

ANNEXURES

ANNEXURE 1: INTERVIEW SCHEDULE

Section 1: General Information

Date of interview: -----

Time of interview: Start----- End-----

Interviewee number-----

Place of interview-----

Age of interviewee-----

Rank/Position of interviewee-----

Name of facility- -----

How many years have you being practicing as a midwife? -----

Section 2: Main Questions

1. What is your experience with maternal death?
2. How does it affect you (personal and professional life)?
3. What do you do (coping mechanisms use) when you experience maternal death effects?
4. What is your experience with maternal death review (MDR)?
5. What forms of support structures are available for you in times of maternal death related stress?

Examples of probing questions:

- Tell me more!
- Please elaborate on this!
- And what happened after that?
- What did you do?
- What was the outcome?
- How did you feel afterwards?
- What does that mean to you?
- What were your expectations?



ANNEXURE 2: UWC ETHICAL CLERANCE



UNIVERSITY of the
WESTERN CAPE

OFFICE OF THE DEAN
DEPARTMENT OF RESEARCH DEVELOPMENT

17 December 2013

To Whom It May Concern

I hereby certify that the Senate Research Committee of the University of the Western Cape approved the methodology and ethics of the following research project by:
Ms AF Dartey (School of Nursing)

Research Project: The development of the employee assistance programme (EAP) for midwives dealing with maternal deaths in Ashanti region, Ghana.

Registration no: 13/10/27

Any amendments, extension or other modifications to the protocol must be submitted to the Ethics Committee for approval.

The Committee must be informed of any serious adverse event and/or termination of the study.

A handwritten signature in black ink, appearing to read 'P. Josias'.

*Ms Patricia Josias
Research Ethics Committee Officer
University of the Western Cape*

Private Bag X17, Bellville 7535, South Africa
T: +27 21 959 2988/2948 . F: +27 21 959 3170
E: pjosias@uwc.ac.za
www.uwc.ac.za

A place of quality,
a place to grow, from hope
to action through knowledge

ANNEXURE 3: INFORMATION SHEET



UNIVERSITY OF THE WESTERN CAPE

Private Bag X 17, Bellville 7535, South Africa

Tel: + 233 20 021 37 69, E-mail: aniadfafa@yahoo.co.uk

INFORMATION SHEET

Project Title: Development of the Employee Assistance Programme (EAP) for midwives dealing with maternal death in the Ashanti region, Ghana

What is the research about?

This is a research being conducted by ANITA Fafa Darthey at the University of the Western Cape. You are invited to participate in this research because you are a midwife who experiences maternal death in the Ashanti Region. The purpose of this study is to develop employee assistance programme based on the exploration and description of the effects of maternal deaths on the midwife in the Ashanti Region of Ghana.

What will I be asked to do if I agree to participate?

You will be asked to discuss in a group or answer questions, which will be asked by the researcher. The discussion will seek information on how effects of maternal deaths, what coping mechanisms available to support you when you experienced maternal death. It will also cover how you feel going through maternal death review.

Would my participation in this study be kept confidential?

The information you provide on the tape will be kept confidential as much as possible. Your name or address is not required. The tape will be locked away by the researcher for a period of three. No individual names or identity will be used in the report.

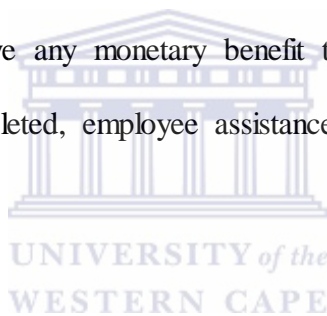
Should an article be written about this research project, your identity will be protected to the maximum extent possible.

What are the risks of this research?

There may be risk associated with participating in this research.

What are the benefits of this research?

This research will not have any monetary benefit to you as a participant. However, after the research is completed, employee assistance programme will be developed as a support system you.



Do I have to be in this research and may I stop participating at any time?

Your participation in this research is completely voluntary. You may choose not to take part in the research. You may choose to withdraw your participation at any time should you decide to participate in the research and you will not be penalized or lose any benefits which you otherwise qualify for.

What if I have questions?

The research is being conducted by ANITA FAFA DARTEY SCHOOL OF NURSING at The University of the Western Cape, South Africa. If you have any

questions about the study itself, please contact Anita Fafa Dartey on +233 20 021 3769 or aniadfafa@yahoo.co.uk, Nurses Training College, Kwadaso Kumasi, Ghana

Should you have any questions regarding this study and your rights as a research participant or if you wish to report any problems you have experienced related to the study, please contact: Head of Department: Professor K. Jooste- +27-(21)-9593003.

