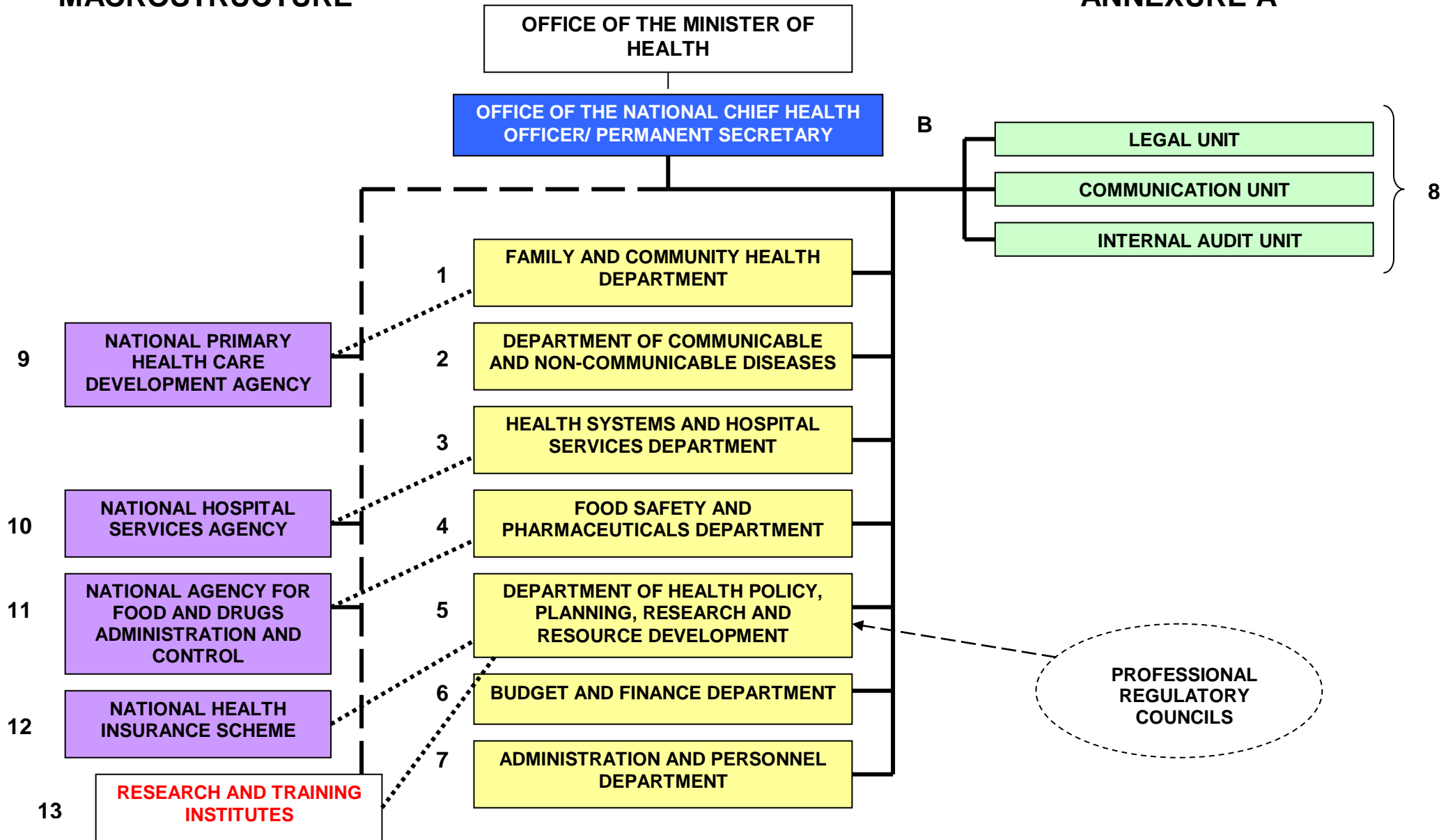


MACROSTRUCTURE

ANNEXURE A



ANNEXURE B**OFFICE OF THE NATIONAL CHIEF HEALTH OFFICER/ PERMANENT SECRETARY**

PURPOSE: To provide overall leadership, as the Chief Administrative and Accounting Officer of the FMOH, in the provision of optimal health services for all Nigerians through the development and articulation of up-to-date national health policies, the formulation of guidelines, standards and norms and their coordinated implementation AND To ensure the efficient, effective and coordinated running of the administration of the FMOH

Functions:

1. To provide overall policy, scientific and technical direction to the delivery of an effective and coordinated health service for the Federal Republic
2. To promote the inclusion of health services in the socio-economic development plan of the Federal Republic
3. To determine the policies and measures necessary to protect, promote, improve and maintain the health and well-being of the population
4. To ensure the provision of such essential health services, especially primary health care services, to the population of the Federal Republic
5. To equitably prioritise the health services that the Federal government can provide
6. To issue guidelines for the implementation of national health policy
7. To ensure the development of national health policy and its implementation through supervision, monitoring and inspection
8. To issue, and promote adherence to, norms and standards, and provide guidelines on health matters, and any other matter that affects the health status of people
9. To appoint, promote, discipline, train and see to the welfare of the personnel of the Ministry and its parastatals
10. To ensure timely sourcing, pooling and optimal management of the resources of the Ministry and its parastatals

