and others
- Know and practice how to reduce the risk of transmission of COVID-19 during the conduct of their work
- Understand the importance of protecting themselves and others from contracting the disease
- Know what and what not to do during the COVID-19 response period
- Relay accurate information on the risks and mitigation of transmission of the virus to community members

### **Methodology**

Stories, discussions, videos and presentations

### **Learning materials**

Training manual, video animation

Facilitator should play the video of how the virus is transmitted, and lead discussions on how the virus can be transmitted, from whom, to whom and under what conditions

**PLAY VIDEO OF VIRUS TRANSMISSION**

## Risk of transmission during the course of your work

### **Risk of transmission of the virus to CHIPS Agents, VCMs, CORPS CBHWs/CVs and other Community Members**

COVID-19 is easily contracted or transmitted when people come in contact with infected persons. It is important that you:

- Are aware that anybody you meet in the course of your work might have the disease, so it is important you apply all necessary protection and precaution in dealing with your community members
- Ask about travel history during interaction with community members



- All preventive measures should be taken during interactions with:
  - anybody that has just returned from a high burden Covid-19 country, state or community
  - anybody that has been in contact with a confirmed Covid-19 case
- Any suspected Covid-19 case should be immediately reported to the appropriate authorities
- The virus can be transmitted from a Covid-19 case if he/she is showing or not showing any symptoms
- The virus is transmitted to close contacts of Covid-19 cases. People who are not 6 feet (2 arm's length) away from an infected person are at risk
- The virus can be transmitted when an infected person coughs, sneezes or talks
- The virus can also be transmitted when a person touches an infected surface and then touches his/her face (eyes, nose or mouth)

The facilitator should read out the story and encourage participants to respond appropriately.

## **STORY OF HOW COVID-19 TRANSMISSION CAN BE LIMITED WHILE CONDUCTING YOUR ROUTINE WORK**

Aisha is a CHIPS Agent that has gone to Mallam Rabiú's house to conduct her household visit. Mallam Rabiú is a driver in Abuja who came home last week due to the lockdown in the city. Unknown to him, he had contracted the disease and had infected his family members who were still asymptomatic. Aisha immediately hugs Saratu who is Mallam Rabiú's wife, even though she just coughed and covered her mouth with her hand.

***What has she done wrong and what should she do next? Discuss.***

### **Limiting transmission of COVID-19 during the conduct of your work**

The facilitator to ask participants to recall the session on strategies to prevent spread and mention ways they limit transmission during the conduct of their work

Note responses on a flip chart

### **Limiting transmission of COVID-19 during the conduct of work**

The CHIPS Agents, VCMs, CORPS, and other CBHWs/CVs, WDC are to:

- Ensure they wash their hands or use a hand sanitizer before entering and leaving a household
- Avoid touching surfaces like tables, doorknobs, etc.
- Avoid shaking or hugging members of the households they visit
- Ensure they maintain a distance of 6 feet from every member of a household
- Ensure members of the households they visit cough into their elbows
- Limit physical contact with any sick client and refer to the nearest PHC facility
- Ascertain travel history of every client they come in contact with
- Avoid touching their face (especially the eyes, mouth and nose) in the course of conducting their duties
- Avoid entering individual rooms, rather address members of the household in the compound or outside
- Discourage large gatherings
- CHWs to provide everyone who is coughing with a face mask and ensure they wear appropriately

The PPMVs are expected to

- **Implement and enforce physical distancing measures within the premises.** This can be achieved by:
  - Placing physical barriers in doorways or in front of the counter to prevent clients from getting close, for example using chairs or tables
  - Cordoning off areas using store shelving to redirect clients.
  - Demarcate areas at appropriate distances (at least one meter) on the ground/floor where clients can stand
  - attend to clients as they come and provide for sitting arrangement in the waiting area that will allow reasonable distance between clients
  - Placing plexiglass barriers in front of the counter with hatches for drug collection, if possible
  - Limit the number of people who can be present in the room at any one time

- **Minimize direct contact with clients**

Regardless of the measures advised to ensure physical distancing, there will be instances when interaction with the client will be required e.g. when paying for and handing over medicines. Measures should be instituted to limit as much direct contact as possible. Where possible, PPMVs could consider operating a call-in service where clients call to ask for items and then collect, limiting interaction and time spent on the premises.

