

Health Sector Working Group Work Plan 2019

Urgent
Needs Attention
On Track
Done

	TASKS	Focal agency	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Notes	Status
1. Coordination								
1.1	National health sector coordination meetings	UNHCR/WHO	✓	✓	✓	✓	monthly	On Track
1.2	Zaatari level health sector coordination meetings	MoH/UNHCR	✓	✓	✓	✓	Monthly	On Track
1.3	Azraq level health sector coordination meetings	MoH/UNHCR	✓	✓	✓	✓	fortnightly	On Track
1.4	Mafraq level health sector coordination meetings	MoH	✓	✓	✓	✓	Monthly	On Track
1.5	Irbid level health sector coordination meetings	MoH	✓	✓	✓	✓	monthly	On Track
1.6	Inter-Sector Meetings	All leads	✓	✓	✓	✓	monthly	On Track
1.7	Undertake evaluation of health sector coordination	ISWG		✓		✓	Annual	Needs Attention
1.8	Coordinate with Protection, WASH, Food and Cash working groups	Leads/focal points	✓	✓	✓	✓		Needs Attention
1.9	Coordinate with MHPSS SWG	IMC/WHO	✓	✓	✓	✓		On Track
1.10	Coordinate with RH SWG	UNFPA	✓	✓	✓	✓	Monthly	On Track
1.11	Zatrai level reproductive health meeting	UNFPA/JHAS					Monthly	Needs Attention
1.12	Coordinate with Nutrition SWG	SCJ/UNICEF	✓	✓	✓	✓	Monthly	On Track
1.13	SAG meetings	UNHCR/WHO	✓	✓	✓	✓	As required	On Track
1.14	Polio Control Room Meetings	WHO	✓	✓	✓	✓	NO longer needed as per	Done
1.16	SGBV as standing agenda item on HSWG and RH SWG	UNHCR/WHO/UNFPA	✓	✓	✓	✓	Monthly	Needs Attention
1.17	Coordination with the Community Health Platform	Medair/IRC	✓	✓	✓	✓	Monthly	On Track
1.18	Coordination with the Cash for Health Coordination Group	UNHCR/Medair	✓	✓	✓	✓	Monthly	On Track
2. Strategy and Planning								
2.1	Update Sector Strategy	SAG	✓					On Track
2.2	Review TOR for Health Sector Working Group	SAG/Sector		✓				On Track
2.3	Review TOR for SAG	SAG/Sector	✓	✓				On Track
2.4	JRP mid year review	Sector		✓				Needs Attention
2.5	JRP Planning	Sector			✓	✓		Needs Attention
2.6	Include considerations of SGBV prevention and response in strategic planning processes	SAG					As required	Urgent
3. Policy and Guidance								
3.1	Implement guidelines for research	SAG/Sector	✓	✓	✓	✓		On Track
3.3	Finalise Key indicators definitions for Activity Info	Leads/SAG	✓					Needs Attention
3.2	Development of Checklist to guide review of proposals, assessments and planning documents for integration of SGBV	SAG		✓				Needs Attention
								Done
								Done
4. Assessments								
4.1	Update and maintain register of health related assessments	Coordination Associate	✓	✓	✓	✓		Needs Attention
4.2	Desk review of existing health related assessments	ACO and Adhoc WG			✓			Needs Attention
4.3	Review proposed assessments to ensure consideration of SGBV	HSWG,RH SWG	✓	✓	✓	✓		Needs Attention
4.4	Assessment of health facility accessibility for SGBV survivors	UNFPA	✓					Urgent
4.5	Discussion with beneficiaries on strengthening health services for SGBV survivors	UNFPA		✓				Needs Attention

	TASKS	Focal agency	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Notes	Status
1. Coordination								
5. Monitoring and Reporting								
5.1	Finalise Key indicators definitions for Activity Info	UNHCR/WHO/UNFPA	✓					Needs Attention
5.2	Activity info reporting	All sector members	✓	✓	✓	✓	monthly	On Track
5.3	Health Sector Inter-Agency Report	Leads	✓	✓	✓	✓	quarterly	On Track
5.4	Health Dashboard	Leads/ACO	✓	✓	✓	✓	monthly or as required	On Track
5.5	4W reporting	All sector members	✓					Done
5.6	Improve information collection and sharing of HIS	UNHCR	✓	✓	✓	✓	Disseminate every month	Done
5.7	Presentations of GBVMIS to Health Coordination group	SGBV SWG Coordinators	✓	✓	✓	✓	Every quarter	Needs Attention
5.8	Monitoring of SGBV health facility management in the health information system and other tools	UNHCR/UNFPA					Monthly	Needs Attention
6. Mapping and Analysis								
6.1	Maintain 3W maps	Information Management	✓		✓			Done
6.2	Produce maps showing thematic gaps (e.g. beneficiaries community outreach, IYCF,	IM	✓		✓			Needs Attention
6.3	Thematic and geographic gap analysis	IM	✓		✓			Done
6.4	Produce charts, tables, maps from Activity Info data	IM	✓	✓	✓	✓	As required	Done
6.5	Produce reproductive health services map including CMR services through	UNFPA						On Track
								Done
7. Emergency Preparedness								
7.1	Update contingency stock list	Sector	✓	✓	✓	✓	quarterly or after use	Needs Attention
7.2	Inter-Agency Contingency Plan - (Health component)	Sector/Leads	✓			✓		Needs Attention
7.3	Include SGBV supplies in contingency planning	UNHCR/WHO (Development of plan) /UNFPA procurement	✓			✓	and as required	Needs Attention
								Done
8. Advocacy and Resource Mobilisation								
8.1	Jordan Response Plan (RRP) review, update etc.	Leads/ sector		✓		✓		Done
8.2	Emergency Response Fund (JHF) proposals	Sector					as required	On Track
8.3	JHF review of proposals	SAG					as required	On Track
8.4	Central Emergency Response Fund (CERF) proposals	SAG					as required	On Track
8.5	Advocacy papers	Leads/SAG	✓				and as required	Needs Attention
8.6	Development of key advocacy messages on removing mandatory reporting	SAG with SGBV SWG		✓				Needs Attention
8.7	Include considerations of SGBV prevention and response in funding proposals	HSWG,RH SWG					as required	Needs Attention
8.8	Joint advocacy and resource mobilisation for adequate resources to address SGBV	HSWG, RH SWG,PWG and SGBV WG					as required	Needs Attention
9. Inter-Sector Coordination								
9.1	Outbreak response plan, roles and responsibilities (Health/WASH)	Leads in Camps	✓					Done
9.2	Health Information System (HIS) dissemination	Leads/ focal points	✓	✓	✓	✓	weekly	On Track
								Done
10. Cross-Cutting (Gender, Disability, etc)								
10.1	Gender Focal Point Meetings with Sector Chairs	GFP		✓		✓		On Track
10.2	Disability Assessment	DTF			✓			Done
								Done
11. Other								
11.1	Maintain inter-agency data sharing portal updated	Assoc Coord Officer	✓	✓	✓	✓		On Track
11.2	Training in SGBV and Child protection SOPs	UNFPA,UNHCR,SCI,UNICEF and others		✓		✓	Programme managers	Needs Attention
11.3	Document best practices and lessons learnt including on SGBV programming	Sector leads	✓	✓	✓	✓	Ongoing sector leads and programme managers responsible	Urgent
11.4	Confidentiality clause in staff contracts	HSWG,RH SWG	✓	✓	✓	✓	Programme managers	Done
11.5	Capacity development on SGBV for health care providers	UNFPA						Urgent