ANNEXURE 1

FAMILY AND COMMUNITY HEALTH DEPARTMENT

PURPOSE: To develop policies and supervise the implementation of integrated family and community health services (the Primary Health Care System)

Functions:

1. To **develop policies and issue guidelines** on reproductive health, child health, immunisation, school health services, adolescent health care, nutrition and the care of the elderly and disabled
2. To provide **technical support** to States (and local governments) in their mandate to implement the PHC system
3. To supervise and support the **NPHCDA** in the establishment of the community structures for the oversight of the PHC system
4. To monitor and evaluate the development of the **PHC system**
5. To facilitate coordinate, monitor and evaluate of the **PHC programs** (immunisation, reproductive health, IMCH/child health, etc)
6. To develop and facilitate the implementation of environmental health strategies, plans and interventions by the LGAs through the States
7. To collate, analyse and publish information relating to primary health care in order to promote sustainable solutions

| REPRODUCTIVE HEALTH DIVISION | CHILD HEALTH AND IMMUNISATION DIVISION | OCCUPATIONAL AND ENVIRONMENTAL HEALTH DIVISION | ADOLESCENT HEALTH, NUTRITION AND CARE OF THE ELDERLY DIVISION | | |
|--|---|---|--|------------------|---|
| <p>PURPOSE: To develop and implement a reproductive health policy to reduce maternal morbidity and mortality</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To facilitate the development and implementation of programs, with the Pharmaceutical Division, that will ensure an effective contraceptives logistics management system and improvement of family planning services 2. To develop and provide guidelines on antenatal, intrapartum and post natal care to ensure safe motherhood 3. To promote knowledge on male and female infertility and contraception 4. To promote family planning | <p>PURPOSE: To develop and implement policies that will reduce infant and child mortality and morbidity</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To facilitate the development and implementation of a comprehensive routine child immunisation programme in all health services 2. To develop programs that encourage a Baby Friendly Initiative 3. To develop and provide guidelines on other available immunisations 4. To develop and provide guidelines on management of child health clinics 5. To develop and provide content for educating parents and child-minders on child care | <p>PURPOSE: To develop and facilitate the implementation of environmental and occupational health strategies, plans and interventions by the LGAs through the States</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To work with the Federal Ministry of Environment to develop policies and guidelines for safe waste management, especially medical waste 2. To develop and manage a chemical and water safety programme 3. To work with the Federal Ministry of Labour to develop policies and guidelines for safe workplaces and workplace health services 4. To facilitate the implementation of the policies 5. To monitor the impact of the policies | <p>PURPOSE: To develop and implement policies that will reduce adolescent mortality and morbidity, improve the nutritional knowledge and status of the population, and improve the health of the elderly and disabled</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To develop and facilitate the implementation of a policy for adolescent, gender/women health 2. To develop and facilitate the implementation of a policy on provision of school health services 3. To develop and implement guidelines: <ul style="list-style-type: none"> • to prevent substance abuse • enhance knowledge on sexuality and sexually transmitted infections amongst the youth 4. To develop and facilitate the implementation of a policy on growth monitoring for under fives 5. To issue guidelines on healthy foods and food supplements 6. To issue guidelines on consequences and prevention of obesity 7. To develop and implement self-help programs for the elderly and disabled 8. To develop guidelines and information materials on coping with medical conditions associated with aging and disability (arthritis, diabetes, cataracts, etc) | | |
| | | | SCHOOL HEALTH AND ADOLESCENT HEALTH BRANCH | NUTRITION BRANCH | CARE OF THE ELDERLY AND DISABLED BRANCH |

DEPARTMENT OF COMMUNICABLE AND NON-COMMUNICABLE DISEASES

ANNEXURE 2

PURPOSE: To develop and supervise the implementation of programmes to control communicable and non-communicable diseases in the country

Functions:

1. To develop and facilitate the implementation of:
 - 'Roll Back Malaria' (RBM) strategy plans and interventions
 - a 'Directly Observed Treatment Short-course' (DOTS) strategy, plans and interventions
 - STI and the health HIV/AIDS strategies plans and interventions to control the pandemic
 - strategies, plans and interventions to control oncocerciasis, leprosy, guinea worm and other endemic diseases
2. To facilitate the investigation and management of disease outbreaks and the health system's support of communicable and non-communicable disease interventions in communities
3. To develop and facilitate the implementation of:
 - a. a port health service by the LGAs through the States
 - b. a mental health service by the LGAs through the States
 - c. strategies, plans and interventions to address diseases of lifestyle
4. To develop a policy on Traditional Health Care and Medicines

MALARIA DIVISION

SEXUALLY TRANSMITTED INFECTIONS & HIV/AIDS DIVISION

COMMUNICABLE DISEASES DIVISION

NON-COMMUNICABLE DISEASES DIVISION

PORT HEALTH DIVISION

PURPOSE: To develop and facilitate the implementation of strategies, plans and interventions to communicable diseases

Functions:

1. To develop and facilitate the implementation of strategies, plans and interventions to control oncocerciasis, leprosy, guinea worm and other endemic diseases
2. To develop and facilitate the implementation of a 'Directly Observed Treatment Shortcourse' (DOTS) strategy, plans and interventions AND leprosy management
3. To facilitate the investigation and management of disease outbreaks

PURPOSE: To develop and facilitate the implementation of strategies, plans and interventions for the management of non-communicable diseases

Functions:

1. To develop and facilitate the implementation of strategies, plans and interventions for:
 - the management of mental health
 - the management of cardio vascular disease and other diseases of lifestyle
2. To develop a policy on Traditional Health Care and Medicines

ONCHOCERCIASIS & GUINEA WORM BRANCH

CARDIOVASCULAR & DISEASES OF LIFESTYLE BRANCH

TUBERCULOSIS AND LEPROSY BRANCH

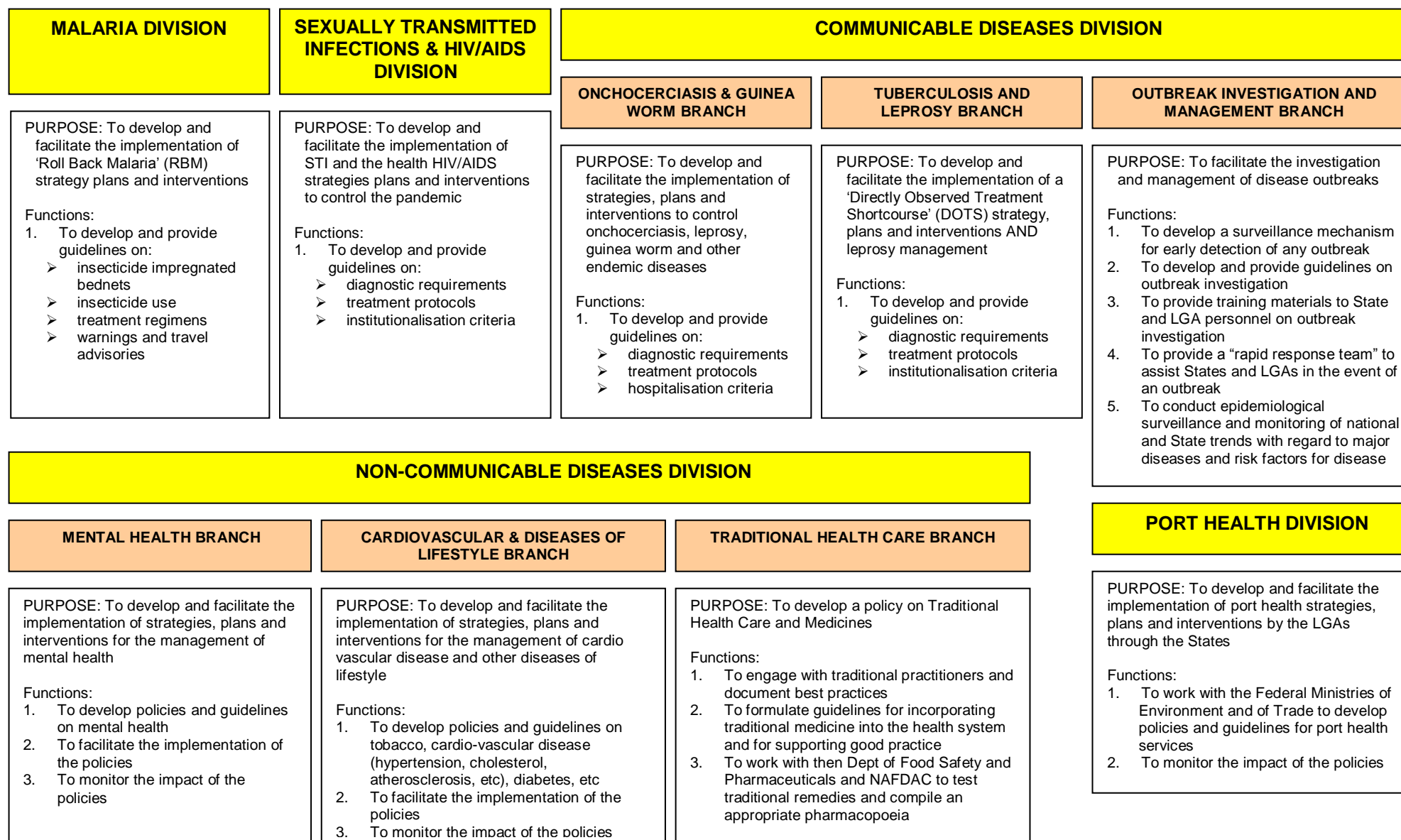
MENTAL HEALTH BRANCH

EMERGENCY PREPAREDNESS AND RESPONSE BRANCH

TRADITIONAL HEALTH CARE BRANCH

ANNEXURE 2.2

ANNEXURE 2.2



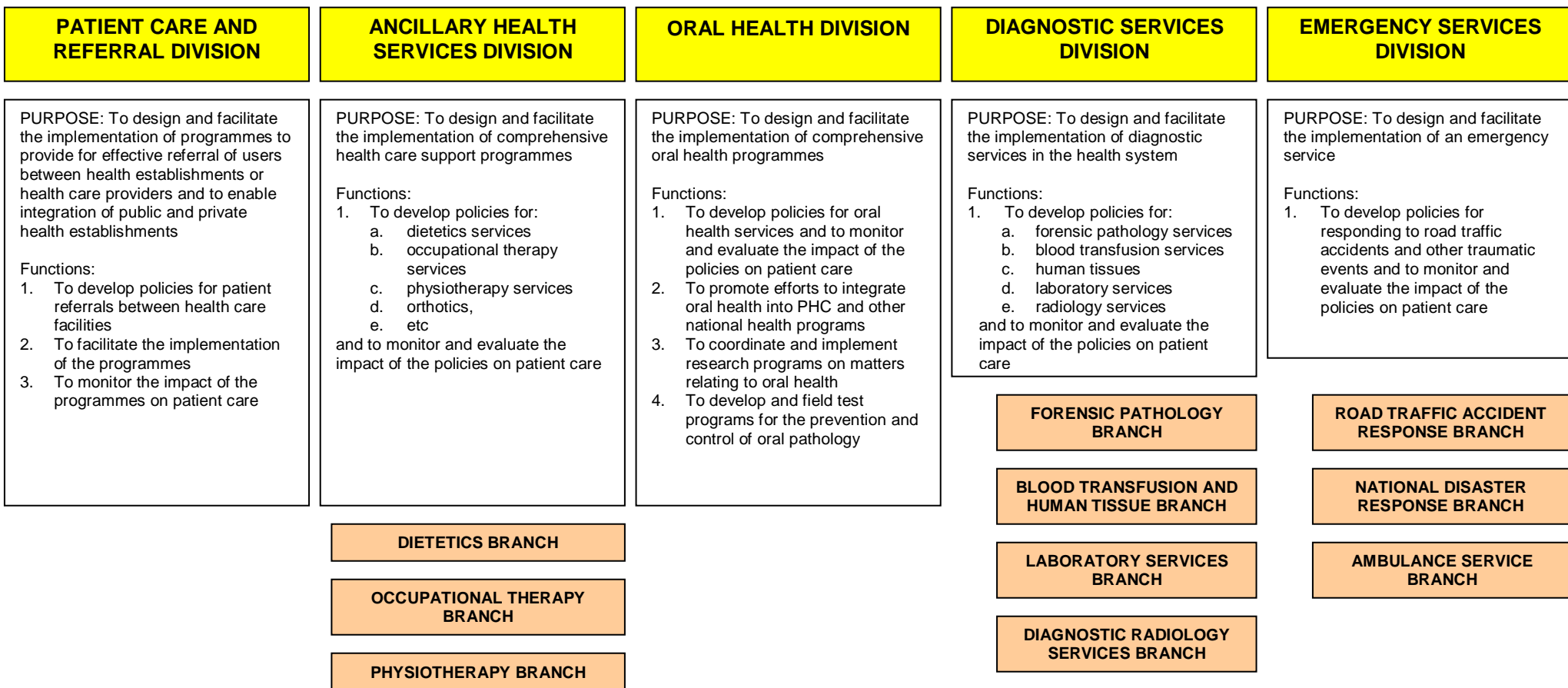
HEALTH SYSTEMS AND HOSPITAL SERVICES DEPARTMENT

ANNEXURE 3

PURPOSE: To develop and oversee the implementation of a policy on secondary and tertiary hospital care and referrals

Functions:

1. To facilitate the development and publication of guidelines on medical treatment for public and private health institutions
2. To supervise, control and sets standards for the (53) public tertiary health facilities
3. To facilitate the setting of ethical standards for medical practice
4. To develop policies and guidelines for the provision of forensic pathology services
5. To develop guidelines for the medical treatment of Nigerians traveling locally and overseas
6. To provides medical services for federal civil servants and their dependants



ANNEXURE 4

FOOD SAFETY AND PHARMACEUTICALS DEPARTMENT

PURPOSE: To ensure that all processed food in the country is safe and that the pharmaceutical products and medical devices are safe and effective

Functions:

1. To formulate, review, implement and monitor policies and guidelines on food, cosmetics, pharmaceuticals, medical devices and regulated products
2. To formulate policies on the production, procurement, warehousing and distribution of essential drugs, including narcotic drugs
3. To facilitate the conducting of drug utilization studies in collaboration with State and Federal Health Institutions
