Chapter 8

Ordering Reproductive Health Kits

Having the essential drugs, equipment and supplies available in a crisis is critical. To support the objectives of the MISP, the IAWG has specifically designed a pre-packaged set of kits containing drugs and supplies aimed at facilitating the implementation of priority RH services—the Inter-agency Reproductive Health Kits (RH Kits). UNFPA is in charge of assembling and delivering the RH Kits. However, because logistics problems can occur in any setting, agencies should not be fully dependent on one source for these supplies. Relief agencies should be prepared by prepositioning supplies wherever feasible and including RH supplies within their overall medical supply procurement.
When should the Inter-agency RH Kits be ordered?
The RH Kits are intended for use at the onset of the humanitarian response and contain sufficient supplies for a three-month period for different population numbers, depending on the population coverage of the health care setting for which the kits are designed. When planning to order RH Kits, prepare a plan for in-country distribution of the kits. This plan outlines how many of which kits go to which partners in which geographical setting. It also includes detailed plans for in-country transport and storage, including provisions for items that need to be kept cool (cold-chain).

Once basic RH services are established, the RH Officer should coordinate within the health sector/cluster to analyze the situation, assess the needs of the population and re-order disposables and other equipment as needed. This will serve to ensure the sustainability of the RH program and to avoid the shortage of some supplies and the wasting of others that are not used in the setting. Follow-up orders for ongoing supply needs should be made through the regular supply lines in-country used by NGOs and through the MoH and its procurement channels, or through the UNFPA Procurement Services Section. In other words, continued ordering of the Inter-agency RH Kits should be avoided.

Are there other agencies that provide pre-packed kits with RH supplies in addition to UNFPA?
The Inter-agency RH Kits complement the Inter-agency Emergency Health Kit 2006 (IEHK)—a standardized emergency health kit that contains essential drugs, supplies and equipment for the provision of primary health care services. The IEHK was designed by WHO, UNHCR, UNICEF, UNFPA, MSF, the International Committee of the Red Cross (ICRC) and the International Federation of Red Cross and Red Crescent Societies (IFRC). It contains a midwifery kit, EC pills, PEP and supplies for the adherence to standard precautions. The IEHK does not, however, have all the supplies needed to implement the MISP. To provide the full range of priority RH services in an emergency situation, it is recommended that the Inter-agency RH Kits are ordered in a way that is complementary to what may already have been procured or that other supply sources are identified to ensure all necessary equipment and materials are available.

What information do I need to order the Inter-agency RH Kits?
UNFPA needs to know where the kits will be used and which organization/individual will organize the distribution of the kits. They also need the relevant detailed contact, delivery and financing information. In addition, information about the type of setting, number of target population, time period of operation and the number of health centers and referral hospitals helps to calculate the amount of supplies needed to address the situation. It may also help to have information about personnel, including:

- Number of doctors
- Number of doctors qualified for obstetrical surgery
- Number of nurses
- Number of nurses trained in obstetrics
- Number of qualified midwives
- Number of traditional birth attendants
- Number of community health workers

For some agencies, particularly local NGOs, it may be helpful to develop an MoU with UNFPA before a crisis strikes to avert delays in procurement.

92 Contact procurement@unfpa.dk.
How much do the Inter-agency RH Kits cost?

The cost of the kits changes periodically. It is best to contact UNFPA directly to facilitate ordering, discuss budgeting questions and ensure that contact and delivery information is correct.

How quickly will Inter-agency RH Kits arrive at my site?

In crisis situations, kits should arrive at the country port of entry within two to seven days after an order is placed and the funds are transferred. Transport to field sites is dependent upon the ordering agency’s local transport and storage arrangements.

Be prepared to receive the goods as soon as they arrive at the port of entry to the country and ensure that all relevant forms for customs clearance have been prepared ahead of time so there are no unnecessary delays with importing the kits. The health cluster and logistics cluster, where they exist, are often able to help facilitate this, as well as further distribution.

How are Inter-agency RH Kits packaged?

To facilitate logistics in-country, UNFPA has arranged that the boxes containing each kit:

- Are clearly marked with the kit number, description, consignee, contact person and detailed list of contents;
- Are marked with the number of boxes per kit and the weight and volume of each kit;
- Can be handled by one or two people; and
- Are branded on all sides with one color representing a particular kit.

How can I find out the exact contents of each RH Kit?

Contact UNFPA to obtain a copy of the booklet *Inter-agency Reproductive Health Kits for Crisis Situations.*

This booklet provides a list of contents of each kit as well as guidance on the type of training health personnel should have in order to use the contents of a kit appropriately. You can also find the booklet on the IAWG website, which also includes downloadable treatment guidelines in English.

