



World Health
Organization

Medical device donations

Presented By

[Presenter Name]

[Presenter Title]

Date

Introduction

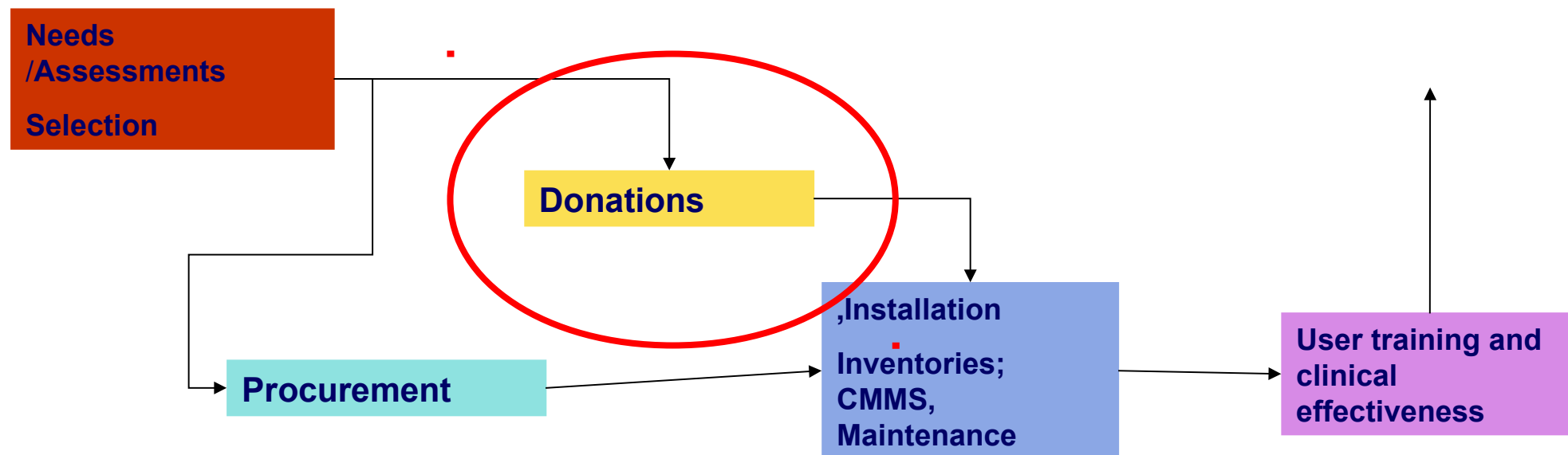
This document covers:

1. Ensuring that the recipients are actively engaged in all stages of the donation process
2. Ensuring that the needs of the end-users and patients are met
3. Regulatory and policy considerations
4. Considerations for existing local markets of medical equipment
5. Considerations for established procurement systems
6. Considerations for public health needs
7. Inclusion of health facility input when donations are coordinated at a national level
8. Considerations for support for installation, service and supplies
9. Consideration of special environmental and human resources to support equipment
10. Communication
11. Considerations for special situations



Topic Placement

- Donations constitute a significant source of technology acquisition for low income countries and should be given the same level of attention and thoughtfulness.



Definition

- Medical Device Donations are the transfer of health-care equipment from donors to recipients.
 - Donors include, among others, corporations acting directly or through other organizations, individuals, non-governmental organizations, and governments providing aid to other governments.
 - The intended recipients range from individual health care facilities to entire health systems.



Importance

- Because of economic constraints the health sectors of many developing countries have to rely considerably on donations of medical equipment. In some countries, nearly 80% of healthcare equipment is donated or funded by international donors or foreign governments.
- Although most donations are made with good intentions, the results are not always positive when they are not properly planned and coordinated.



Purpose of document

To help improve the quality of equipment donations and provide maximum benefit to all stakeholders. The considerations in this document can be used to develop institutional or national policies and regulations for medical equipment donations.



Essential Elements of a Donor Solicitor's Policy for Equipment Donations

Issues

Considerations

Policies and plans

- Determine if there is a donations policy in place. Donation solicitors can be in a much stronger position to negotiate the contents of a donation if they have a policy.
- List the equipment and supplies that are needed and their quantities. Prioritize the list of requested items.
- Provide potential donors with clear and comprehensive information about the items needed and how they will be used. The requested items should comply with the specifications, standardization practices, model equipment list, etc.
- Check that the national regulations allow these goods to be imported.