4. To facilitate the conducting of surveys on food composition and food additive safety
5. To facilitate the conducting of surveys on water, cosmetics and chemical safety
6. To develop a national pharmacopoeia and herbal medicine compendium
7. To formulate policies on, and supervise production of, vaccines, intravenous fluids and pharmaceuticals

NATIONAL PHARMACOPOEIA & ESSENTIAL DRUGS DIVISION

PURPOSE: To develop , maintain and update a National Pharmacopea, National Drug Formulary and Essential Drug Programme

Functions:

1. To make and implement policies for the maintenance of a National Pharmacopea
2. To make and implement policies for the maintenance of National Drug Formulary
3. To make and implement policies for the maintenance of Essential Drug Programme
4. To plan for periodic reviews of all policies in the department
5. To process inclusion and deletion of items in the FDI

NATIONAL DRUG POLICY DIVISION

PURPOSE: To formulate national drug policy, to disseminate it and monitor its implementation

Functions:

1. To liaise between the Ministry, its agencies/parastatals and other bodies on issues affecting food, drugs, cosmetics, chemicals, medical devices and packaged water
2. To develop a policy and coordinate the implementation of a system of adverse drug reporting
3. To develop a policy on dosage standardisation and monitor its practice

FOOD & COSMETICS SAFETY DIVISION

PURPOSE: To develop a programme to monitor processed food and cosmetics safety and to monitor and evaluate the impact of the policies on health

Functions:

1. To issue guidelines on food fortification
2. To establish definitions, norms and standards for food and cosmetics
3. To work with NAFDAC and other government agencies to establish a testing and registration system for food and cosmetics
4. To monitor the implementation of the system and its impact on safety and health care