- **Adhere to standard guidance on appropriate hygiene and infection control measures** through:
  - Regular handwashing with soap and water.
  - Regular use of alcohol-based hand sanitizers.
  - Removal of wristwatches or jewelry when in the store - this prevents the transmission of COVID-19 and helps with hand washing that encourages inclusion of the wrist.
  - Appropriate use of personal protective equipment (PPE) such as gloves, apron and fluid resistant surgical mask (FRSM) when attending to any person with signs/symptoms of respiratory tract infection
  - Regular cleaning and disinfection of all hard surfaces, floors, chairs and door handles using detergent disinfectant or bleach.
  - Frequently wiping down 'high-touch' areas that increase the risk of spreading the virus (e.g. countertops, door handles, pens, light switches, refrigerator doors, drawer pulls, etc.) with alcohol-based sanitizers.
  - Ensure appropriate waste disposal - stores should have adequate waste bins and used tissues or disposable cleaning cloths should be double bagged before disposal.
  - All personal protective equipment should be disposed of as clinical waste.

## Understanding the importance of reducing the risk of transmission

Ask participants to discuss the following scenario.

- The WDC chairman returns from a visit to Abuja where he attended an event at which he shook hands with a person who later tested positive to COVID-19.
- Even though he began having sore throat and was sneezing he still attended a funeral upon return and chaired the monthly WDC meeting, he did not maintain physical distance or cover his mouth with his elbow or tissue while sneezing

If he had contracted COVID-19, what are the risks to people he met at the funeral and WDC meeting?

- There is only one PHC in the ward which is not equipped to treat COVID-19

What is will happen to those who become sick before help is arranged?

The facilitator to lead the discussion on the importance of protecting themselves and others from contracting COVID-19

### **Understanding the importance of protecting themselves and others from contracting the disease**

- The disease is transmitted through respiratory droplets by sneezing, talking and coughing, so one person can infect many people he/she comes in contact with.
- The contact of a case can also transmit the virus other people he/she comes in contact with
- Covid-19 has no cure and no vaccine yet
- Most of our hospitals cannot take care of people who are very sick due to COVID-19
- COVID-19 severely affects people who have other diseases like hypertension, diabetes, HIV and TB and they are more likely to die
- Due to these reasons it is important that CHIPS Agents/VCMs/CBHW/CVs take all necessary precaution to protect themselves and their community members from contracting the disease
- These measures include
  - Avoiding large gatherings
  - Observing social distancing
  - Washing hands or using hand sanitizer frequently
  - Sensitizing the community of the risk and mitigation of transmission
  - Encouraging people to cough in their elbow
  - Encouraging people with symptoms to self-isolate

Reporting any suspected cases through the state helplines

### **Evaluation Questions**

1. Who can transmit COVID-19?
2. How does COVID-19 spread
3. Why must we protect ourselves and others from contracting COVID-19
4. List 4 ways of reducing transmission of COVID-19

### **Key Messages**

As a health worker you can easily contract the disease as you carry out your duties

Apply standard precaution in interacting with community members

COVID-19 can be transmitted from infected people who are either showing or not showing any symptoms yet

Ascertain the travel history of any patient you visit

In the course of your duties, avoid entering rooms, rather stay in the open compound, ensure you stay 6 feet away from any person you meet, wash your hands with soap or use a hand sanitizer regularly, avoid contact with surfaces, avoid large gatherings and encourage people to cough into their elbows.

COVID-19 has no cure and no vaccine yet

## Session 5: Your Roles and Responsibilities in the COVID-19 Response

**Duration: 90 Minutes**

### Introduction

As important members in the community, you are critical in the prevention of the spread of COVID-19 in Nigeria. You should be reliable sources of education, assistance and comfort. Having learnt the basic facts about COVID-19, the prevention strategies, the myths and misconceptions and reducing the risk of transmission, this session outlines the roles you will play in your communities in the COVID-19 response. You are role models and others will copy your behaviours.

### Session Objectives

At the end of this session, participants should be able to understand:

- The roles and responsibilities of Community based health workers/volunteers such as CHIPS Agents, VCMS, CORPS and others in the COVID-19 response
- The roles and responsibilities of PPMVs
- The roles and responsibilities of WDCs and other traditional/community stakeholders

### Methodology

Discussion and presentation

### Learning materials

Training manual, video animation

Group participants into 4 groups as below to brainstorm on what roles they can play to prevent transmission of COVID-19 in their communities

- Community based Health Workers (CBHWS)/CVs
- Proprietary Patent Medicine Vendors (PPMVs)
- WDCs
- Traditional/religious leaders

*(ensure social distance and all necessary preventive measures maintained in the process)*

The facilitator should outline the various roles and responsibilities of the CBHW/CV, PPMVs, WDCs and other traditional/community structures outlined in the text boxes below.