Essential Elements of a Donor Solicitor's Policy for Equipment Donations (continued)

Issues

Considerations

2
Review of donor and equipment on offer

- Check that the donor has the capacity to fulfil the request.
- Before agreeing to accept a donation, check the equipment being offered to see if it conforms to national policy, and is suitable for your facility and staff. Confirm that the equipment only requires spare parts and consumables that can be afforded using available budgets.
- Before agreeing to accept a donation, check whether the equipment will come with its relevant accessories, consumables, manuals and some spare parts, so that it can function and be used.
- Before agreeing to accept a donation, confirm whether the donor will be responsible for covering the costs of transport, freight, insurance, import duties, customs clearance, and installation and commissioning costs, if applicable. If not, do you have money set aside for this?
- If the goods include reagents or sterile supplies, check whether these will have an adequate expiry date (at least one year, or half the shelf life if the expiry date is less than one year).
- Check that the equipment on offer conforms to your 'good selection criteria'.
- Determine who will be responsible for the package of inputs required throughout the remaining useful life of the equipment.



Essential Elements of a Donor Solicitor's Policy for Equipment Donations (continued)

Issues

Considerations

Use of normal acceptance process as with purchases

- If pre-installation work is required, prepare the site and personnel for receiving equipment and notify the donor when all preparations are complete.
- When donations are received, check packaging for damage and make sure that equipment is fully functioning and is supplied with the relevant and agreed manuals, spare parts, consumables and accessories. Check expiry dates and labelling of the recurrent supplies.
- Confirm receipt of the donated equipment with the donor, including information about the condition and appropriateness of the equipment.
- Keep a record of all donations received.

Refusal of donations if necessary

- Refuse inappropriate donations and provide an explanation of the reasons for refusal.
- Keep a record of all donations received that you have not requested, and inform donors of unsolicited donations.



Essential Elements of a Donor's Policy for Equipment Donations

Issues

.1
Ensuring there is a need/request for a donation

Considerations

- Only provide donations in response to requests and expressed needs.
- Know or find out about the donation solicitor.
- Confirm the need for the donation, and check the donation solicitor's capacity and financial resources to handle donations.
- Consider whether a donation of goods is the most appropriate form of support. In some cases, a cash donation may be more effective. For example, it may be cheaper to procure a hospital bed locally than to transport a donated bed from overseas.
- Coordinate your donations with other donors to ensure there is no duplication.



Essential Elements of a Donor's Policy for Equipment Donations (continued)

Issues

.2 Involving the recipient

Considerations

- Ensure the equipment conforms to the national/facility equipment development plan, and consult donation solicitors on equipment requirements and preparation of specifications and purchase documents.
- Check that donations conform to national requirements regarding selection of equipment.
- Check that the donation solicitor provides clear specifications of the items required.
- Involve the donation solicitor in the evaluation process and final recommendations on equipment to be purchased for donation.
- Before sending donations, obtain consent from the donation solicitor.
- Confirm what items are being sent and when these will arrive so that the donation solicitor can plan to receive them.

Essential Elements of a Donor's Policy for Equipment Donations (continued)

Issues

Considerations

3

Only offering good quality products

- Ensure that only appropriate medical devices and supplies are donated.
- Ensure that donated equipment is in full working order and is supplied with all technical documents and enough consumables and spare parts to last for at least two years.
- Check the quality and safety specifications of donated equipment. Avoid supplying equipment that does not meet up-to-date technical and safety specifications (although this does not mean the equipment has to be a sophisticated model).
- Check with donation solicitors whether the donation is acceptable. If you are offering alternatives, check that these alternatives are acceptable.