BIO-MEDICAL DEVICES DIVISION

PURPOSE: To develop and implement a policy on testing the safety of bio-medical devices and monitor its impact

Functions:

1. To establish definitions, norms and standards for devices
2. To work with NAFDAC and other government agencies to establish a testing and registration system for devices
3. To monitor the implementation of the system and its impact on safety and health care

NATIONAL DRUG FORMULARY BRANCH

ESSENTIAL DRUGS BRANCH

NATIONAL PHARMACOPOEIA BRANCH

DEPARTMENT OF HEALTH POLICY, PLANNING, RESEARCH AND RESOURCE DEVELOPMENT

ANNEXURE 5

PURPOSE: To develop policies for ensuring **sustainable resources** for the health system and monitor the impact of their implementation, to facilitate the development of policies for health care and services, plan strategies for the implementation of the strategies, facilitate research to build evidence for action, monitor and evaluate the impact of the policies on patient care and health in general and to liaise with stakeholders external to the Ministry (domestic stakeholder groups and international agencies)

Functions:

1. To develop and monitor the implementation of sustainable health care financing policies
2. To develop policies for health facilities development and management, and to coordinate and build capacity for States to manage their health facilities
3. To develop policies for health technology development and management, and to coordinate and build capacity for States to manage their health equipment
4. To develop policies regarding human resources for health , to plan the staffing needs and set management guidelines for developing the human capacity to run the country's health services
5. To formulate national health macro-policy and guidelines
6. To coordinate the setting of national health goals and priorities with the Departments of FMOH and State MOHs
7. To coordinate the preparation of the National Health Plans
8. To monitor and evaluate the impact of the implementation of the National Health Plans
9. To design, implement and maintain a national Health Management Information System
10. To coordinate the essential national health research agenda
11. To liaise with stakeholders external to the Ministry (domestic stakeholder groups and international agencies)

RESOURCE MOBILISATION AND MANAGEMENT DIVISION

PURPOSE: To develop policies for ensuring **sustainable resources** for the health system and monitor the impact of their implementation

Functions:

1. To develop and monitor the implementation of sustainable health care financing policies
2. To develop policies for health facilities development and management, and to coordinate and build capacity for States to manage their health facilities
3. To develop policies for health technology development and management, and to coordinate and build capacity for States to manage their health equipment
4. To develop policies regarding human resources for health , to plan the staffing needs and set management guidelines for developing the human capacity to run the country's health services

HEALTH PLANNING, RESEARCH AND EVALUATION DIVISION

PURPOSE: To facilitate the development of policies for health care and services, plan strategies for the implementation of the strategies, facilitate research to build evidence for action, monitor and evaluate the impact of the policies on patient care and health in general and to liaise with stakeholders external to the Ministry

Functions:

1. To formulate national health macro-policy and guidelines
2. To coordinate the setting of national health goals and priorities with the Departments of FMOH and State MOHs
3. To coordinate the preparation of the National Health Plans
4. To monitor and evaluate the impact of the implementation of the National Health Plans
5. To design, implement and maintain a national Health Management Information System
6. To coordinate the essential national health research agenda
7. To provide administrative and secretarial support for Ministry meetings and functions

EXTERNAL RELATIONS DIVISION

PURPOSE: To manage the external relations of FMOH with domestic stakeholder groups and international agencies

Functions:

1. To develop and **manage** policy on financial and other assistance offered by foreign governments and intergovernmental or nongovernmental organisations (**donors and development partners**), the conditions applicable to receiving such assistance and the mechanisms to ensure compliance with these conditions
2. To manage the relationship of FMOH with professional associations and societies
3. To develop and manage public private partnerships (PPPs) in the health sector
4. To monitor any international conventions on health and ensure that the appropriate FMOH Department is attending to the obligations

RESOURCE MOBILISATION AND MANAGEMENT DIVISION

ANNEXURE 5.1

| HEALTH CARE FINANCING BRANCH | HEALTH FACILITIES AND TECHNOLOGY BRANCH | HEALTH HUMAN RESOURCE DEVELOPMENT BRANCH |
|---|--|--|
| <p>PURPOSE: To develop and monitor the implementation of sustainable health care financing policies, set targets, priorities, norms and standards relating to the equitable provision and financing of health services</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To develop policies for the introduction of public and private health insurance schemes 2. To coordinate the conducting of National Health Accounts and build capacity for States to conduct State Health Accounts 3. To cost packages of care and proposed new health care interventions prior to their introduction 4. To develop, pilot and promote pro-poor health financing schemes (exemption and deferment schemes) 5. To develop and monitor the implementation of public private partnership policies and build capacity for States to implement public private partnerships 6. To develop policies on health maintenance organisations and other private health care delivery models 7. To regulate and monitor health maintenance organisations and other private health care delivery organisations 8. To inquire into and advise the Health Care Financing Division on the funding of primary health care 9. To make recommendations to the Health Care Financing Division regarding a guaranteed minimum package of health services, facilities, equipment, transport and drugs | <p>PURPOSE: To develop policies for the effective management, use and procurement of health facilities and technology and to coordinate and build capacity for States to manage their health facilities and equipment</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To rehabilitate and maintain public tertiary health institutions 2. To develop norms and standards for the establishment of health facilities, including classification of all health facilities and technologies into such categories as may be appropriate 3. To draft regulations and manage Certificate of Need for the equitable distribution and rationalisation of health services and health care resources 4. To develop minimum standards and requirements for the provision of health services in locations other than health establishments, including schools and other public places | <p>PURPOSE: To develop policies regarding human resources for health, to plan the staffing needs and set management guidelines for developing the human capacity to run the country's health services</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To develop and promote adherence to norms and standards for the education and training of human resources for health 2. To promote effective and efficient utilisation, functioning, management and support of human resources within the national health system 3. To identify shortages of key skills, expertise and competencies within the national health system and to prescribe strategies for the recruitment, education and training, and retention of professionals 4. To evaluate the need for the creation of any new categories of health care personnel to be educated or trained 5. To ensure the existence of adequate human resources planning, development and management structures at national, State and Local Government levels 6. To develop policies for the regulation and education requirements of health professionals 7. To ensure that regulatory health professional Boards and Councils are functioning <ul style="list-style-type: none"> ▪ Medical & Dental Council of Nigeria ▪ Nursing & Midwifery Council of Nigeria ▪ Radiographers Registration Board of Nigeria ▪ Dental Technology & Therapist Board of Nigeria ▪ Optometrists and Dispensing Opticians Board of Nigeria ▪ Medical Rehabilitation Board of Nigeria ▪ Institute of Medical Laboratory Science and Technology ▪ Community Health Practitioners Board ▪ Any new professional regulatory bodies |