Dean of the Faculty Community Health Sciences: Professor J Frantz- +27-(21)-9592632

University of the Western Cape

Private Bag X 17

Bellville 7535.

This research has been approved by the University of the Western Cape's Senate Research Committee and Ethics committee.



ANNEXURE 4: CONSENT FORM



UNIVERSITY OF THE WESTERN CAPE

Private Bag X 17, Bellville 7535, South Africa

[Tel: + 233 20 021 37 69](tel:+233200213769)

E-mail: [aniadfafa@ yahoo.co.uk](mailto:aniadfafa@yahoo.co.uk)

Nurses Training College

Kwadaso, Kumasi-Ghana

CONSENT FORM

Project Title: Development of the Employee Assistance Programme for midwives dealing with maternal deaths in Ashanti Region, Ghana

Dear Participant,

I am a PhD Student at the University of the Western Cape. I am conducting a research project to development of employee assistance programme for midwives dealing with maternal death cases in Ashanti Region of Ghana. You are kindly requested to participate in the focus group discussion or individual interview at the time which is more convenient to you. Both focus group discussion and interview will be tape recorded and no one else will have access to the tapes except the researcher. The tapes will be stored in a safe by the researcher and will be destroyed after three years. The information is confidential and your name will not appear on the report. The

participation is voluntary and there will be no consequences should you refuse to participate. If you so wish, you may withdraw from the interview at any time.

If you have any questions you can contact the Department directly at this number +27-(21)-9593003.

I voluntarily consent to participate in the above mentioned research project.

The background, purpose, risks and benefits of the study have been explained to me. I have received an information sheet and understand the contents thereof. I also understand that I may withdraw from the study at any time without prejudice. I understand that my participation in the study will be acknowledged, although my identity and the identity of health facility will be withheld.

I agree to be audiotaped during my participation in this study.

I understand that my participation in the study is voluntary.

.....
Participants' signature

.....
Date

.....
Witness

.....
Date

Declaration by investigator

I (*name*) Anita Fafa Dartey..... Declare that:

- I explained the information in this document.
- I encouraged her to talk freely or ask questions and took adequate time to answer them.
- I am satisfied that she adequately understands all aspects of the research, as discussed above
- I did/did not use an interpreter. (If an interpreter is used then the interpreter must sign the declaration below.

.....

Signature of investigator



**ANNEXURE 5: FOCUS GROUP CONFIDENTIALITY BINDING
FORM**



UNIVERSITY OF THE WESTERN CAPE

Private Bag X 17, Bellville 7535, South Africa

Tel:+ 233 20 021 37 69 , E-mail: [aniadfafa@ yahoo.co.uk](mailto:aniadfafa@yahoo.co.uk)

Nurses Training College

Kwadaso– Kumasi, Ghana

FOCUS GROUP CONFIDENTIALITY BINDING FORM

Project Title: Development of the Employee Assistance Programme for midwives dealing with maternal deaths in Ashanti Region, Ghana

The study has been described to me in a language that I understand and I freely and voluntarily agree to participate. My questions about the study have been answered. I understand that my identity will not be disclosed and that I may withdraw from the study without giving a reason at any time and this will not negatively affect me in any way. I agree to be audio-taped during my participation in the study. I also agree not to disclose any information that was discussed during the group discussion.

- Participant's name:
- Participant's signature:
- Witness's name:
- Witness's signature:
- Date of participation:

Should you have any questions regarding this study or wish to report any problems you have experienced related to the study, please contact the researcher:

Researcher: Anita F. Dartey

University of the Western Cape

Private Bag X17, Bellville 7535

Cell: 020 021 3769

Email: aniadfafa@yahoo.co.uk



ANNEXURE 6: INTRODUCTORY LETTER FROM SUPERVISOR

UNIVERSITY OF THE WESTERN CAPE

Private Bag X 17, Bellville 7535, South Africa

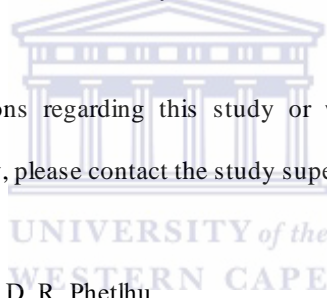
09/12/2013

TO WHOM IT MAY CONCERN

This letter serves to introduce Miss Anita Fafa Dartey, a PhD student of the University of the Western Cape, South Africa to you.

Miss Dartey is conducting a research titled “The development of the Employee Assistance Programme for midwives dealing with maternal deaths in Ashanti Region, Ghana” and I am her supervisor. She is about to collect data in Ghana and will need your assistance to do so. Kindly give her the necessary assistance.