## Roles and responsibilities of Community based health workers/Volunteers

### Roles and responsibilities of Community based health workers/volunteers

#### Behaviour change communication and awareness creation activities on Infection Prevention Control measures

The CHIPS Agents, VCMs, CORPS, and other CBHWs/CVs are to:

- Sensitize community members about COVID-19 and how it is spread
- Create awareness about preventive measures to be taken to avoid transmission of infection by spreading key messages in their community about:
  - Practicing social distancing
  - Practicing good hygiene
  - Monitoring their health and reporting suspected cases to health authorities  
(states to provide numbers to call)
- Create awareness about signs and symptoms of suspected cases (case definition) leading to early detection and referral of suspected COVID-19 cases.
- Help identify and guide high risk individuals on what to do, then refer appropriately
- Address rumours about COVID-19 and encourage clients not to be victims of rumours
- CBHWs/CVs must also ensure they strictly adhere to preventative measures outlined to avoid unwittingly transmitting the virus from household to household as they go about their duties

#### Surveillance and contact tracing

- You will be vital in containment efforts, contact tracing of the positive and ensuring isolation of all exposed/high risk.

## Roles and responsibilities of PPMVs

### Roles and responsibilities of PPMVs:

The PPMVs are expected to

- **Implement and enforce physical distancing measures within the premises.** This can be achieved by:
  - Placing physical barriers in doorways or in front of the counter to prevent clients from getting close, for example using chairs or tables
  - Cordoning off areas using store shelving to redirect clients.
  - Demarcate areas at appropriate distances (at least one meter) on the ground/floor where clients can stand
  - attend to clients as they come and provide for sitting arrangement in the waiting area that will allow reasonable distance between clients
  - Placing plexiglass barriers in front of the counter with hatches for drug collection, if possible
  - Limit the number of people who can be present in the room at any one time

- **Minimize direct contact with clients**

Regardless of the measures advised to ensure physical distancing, there will be instances when interaction with the client will be required e.g. when paying for and handing over medicines. Measures should be instituted to limit as much direct contact as possible. Where possible, PPMVs could consider operating a call-in service where clients call to ask for items and then collect, limiting interaction and time spent on the premises.

- **Adhere to standard guidance on appropriate hygiene and infection control measures through:**

- Regular handwashing with soap and water.
- Regular use of alcohol-based hand sanitizers.
- Removal of wristwatches or jewelry when in the store - this prevents the transmission of COVID-19 and helps with hand washing that encourages inclusion of the wrist.
- Appropriate use of personal protective equipment (PPE) such as gloves, apron and fluid resistant surgical mask (FRSM) when attending to any person with signs/symptoms of respiratory tract infection
- Regular cleaning and disinfection of all hard surfaces, floors, chairs and door handles using detergent disinfectant or bleach.
- Frequently wiping down 'high-touch' areas that increase the risk of spreading the virus (e.g. countertops, door handles, pens, light switches, refrigerator doors, drawer pulls, etc.) with alcohol-based sanitizers.
- Ensure appropriate waste disposal - stores should have adequate waste bins and used tissues or disposable cleaning cloths should be double bagged before disposal.
- All personal protective equipment should be disposed of as clinical waste.

**PPMVS should also...**

- **Educate and counsel clients on the prevention, symptoms and management of COVID-19 as shared in public health advisories from NCDC, WHO and other credible sources.**

- **Ensure use of IEC materials e.g. posters, banners and signs displayed in prominent positions within the store premises and on doors and windows, alerting clients and the public of:**

- Personal hygiene and safety measures e.g. hand-washing and regular use of hand sanitizer
- Latest COVID-19 advice from the government e.g. self-isolation recommendations. This information should be reviewed regularly to ensure it is up to date and reflects government guidelines.
- Symptoms of COVID-19 and its management
- The NCDC hotline to call if experiencing symptoms
- The stores protocol on social distancing measures and limiting interactions
- PPMVs should highlight relevant guidance on their social media pages or websites, where available

- Promote cough etiquette and hand hygiene among your clients and people of the community
- IMMEDIATELY report any suspected case of COVID-19 to the State (DSNO) (state to provide contact details of state DSNO)

## Roles and responsibilities of Ward Development Committees and traditional/religious leaders

### Roles and responsibilities of Ward Development Committees and traditional/religious leaders

#### Role Modelling

- As role models, traditional/religious leaders should be seen to practice preventive measures to encourage community members to comply. This includes:
  - maintaining social distance while meeting with their council members
  - Practicing personal hygiene and other preventive measures in public

#### Community Advocacy

- Advocate political leaders and prominent citizens to engage additional health workers, provide personal protection equipment (PPE) for the safety of the health workers and mobilise funds for replenishing supplies.
- Engage non-compliant members of the community and counsel or sanction accordingly.