Are any reference or training materials included with my RH Kit order?

Yes, a Reference and Training Package is provided with each kit order. The following documents and manuals are included:


In Kit 8: *Guidelines on MVA procedures*. Ipas, in development.


The documents in the Kits are available in English and French. Other languages and documents to suite the context of the crisis are not included and need to be requested specifically. For example, the 2010 Field Manual is available in Arabic, Bahasa Indonesia, English, Farsi, French and Spanish.

Other useful documents to download include:

**General**


**Prevention and Response to Sexual Violence**


Maternal and Newborn Care


HIV

Guidelines for Addressing HIV in Humanitarian Settings. IASC, revised 2010.111


STIs

Guidelines for the Management of Sexually Transmitted Infections. WHO, 2003.113


If you are procuring RH supplies locally, ensure that you include the relevant treatment guidelines, which are available for download from the IAWG website.115
The consumable supplies in the RH Kits are calculated to last for a 3-month period for a varying population number, depending on the population coverage of the health-care setting for which each block of kits is designed. The RH Kits in each of the blocks are as follows:

### Block 1: Six kits to be used at the community and primary health care level for 10,000 persons / 3 months

<table>
<thead>
<tr>
<th>KIT NUMBER</th>
<th>KIT NAME</th>
<th>COLOR CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kit 0</td>
<td>Administration Kit</td>
<td>Orange</td>
</tr>
<tr>
<td>Kit 1</td>
<td>Condom Kit (Part A is male condoms + B is female condoms)</td>
<td>Red</td>
</tr>
<tr>
<td>Kit 2</td>
<td>Clean Delivery Subkit (Individual) (Part A + B)</td>
<td>Dark Blue</td>
</tr>
<tr>
<td>Kit 3</td>
<td>Rape Treatment Kit</td>
<td>Pink</td>
</tr>
<tr>
<td>Kit 4</td>
<td>Oral and Injectable Contraception Kit</td>
<td>White</td>
</tr>
<tr>
<td>Kit 5</td>
<td>STI Kit</td>
<td>Turquoise</td>
</tr>
</tbody>
</table>

Block 1 contains six kits. Kits 1 and 2 are subdivided into parts A and B, which can be ordered separately.

### Block 2: Five kits to be used at the community and primary health care level for 30,000 persons / 3 months

<table>
<thead>
<tr>
<th>KIT NUMBER</th>
<th>KIT NAME</th>
<th>COLOR CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kit 6</td>
<td>Clinical Delivery Assistance (Part A: reusable equipment, Part B: drugs and disposable supplies)</td>
<td>Brown</td>
</tr>
<tr>
<td>Kit 7</td>
<td>IUD Kit</td>
<td>Black</td>
</tr>
<tr>
<td>Kit 8</td>
<td>Management of Complications of Abortion Kit</td>
<td>Yellow</td>
</tr>
<tr>
<td>Kit 9</td>
<td>Suture of Tears (cervical and vaginal) and Vaginal Examination Kit</td>
<td>Purple</td>
</tr>
<tr>
<td>Kit 10</td>
<td>Vacuum Extraction for Delivery (manual) Kit</td>
<td>Grey</td>
</tr>
</tbody>
</table>

Block 2 is composed of five kits containing disposable and reusable material. In order to prevent the waste of expensive reusable equipment, these kits are designed to be used for a population of 30,000 persons over a 3-month period. This does not, however, exclude the kits from being ordered for a setting with fewer than 30,000 persons—in this case the supplies in the kits would last longer.

### Block 3: Two kits to be used at referral hospital level for 150,000 persons / 3 months

<table>
<thead>
<tr>
<th>KIT NUMBER</th>
<th>KIT NAME</th>
<th>COLOR CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kit 11</td>
<td>Referral level Kit for Reproductive Health (Part A: reusable equipment + B: drugs and disposable supplies)</td>
<td>Fluorescent green</td>
</tr>
<tr>
<td>Kit 12</td>
<td>Blood Transfusion Kit</td>
<td>Dark green</td>
</tr>
</tbody>
</table>

Block 3 is composed of two kits containing disposable and reusable material for the referral (surgical obstetrics) level. In most countries, this level normally serves a population of approximately 150,000 persons over a 3-month period. In displaced situations, patients are generally referred to the nearest hospital, which will often require support in terms of equipment and supplies to be able to provide the necessary services for this additional population.
How do I order Inter-agency RH Kits?