Should you have any questions regarding this study or wish to report any problems you have experienced related to the study, please contact the study supervisor:



Study Supervisor's Name: Prof. D. R. Phetlhu

University of the Western Cape

Private Bag X17, Bellville 7535

Tel: +27 021 959 9532

Fax: +27 86 5108808

E-mail: dphetlhu@uwc.ac.za

Yours faithfully,

Prof. D.R. Phetlhu

A handwritten signature in black ink, appearing to read "D. R. Phetlhu".

ANNEXURE 7: PERMISSION LETTER TO GHANE HEALTH SERVICE FOR ETHICAL CLERANCE

University of the Western Cape

Private Bag X 17, Bellville 7535

South Africa

10 December, 2013.

The Health Service Research Unit,

Ghana Health Service

Accra.

Dear Sir,



PERMISSION TO USE SOME HEALTH FACILITIES FOR RESEARCH PURPOSES

I am a nursing Tutor at SDA Nurses' Training College, Kwadaso-Kumasi, currently pursuing PhD in Nursing at the University of the Western Cape, South Africa. I am conducting a research in Ashanti Region entitled "Development of the Employee Assistance Programme (EAP) for midwives dealing with maternal death in the Ashanti region, Ghana". The data collection will take place in six hospitals in the region: KATH, Atonso Agogo, two district hospitals with high maternal deaths and two district hospitals with the least maternal deaths for the year 2013.

The purpose of this letter is to introduce myself and seek your permission to proceed with the data collection in the health facilities. Please find attached the ethical clearance letter from the university research committee.

Hope my letter will be given the necessary attention.

Yours faithfully,



Anita F. Dartey

ANNEXURE 8: GHANA HEALTH SERVICE ETHICAL CLERANCE

GHANA HEALTH SERVICE ETHICAL REVIEW COMMITTEE

*In case of reply the
number and date of this
Letter should be quoted*



Research & Development Division
Ghana Health Service
P. O. Box 588 190
Accra
Tel: +233-302-661109
Fax + 233-302-685424
Email: Hannah.Frispong@ghsnaail.org

*My Ref: GHS-ERC: 3
Your Ref. No.*

28th March, 2014

Anita F. Dartey
School of Nursing

ETHICAL APPROVAL - ID NO: GHS-ERC: 15/01/14

The Ghana Health Service Ethics Review Committee has reviewed and given approval for the implementation of your Study Protocol titled:

"The development of the Employee Assistance Programme (EAP) for midwives dealing with maternal death in the Ashanti Region, Ghana"

This approval requires that you inform the Ethical Review Committee (ERC) when the study begins and provide Mid-terms reports of the study to the Ethical Review Committee (ERC) for continuous review. The ERC may observe or cause to be observed procedures and records of the study during and after implementation.

Please note that any modification without ERC approval is rendered invalid.

You are also required to report all serious adverse events related to this study to the ERC within seven days verbally and fourteen days in writing.

You are requested to submit a final report on the study to assure the ERC that the project was implemented as per approved protocol. You are also to inform the ERC and your sponsor before any publication of the research findings.

Please always quote the protocol identification number in all future correspondence in relation to this approved protocol.

SIGNED.....


DR. CYNTHIA BANNERMAN
(GHS-ERC VICE-CHAIRPERSON)

Cc: The Director, Research & Development Division, Ghana Health Service, Accra

ANNEXURE 9: PERMISSION LETTER TO KATH

University of the Western Cape
Private Bag X 17, Bellville 7535
South Africa
10 December, 2013.

The Director,
Office of the Dean Department of Research Development
KATH

Dear Sir,

PERMISSION TO USE SOME HEALTH FACILITIES FOR RESEARCH PURPOSES

I am a nursing Tutor at SDA Nurses' Training College, Kwadaso-Kumasi, currently pursuing a PhD in Nursing at the University of the Western Cape, South Africa. I am conducting a research in Ashanti Region entitled "The development of the Employee Assistance Programme (EAP) for midwives dealing with maternal death in the Ashanti region, Ghana". The data collection will take place in six hospitals in the region including Komfo Anokye Teaching Hospital (KATH).

The purpose of this letter is to introduce myself and seek your permission to proceed with the data collection in the health facilities. Please find attached the ethical clearance letter from the university research committee.

Hope my letter will be given the necessary attention.