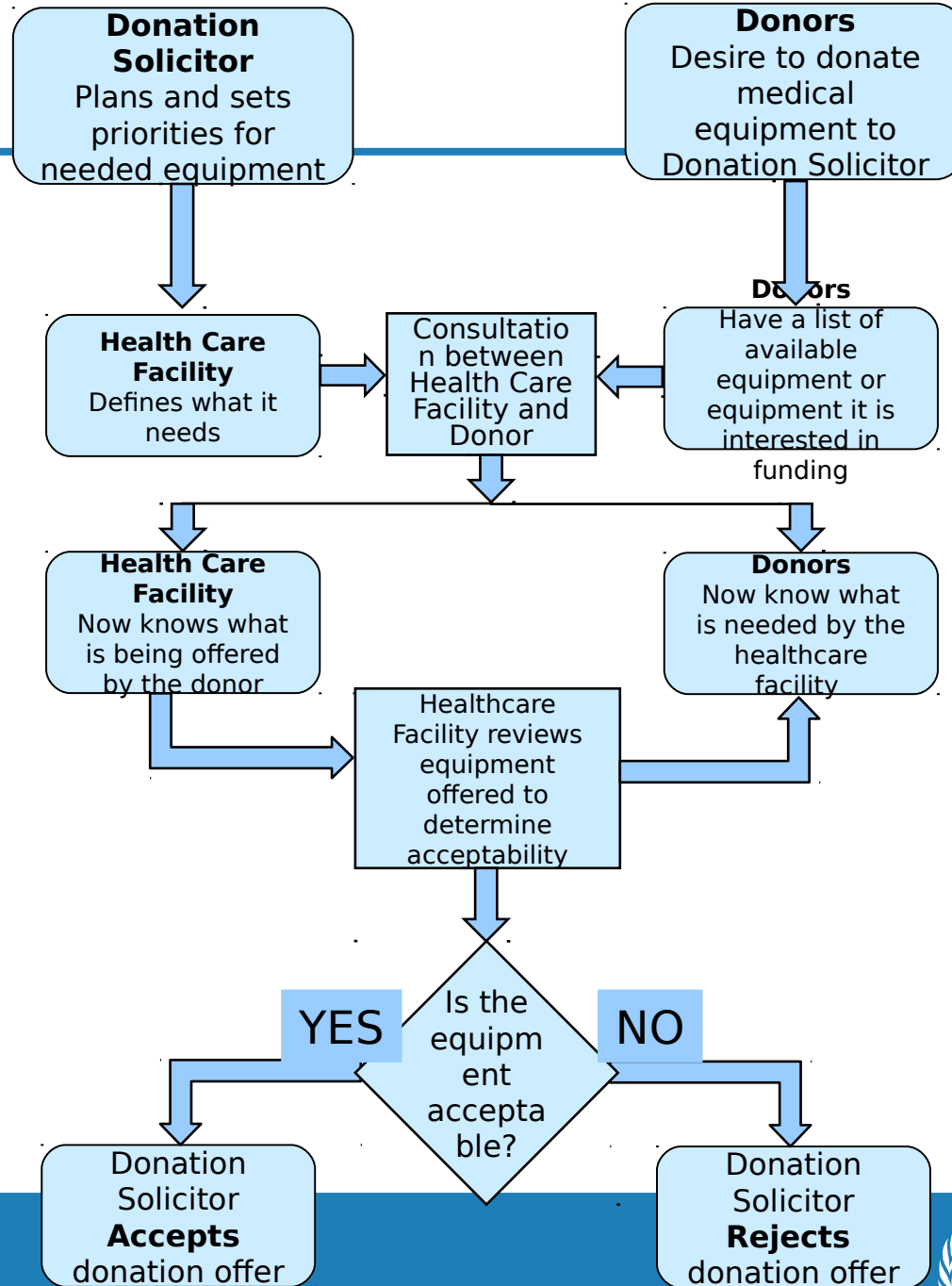
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Additional costs involved in the donation

- Clarify and agree who will cover the costs of international and local transport, freight and insurance, warehousing, customs clearance, storage and handling, installation and ongoing support costs.
- Provide the donation solicitor with detailed information regarding the installation, operation and maintenance of the equipment.



Process For Soliciting and Offering Donations



Challenges

- Inadequate medical equipment donations are often due to a combination of the donor's lack of awareness of the particular challenges and needs of the end-users and poor communication between donors and recipients about these challenges and needs.
- In particular:
 - Donors lack awareness of the local realities of the intended recipients.
 - Donors and recipients often do not communicate as equal partners in the pursuit of a common goal.
 - Recipients have difficulty articulating to the donor how best they can be helped.
 - The recipient's circumstances may lead them to believe that anything is better than nothing.



