

URBAN COMMUNITY HEALTH PRACTICE REPORT FORMAT

PRELIMINARY PAGES

- Cover Page
- Recommendations from the work supervisor.
- Declaration
- Approval
- Dedication
- Acknowledgement
- Table of Contents

CHAPTER ONE BACKGROUND TO THE FIELD STUDY

- 1.0 Introduction
- 1.1 Objectives of the field study
- 1.2 scope of the field study
- 1.3 Duration of the field
- 1.4 Organization background (office of attachment)

CHAPTER TWO MANAGEMENT OF THE FIELD STUDY

- 2.0 Introduction
- 2.1 Role of School of Hygiene-Mbale
- 2.2 Reporting and induction in the organization
- 2.3 The department to which one is assigned Category of the department;
 - 2.3.1 Duties of the department (e.g. Health Office, Water and Sanitation –WATSAN)
 - 2.3.2 Name of the personality heading it
 - 2.3.3 Describe each responsibility that you have been assigned
 - 2.3.4 Name the officer that you work with and what do they do
 - 2.3.5 Explain the relationship with other officers in exerting your duties and responsibilities.
 - 2.3.6 The role of the work supervisor
 - 2.3.7 The role of the school supervisor

CHAPTER THREE FINDINGS AND OBSERVATIONS

- 3.0 Introduction
- 3.1 Organizational structure
- 3.2 New things learned for the office (knowledge, skills gained, friends and their relevancy to work and how you will use it for professional development)
- 3.3 Personal contribution to the organization

3.4 Problems encountered during the study that affected the work of :

3.4.1 The Organization

3.4.2 The workers

3.4.3 And your self

CHAPTER FOUR

ACTIVITIES, CHALLENGES AND RECOMMENDATIONS

4.0 Introduction

4.1 Activities carried out

Give a full description of the activities you carried out in relation to the study objectives which include but are not limited to the following:

4.1 Food inspection

4.2 Water management e.g. Activities at water treatment plants and sewerage treatment processes.

4.3 Inspection of foods and beverage plants. E.g. Aerated water and ice factories, confectionery plants etc.

4.4 Inspection of lodges, eating houses, schools, saloons, market places, butcheries, abattoirs and slaughtering slabs, cinema halls and other places of public functions, and the procedures for awarding operational incenses etc.

4.5 Scrutiny of building plans the procedures and inspection stages of a building construction.

4.6 Institutional health covering Prisons, ports, swimming pools, hotels, etc.

4.7 Solid waste management in towns

4.8 Office management practices.

4.9 Planning activities:

- ✓ Work plan
- ✓ Budgeting
- ✓ Accountability

4.10.1 Implementation of activities

4.10.2 Evaluation

CHAPTER FIVE

CONCLUSIONS

5.0 Introduction

5.1 Your assessment of the field study in the organization /office and its future prospects

5.2 Department of the field study

5.3 Comments on the findings

5.4 Recommendations for the identified problems

5.5 Predicted trends for improving

5.6 Conclusions