Yours faithfully,



Anita F. Dartey

ANNEXURE 10: KATH ETHICAL CLEARANCE



KOMFO ANOKYE TEACHING HOSPITAL
RESEARCH AND DEVELOPMENT UNIT (R & D)
CERTIFICATE OF REGISTRATION

REG. NO. RD/CR14/100

This is to certify that

Prof/Dr/Mrs/Ms/Ms Anita Dany
has registered his/her proposed study titled The development of an
Employee Assistance Programme (EAP) for midwives dealing with maternal
death in Ashanti Region
with the Research and Development Unit.

Date 17th April, 2014

Name of issuing officer

Dr. Daniel Ansong (Dep. Director, R&D)

Signature

1132170

Receipt No

**This certificate does not constitute ethical clearance for the conduct of the study but proof of registration of study with KATH. Ethical clearance from the Committee of Human Research Publications and Ethics (CHARPE) is required to conduct the study.

ANNEXURE 11: PERMISSION TO GHS ASHANTI

University of the Western Cape
Private Bag X 17, Bellville 7535
South Africa
01 December, 2013.

The Regional Director,
Ashanti Regional Health Directorate
Ashanti Region

Dear Sir,

PERMISSION TO USE SOME HEALTH FACILITIES FOR RESEARCH PURPOSES

I am a nursing Tutor at SDA Nurses' Training College, Kwadaso-Kumasi. Currently pursuing a PhD in Nursing at the University of the Western Cape, South Africa. I am conducting a research in the region entitled "The development of the Employee Assistance Programme (EAP) for midwives dealing with maternal death in the Ashanti region, Ghana". The data collection will take place in six hospitals in the region: KATH, Atonso Agogo, two district hospitals with high maternal deaths and two district hospitals with the least maternal deaths for the year 2013.

The purpose of this letter is to introduce myself and seek your permission to proceed with the data collection in the health facilities. Please find attached the ethical clearance letter from the university research committee.

Hope my letter will be given the necessary attention.

Yours faithfully,


Anita F. Dartey

DDHS / med SPTS / medical director

please assist the bearer to collect data from your facility

- Offinso municipal*
- Bosomtwe*
- Sekere East*
- Sekere South*
- KATH*

17/12/13


seen

DDHS 34
01/01/14

ANNEXURE 12: INTRODUCTORY LETTER- SEKYERE SOUTH DISTRICT

In case of reply the number and the date of this letter should be quoted

My Ref. No: *GHS/DHD/SSD/1487*
Your Ref. No:
TEL NO: 43221-92536



GHANA HEALTH SERVICE
DISTRICT HEALTH DIRECTORATE
SEKYERE SOUTH DISTRICT
P.O. BOX 63
AGONA - ASHANTI

DATE: 26TH MARCH, 2014

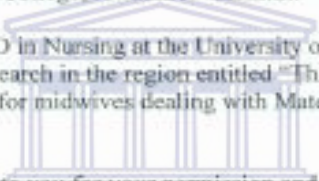
LETTER OF INTRODUCTION – PERMISSION TO USE SOME HEALTH FACILITIES FOR RESEARCH PURPOSES
MS. ANITA F. DARTEY

Please as per the attached letter, I am introducing the above named officer who is a nursing tutor at SDA Nurses' Training College, Kwadaso – Kumasi.

She is currently pursuing a PhD in Nursing at the University of the Western Cape, South Africa. She is conducting a research in the region entitled "The development of the Employee Assistance Programme (EAP) for midwives dealing with Maternal Death in the Ashanti region, Ghana".

I am officially introducing her to you for your permission and assistance.

Thank you.



UNIVERSITY of the WESTERN CAPE

Vesta Aryordyiah
VESTA ARYORDYIAH
(AG. DIST. DIR. OF HEALTH SERVICES)
SEKYERE SOUTH DISTRICT
AGONA - ASHANTI

TO:


MEDICAL SUPERINTENDENTS

1. AGONA GOVERNMENT HOSPITAL
2. SDA HOSPITAL, ASAMANG

ANNEXURE 13: INTRODUCTORY LETTER -GHS BOSOMTWE DISTRICT

In case of reply the number and the date of this letter should be quoted

My Ref. No: BOS/DHD/55
Your Ref. No.
Tel. No. 0289 106493



DISTRICT HEALTH DIRECTORATE
GHANA HEALTH SERVICE
P. O. BOX 40
KUNTANASE
13TH JANUARY, 2014

INTRODUCTORY LETTER

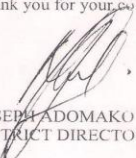
The bearer of this letter, Ms. Anita F. Dartey is a nursing Tutor at SDA Training College - Kwadaso, Kumasi. She is currently pursuing a Phd in nursing at the University of the Western Cape, South Africa.