ANNEXURE 5.2

HEALTH PLANNING, RESEARCH AND EVALUATION DIVISION

| POLICY AND PLANNING COORDINATION BRANCH | POLICY MONITORING AND EVALUATION BRANCH | HEALTH INFORMATION TECHNOLOGY (HMIS) BRANCH | HEALTH RESEARCH BRANCH | POLICY SECRETARIAT |
|--|--|--|---|---|
| <p>PURPOSE: To formulate national health macro-policy and guidelines, coordinate the setting of national health goals and priorities with the Departments of FMOH and State MOHs and to coordinate the preparation of the National Health Plans</p> <p>Functions:</p> <ol style="list-style-type: none"> To develop the standards and prescribe the minimum contents for State and National Health Plans To collect inputs from Departments of FMOH and State MOHs To draft the National Health Plan (including financial, human resource and other implications) To coordinate development of National Health Policy and programme policies Planning/Strategic planning/HSR (Platform for FMOHs performance) <ul style="list-style-type: none"> Federal Ministry of Health wide planning Sector wide planning Inter-sectoral planning (global initiatives, regional initiatives, national initiatives) | <p>PURPOSE: To monitor and evaluate the organizational methods, processes, efficiency output, outcome and impact of the implementation of the National Health Plans</p> <p>Functions:</p> <ol style="list-style-type: none"> To obtain, process and use statistical returns to monitor the performance of the health system To continuously monitor, evaluate and analyse health status and performance of the whole National Health System through systematic collection and use of health information and evidence To monitor the operational, organizational, methods, processes, procedures and determine efficiency gains of all departments and agencies in order to enhance service delivery. <p>MONITORING AND EVALUATION SECTION</p> <p>ORGANISATION, OPERATIONS, METHODS AND RESEARCH</p> <p>EFFICIENCY AND TRANSPARENCY SECTION</p> | <p>PURPOSE: To design, implement and maintain a national Health Management Information System</p> <p>Functions:</p> <ol style="list-style-type: none"> To determine the minimum data required to monitor the status and use of the resources and services To create, maintain and adapt databases of the National Health Management Information System To prescribe categories or kinds of data for submission and collection and the manner and format in which and by whom the data must be compiled or collated To establish and maintain a disease surveillance and notification system | <p>PURPOSE: To coordinate the essential national health research agenda</p> <p>Functions:</p> <ol style="list-style-type: none"> To develop an integrated national strategy for health research and to monitor and evaluate the impact of the policies on patient care To regulate experimentation on human subjects To establish and support National Health Research Committees To establish and support Research Ethics Committees | <p>PURPOSE: To provide administrative and secretarial support for Ministry meetings and functions</p> <p>Functions:</p> <ol style="list-style-type: none"> To compile and distribute the agendas for: <ul style="list-style-type: none"> Senior Management Meetings National Consultative Health Forum National Council on Health Other major meetings as instructed by the SG/PS To draft and circulate minutes and reports of meetings |

ANNEXURE 6

FINANCE DEPARTMENT

PURPOSE: To ensure timely sourcing, pooling and optimal management of the resources of the Ministry and its parastatals

Functions:

1. To collate and prepare the Ministry's annual budget (capital and recurrent)
2. To process staff salaries and claims
3. To control the Ministry's financial disbursement
4. To submit the statutory returns to relevant government agencies
5. To monitor the financial activities of the Parastatals and Agencies under the Ministry
6. To provide the secretariat for Ministerial Fund Allocation Committee
7. To serves as liaison between Public Accounts Committee of the National Assembly and the Ministry/Parastatals/Agencies

BUDGET DIVISION

PURPOSE: To collate and prepare the Ministry's annual budget (capital and recurrent)

Functions:

1. To provide the templates and assist Departments and parastatals with the compilation of budget estimates
2. To provide the secretariat for Ministerial Fund Allocation Committee
3. To prepare the consolidated FMOH budget submission
4. To motivate the budget submission to Treasury