Resources available

- How to Plan and Budget for your Healthcare Technology. Temple-Bird, C. Ziken International. How to Manage Series, Guide 2, 2005.
- How to Procure and Commission your Healthcare Technology. Kaur, Manjit. Ziken International. How to Manage Series, Guide 3, 2005.
- Guidelines for Drug Donations. WHO/EDM/PAR/99.4, WHO, Geneva, 1999.
- Guidelines for Medical Equipment Donations, WHO.
- Guidelines: Medical Equipment Donations. Technical Library, FAKT, in: CMC Publication CONTACT 10/94. CMC, World Council of Churches, Geneva, 1994.
- Practical Steps for Developing Health Care Technology Policy. Temple-Bird, C. Ziken International. 2000
- Regulations: Global Overview and Guiding Principles. WHO, Geneva, 2003.
- Standards for Medical Equipment Donations. Partnership for Quality Medical Donations. 2006.



Case study

- Ghana, 2006

- Four years after installation of basic medical equipment and infrastructure upgrades, government and private hospitals in Ghana are continuing to see improved health outcomes.
- Through their global development program, a large international business has partnered with the hospitals and Ghana's Ministry of Health (MoH) to improve healthcare. Donations were initiated with discussions with the MoH about the country's needs and goals.



Case study (continued)

- Ghana, 2006

- Site visits to the recipient hospitals determined appropriate equipment based on types of cases treated, staff capability, and leadership present.
- Corporate employee volunteers provide follow-on support to monitor equipment utilization. The increased patient volumes have generated new revenue streams to support ongoing maintenance and consumable needs.



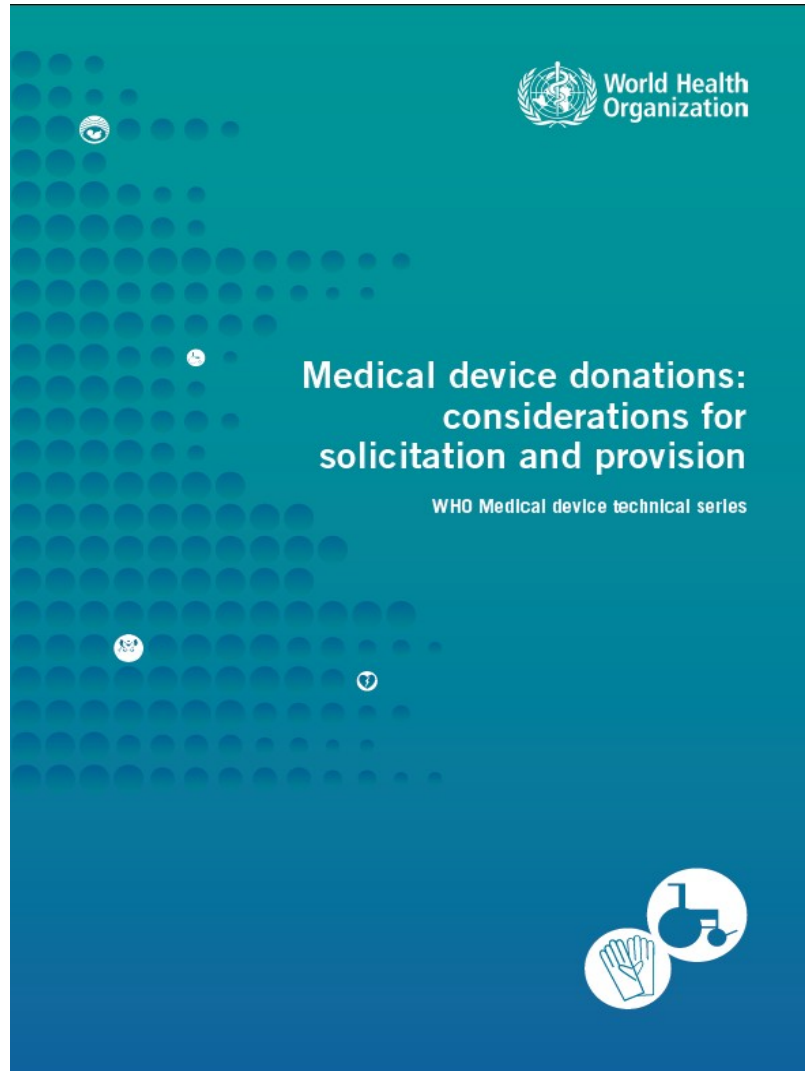
Working group session

- Split into groups of 5-6 people
- You are tasked with drafting an equipment donation policy for a hypothetical health care institution, a district level general hospital with satellite clinics in rural areas. List the main elements that should be included in your equipment donation policy and explain how you would convey your policy to prospective equipment donors.
- Present group conclusions