Ms. Dartey wishes to undertake a research in the Bosomtwe District among other District titled 'The Development of the Employee Assistance Programme (EAP) for Midwives dealing with maternal death in the Ashanti Region'.


The District Health Directorate would be grateful if you could introduce Ms. Dartey to the midwives at your facility for a brief meeting with them.

Kindly find attached a copy of the permission letter for the research.

Thank you for your co-operation



JOSEPH ADOMAKO
DISTRICT DIRECTOR OF HEALTH SERVICES



Distribution

The Medical Superintendent
St. Michael's Hospital
Pramso

✓The Deputy Chief Physician Assistant (Medical)
Jachie Health Centre
Jachie

File

Admin / Med / PH / MA

15/01/14

seen SEE 15/01/14

seen 15/01/14

ANNEXURE 14: INTRODUCTORY LETTER - GHS OFFINSO

In case of the reply the number
And the date of this letter
Should be quoted

GHANA HEALTH SERVICE
MUNICIPAL HEALTH DIRECTORATE
P. O. BOX 237
OFFINSO

My Ref. No.:
You're Ref. No.

21st January, 2014

*The Physiotherapist Assistant
Kwadaso Health Centre
Kwadaso - Offinso*

INTRODUCTORY LETTER
MRS. ANITA F. DARTEY (NURSING TUTOR)

This is to introduce to you the above-named nursing tutor at SDA Nurses Training College, Kwadaso-Kumasi who seeks for permission to use your facility in conducting a research entitled "The development of the Employee Assistance Programme (EAP) for midwives dealing with maternal deaths in Ashanti Region of which our municipality has been selected.

I implore you to give her the uppermost assistance she will need to make her research very effective and successful as maternal health is an issue of concern to the municipality.

Many thanks in anticipation to your usual co-operation.

Martha Samuah

Mrs. Martha Samuah
Ag: Municipal Dir. of H/Service
Offinso

UNIVERSITY of the
WESTERN CAPE

ANNEXURE 15: PERMISSION TO COLLECT DATA FROM O & G DEPARTMENT

SDA-NTC, Kwadaso- Kumasi

16/04/2014.

The Head,
Obstetrics and Gynecological Directorate,
KATH

Dear SIR,

PERMISSION TO CONDUCT RESEARCH

I am ANITA DARTEY, am conducting a research entitle 'The development of an Employee Assistance Programme for midwives dealing with maternal deaths in Ashanti Region, Ghana'.

I am hereby asking for your permission to collect data from the midwives.

Thank you for the assistance.

Yours faithfully,


Anita Dartey



UNIVERSITY *of the*
WESTERN CAPE

ANNEXURE 16: REQUEST FOR DISSEMINATION OF RESEARCH

The University of the Western Cape
South Africa
0309/14

The Regional Director,
Ghana Health Service
Reg. Health Directorate
P.O. Box 1908
Kumasi
Dear Madam,



REQUEST FOR DATE FOR RESEARCH DISSEMINATION

I have conducted a research among midwives on the topic "THE DEVELOPMENT OF AN EMPLOYEE ASSISTANCE PROGRAMME FOR MIDWIVES DEALING WITH MATERNAL DEATH CASES IN ASHANTI REGION, GHANA"

I therefore wish to request for a convenient date to disseminate the research findings.

The target groups are:


- The clinical care team
- Public health team
- The human resource team
- Members of the maternal health taskforce.

Thank you for your co-operation.


ANITA E. BARTEY
(STUDENT)


3/9
3/9/14
6217


Training I/C

Please set up the LCD
for a presentation this morning
 29/07/14

ANNEXURE 17: REQUEST FOR DISSEMINATION OF RESEARCH FINDINGS

The University of the Western Cape

South Africa

03/09/14

The Regional Director,

Ghana Health Service Reg. Health Directorate

P.O. Box 1908 Kumasi

Dear Sir/ Madam,

REQUEST FOR DATE FOR RESEARCH DISSEMINATION

I have conducted a research among midwives on the topic “THE DEVELOPMENT OF AN EMPLOYEE ASSISTANCE PROGRAMME FOR MID WIVES DEALING WITH MATERNAL DEATH CASES IN ASHANTI REGION, GHANA”

I therefore wish to request for a convenient date to disseminate the research findings.

The target groups are:

- The clinical care team
- Public health team
- The human resource team
- Members of the maternal health taskforce.


Thank you for your co-operation.


ANITA E. BARTEY
(STUDENT)


Training I/C

AOPH
FYI

3/9
3/9/14
6217

Please set up the LCD
for a presentation this morning
 29/08/14

**ANNEXURE 18: REQUEST FOR DATE FOR RESEARCH
DISSEMINATION (KATH)**

The University of the Western Cape
South Africa
29/09/2014

The Head of Department,
O & G Department,
KATH,
Kumasi.

