Facility Checklist
SUPPORTIVE SUPERVISION CHECKLIST

Supportive Supervision Checklist is a time-tested approach to promote mentorship, joint problem-solving and communication between supervisors and the supervised. With its emphasis on building local capacities, the checklist aims to improve overall effectiveness and efficiency of health service delivery. This further helps to identify real time gaps, and thereby enables the system to address these locally, at sub-district/district and state levels. The current supportive supervision checklist takes a minimalistic approach and aims to capture bare essentials of a health facility in its role of a ‘delivery point’.

OBJECTIVE

It has been developed to structure the supportive supervision visits to monitor quality of care and to ensure attention to adequate availability of the essential supplies & equipment, and to increase adherence to evidence based clinical guidelines. Users of this checklist, along with facility in-charge, need to draw a Plan of Action (POA) based on their observations.

INSTRUCTIONS FOR FILLING THE TOOL

Supervisor needs to fill code as 1, 2, 3 and 4 in box adjacent to questions (1: Yes, 2: No, 3: Not applicable, 4: don’t know)

Reference period will be the last completed reporting month as per HMIS reporting cycle

To check the availability supervisor should verify physical presence and functionality for equipment, expiry date for drugs and other consumables

Services at facility can be observed through actual practices at the time of visit or checking the records available in delivery room, postnatal ward, ANC register, AFHC etc.

Supervisors need to send the complete filled checklist, incompletely filled checklist will not be taken up.

Supervisor need to check the data from various register – delivery room register, OPD register, IPD register, drug store register, case sheets, post-natal ward register, ANC register, records at AFHC clinic.

<table>
<thead>
<tr>
<th>C.1 Name &amp; Designation of the Supervisor:</th>
<th>C.2 Organization:</th>
<th>C.3 Level:</th>
<th>Block</th>
<th>District</th>
<th>State</th>
<th>National</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.4 Facility Name:</td>
<td>District: Block:</td>
<td>C.5 Facility type:</td>
<td>SC</td>
<td>Non 24x7</td>
<td>24x7</td>
<td>Non FRU</td>
<td>FRU</td>
</tr>
<tr>
<td>C.7 Date of visit:</td>
<td>C.8 Name &amp; Designation of Facility In-charge/Nodal Officer:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D: Data of last reported month from facility

<table>
<thead>
<tr>
<th>D.1. OPD load:</th>
<th>D.2. IPD load:</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.3 ANC registered/Attended</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D.4 Deliveries:</th>
<th>Normal</th>
<th>Assisted</th>
<th>C-section</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.5 Delivery outcome:</td>
<td>Low birth weight</td>
<td>Live birth</td>
<td>Stillbirth</td>
</tr>
<tr>
<td></td>
<td>Fresh</td>
<td>Macerated</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D.6 Referred out cases:</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.7 Newborns immunized before discharge:</td>
</tr>
<tr>
<td>D.8 Mothers discharged after 48 hours:</td>
</tr>
<tr>
<td>D.9 IUCD insertion:</td>
</tr>
<tr>
<td>D.10 Female sterilization:</td>
</tr>
<tr>
<td>Post-partum Sterilization</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D.11 Male sterilization:</th>
<th>D.12 Clients received Comprehensive Abortion Care (CAC) services:</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.13 Pregnant women identified with high risk factors:</td>
<td></td>
</tr>
<tr>
<td>D.14 Number of high risk mothers referred/managed at facility</td>
<td></td>
</tr>
<tr>
<td>D.15 Adolescents attended AFHC clinic:</td>
<td></td>
</tr>
<tr>
<td>D.16 Diarrhoea in under 5 children:</td>
<td></td>
</tr>
<tr>
<td>D.17 Pneumonia in under 5 children:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Severe Anaemia</th>
<th>Hypertension</th>
<th>HIV</th>
<th>Syphilis</th>
<th>Gestational Diabetes Mellitus</th>
<th>Hypothyroidism</th>
<th>Previous C-section</th>
<th>Malpresentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTP</td>
<td>Spontaneous Abortion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Severe Anaemia</th>
<th>Hypertension</th>
<th>Pre-Eclampsia</th>
<th>Eclampsia</th>
<th>PPH</th>
<th>Pre-term Deliveries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counselling</td>
<td>Treatment</td>
<td>Referral</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<tr>
<th>Severe Anaemia</th>
<th>Hypertension</th>
<th>Pre-Eclampsia</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diagnosed</td>
<td>Admitted</td>
<td></td>
</tr>
</tbody>
</table>

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## E. HEALTH SYSTEM

### E.1. Reproductive Health:
- **IUCD:** 380 A
- **375** Emergency Contraceptive Pill (ECP)
- **Oral Pills:** Mala N Contraceptives
- **Male Condom** Injectable Contraceptive
- **Pregnancy Testing Kit**

### E.2. Maternal Health: Drugs & Supplies
- **Oxytocin:**
  - Oxytocin available
  - Stored as per guidelines
- **Tab. Misoprostol:** RTI/STI Drugs kit
- **Alpha Methyldopa:** IFA Tab. (Red)
- **Inj. Mag. Sulfate:** Syphilis testing kit
- **Inj. Dexamethasone:** Syphilis testing kit
- **Nifedipine:** Safe Motherhood Booklet
- **Labetalol:** No of delivery trays in proportion to no of deliveries
- **Ca Tab. With Vit. D3:**
- **MMA kit (Mifepristone + Misoprostol):**

### E.3. Newborn Health: Drugs & Supplies
- **Vitamin K1**
- **Sterile cord cutting equipment**
- **Radiant Warmer**
- **Bag:** 500 ml
- **Mask:** Size 0

### E.4. Child Health: Drugs & Supplies
- **ORS**
- **Zinc**
- **Salbutamol Nebulizing Solution**

### E.5. Vaccines
- **BCG**
- **Rotavirus**
- **OPV**
- **IPV**
- **Hep. B**
- **Vit. A**
- **DPT**
- **Pentavalent**
- **Measles**
- **JE Vaccine**

### E.6. Antibiotics
- **Amoxicillin**
- **Gentamycin**
- **Metronidazole**
- **Ceftriaxone**
- **Ampicillin**
- **Ciprofloxacin**
- **Cotrimaxazole**

### E.7. Infrastructure
- **Running water 24X7**
- **Electricity backup 24X7**
- **Hand washing area**
- **Toilet near or within Delivery Room**
- **Designated space for AFH Clinic**
- **Blood Bank**
- **Blood Storage Unit**

### E.8. Infection Prevention
- **Soap**
- **Sterile gloves**
- **Bleaching Powder**
- **Autoclave**
- **Cidex (Glutaraldehyde)**
- **Bollor**
- **Color Coded Bins**
- **Pre-sterilized instruments available in LR**

### E.9. Adolescent Health: Drugs & Supplies
- **Tab. Dicyclomine**
- **Tab IFA (Blue)**
- **Tab. Albenazole**
- **IEC for AH at AFHC**

### E.10. Other Equipment
- **Digital Thermometer**
- **Glucometer**
- **Room thermometer**
- **Auto Analyzer(DH)**
- **Suction Machine (low pressure<100 mm hg)**
- **Adult weighing machine**
- **Semi Auto Analyzer (CHC/PHC)**
- **BMI Chart**
- **Snellen Chart**
- **Hub cutter/Needle destroyer**
- **Refrigerator**