

## MEDICAL MINISTRY GUIDE

*The following guide aims to assist medical teams as they prepare for a medical mission trip to El Ayudante. For more information, **only team leaders** can email Mario Rivas at [eamedicalteams@gmail.com](mailto:eamedicalteams@gmail.com).*

### On-Campus Clinic

El Ayudante has a medical clinic on campus that provides obstetric and gynecologic specialist care to women without access to such care. Doctors from MINSA staff the clinic, providing general practitioner services daily. An OB/GYN conducts ultrasounds two days a week for women with at-risk pregnancies. El Ayudante provides funding for the maintenance and utilities of the building while our medical mission teams support the clinic by assisting MINSA and providing basic medicines.

### Off Campus

El Ayudante also facilitates numerous medical teams to many communities in the León area. Our teams have provided general medical care, dental care, optometry, and OB/GYN care. We also facilitate teams of medical and nursing students as well as surgeons, obstetricians, and pediatricians desiring to work in MINSA's teaching hospital with resident doctors.

Medical teams need only bring themselves, their tools and supplies, and medicines. El Ayudante will coordinate the clinics with Ministry of Health officials and community leaders while providing interpreters, transportation, tables and chairs, fans, and a generator if needed.

We serve a variety of communities and populations with our medical ministry:

- rural areas of less than 4000 people that do not have a health post nearby
- clinics specifically directed at the handicapped
- poor urban communities that do not have sufficient doctors and medicines to attend to their population
- communities where MINSA has scheduled a health fair designed to promote health and focus on prevention of disease
- communities where El Ayudante is working holistically to improve education and basic living conditions

## Medical Documentation

Medicines and medical supplies are easy to bring into the country if the documentation is completed correctly and on time. El Ayudante has many years of experience facilitating medical teams, and when the procedures are followed, we have not had any problems with importation.

**Only the team leader** contacts Mario Rivas at [eamedicalteams@gmail.com](mailto:eamedicalteams@gmail.com) about two months before your arrival to make sure that MINSA has not added new requirements. If you have any questions about the documentation, please contact Mario.

The documentation and the format that a team leader must submit for MINSA are very specific. It is strongly advised for the team leader to collect the doctors' and nurses' CVs, licenses, and diplomas two months before their arrival. Meeting the deadline will then be in the hands of the team leader.

If doctors or several people are gathering meds and supplies, the information must be combined on one Excel spreadsheet with a calculated total value at the bottom. All medications and medical supplies must have an expiration date at least one year later than your arrival in Nicaragua. Every item must be individually priced on the spreadsheet. If you purchase a MAP packet, you will need to assign prices to each individual line item. Everything must be emailed to the team leader and the team leader must then email the documentation six to seven weeks before the team arrives in Nicaragua.

Below is a checklist of the required documents to be emailed to Mario at [eamedicalteams@gmail.com](mailto:eamedicalteams@gmail.com). Please type your church/organization name in the subject line of every email you send to help sort information. You may also include the type of documents you are attaching. (Example: FUMC Fort Worth: licenses, diplomas.) There is a new requirement by MINSA that every sheet submitted must be signed and notarized. The notary seals must be readable after they are scanned, emailed, and printed. Ink stamps are the best and it would be worth the effort to find a notary with an ink seal. The embossed seal is much more difficult to obtain a readable scan of the seal. You will need to shade the seal with a pencil and test sending a scan of the document to yourself and printing.

### **1. MEDICAL/MEDICINE SUPPLY LIST (Excel)**

It's best to send this form for meds and glasses six to seven weeks before your deadline and before you print and notarize in order to avoid having to re-do it. Your document will be checked for any banned meds or other changes that need to be made. The list will be translated to Spanish and emailed back to you to be printed on letterhead, signed, and notarized.

It is necessary to list the concentration and /or % of active ingredient. If you are unsure of one, it can be researched on the Internet. This is a requirement. Every item must be listed individually. You cannot list "First Aid Kit."

Below is an example of the format needed for your Excel sheet (the Medicine Supply Template is available for download from the EA website).