Dear Sir/Madam,

REQUEST FOR DATE FOR RESEARCH DISSEMINATION

I have conducted a research among midwives on topic “THE DEVELOPMENT OF AN EMPLOYEE ASSISTANCE PROGRAMME FOR MIDWIVES DEALING WITH MATERNAL DEATH CASES IN ASHANTI REGION, GHANA”.

I therefore wish to request for a convenient date to disseminate the research findings.

The target groups are:

- The clinical care team
- Public health team
- The human resource team
- Members of the maternal health taskforce

Thank you for your co-operation.



Anita F Dartey
(Student)

**ANNEXURE 19: INVITATION TO PRESENTATION OF
RESEARCH FINDINGS**

The University of the Western Cape
South Africa
03/09/14

The Regional Director,
Ghana Health Service
Reg. Health Directorate
P.O. Box 1908
Kumasi

Dear Sir/ Madam,

INVITATION TO PRESENTATION OF RESEARCH FINDINGS

You are kindly invited to attend one day research dissemination as stake holders in the region on a research title “THE DEVELOPMENT OF AN EMPLOYEE ASSISTANCE PROGRAMME FOR MIDWIVES DEALING WITH MATERNAL DEATH CASES IN ASHANTI REGION, GHANA”

Details are as follows:

Date: 11 September, 2014

Time: 10am prompt

Venue: RHD conference Hall

All are invited especially, the clinical care team, public health team, the human resource team, members of the maternal health taskforce.

Thank you for your co-operation.



Anita F. Dartey

ANNEXURES 20: EAP ADVERT 1 FOR PILOT IMPLEMENTATION

EMPLOYEE ASSISTANCE PROGRAMME (EAP) FOR MIDWIVES!!!

1. ALL MIDWIVES WHO EXPERIENCED MATERNAL DEATH AND HAVE NOT DEALT WITH THE EFFECT PROPERLY SHOULD GO FOR COUNSELLING.
2. MIDWIVES WHO WILL EXPERIENCE MATERNAL DEATH FROM NOVEMBER, 1ST TO 31ST DECEMBER, 2015 CAN ALSO GO FOR COUNSELLING AND DEBRIEFING.
3. THE PURPOSE OF THE EMPLOYEE ASSISTANCE PROGRAMME IS TO IMPROVE THE QUALITY OF WORK LIFE AMONG MIDWIVES IN THE ASHANTI REGION OF GHANA.
4. SERVICES TO BE PROVIDED ARE:
 - ASSESSMENT
 - TRAUMA DEBRIEFING
 - CRISIS INTERVENTION
 - COUNSELLING SERVICES
 - REFERRAL SERVICES
 - MONITORING
 - FOLLOW-UP
5. EAP PRINCIPLES:
 - CONFIDENTIALITY
 - VOLUNTARY PARTICIPATION
 - EQUAL TREATMENT
 - PROPER REPORT KEEPING
6. TIME OF SERVICE: 24 HOURS A DAY, 7 DAYS A WEEK FOR 2 MONTHS



CALL NOW: 050 918 0015 OR 050 056 8674. EAP COUNSELLORS ARE WAITING!!!

ANNEXURES 21: EAP ADVERT 2: FOR PILOT IMPLEMENTATION

EMPLOYEE ASSISTANCE PROGRAMME (EAP) FOR MIDWIVES!!!

1. ALL MIDWIVES WHO EXPERIENCED MATERNAL DEATH AND HAVE NOT DEALT WITH THE EFFECT PROPERLY SHOULD GO FOR COUNSELLING.
2. MIDWIVES WHO WILL EXPERIENCE MATERNAL DEATH FROM NOVEMBER, 1ST TO 31ST DECEMBER, 2015 CAN ALSO GO FOR COUNSELLING AND DEBRIEFING.
3. THE PURPOSE OF THE EMPLOYEE ASSISTANCE PROGRAMME IS TO IMPROVE THE QUALITY OF WORK LIFE AMONG MIDWIVES IN THE ASHANTI REGION OF GHANA.
4. SERVICES TO BE PROVIDED ARE:

- ASSESSMENT
- TRAUMA DEBRIEFING
- CRISIS INTERVENTION
- COUNSELLING SERVICES
- REFERRAL SERVICES
- MONITORING
- FOLLOW-UP



5. EAP PRINCIPLES:
 - CONFIDENTIALITY
 - VOLUNTARY PARTICIPATION
 - EQUAL TREATMENT
 - PROPER REPORT KEEPING
6. TIME OF SERVICE: 24 HOURS A DAY, 7 DAYS A WEEK FOR 2 MONTHS

CALL NOW: 030 918 0015 OR 030 036 8674. EAP COUNSELLORS ARE WAITING!!!

