



Catholic Relief Services (CRS) was founded in 1943 by the United States Conference of Catholic Bishops to assist the poor and disadvantaged. CRS returned to Cambodia in 1991 and currently works in the sectors of Health, Education and Climate Change Adaptation, with government and civil society partners. CRS head office is located in Phnom Penh.

By applying to this job, you as the applicant understands and acknowledges that CRS requires its staff to treat all people with dignity and respect and to actively prevent harassment, abuse, exploitation, and human trafficking. Further, the applicant understands that if s/he is a successful candidate, s/he will be subject to a comprehensive background check, and their personal/professional references will be asked to evaluate their behaviors related to the above safeguarding-related topics.

## **Job Announcement**

### **Facility Based Worker – Volunteer (1 Position)**

### **Based in Poipet Referral Hospital, Banteay Meanchey Province**

#### **Job Summary:**

FBW take role in assisting ART team in triage activities at ART facility including register new patient, filling management, facilitate accessing related services, arrange patients appointment, patient satisfy feedback, lab test arrangement, involve in infection control, coordination with CAC, ACC, CAW, CM to follow up miss appointment and low adherence, some opportunity to follow up PLHIV as well as work cross cutting with other projects of CRS to serve the poor and vulnerable. Your service and community interpersonal skills contribute to projects that benefit local communities that consistently applies best practices and continuously works towards improving its impact.

#### **Roles and Key Responsibilities:**

- **Support newly diagnosed HIV-positive**
  - FBWs support and ensure newly diagnosed HIV-positive are registered and enrolled in ART services and inform to colleagues for PNTT process.
- **Support the retention of patients in care and treatment**
  - FBWs perform routine activities to support ART team as the following:
    - Arrange the patients at the waiting place/hall.
    - Prepare and arrange the patient's files to be seen by physicians.
    - Manage and appoint the stable patients as identified by ART team to get clinical and ART pick-up visit spacing (MMD) and the non-stable patients in need for EAC follow-up.
    - Collect vital sign of the patients, measure, and record weight and height of the patients.
    - Lab testing arrangement and record results in the patient's logbook when required.
    - Facilitate/accompany patients to other needed services such as STI, TB, ANC, PMTCT, X-pert testing, CXR, Ultrasound, etc.).
    - Involve in infection control through distributing clinical mask to patients and explain how its use.
    - FBWs work with data entry/CMA and ART team to identify and develop a list of PLHIVs who miss-appointment have, who are at risk of being lost to follow up and who have lost-to-follow-up (LTFU) in a bi-weekly basis and share with CAC, ACC, AMC, and CAW or case manager/OW for further follow-up in confidentiality manner.
    - FBWs work with CAC, ACC and CAW to assist ART team to regularly update the list of PLHIVs who are stable and who are in the greatest need (base on the standard guideline of CAA).
    - FBWs work with ART team to collect viral load data, record and update on the patient list – and share with CAC, ACC, CAW, and Case Manager/OW for their follow-up action for patients who has > 1000 copies/ml in a confidential manner.
    - FBWs identify PLHIV those who are in the real need's transportation support cost and work with RH/CSO team in support transportation fee.
    - Facilitation for transfer PLHIV from one site (ART, satellite, closed setting) to another site.

#### **Basic Qualifications**

- Have experience in the health-related project especially related to triage at ART facility at least 2 years up.
- Have good interpersonal communication and collaboration with health care providers especially ART team.
- Had education at grade 9 up.
- Have basic knowledge in English especially some words related to ARV/ART and care.

Interest candidate should submit their CV and covering letter on or before **June 20, 2024** to CRS recruitment email: [kh.recruitment@crs.org](mailto:kh.recruitment@crs.org), or send to CRS Cambodia Office: Emerald Building # 64, Preah Norodom Blvd, Corner Street 178, Sangkat Cheychumneas, Khan Daun Penh, Phnom Penh, Cambodia.