

To: Ms. Antigona Dervishaj-Ukëhaxhaj

Letter of appointment

Object : KOSOVO “Support to the Health System in Kosovo” n. AID 9302.01.6 – Letter of appointment for the implementation of a training program in infection prevention and control

Preamble

The Italian Agency for the Development Cooperation supports the Ministry of Health in Kosovo in strengthening the healthcare services quality in the country. To this purpose, in 2010, the Italian Cooperation has approved the project “Support to the health system in Kosovo”, which envisages a series of key complementary activities aimed to enhance the capacity of the healthcare providers. With this in mind, the Italian Cooperation Office in Tirana, responsible for the component related to the prevention of the Hospital-Acquired Infections (HAIs), in line with the Minutes of the Meeting signed on June 30th 2017 and the Terms of References for the training of health care professionals in infection prevention and control, assigns to Ms. Antigona Dervishaj-Ukëhaxhaj the following duty:

Objective of the assignment

Upgrade the capacity of health care workers in high-risk units (all surgical departments, intensive care units, post-intensive care, dialysis) for infection prevention and control in all Kosovo hospitals.

Terms of references of the assignment

- Elaborate the teaching materials and other training documents
- Carry out sixteen frontal lectures on the following topic: “Cleaning, disinfection and sterilization”, according to the schedule proposed by dr. Raka
- Provide follow up of the frontal lesson by engaging the audience with an interactive session

Reporting

The appointee will report at the conclusion of each training session to dr. Raka, coordinator of the HAIs program on behalf of the Ministry of Health in Kosovo.

Compensation

The appointee will receive a daily subsistence allowance of 60 Euro per day, inclusive of social security treatment and tax, to cover the operational expenses related to undertaking sixteen training sessions, each on a different day, for an amount of time of sixteen days worked. With this in mind, the appointee will receive an overall compensation amounting to Euro 960.00 (nine-hundred-sixty / 00)

The parties agree that the allowance is disbursed in one bank installment, at the end of the assignment, to the account details indicated by the appointee. The payment shall be made at the request of the director of the Kosovo Hospital University Clinical Services dr. Curr Gjocaj based on the positive appraisal of the training report submitted by dr, Raka, responsible and coordinator of the training program.

The appointee undertakes to pay the competent authorities of Kosovo all dues relevant to the said compensation, in accordance with the Kosovo legislation.

Place and date:

PRISHTINA

16.08.2017.

Althea Haxho

The director of AICS Office in Tirana

Nino Merola

Nino Merola

For acceptance,