

*directing council*



PAN AMERICAN  
HEALTH  
ORGANIZATION

XII Meeting

*regional committee*

WORLD  
HEALTH  
ORGANIZATION

XII Meeting



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Topic 21: COLLABORATION OF PASB IN ADMINISTRATIVE PRACTICES OF  
NATIONAL HEALTH SERVICES

The Director wishes to present to the Directing Council for its information a report on the collaboration of the Pan American Sanitary Bureau in matters concerning administrative methods and procedures in public health services.

Background

In 1957 at the X Meeting of the Directing Council, Resolution XXXV was adopted. The text of the resolution is as follows:

"The Directing Council,

Considering that the progress made by the public health services has demonstrated the growing importance of administrative functions;

Recognizing the need for improving, in the national health services, the administrative machinery and procedures necessary to ensure the efficient operation of the programs; and

Considering that it is essential to offer the administrative personnel opportunities for training and for specialized study,

RESOLVES:

1. To recommend that the Member States give their attention to the improvement of administrative practices related to public health programs.
2. To give emphasis, within the general policy of the Pan American Sanitary Bureau, to collaboration in matters concerning administrative methods and procedures in public health services.

3. To request the Director, when preparing the program and budget, to take the necessary steps to provide this collaboration on a gradual basis."

Shortly after this meeting of the Directing Council the Bureau took a first step in rendering assistance to the Member Governments in administrative methods and procedures. This assistance was in the form of aid to the malaria eradication campaign and consisted in the development of training courses and the initiation of advisory services.

The training courses included a special course for administrative officers in the malaria eradication campaigns in Central America given in Tegucigalpa; three seminars on transport management held in Lima, Port of Spain, and Tegucigalpa; and continuing instruction at the Malaria Eradication Training Center in Kingston, Jamaica. The last mentioned activity has continued for the past 2 1/2 years and is one of the most important of the segments of the course given senior trainees in malaria.

Advisory services in administration in the malaria eradication campaign have included the assignment of four administrative management consultants in Zones I, III and IV, and a regional transport management consultant who has assisted the several zones.

In 1958, at the request of the Government of Paraguay, a consultant in administration was assigned to assist the Ministry of Health. This officer is engaged in a survey of the administrative services in the Ministry and is advising the Ministry in the introduction of new administrative practices and procedures.

#### Recent Developments

In 1959 a survey was initiated of administrative services in national ministries of public health and of national and local training facilities for administrative personnel in countries throughout the hemisphere. To date these services in the ministries of public health of the countries in Zones III and VI have been visited and discussions held with administrative officials, senior ministry officials, and the heads of the educational institutions about the current status of training in public administration.

Throughout the survey, consultation has been held with the U.N. and the International Cooperation Administration officials in their respective headquarters as well as with their personnel stationed in the field in order to relate the efforts of the Pan American Health Organization to the work in administration these agencies are undertaking.

The basic elements of the survey process were as follows: (1) review of the state of the administrative process in the ministries of health; (2) determination of interest of national health officials in receiving assistance; (3) study of educational facilities in public and business administration; (4) determination as to other agencies rendering assistance in public administration and what was being done; and (5) review as to needs for further training and development of (a) teachers of public administration, (b) administrative officers in ministries, and (c) students who might be considered as potential administrative workers in ministries of public health.

The results of the survey to date indicate that there is a compelling need for assistance in public administration in the ministries of public health. The favorable reaction by ministry officials to the idea of assistance in this field by PAHO has been unanimous.

Training facilities and opportunities for study of public administration in the countries of the Americas are numerous and with some planning it is believed it will be possible to relate the training activities of the educational institutions to the needs of the ministries of public health in order to provide training in administration specifically adapted to the requirements for service in public health establishments. There are several efforts currently in progress to establish or further develop schools or courses in public administration. In some countries where courses in public administration are not offered, arrangements are being made for the education of nationals in public administration through the grant of fellowships and scholarships. Plans also are in the state of development for the grant of fellowships and scholarships to senior administrative officers for further training out of their own countries.

#### Future outlook

Plans are currently being developed for the continuation of the survey in Zones I, II, IV and V, following the same pattern as in Zones III and VI. Following the review of the situation in administration in all the countries of the Region, a definitive evaluation of the needs of public health establishments for assistance in public administration throughout the hemisphere will be prepared and submitted to the XIII Meeting of the Directing Council.

In November 1960 a seminar on the management and organization of public health establishments is to be held at the Advanced School of Public Administration in Central America located in San Jose, Costa Rica, under the sponsorship of the Pan American Sanitary Bureau and the United Nations.

The meeting will be devoted to a review of the current situation in the health ministries in Central America and will include participation of the directors general and the chiefs of administration of the Central American countries and Panama. A short-term consultant whose compensation will be partly met by the United Nations will be assigned to survey the situation in the participating countries prior to the meeting and then will act as rapporteur of the meeting. The Director believes that a meeting of this type should be held in 1961 in South America.

Discussions are now in progress for the development of a course at the School of Public Health, University of Chile, for the training of administrative officers in public health ministries and it is planned to undertake similar discussions with certain universities in the United States with the end in view of establishing facilities for the advanced training of senior administrative officials.

Requests for additional assistance to governments continue to be received and will be included in the budget and program as the opportunity presents itself. At the request of the Government of Chile, a consultant specializing in the evaluation of administrative methods and practices has been provided in Project Chile-43 budget for 1961 and 1962. The project also provides for the award of a fellowship during the same period.

In view of the foregoing the Directing Council may wish to consider a resolution along the following lines:

#### Proposed Resolution

The Directing Council,

Having examined the report of the Director on the collaboration of PASB in administrative practices of national health services;

Bearing in mind Resolution XXXV of the X Meeting of the Directing Council; and

Considering the developments of the survey currently in progress, and the efforts being extended to give assistance to governments both through fellowships and advisory services,

#### RESOLVES:

1. To take note of the report presented by the Director.
2. To request the Director to report on the results of the survey and the progress in this program to the XIII Meeting of the Directing Council.