Information on the kits and assistance with ordering can be provided by UNFPA field offices, agency partners or the UNFPA Humanitarian Response Branch (HRB) in New York or Geneva:

UNFPA/HRB
220 East 42nd Street
New York, NY 10158
USA
tel: +1 212 297 5245
fax: +1 212 297 4915
email: hrb@unfpa.org
website: www.unfpa.org

UNFPA/HRB
11-13, chemin des Anémones
1219 Chatelaine, Geneva
Switzerland
tel: +41 22 917 83 14
fax: +41 22 917 80 16
email: hrb@unfpa.org

Kits can also be directly ordered from:
UNFPA Procurement Services Section
tel: +45 3546 7368 / 7000
fax: +45 3546 7018
email: procurement@unfpa.dk

How do I order the Inter-agency Emergency Health Kit?

A booklet describing the Inter-agency Emergency Health Kit and how it can be ordered is available from the International Dispensary Association (IDA) Foundation:

IDA Foundation
tel: +31 20 403 30 51
fax: +31 20 403 18 54
email: info@idafoundation.org

Booklet:

You can also contact UNICEF directly at:

Procurement Services Centre
tel: +45 35 27 32 21
fax: +45 35 26 94 21
email: supply@unicef.org

UNICEF Supply Division
UNICEF Plads, Freeport
DK-2100 Copenhagen
Denmark
### Exercise

How many kits should be ordered for a camp or settlement with 20,000 persons? (A basic assessment was carried out and the following information was documented).

<table>
<thead>
<tr>
<th>TOTAL POPULATION</th>
<th>20,000 persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPECIAL OBSERVATIONS</td>
<td>Female condoms are known and used</td>
</tr>
<tr>
<td>NUMBER AND TYPE OF HEALTH CARE SETTINGS</td>
<td>Two health posts, One PHC clinic, One referral hospital</td>
</tr>
<tr>
<td>LEVEL OF PERSONNEL</td>
<td>One medical doctor, two trained nurses, one trained midwife and several traditional birth attendants and health workers</td>
</tr>
</tbody>
</table>

### Order

<table>
<thead>
<tr>
<th>KIT NUMBER</th>
<th>NAME OF KIT</th>
<th>QUANTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kit 0</td>
<td>Administration Kit</td>
<td>0</td>
</tr>
<tr>
<td>Kit 1</td>
<td>Condom Kit (Part A + B)</td>
<td>2</td>
</tr>
<tr>
<td>Kit 2</td>
<td>Clean Delivery Subkits (Individual) (Part A + B)</td>
<td>2</td>
</tr>
<tr>
<td>Kit 3</td>
<td>Rape Treatment Kit</td>
<td>2</td>
</tr>
<tr>
<td>Kit 4</td>
<td>Oral and Injectable Contraception Kit</td>
<td>2</td>
</tr>
<tr>
<td>Kit 5</td>
<td>STI Kit</td>
<td>2</td>
</tr>
<tr>
<td>Kit 6</td>
<td>Clinical Delivery Assistance (Part A + B) Kit</td>
<td>1</td>
</tr>
<tr>
<td>Kit 7</td>
<td>IUD Kit</td>
<td>1</td>
</tr>
<tr>
<td>Kit 8</td>
<td>Management of Complications of Abortion Kit</td>
<td>1</td>
</tr>
<tr>
<td>Kit 9</td>
<td>Suture of Tears (cervical and vaginal) and Vaginal Examination Kit</td>
<td>1</td>
</tr>
<tr>
<td>Kit 10</td>
<td>Vacuum Extraction for Delivery (manual) Kit</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>To support the referral hospital</td>
<td></td>
</tr>
<tr>
<td>Kit 11</td>
<td>Referral level Kit for Reproductive Health (Part A + B)</td>
<td>1</td>
</tr>
<tr>
<td>Kit 12</td>
<td>Blood Transfusion Kit</td>
<td>1</td>
</tr>
</tbody>
</table>

It would also be important to determine if any IEHK orders have been made and whether the post-rape supplies have been included.
Chapter 8 Quiz
(Answers on pages 107-108)

1. Female condoms are available in the Inter-agency RH Kits.
   - True
   - False

2. To place an order for RH supplies, which of the following activities do not need to be undertaken?
   - Estimating kit needs based on basic demographic data
   - Coordinating within the health sector/cluster
   - Conducting focus groups with an equal number of males and females
   - Determining the number of health personnel and their qualifications
   - Preparing a plan for distribution of the kits

3. For what time period are the supplies in the RH Kits calculated to last?
   - One month
   - Three months
   - Six months
   - One year
   - Nine months

4. For which level of health care are the RH Kits designed?
   - International level
   - Primary level
   - Referral level
   - Community level
   - b, c and d

5. The Inter-agency RH Kits are managed by UNHCR
   - True
   - False