ANNEXURES 22: PERMISSION FOR PILOT IMPLEMENTATION

The University of the Western Cape
Private Bag X 17
Bellville 7535- South Africa

23rd October, 2015.

The Director of Nursing Services
KATH

Thro'

The Head of Department,
Obstetrics & Gynaecology Directorate,
KATH- Kumasi.



Dear Sir/Madam,

PILOT IMPLEMENTATION

I am a PhD student from the University of the Western Cape, South Africa and conducting a research titled *“The Development of an Employee Assistance Programme for Midwives Dealing with Maternal Death Cases in Ashanti Region of Ghana”*. I collected data from this hospital and came back to disseminate the findings of the research last year. I wish to inform you that, it is time for the developed programme to be piloted for “Two Months”.

Since it is a pilot study, I intend to use the services of one Psychiatric Nurse and one Psychologist in the capacity of EAP counsellors for debriefing and counselling of midwives after they have experienced maternal death. All midwives who previously experienced

maternal deaths and have not properly dealt with the effects of those deaths can also see the EAP counsellors for counselling.

The details of EAP counsellors, services to be rendered and service hours of EAP would be made available to all midwives in the Obstetrics and Gynaecology department. The counsellors and the midwives decide where to meet for counselling.

Thank you for your co-operation.

Yours faithfully,



Anita F. Dartey



ANNEXURE 23: PILOT EVALUATION FORM

Evaluation of EAP

We appreciate your help to evaluate this programme. Please complete the questions below;

Date: _____ time: _____

1. How do you find the counselling/ debriefing programme?

Ans.....

2. What contributions has the programme made to your life?

Ans.....

3. How will this program help in your work?

Ans.....

4. Does the service meet your expectation?

Ans.....

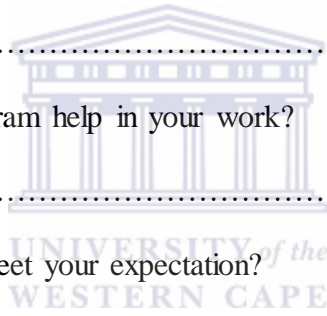
5. Should the programme be instituted in the hospital for the midwives?

Ans.....

6. How do you think the programme can be improved?

Ans.....

7. Any other comment?




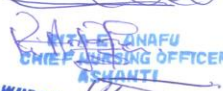

ANNEXURES 24: PARTICIPANTS IN SUPPORT OF EAP AT KATH


KATH participants in support for EAP development for midwives dealing maternal death in
Ashanti Region

Name	Position	Signature
Mary-Theodorzi Kukah	Deputy Director of Nursing Services	
Samuel Jorjorn	Clinical Psychologist	
Fusina Besah	Senior Staff Nurse	
DOROTHY YEBOAH	DEPUTY DIRECTOR OF NURSING SERVICES	
FELICIA OWUSU-ANSAH	PNO	
REYNOLDS OKUST-KYERE	AMP	
MAVIS BOBIE ANSAH	NURSING OFFICER	
Aziomayo Samuel (0306706681)	SSN	
Darcas Yeboah	SSN	
Juliana Bosomprah	ED/MS	
Catherine Sarfo-Walters	SNO	
EMELIA ADU-ANANE	PMO	
Agnes S. Appiah	MLC	
Vincentia C.O. Nyamege	SM	
Jane Asiamah	SSM	
Jennifer Amo-Appiah	SSM	
Elizabeth Darkoh Boaten	SSM	
Abigail Osei-Mensah	SSM	

ANNEXURES 25: PARTICIPANTS IN SUPPORT OF EAP AT ASHANTI REGIONAL HEALTH DIRECTORATE

Regional Health Directorates' participant in support for EAP development for midwives
dealing maternal death in Ashanti Region

Name	Position	Signature
1. ZANU DASSAH	REGIONAL HR MANAGER	
2. Rita E. Anafu	CNO	 RITA E. ANAFU CHIEF NURSING OFFICER ASHANTI
3. Dr. Kwasi Yeboah-Awuodzi		 DR. KWASI YEOBAH-AWUDZI DEP. DIRECTOR, PUBLIC HEALTH ASHANTI REGION GHANA



UNIVERSITY of the
WESTERN CAPE

ANNEXURES 26: REPORT FROM PILOT IMPLEMENTATION OF EAP

The EAP is a work-based voluntary programme that seeks to provide free short-term counselling, confidential assessment, referrals, and follow-up services to employees who have personal and/or work-related problems. Employees, who work in a hospital environment encounter a number of stressful situations which in one way or the other, affect their output in general. For midwives, one of such stressful work-related issue is dealing with maternal death, which is experienced most often at a Teaching Hospital environment such as Komfo Anokye Teaching Hospital (KATH).

