

Checklist for monthly supportive supervision of community health workers (CHWs)

This checklist is to be completed during supportive supervisory visits and after a review of CHWs' registers and forms. The focal person for community-directed intervention should have the CHWs participate in completing the checklist. Do not complete the checklist without first checking your country's supportive supervision guidelines. The checklist consists of a list of close-ended items (yes and no questions) meant to systematically observe the CHWs' activities. Provide feedback to the CHWs after administering the checklist.

Name of community: _____ District: _____ Date: _____

Names of focal persons for community-directed intervention and CHWs:

	Issues/activities	Yes	No	Comments
1.	Are CHWs organized into a group?			
2.	Do the CHWs attend monthly meetings with health facility workers?			
3.	Are CHWs organizing with each other and with Civil Society Organizations (CSOs) to conduct community outreach and mobilization activities?			
4.	Do CHWs have copies of the pregnant women register and community mapping results?			
5.	Do the CHWs lead the community in undertaking periodic mapping/census/registration updates?			
6.	Have the required number of CHWs been trained?			
7.	Are all trained CHWs working/active on the project?			
8.	Are CHWs collecting commodities from an agreed-on point e.g. at the health facility?			

	Issues/activities	Yes	No	Comments
9.	Do CHWs have the required record-keeping registers?			
10.	Do CHWs have the required reporting and referral forms?			
11.	Are CHWs skillful in completing the registers?			
12.	Are CHWs skillful in completing the monthly summary form?			
13.	Are CHWs skillful in completing referral forms?			
14.	Do CHWs have an adequate stock of quality-assured sulfadoxine-pyrimethamine (SP)?			
15.	Do CHWs have a lockable drug box to keep SP doses?			
16.	Where allowed, do CHWs have an adequate stock of insecticide-treated bed nets or long-lasting insecticidal nets?			
17.	Where allowed, do CHWs have an adequate stock of artemisinin-based combination antimalarial drugs?			
18.	Has the community made a decision on mode of SP or ITN distribution?			
19.	Has the community made a decision on period of distribution?			
20.	Are the knowledge and skills of CHWs on dosing of SP for IPTp adequate?			
21.	Do CHWs follow up with pregnant women who are absent for intended home visit? Households that refuse to participate?			
22.	Do the CHWs refer pregnant women to the health facility?			
23.	Do CHWs identify and refer women who have adverse reactions to SP?			