ACCOUNTS DIVISION

PURPOSE: To ensure that the funds disbursed to the Ministry and its parastatals are properly managed and accounted for

Functions:

1. To process staff salaries and claims
2. To control the Ministry's financial disbursement
3. To submit the statutory returns to relevant government agencies
4. To monitor the financial activities of the Parastatals and Agencies under the Ministry
5. To serves as liaison between Public Accounts Committee of the National Assembly and the Ministry/Parastatals/Agencies

ANNEXURE 7

ADMINISTRATION AND PERSONNEL DEPARTMENT

PURPOSE: To manage the administration of the support functions and the welfare of the personnel of the Federal Ministry of Health and its parastatals

Functions:

1. To manage appointment, promotion, discipline and welfare of the personnel
2. To undertake and ensure the procurement of standard goods and services
3. To provide and maintain storage facilities for the Ministry's purchases and stocks
4. To provide and maintain transport facilities

HUMAN RESOURCES DIVISION

PURPOSE: To manage the personnel support functions and the welfare of the personnel of the Ministry and its parastatals

Functions:

1. To manage promotions of junior staff from levels 01 – 06 and senior staff from level 07 – 14
2. To manage the discipline of staff subject to ratification by the Federal Civil Service Commission
3. To collate and articulate the **in-service** training needs of staff of the FMOH (subject to approval by **Establishment and Pensions Board of the OHCSF**)
4. To take responsibility for staff welfare (in terms of office space allocation, residential accommodation, transportation and maintenance of peace and harmony, through effective resolution of disputes arising from Industrial Unions and Associations)
NB including HIV/AIDS protection and immunization for personnel
5. To take responsibility, through the Office of the Unified Pension Scheme, for the payment of retirement benefits and gratuities for all staff in the FMOH and its Parastatals
6. To promote career management amongst FMOH personnel
7. To advise management on utilisation and deployment of staff
8. To liaise with relevant government institutions on compensation and remuneration

ADMINISTRATION DIVISION

PURPOSE: To manage the administration of the support functions of the Ministry and its parastatals

Functions:

1. To provide back-up to the Office of the National Chief Health Officer/Permanent Secretary in the day to day running of the Ministry
2. To ensure the procurement of standard goods and services for the Ministry
3. To provide and maintain storage facilities for the Ministry's purchases and stocks
4. To provide and maintain transport facilities in the Ministry

PROCUREMENT BRANCH

STORES AND SUPPLIES BRANCH

TRANSPORT BRANCH

ANNEXURE 8

| LEGAL UNIT | COMMUNICATION UNIT | INTERNAL AUDIT UNIT |
|--|---|---|
| <p>PURPOSE: To advise the FMOH on legal matters</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To advise management on legal issues, especially on the development, drafting and maintenance of regulations 2. To advise on agreements in respect of relations with development partners and international agencies 3. To advise on Performance Contracts with suppliers 4. To advise management on legal issues relating to public private partnership agreements and other service agreements | <p>PURPOSE: To communicate FMOH developments to the media and public in a proactive manner</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To proactively manage the Public Relations of the Ministry as a whole (press releases and communiqués) and its functions 2. To establish a mechanism for managing public complaints regarding health services | <p>PURPOSE: To minimise the financial risk of the Ministry</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. To determine the Internal Audit Programme for the Ministry 2. To implement Internal Audits according to the plan 3. To prepare Internal Audit Reports to the SG/PS and Minister |

NATIONAL PRIMARY HEALTH CARE DEVELOPMENT AGENCY

ANNEXURE 9

PURPOSE: To facilitate the development of a system that will provide sustainable, equitable, accessible and affordable delivery of Primary Health Care services

Functions:

1. To **assist** the States with the development of the PHC system at LGA level
2. To **support the training** of PHC workers and community committee members
3. To **support the monitoring and evaluation** of the performance of the PHC system and research into health systems
4. To promote health and healthy lifestyles
5. To provide the financial and other support that is required for the Agency to fulfill its mission

| HEALTH SYSTEMS DEVELOPMENT & PROGRAMMES DIVISION | PHC TRAINING DIVISION | MONITORING, EVALUATION & RESEARCH DIVISION | HEALTH PROMOTION DIVISION | ADMINISTRATION AND FINANCE DIVISION |
|---|--|---|---|--|
| <p>PURPOSE: To assist the States with the development of the PHC system at LGA level</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To participate in and support the development and implementation of the national health policy on PHC 2. To assist the Department of PHC in the FMOH with the consultation with all the State Governments to develop master plans for developing primary health care 3. To assist State Ministries of Health to establish community structures (from the village level, through health centre committees to the State level) for the oversight and active participation in health services development and utilisation 4. To develop and facilitate the implementation of a community mobilisation policy and programmes to keep the public informed of their rights as patients | <p>PURPOSE: To support the training of PHC workers and community committee members</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To provide technical assistance to State Ministries of Health to: <ol style="list-style-type: none"> a. enable them to build and sustain both the State department of PHC and the local government primary health services and infrastructure, and b. provide training to PHC health professionals to deliver quality health services c. provide training to the members of community structures to organise the health system and services 2. To promote PHC through advocacy, organization of training and conducting of seminars | <p>PURPOSE: To support the monitoring and evaluation of the performance of the PHC system and research into health systems</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To assist the FMOH with the monitoring and evaluation of PHC systems, development of guidelines, programs and activities 2. To promote, support and commission health systems research 3. To assist State Ministries of Health with the conducting of primary health care personnel audits 4. To assist the Department of PHC in the FMOH with the monitoring and evaluation of the impact of the PHC system | <p>PURPOSE: To promote health and healthy lifestyles</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To facilitate the development of policy and programmes to keep the public informed of their rights as patients (<i>Knowledge, Consent, Participation, Public information, protection and access to records and confidentiality</i>) 2. To advise the FMOH on ways of promoting health and healthy lifestyles | <p>PURPOSE: To provide the financial and other support that is required for the Agency to fulfill its mission</p> <p>Functions:</p> <ol style="list-style-type: none"> 1. To develop and manage the Accounting system, management of donor funds/credit, billing of debtors, payment of creditors, disbursements of government special allocation and donor funds, guarantees, indemnities and suretyships, acquisitions policy, policies for purchasing of goods, property and services and financial management procedures 2. To keep accounts of the entity 3. To liaise with the external auditors 4. To respond to Auditor General queries 5. To develop and implement employment policies and procedures, remuneration and benefits policies, staff wellness programme, personnel records and labour relations 6. To manage training and staff development programmes 7. To develop and manage general administrative support policies and procedures for safety and security, transport, registry, reception and switchboard, etc 8. To provide and manage stationery and office supplies (incl. generator diesel) 9. To attend to cleaning and maintenance of the Agency premises |

