

**No.F.3(5-2722)-FWPM/HFWS/NRHM/2012**  
**National Rural Health Mission**  
**State Health & Family Welfare Society, Tripura**  
**P.N. Complex, Gurkhabasti, Agartala**

Dated: 26<sup>th</sup> July, 2013

**MEMORANDUM**

To improve health condition of adolescents aiming at reduction of IMR & MMR, ARSH component under NRHM is being implemented in State Hospitals, District Hospitals, SDHs & CHCs of the State. The Objective of the AFHC (Adolescent Friendly Health Clinic) is to provide counseling and clinical service & referral of clients to the appropriate clinic/specialist through the Nodal Officer of the AFHC (MO), ARSH Counsellor & Staff Nurses/MPWs of the AFHC.

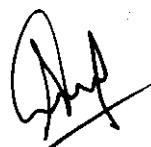
2. The functional guidelines for the AFHC/Counsellor are given below:-

- Health Facility should notify the presence of AFHC by displaying appropriate signage (i.e. prominent display board/flex in front of the clinic containing clinic schedule, name of the Counsellor, contact no: etc.).
- Description about the services provided in the AFHC should be displayed in the Citizen's Charter of the concerned health facility.
- IEC pertaining to adolescent health issues should be displayed prominently at the facility having AFHC.
- The AFHC should ensure privacy and should be well equipped.
- The time schedule for all Adolescent Friendly Health Clinics(AFHC) is as follows :-

<b>AFHCs having dedicated room</b>		<b>AFHCs not having dedicated room</b>
Morning	Afternoon	From 11:00 AM to 4:00 PM (At OPD room beyond OPD hours)
As per OPD hours of the respective Health institution		

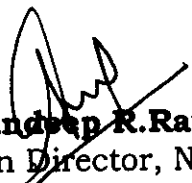
- Services to adolescents may also be extended during or after the OPD hours.
- Monthly compiled report of each AFHC to be submitted regularly through concerned facility in charges to the respective CMOs within 5<sup>th</sup> of the every month while monthly compiled district report of all AFHCs are to be submitted by the Districts to State within 10<sup>th</sup> of every month.

Contd...P/2



- The trained Counsellors, MPW/Staff Nurse of the AFHC shall provide counseling service during outreach sessions such as VHND, health camps by Mobile Medical Unit & Health screening visits under School Health Programme.
- Group counseling sessions should be organized with adolescent's girls and boys separately in school by Counsellor. Chart on hygiene is to be displayed in school during small counselling sessions. Simple **Do's & Don't** messages should be displayed at schools in course of Health screening visits.
- Counsellor should tour at least 3 (three) times a week for camps/outreach services for which TA & DA may be claimed are using public transport only .
- Trained MPW/Staff Nurse may provide counseling services to adolescents in the Health Institutions having AFHC but Counsellor is not available.

3. All concerned are requested to take necessary action on the above-mentioned guidelines.

  
(Dr. Sandeep R. Rathod)  
Mission Director, NRHM  
Govt. of Tripura

Copy to:-

1. The Medical Superintendent, GBP Hospital /IGM Hospital Agartala/ Gomati District Hospital, Udaipur/Unakoti District Hospital, Kailasahar for information & necessary action.
2. The Chief Medical Officer Dhalai/ Khowai/ Sepahijala/ South Tripura / Gomati/ North Tripura/ Unakoti/ West Tripura for information & necessary action.
3. The SDMO, Bishalghar/ Melaghar/ Khowai/ Sabroom/ Amarapur/ Belonia/ Kanchanpur/Dharmanagar/Kamalpur/Gandacherra/ L. T. Valley for information and necessary action.

Copy also to:-

1. PS to the Addl. Chief Secretary, H&FW, Govt. of Tripura for information of the Addl. Chief Secretary.
2. The Director of Health Services, Govt. of Tripura for information.
3. The Director of Family Welfare & P.M., Govt. of Tripura for information.

  
(Dr. Sandeep R. Rathod)  
Mission Director, NRHM  
Govt. of Tripura