Generic Name	Presentation	Concentration	Expiration date	Lot.No	Amount	Cost	Brand	Model	Serial No	Country Of Origen	Fabrication Date	Life Spectancy	TEMPORAL
M - DM	M	M	M - DM	M - DM	M - DM	M -DM	DM	DM	DM	DM	DM	DM	DM (X)
Calcium Carbonate	Chewable Tablet	500 mg	1/8/13	51376012705	1 bottle 1000		Walgreen						
Glucometer	individual		1/5/16	05P100D	1		Abbott	Freestyle lite	DCGPO7-NO73	China	03/2012	2yr	
Gloves- Non Sterile	Medium-size gloves		1/6/14	1P11D012	4 box x 100		Cardinal Health	8882	10-4937	USA	N/A	disposable	
Syringes	individual		08/2015	238927	3 box x 50		Becton-Dickenson	309620	DGW23703	USA	N/A	disposable	
Speculum	individual			1421600	7		Cusco	DA-122	EL196R	USA	Jan-09	10yr	
<b>TOTAL VALUE</b>						<b>USD\$</b>							
<b>Must Add when require:</b>										<b>Observaciones:</b>			
1.- Medical Devices: handbook, tech support, technical specifications.										M: Medicines			
2.- Glasses - non prescription: in a separated sheet: strenght, amount per strenght and expiration date for intraocular lenses.										DM: Device - Medical (Periodic reposition material, devices, medical equipment, glasses, reagents, orthopedic devices, etc)			
										Temporal: mark "X" if your device must go back to US once the medical work is done in Nicaragua.			

If you are bringing instruments, medical equipment, or other non-medicine supplies, below is an example of the format needed (the Non-Medicine Supply Template is available for download from the EA website).

Name or description	Cosmetic form	Ingredients	Expiration Date	Brand	Model No	Serial No	Factory	Fabrication Date	Country of Origen	life spectancy	value	amount
PHP - C - O	C	PHP - C	PHP - C	PHP - C - O	O	O	PHP - C - O	PHP - C - O	PHP-C-O	O		PHP - C - O
bug spray	bottle113g	25% DEET	dec 13	OFF1			SC Johnson		USA			25
sun screen	bottle 237 ml	Avobenzona 3%, Homosalato 10%, Octisalato 10%, Octocryleno 10%	Jul-14	Coppertone Sport			Schering-Plough		USA			25
<b>Team must Add when required</b>										<b>Observation:</b>		
1.- details of any device, technical specifications, Handbook and technical support info										PHP: Products for Hygiene -Personal		
2.- proper condition to storage										C: Cosméticos		
* Se incluirán tantas hojas como items donados existan										O: Others: Vehicles, Ambulances, etc.		

At this time, MINSA/Managua will not allow vitamins to be dispensed without their personal inspection of the vitamins. The time that this would take preclude teams from bringing vitamins.

Glasses must be divided on the spreadsheet by the strength of the glasses. Put a nominal donation fee of \$100 for each. MINSA informed us that glasses are taxable at customs, and we want to avoid this.

Please check your expiration dates one last time before printing to make sure that everything listed has an expiration date at least ONE YEAR later than your arrival.

MINSA Managua may require additional information about a specific item. If so, Mario will contact you by email.

## 2. CV FORM

This form is not your regular CV, but should be downloaded from our website at [www.nicamissions.com](http://www.nicamissions.com). Print this form on your letterhead, and do not add information to this form. Only list your highest college degree and submit a clear, readable copy of full diploma.

## 3. CHURCH/ORGANIZATION LETTERHEAD

Add this form to your Medicine/Medical Supply List that has been revised by Mario, translated to Spanish, printed on letterhead, and notarized. Below is an example of the form needed (the Team Information Template is available for download from the EA website).

TEAM INFORMATION		
Name of church/Sponsoring Organization .....		
Team Leader(s) .....		
Total amount of persons .....		
Arrival Date	Arrival Flight Name/ Number	Arrival Time
.....	.....	.....
Departure Date	Departure Flight Number	Departure Time
.....	.....	.....
List of Medical Professionals		
Name	Profession	Specialty
.....	.....	.....
List Of Members Staying At El Ayudante (Team Roster)		
1		16
2		17
3		18
4		19
5		20
6		21
7		22
8		23
9		24
10		25
11		26
12		27
13		28
14		29
15		30

#### **4. DIPLOMA**

Each diploma must be scanned either as a JPEG or TIFF file and needs to be downsized to less than 1MB before emailing.

