

Epidemic Ready Primary Health Care Health Facility Epidemic Readiness Checklist			
Health Facility Name:			
Type of Primary Health Center (i.e., HF I, II, III, IV):			
District/Province:			
Date of Visit:			
Name of person(s) using the mentorship tool:			
Primary Contact(s) at PHC (e.g., IPC focal point, IDSR focal point or health facility surveillance focal person, etc.):			
Health Care Facility Preparedness		Response	Mentor's Notes
1	Can a screening station with IPC minimum requirements be rapidly established at the health facility? <i>Randomly select 1 HCW at time of visit and ask how he/she would set-up a screening station at the HF, ensuring that the IPC minimum requirements are incorporated in the response (see Mentorship Guide items to be incorporated into response). Each month, try to ensure a different HCW is selected.</i>	○ Yes (all 9 requirements of the question are answered correctly) ○ Mostly: most (between 5–8) of the requirements are included in the response ○ Partially: some (between 1–4) of the requirements are included in the response ○ No (none of the requirements of the question are answered correctly)	
2	Can an isolation area/holding area with IPC minimum requirements be rapidly established at the health facility? <i>Randomly select 1 HCW at time of visit and ask how he/she would establish an isolation/holding area, ensuring that the IPC minimum requirements are incorporated in the response (see Mentorship Guide on items to be incorporated into response).</i>	○ Yes (all 10 requirements of the question are answered correctly) ○ Mostly: most (between 5–9) of the requirements are included in the response ○ Partially: some (between 1–4) of the requirements are included in the response ○ No (none of the requirements of the question are answered correctly)	
3	Can a member of the health facility staff describe what to do in case of a surge in cases at the health facility? <i>Randomly select 1 health facility staff (including the leadership/in-charge) at time of visit and ask what to do in case of a surge in cases at the HF? (See Mentorship Guide on items to be incorporated into response).</i>	○ Yes (all 10 requirements of the question are answered correctly) ○ Mostly: most (between 5–9) of the requirements are included in the response	

		☐ Partially: some (between 1–4) of the requirements are included in the response ☐ No (none of the requirements of the question are answered correctly)	
4	Does the HF have a functional communication system (i.e., airtime, data, mobile phone (either dedicated phone at HF or health staff's personal phone)) to report immediately reportable pathogens/diseases/events?	☐ Yes ☐ No	
IPC Performance		Response	Mentor's Notes
5	Is there an IPC focal person/point at the health facility that has received IPC training in the last 12 months?	☐ Yes ☐ No	
6	Are health staff able to correctly identify the 5 Moments of Hand Hygiene? <i>Randomly select 1 health facility staff member at time of visit and ask about the 5 Moments of Hand Hygiene. Each month, try to ensure a different HCW is selected.</i>	☐ Yes (all five moments correctly identified) ☐ No (none or some of the five moments correctly identified)	
7	Are health staff able to correctly perform hand hygiene? <i>Randomly select 1 health facility staff member and ask them to demonstrate correct hand hygiene (either using soap/water or ABHR).</i>	☐ Yes (all hand hygiene steps performed correctly) ☐ No (none or some hand hygiene steps performed correctly)	
8	Does the health facility have a stock of readily available PPE set aside for emergency use? • Gowns • Gloves • Surgical masks • Eye protection <i>Only mark yes if the health facility has ALL the required PPE (gowns, gloves, surgical masks, eye protection) readily available and set aside for emergency use.</i>	☐ Yes ☐ No	
9	Are health staff able to correctly identify PPE needed for a select priority pathogen? Enter name of selected priority pathogen for monthly visit (use the same priority pathogen throughout mentorship tool). Next month, select a different pathogen. <i>Randomly select 1 HCW at time of visit and ask him/her to identify the correct PPE needed for the selected priority pathogen (see Mentorship Guide on items to be incorporated into response).</i>	☐ Yes ☐ No Insert pathogen name	