End



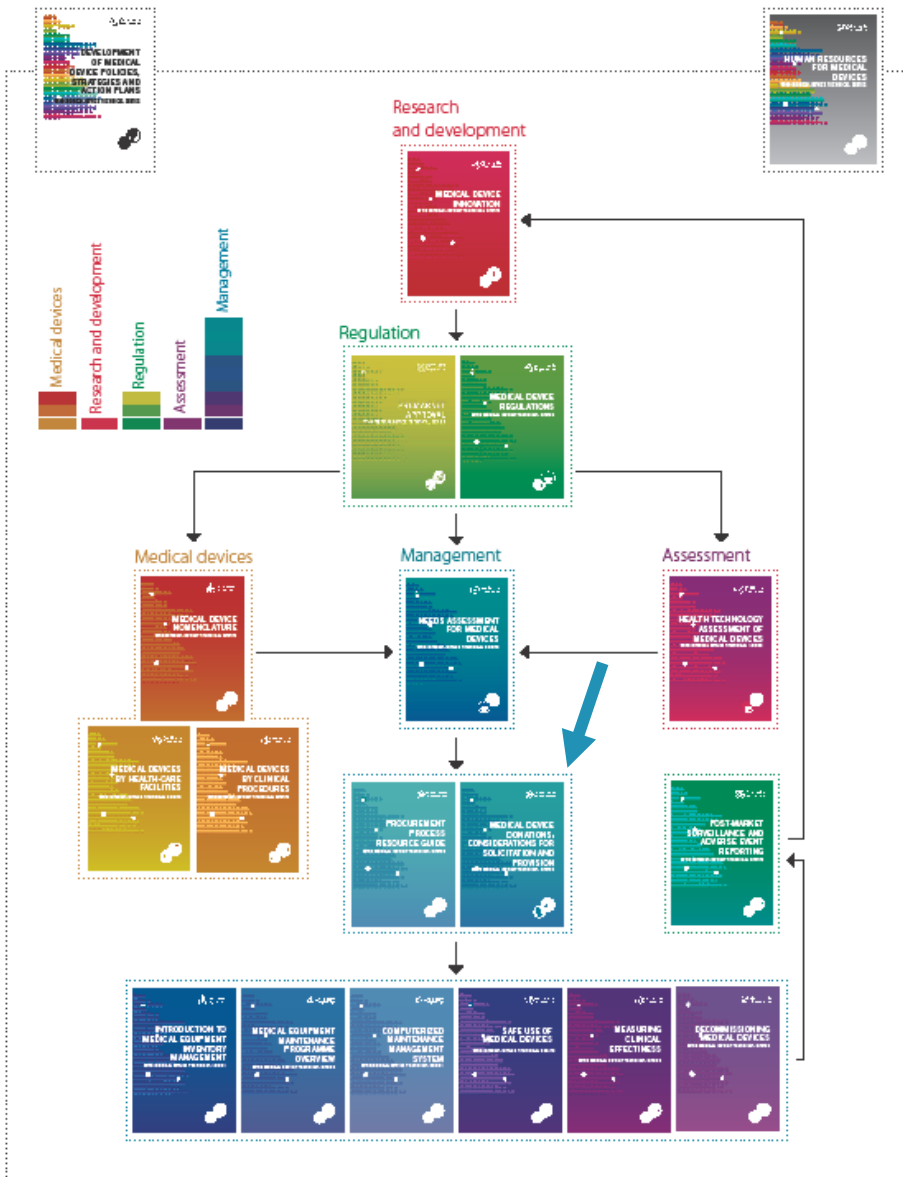
WHO Medical Device technical Series



Training module of :

- **Medical device donations: considerations for solicitation and provision**
- Developed by Ismael Cordero
- April 2011
- **Global Initiative on Health Technologies, WHO**
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Thanks!



Contacts:

- http://www.who.int/medical_devices/en/
- <mailto:medicaldevices@who.int>
- Phone: + 41 22 791 1239
- Fax: +41 22 791 48 36
- Skype: WHOHQGVA1 (then dial 11239)
- Other: (presenters name and email)

Objective: to ensure improved access, quality and use of medical devices.