

## Checklist for Supervising Community Case Management Worker

draft: January 2009

Supervisor 1: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor 2: \_\_\_\_\_



Community: \_\_\_\_\_

Nearest Facility: \_\_\_\_\_

CCM Worker 1: \_\_\_\_\_

# Cases last month: \_\_\_\_\_

CCM Worker 2: \_\_\_\_\_

# Cases last month: \_\_\_\_\_

CCM Worker 3: \_\_\_\_\_

# Cases last month: \_\_\_\_\_

Indicator	#	Item	Yes	No	Comment
<b>Availability of drugs</b>	1	Cotrimoxazole tablets available (# tablets _____)			
	2	Cotrimoxazole syrup available (# bottles _____)			
	3	Furazolidine syrup available (# bottles _____)			
	4	Amoxicillin tablets available (# tablets _____)			
	5	Amoxicillin syrup (# bottles _____)			
	6	ORS packets available (# _____)			
	7	Paracetamol drops available (# bottles _____)			
	8	Paracetamol syrup available (# bottles _____)			
	9	Paracetamol tablets available (# tablets _____)			
	10	Zinc tablet packets available (# de packets _____)			
		OVERALL DRUG AVAILABILITY?			
<b>Availability of Supplies</b>	11	Working time-piece with second hand available			
	12	Thermometer available			
	13	Diagnostic flowchart available			
	14	Counseling cards – complete and up-to-date			
	15	Family reminder cards – complete and up-to-date			
	16	CCM Treatment Register with blank pages			
	17	"Emergency Scarf" available			
	18	Referral forms available			
		OVERALL SUPPLY AVAILABILITY?			
<b>Classification-Treatment Consistency</b>	19	Register case 1: agreement among RR, T, classification and treatment			
	20	Register case 2: agreement among RR, T, classification and treatment			
	21	Register case 3: agreement among RR, T, classification and treatment			
	22	Register case 4: agreement among RR, T, classification and treatment			
	23	Register case 5: agreement among RR, T, classification and treatment			
		OVERALL CLASSIFICATION-TREATMENT CONSISTENCY?			

Indicator	#	Item	Yes	No	Comment
Correct Case Management (Case Age and Classification:	24	Ask patient identification (name AND age AND first vs. re-visit)			
	25	Assess general danger signs (all)			
	26	Assess (consecutively AND completely)			
	27	Count RR (within plus or minus 3 from standard)			
	28	Classify (correct)			
	29	Treat (give first dose)			
	30	Counsel (correct counseling cards AND messages, including correct drug AND dose AND duration)			
	31	Counsel (probe for questions AND mother repeats instructions)			
	32	Counsel (arrange for follow-up visit AND at correct time)			
	33	Counsel (correct reminder card AND explanation)			
	34	Refer (for correct indication)			
	35	Referral Facilitated (referral slip, scarf, first dose, transport)			
	36	Complete register (all relevant boxes in the row)			
	37	Make home visit (content)			
	38	Finalize register after home visit			
		OVERALL CORRECT CASE MANAGEMENT?			
RR	39	Correct respiratory rate (within 3 of standard)			
SUMMARY THOUGHTS	40	I was able to restock all needed drugs.			
	41	I was able to restock all needed or outdated supplies.			
	42	I accompanied the CCM worker on a home visit.			
	43	I talked with community leadership about CCM progress.			
	44	CCM worker is meeting standards: Yes/No (circle one). If "No," write what you did and what else needs to be done.			
	45	Other observations:			