	<i>Only mark yes if ALL required PPE items can be identified for the selected priority pathogen</i>		
10a	Are health staff able to correctly demonstrate how to don and doff PPE items for a select priority pathogen? Enter name of selected priority pathogen for monthly visit Next month, select a different priority pathogen. <i>Randomly select 1 HCW and ask him/her to demonstrate the correct donning/doffing processes for the PPE for the selected priority pathogen. Use the same priority pathogen throughout mentorship tool (see Mentorship Guide on items to be incorporated into response).</i>	☐ Yes ☐ No Insert pathogen name	
10b	Does the health facility have sufficient PPE to demonstrate how to don and doff PPE items for a select priority pathogen?	☐ Yes ☐ No	
11	Can health staff correctly identify the IPC precautions that need to be taken for a suspected case of a selected priority pathogen? Enter name of selected priority pathogen for monthly visit Next month, select a different priority pathogen. <i>Randomly select 1 HCW and ask him/her if they know the IPC precautions to take for a suspected case of the selected priority pathogen. Use the same priority pathogen throughout mentorship tool (see Mentorship Guide on items to be incorporated into response).</i>	☐ Yes ☐ No Insert pathogen name	
12	Are health staff able to correctly list steps to prepare a 0.5% chlorine solution at the health facility? <i>Randomly select 1 HCW and ask him/her to list the steps for preparing a 0.5% chlorine solution for disinfection (see Mentorship Guide on items to be incorporated into response).</i>	☐ Yes ☐ No	
IDSR Performance		Response	Mentor's Notes
13	Is there an IDSR focal point, or designated person responsible for surveillance, at the HF who was trained on the latest IDSR guidelines within the last 12 months?	☐ Yes ☐ No	
14	Has the IDSR focal point, or designate, reviewed the OPD registers (e.g., over 5 & under 5) to look for suspect cases of immediately reportable diseases/pathogens/events within the past epidemiological week (Monday–Sunday)?	☐ Yes ☐ No	
15	Has the IDSR focal point, or designate, analysed the data from the past week to assess risk and trends of priority pathogens?	☐ Yes ☐ No	
16	Can the IDSR focal point, or designate, correctly list the epidemic threshold for the selected priority pathogen (i.e., the number of suspect cases of a disease in a population that trigger immediate notification and response)?	☐ Yes ☐ No	

	Enter name of selected priority pathogen for monthly visit. Next month, select a different pathogen. <i>Ask the focal point to share the epidemic threshold for the selected priority pathogen. Use the same priority pathogen throughout mentorship tool (See Mentorship Guide on items to be incorporated into response.)</i>	Insert pathogen name	
17a	Were there any suspect cases of immediately notifiable diseases/pathogens/events within the health facility in the past week? <i>Note that the answer to question 16 is based on a data review conducted by the mentor during the visit. It is up to the mentor to review the past week of OPD register data – and the IDSR weekly report for the same period – to look for immediately notifiable diseases and discuss any potential discrepancies with the IDSR focal point.</i>	☐ Yes ☐ No	
17b	If yes, how many?	Insert number	
17c	Of those suspect cases of immediately notifiable diseases/pathogens/events, what is the number of cases that were reported to a higher level within 24 hours of the patient presenting at the health facility within the past week?	Insert number	
18	Were the last 4 weekly IDSR reports sent on time to the next higher level? <i>Only mark yes if ALL four reports were submitted on time</i>	☐ Yes ☐ No	
19	Were the last 4 weekly IDSR reports complete? <i>Only mark yes if ALL four reports were complete</i>	☐ Yes ☐ No	
20a	Did HF staff receive any immediately notifiable alerts from the community level in the past one month?	☐ Yes ☐ No	
20b	If yes, how many?	Insert number	
20c	And how many of those immediately notifiable alerts from the community level were followed up on by HF staff in the past one month?	Insert number	
21a	What was the total number of suspected cases of immediately notifiable diseases/pathogens/events reported to the higher level, within the past one month?	Insert number	
21b	What is the number of suspected cases of immediately notifiable diseases/pathogens/events reported to the higher level, within the past month, for which the health facility received feedback from the higher level?	Insert number	
22	Can a healthcare worker correctly name the signs and symptoms (part of the standard case definition) of the selected priority pathogen? <i>Randomly select 1 HCW and ask him/her to name the signs and symptoms of the selected priority pathogen (see Guidance for Mentors section on items to be incorporated into response). Each month, try to ensure a different HCW is selected.</i>	Partner to provide list + guidance to mentors on priority pathogens ☐ Yes ☐ No	

	<i>Only mark Yes if the HCW knows ALL the signs and symptoms of the selected priority pathogen.</i> Enter name of selected priority pathogen for monthly visit. Mentors should use the same priority pathogen throughout mentorship tool (but should not use same one each month); verify how they are diagnosed (signs and symptoms that are part of the standard case definition) and how they are recorded in the register.	Insert pathogen name	
23	Can health staff correctly identify who to contact and how to report the selected immediately notifiable priority pathogen? <i>Randomly select 1 HCW and ask him/her if they know who to contact and how to report the selected priority pathogen. See Mentorship Guide on items to be incorporated into response.</i> <i>Only mark Yes if the HCW knows who to contact AND how to report the selected priority pathogen.</i>	☐ Yes ☐ No	