



The Gargara Fund

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Introduction

Established in 2004EC, Moyale hospital is one of 2 district hospital in Borena Zone, Oromia Regional State.

One persistent problem Moyale Hospital has been facing repeatedly is patients who present to the hospital with critical illnesses requiring admission and yet have no attendants to care for and provide payment for various expenses.

Though hospital staff and occasionally members of the community have been filling this gap, there is no procedure put in place to solve this issue in a sustainable way.

This proposal by the Quality Management Committee (here forth referred to as QM committee) outlines the charter for the creation of a fund, called “**The Gargara Fund**”, which will address this problem.

Eligibility Criteria

Candidates eligible to receive this should fulfil all of the following criteria

- Present to the hospital with an illness which is deemed by the treating physician to require admission
- Incapable of covering the expenses themselves
- Have no attendants present with them at the time of admission, nor will present within the next hour
- There is no means to transfer the patients to a health facility which will enable them to receive treatment

Executive Committee

An executive committee (here forth referred to as EC), comprised of the QM Committee chairperson and two other members from hospital staff. The two additional members, a secretary and treasurer will be selected by the QM Committee.

The EC members will be contacted whenever a candidate presents to any service delivery department of the hospital. They will be responsible to assess candidate eligibility and administration of fund. The EC members will not be compensated for their work and work on a voluntary bases.

The EC will be accountable to the QM Committee. It will provide quarterly reports on its activities to the committee.

The QM committee will review reports, and will include it in its quarterly activity report to the Senior Management Team.

Fund Collection

Collection of money for the fund will be done in the following ways

a. Membership

The fund will have standing members. Any person or entity (corporation, government institution, NGO) is eligible to be a member. The only criteria will be a monthly membership fee. There will be 4 tiers of membership

- Bronze member – monthly fee of 20 ETB or equivalent
- Silver member – monthly fee of 50 ETB or equivalent
- Gold member – monthly fee of 100 ETB or equivalent
- Platinum member – monthly fee of 500 ETB or equivalent
- Lifetime member – monthly fee of 1000 ETB or equivalent

Members can contribute their fee in the following ways

- Directly depositing to the Fund account
- Giving the money to the treasurer

b. Direct deposit to Fund account

Any non-member person or entity can contribute directly to the fund account. A bank deposit slip will be provided for the contribution.

Fund Administration

The fund will have an account opened at a bank in the city of Moyale. A joint account in the name of the 3 EC members will be opened. Funds must always be withdrawn by all three members. In exceptional circumstances, two EC members can withdraw funds.

Use of Fund

The fund will cover expense for medication, hospital occupancy and two meals a day up to 3000 ETB or equivalent.

- For medication expenses, drugs that can be found at the hospital budget pharmacy will be bought there.
- For medication not available inside the hospital, EC members will search for the drug in at least 3 pharmacies selected at random and will buy it from the pharmacy with the least price.
- Meals will be provided from the hospital cafeteria. Due consideration will be made for nutritious content and diversity of the meal.

Once a candidate has been identified by the EC committee, the members will withdraw money from the fund account. Unless in exceptional circumstances, no more than 500 ETB should be withdrawn from the account at one time. Once this is exhausted, more money of the same amount can be withdrawn (up-to the limit of 3000 ETB.)

Discontinuation of Use

The fund will immediately be discontinued the moment the candidate stops fulfilling the criteria for eligibility.

Accountability

All receipts and expenses will be compiled and posted for every patient on a dedicated page on the hospital website (www.moyalehospital.weebly.com/gargara). This will allow any person or entity interested in activities of the fund to review expenses.

The EC committee will present a report on its activities to the QM committee. The QM committee will evaluate and make recommendations for the future. This report will be included in the quarterly QM committee report to the Senior Management Team. Recommendations from the Senior Management Team will be passed on to the EC.

Any accusation of misconduct by the EC will be investigated by the QM committee. If guilt is found, any member of the EC will immediately be suspended and the case will be transferred to the hospital Discipline committee and any other relevant legal body.

Revision of Charter

This charter will be revised by the QM committee and EC committee on a minimum every 3 month.