

URBAN COMMUNITY HEALTH PRACTICE REPORT FORMAT

PRELIMINARY PAGES

- Cover Page
- Recommendations from the work supervisor.
- Declaration
- Approval
- Dedication
- Acknowledgement
- Table of Contents

CHAPTER ONE BACKGROUND TO THE FIELD STUDY

- 1.0 Introduction
- 1.1 Objectives of the field study
- 1.2 scope of the field study
- 1.3 Duration of the field
- 1.4 Organization background (office of attachment)

CHAPTER TWO MANAGEMENT OF THE FIELD STUDY

- 2.0 Introduction
- 2.1 Role of School of Hygiene-Mbale
- 2.2 Reporting and induction in the organization
- 2.3 The department to which one is assigned Category of the department;
 - 2.3.1 Duties of the department (e.g. Health Office, Water and Sanitation –WATSAN)
 - 2.3.2 Name of the personality heading it
 - 2.3.3 Describe each responsibility that you have been assigned
 - 2.3.4 Name the officer that you work with and what do they do
 - 2.3.5 Explain the relationship with other officers in exerting your duties and responsibilities.
 - 2.3.6 The role of the work supervisor
 - 2.3.7 The role of the school supervisor

CHAPTER THREE FINDINGS AND OBSERVATIONS

- 3.0 Introduction
- 3.1 Organizational structure
- 3.2 New things learned for the office (knowledge, skills gained, friends and their relevancy to work and how you will use it for professional development)
- 3.3 Personal contribution to the organization

- 3.4 Problems encountered during the study that affected the work of :
- 3.4.1 The Organization
- 3.4.2 The workers
- 3.4.3 And your self

CHAPTER FOUR

ACTIVITIES, CHALLENGES AND RECOMMENDATIONS

- 4.0 Introduction
- 4.1 Activities carried out
Give a full description of the activities you carried out in relation to the study objectives which include but are not limited to the following:
- 4.1 Food inspection
- 4.2 Water management e.g. Activities at water treatment plants and sewerage treatment processes.
- 4.3 Inspection of foods and beverage plants. E.g. Aerated water and ice factories, confectionery plants etc.
- 4.4 Inspection of lodges, eating houses, schools, saloons, market places, butcheries, abattoirs and slaughtering slabs, cinema halls and other places of public functions, and the procedures for awarding operational incenses etc.
- 4.5 Scrutiny of building plans the procedures and inspection stages of a building construction.
- 4.6 Institutional health covering Prisons, ports, swimming pools, hotels, etc.
- 4.7 Solid waste management in towns
- 4.8 Office management practices.
- 4.9 Planning activities:
 - ✓ Work plan
 - ✓ Budgeting
 - ✓ Accountability
- 4.10.1 Implementation of activities
- 4.10.2 Evaluation

CHAPTER FIVE

CONCLUSIONS

- 5.0 Introduction
- 5.1 Your assessment of the field study in the organization /office and its future prospects
- 5.2 Department of the field study
- 5.3 Comments on the findings
- 5.4 Recommendations for the identified problems
- 5.5 Predicted trends for improving
- 5.6 Conclusions