#### **5. MEDICAL LICENSE(S)**

You must be currently licensed to practice in the U.S. to practice in Nicaragua. Medical students are not authorized to practice medicine. They should NOT be listed as a medical professional. They can assist the MDs—like any other non-medical team member. These licenses need to include a valid expiration date.

#### **6. ORIGINAL MEDICAL DOCUMENTATION (signed and notarized)**

Every document that was signed, notarized and sent to Mario must be carried on the plane in a carry-on and handed to Mario at the airport. These must be the copies with the original notary seal.

### **Meds Needed for Clinic**

#### **Topical Cream**

- Clotrimazol/ Tolnaftate/ Oxiconazol
- Hydrocortizone 1%
- Triple Antibiotic Ointment
- Silver Sulfadiazine
- Eucerine or any body lotion (for dry skin)
- Permetrim/ Ivermectim
- De-lice Shampoo

#### **Antibiotics (adults and kids presentations)**

- Bactrim DS
- Amoxicillin
- Eritromicin
- Cephalexin
- Azitromicin
- Flagyl
- Ophthalmic antibiotics

#### **OB/GYN**

- Fulconazol
- Flagyl
- Miconazole

#### **Various**

- Pain killers (liquid or pills)
- GI medicines

- Diskus/ inhalers/ nebulizers
- Allergy meds (liquid or pills) – Claritin, Benadril and Montelukas (Singulair)
- Albendazol (chewable pills)

### **Additional Info**

- For teams that would like to purchase medicines for their trip, know that there are some medicines (e.g., antibiotics, creams) that are cheaper in Nicaragua than in the states. Purchases can be made in Nicaragua if monies are wired from our U.S. account to the one in Leon. This would allow the team to travel lighter and have more medicines for their money. Depending on the amount of money that the team will have, a list of medicines and up-to-date prices (in Nicaragua) can be sent to the team leader to assist in making purchasing decisions.
- All the medicines will be given to the Ministry of Health (MINSa) at the end of the medical clinics. This will allow MINSa to supply their stock of medicines in different clinics located in poor rural areas. El Ayduante will not keep any medicine or medical supply.
- The price for PAPs analyses in a private laboratory is \$6 or \$7 each depending on the amount done by the team at the end of the week. So the team will measure the amount of patients to be seen per day in the OBGYN area depending on the amount of money that will bring as part of the medical team.

## **Banned Meds**

### **NEUROLOGY**

#### **ANTI-EPILEPTICS and ORAL ANTI-CONVULSIVANTS**

- Valproic Acid
- Carbamazepine (Tegretol)
- Clonazepam (Klonopin)
- Ethosuximide
- Phenytoin
- Phenobarbital

#### **ANTI-EPILEPTICS and PARENTERAL ANTI-CONVULSIVANTS**

- Magnesium Sulfate
- Diazepam
- Phenytoin
- Phenobarbital

#### **ANTI-PARKINSONIAN**

- Levodopa-Carbidopa
- Trihexiphenidyl
- Biperiden HCL
- Biperideno Lactate

## **PSYCHIATRY**

### **HYPNOTICS and ANXIOLITICS**

- Alprazolam (Xanax)
- Diazepam (Valium)
- Lorazepam (Ativan)

### **NEUROLEPTICS/ANTIPSYCHOTICS**

- Chlorpromazine
- Thioridazine
- Fluphenazine

### **NEUROLEPTICS AND LITHIUM**

- Haloperidal
- Lithium Carbonate

### **ANTI-DEPRESSANTS**

- Amitriptyline (Elavil)
- Clomipramine HCL (Anafranil)
- Imipramine HCL (Tofranil)
- Any antidepressants

### **OTHERS**

- Methylprednisolone or Relatives (Medrol)
- Nimodipine (Nimotop)
- Phenylephrine (any Brand or Generic presentation)
- Pseudoephedrine (Sudafed, Cenafed, Chlor-Trimeton Nasal Decongestant, Decofed, Dimetapp Decongestant, Drixoral Decongestant Non-Drowsy, Elixsure Decongestant, Genaphed, Kid Kare Drops, Ridafed, Seudotabs, Sudafed, Sudrine, Suphedrin, Triaminic Softchews Allergy Congestion, Unifed...any brand presentation that contains Phenylephrine)

Note: MINSAs strictly forbids any kind of antidepressants, antipsychotics, etc.—not only these listed but also new medicines related to Neurology and Psychiatry groups.