NATIONAL HOSPITAL SERVICES AGENCY

PURPOSE: To coordinate the management of tertiary and specialist facilities

Functions:

1. To develop standardised **national guidelines** for hospitals (including their administration and technical matters regarding the organisation and distribution of hospital services at tertiary and secondary levels as a part of the health system)
2. To monitor and control health services at tertiary and secondary levels in both public and private sector
3. To consider applications and make recommendations regarding the issue of Certificates of Need
4. To establish an Office of Standards Compliance with an ombudsperson for complaints regarding hospital services
5. To monitor the quality requirements and standards relating to human resources, health technology, equipment, hygiene, premises, the delivery of health services, business practices, safety and the manner in which users are accommodated and treated
6. To monitor and enforce compliance with the quality requirements and standards and delegate the implementation of the inspection functions to States

SEPARATE MINISTERIAL
COMMITTEE WORKING ON
THIS AGENCY

ANNEXURE 11

NATIONAL AGENCY FOR FOOD AND DRUGS ADMINISTRATION AND CONTROL

PURPOSE: To safeguard public health by implementing appropriate regulating functions to manufacture, importation, exportation, advertisement, distribution, sells and utilization of only quality foods and drugs

Functions:

1. To regulate and control the importation, exportation, manufacture, advertisement, distribution, sale and use of food, drugs, cosmetics, medical devices, bottled water and chemicals
2. To conduct appropriate tests and ensure compliance with standard specifications designated and approved by the Council for the effective control of quality of food, drugs, cosmetics, medical devices, bottled water and chemicals and their raw materials as well as their production processes in factories and other establishments
3. To undertake appropriate investigations to the production premises of raw materials for food, drugs, cosmetics, medical devices, bottled water and chemicals and establish relevant quality assurance systems, including certification of the production sites and of the regulated products
4. To update inspection of imported food, drugs cosmetics, medical devices, bottled water, chemicals and establish relevant quality assurance systems, including certification of the production sites and of the regulated products
5. To compile standard specifications and guidelines for the production, importation, exportation, sales, and distribution of foods, drugs, cosmetics, medical devices, bottled water and chemicals
6. To undertake registration of food, drugs, cosmetics, medical devices, bottled water and chemicals
7. To control the exportation and issue quality certificate of foods, cosmetics, medical devices, bottled water and chemicals
8. To establish and maintain relevant laboratories or other institutions in strategic areas in Nigeria as may be necessary for the performance of its functions as may be necessary under this degree
9. To undertake measures to ensure that the use of narcotic drugs and psychotropic substances are limited to medical and scientific purposes
10. To grant authorization for the importation of narcotic drugs and psychotropic substances as well as other controlled substances
11. To collaborate with the NDLEA in measures to eradicate drug abuse in Nigeria
12. To undertake and coordinate research on the storage, adulteration, distribution and rational use of drugs

ESTABLISHMENT AND INSPECTORATE DIVISION

PLANNING, RESEARCH AND STATISTICS DIVISION

ADMINISTRATION & FINANCE DIVISION

NARCOTICS DIVISION

REGISTRATION AND REGULATION DIVISION

ENFORCEMENT DIVISION

PORTS INSPECTORATE DIVISION

LABORATORY SERVICES DIVISION

NATIONAL HEALTH INSURANCE SCHEME

PURPOSE: To ensure access to quality health care without financial hardship to families

Functions:

1. To register health maintenance organisations (HMOs)
2. To issue appropriate guidelines to maintain the viability of the scheme
3. To approve the format of contracts proposed by the HMOs for all health care providers
4. To determine capitation and other payments due to health care providers, by the HMOs
5. To advise the relevant bodies on inter-relationship of the scheme with other social security schemes
6. To advise on the continuous improvement of quality of services provided under the schemes (***including compulsory HIV/AIDS cover***) through guidelines issued by the Standards' Committee established by its enabling law, and
7. To do other things as are necessary or expedient for the purpose of achieving the objective of the scheme

SEPARATE MINISTERIAL
COMMITTEE WORKED ON
THIS SCHEME