The trial of EAP was conducted at the O & G directorate of KATH, specifically the labour wards. Initially, 10 midwives who had experience maternal death at some point in the performance of their duties agreed to participate in the programme. Specifically, they responded to open-ended questions that assessed their experience with maternal death, how these experiences affected different aspects of their lives, and how they coped with it.

The questions used in the assessment of these experiences are listed below:

1. Have you experienced maternal death in your work recently?
2. How long ago was the maternal death experience?
3. What are the psychological challenges that you have had after experiencing maternal death as a midwife?
4. Have you had any physical effect of the maternal death on your life?

5. Do you have interpersonal difficulties because of your experience with maternal death as a midwife?
6. Has any of these problems affected your capacity to work as a midwife?
7. Has it affected your relationship with your family in any way?
8. Would you want to see a psychologist in the event of experiencing maternal death / would you recommend a psychologist for a colleague who experiences maternal death?

In using these questions, some themes emerged from the responses given by the participants. These themes included empathy, guilt, sympathy, sadness, anguish, anxiety, apprehension, and cautiousness.

In expressing empathy, most participants reported that they tend to see themselves in the position of the deceased and thought of how their families are going to deal with it. The inability to give motherly love to the neonate at that point filled their thought. One participant report, “I placed myself in the shoes of the deceased, and that made me cry uncontrollably.” One also recalled by saying, “I could feel the pain of the husband and the rest of the family even before I could meet them. How was he going to deal with the neonate?” Another reported expressing apprehension that “I am always nervous now when I hear we have a patient with similar condition as the mother that passed on.” Another reported that, “I felt that it happened because of a mistake we made, and that made me feel awful.”

It is obvious that the thoughts reported by these midwives are mostly negative. It is these negative thoughts that contribute immensely to their psychological as well as their physical health. Two

participants reported having elevated BP levels after experiencing maternal deaths. They go on to explain that they believed it had contributed to their hypertension diagnosis by their physicians. Others also reported having flashbacks of the experience, sleep difficulties, and problems with their relationships with others. The psychological symptoms reported by participants at the time of their experience with the maternal death was that in line with depression, acute stress illness, and post-traumatic stress disorder as per the classification of the Diagnostic and Statistical Manual of Mental Disorders (DSM-V) (2013).

All participants accepted that experiencing maternal death is stressful and that it will be helpful to see a psychologist to help in dealing with the different dimensions of its effect on their professional as well as their personal lives. They all reported that their family support has been their protective factor for their survival. However, they were enthusiastic of EAP being a necessary addition in helping them through such an experience.

As a recommendation, midwives who experience maternal death would need support at the time of the experience. As some of them may have formed a bond with the mothers, they will have to go through the process of grieving. This helps in the catharsis necessary for their wellbeing both psychologically and physically. The right debriefing and easy access to psychotherapy services will help in this direction. This is what EAP seeks to offer employees and employers alike.

Mr. Daniel Fordjour

Clinical Psychologist

Psychiatric Unit - KATH

ANNEXURE 27: COMMENTS FROM AN EAP SPECIALIST OUTSIDE GHANA

From: Samukelisiwe Mzele <MZELES@cput.ac.za>
To: DARTEY ANITA <aniadfafa@yahoo.co.uk>
Sent: Friday, 17 June 2016, 9:09
Subject: RE: EAP program doc

Good Morning ANITA

The programme is clear, concise and feasible. It matches the current EAP Programme which is very much functional within the Department of Health in the South African Context. Just a few comments that you may consider to revise:

1. Objective 2: 'ensuring of job security'

- When drafting EAP policy and procedure, it may be difficult to account for this objective. It

might be wise to relook at this objective and research if it forms part of the direct functions of EAP.

2. Models of EAP:

- Clarity is advised, and you might look into including a diagram of the model you are referring to.

3. EAP services:

- You might consider 'in-service training' as part of the *indirect services* for employees. This might be a preventative measure to curb the adverse effects of MD.

kindest regards :

Lifestyl e & Wellness Specialist

Ms Samukelisiwe (Sam) Mzele

*Office 6.12 Human Capital Department, 6th floor,
 Cape Town campus*

: mzeles@cput.ac.za

: 021 460 9070