#### Monitoring and Reporting

- Monitor and enforce adherence to COVID-19 prevention measures
- Report any suspected COVID-19 case in the community immediately to the DSNO & other relevant health authorities

#### Others

- Community/religious leaders can help to reduce resistance, deal with rumours, and mobilization of resources to support activities. They also support monitor activities and enhance community trust.
- Deploy traditional and other media to disseminate risk information and address rumours on COVID-19

## Steps to engaging the community

Facilitator to outline the following key tips to engaging the community

### Steps to engaging with the community during the COVID-19 period

### **Step 1: How to engage**

- (Where you are not known) explain who you are, which organisation you come from and what you do in the community
- Understand what people are saying: Listen first to what people have to say about COVID19, before sharing what you know.
- Use simple words and language and include practical advice from what you have learnt and encourage people to put into action
- Ask questions to make sure people understood you
- Get the WDC, traditional or religious leaders to talk to people who are not willing to listen or follow advice

#### **NOTE!!!**

When you are asked what you don't know, be honest and tell them you will find out and get back to them

Don't spread rumours

Do not cause panic, reassure people by talking positively about preventive and treatment measures

### **Step 2: Ask the right questions**

Start by learning their worries and what questions they have. To start to talk to them here are questions you can ask to begin a conversation at the household or community:

- What have you heard about the coronavirus disease (COVID-19)?
- What information would you like to know about the new coronavirus?
- Do you know what the symptoms are?
- Do you know what to do if someone in your family or community gets sick with cold-like symptoms?
- Would you be afraid of someone who has the new coronavirus disease (COVID-19)?
- Do you know how to prevent yourself and your loved ones from contracting the new coronavirus disease (COVID-19)?
- Do people in your household/community wash their hands regularly? If yes, why? And if no, why not?
- Do people in your community keep a safe distance (i.e. 1 meter – 3 feet from another person) and cover their mouths with a tissue or elbow when sneezing? If yes, why? And if no, why not?
- Do members of your household thoroughly clean surface and objects to kill germs?
- (to check stigmatizing attitudes)? What will you do if someone in the neighbourhood contracts COVID-19?

### **Step 3: Provide the right answers to the questions**

### **Step 4: Let them know what to do or who to call if any one is suspected to have or has COVID-19 symptoms**

REFER ANYONE THAT REQUIRES OTHER PHC SERVICES (IMMUNIZATION, ANTENATAL CARE, ETC) OR IS SICK WITH OTHER SYMPTOMS NOT RELATED TO COVID-19 TO THE NEAREST PHC FACILITY  
DO NOT MAKE PHYSICAL CONTACT

## Final Reminder!

**Facilitator to remind participants what they should and should not do while engaging members of their community during the period of COVID-29 outbreak response**

### **While serving your community during the period of the COVID-19 Outbreak Response**

**REFER** people who require routine PHC services (immunization, ANC etc) and those with other symptoms not related to COVID-19 to the nearest PHC Facility.... **Do not make physical contact with them**

### **IT IS IMPORTANT TO OBSERVE THESE SAFETY MEASURES DURING YOUR COMMUNITY ENGAGEMENT ACTIVITIES**

- 1- Maintain distance of 6 feet or at least two arm length FROM EVERYONE irrespective of their risk or exposure**
- 2- DO NOT conduct your regular activities which involve direct physical contact with clients during home-visits**
- 3- ALWAYS wear masks and carry them to distribute to suspected cases**
- 4- Follow all the advice in your key messages**

### **Evaluation Questions**

1. What are the roles and responsibilities of Community based health workers/volunteers in COVID-19 response?
2. How can PPMVs implement and enforce social distancing within their premises?
3. What roles can the WDCs, traditional and religious leaders play in the community to help the fight against the spread of COVID-19?

### **Key Message**

Community volunteers, PPMVs, WDCs and our traditional and religious leaders have very critical roles to play to prevent the spread of COVID-19.in Nigeria. No one knows everything about COVID-19 yet. Be truthful with what you know. Playing our roles well and providing accurate information will help us through this period

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