

SELF-INJECTION OBSERVATION CHECKLIST

Observation checklist to assess health workers counseling clients on DMPA-SC self-injection

Supportive supervision is an approach for constructive feedback and improvement of health worker performance and motivation through collaborative exchange between the supervisee and the supervisor or supervisory team. This checklist is designed to be used by regional, provincial, or district health teams when conducting supervision visits at health facilities where health workers have been trained to offer subcutaneous DMPA (DMPA-SC) self-injection to family planning (FP) clients in the context of informed choice. It is meant to be used when a client has made an informed decision to use DMPA-SC self-injection.

This tool is a guide that can be adapted for specific settings. It can be modified to add new questions, or existing questions can be deleted or skipped if not relevant.

Demographic information

Health worker name:	Supervisor name:
Health facility name:	Date:
Region/province/state:	District/zone:
Health facility type: <i>(select all that apply)</i> <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Hospital <input type="checkbox"/> Health center/clinic <input type="checkbox"/> Health post <input type="checkbox"/> Pharmacy <input type="checkbox"/> Drug shop <input type="checkbox"/> Other (specify): _____	
Health center level: <i>(select or adapt as relevant to country health system)</i> <input type="checkbox"/> IV <input type="checkbox"/> III <input type="checkbox"/> II	
Where does the health worker perform most duties? <i>(select one)</i> <input type="checkbox"/> Facility <input type="checkbox"/> Community	
What function/role does the health care worker hold? <i>(select the most appropriate response)</i>	
<input type="checkbox"/> District chief medical officer <input type="checkbox"/> District health team member <input type="checkbox"/> In-charge <input type="checkbox"/> FP focal person <input type="checkbox"/> Head nurse <input type="checkbox"/> Primary health care supervisor	<input type="checkbox"/> Health worker <input type="checkbox"/> Community health worker (e.g., village health team [VHT], accredited social health activist [ASHA], <i>relais</i> .) <input type="checkbox"/> FP counselor <input type="checkbox"/> Other (specify): _____

OBSERVATION CHECKLIST

- This tool should be used together with supportive supervision tools for observing overall informed choice FP counseling.
- This observation checklist is intended for use when a client has made an informed decision to use self-injection of DMPA-SC for the first time.
- Tick the box for **S** (Satisfactory), **NS** (Not Satisfactory), or **ND** (Not Done) for each step.
 - **S** (Satisfactory) = the provider completed the step in a satisfying manner.
 - **NS** (Not Satisfactory) = the provider attempted the step but incompletely or made mistakes.
 - **ND** (Not Done) = the provider skipped the step.
- **At the end of the observation:** give the health worker feedback on how to perform steps correctly.

Self-injection counseling steps	Observations		
	S	NS	ND
1. Provides information about possible DMPA-SC side effects and what the client should do in case of side effects.			
2. For clients interested in initiating or continuing DMPA-SC, confirms that client has made an informed choice to self-inject and asks whether they have questions.			
3. Prepares necessary supplies and instruction aids for self-injection training: DMPA-SC (checks expiry dates), client self-injection instructions or video, reinjection calendar, injection model.			
4. Trains client by demonstrating the injection technique on a model while client follows along with the nine steps in the job aid. Emphasizes the four critical injection steps: M = Mix the solution by shaking device for 30 seconds; check for leakage. A = Activate device by closing the gap (push needle cap and port together). P = Pinch the skin gently to create a tent; insert needle at downward angle. S = Slowly press reservoir for 5 to 7 seconds to inject.			
5. Supervises, coaches, and corrects as the client self-injects while following the job aid or video. Confirms that the client correctly performed the four critical injection steps. If not, health worker retrains client or gives injection and encourages client to try again at the next appointment.			
6. Trains client to calculate reinjection dates using the job aid along with a calendar , if available. Confirms the client correctly calculates future reinjection dates.			
7. Advises on proper storage of DMPA-SC at home, including keeping it at room temperature, out of sunlight, and away from children and animals.			
8. Discusses proper disposal of used devices, including providing or helping identify an appropriate disposal container and returning used units to a health worker or facility at the client's convenience (e.g., during a resupply visit).			
9. Gives supplies to client or sends them to an appropriate on-site pharmacy/dispensary: DMPA-SC units (checks expiry dates), instruction sheet or video, reinjection calendar, helps client identify a puncture-proof disposal container (or provides one if available).			
10. Discusses follow-up with the client (provides return date, reminder card, or other follow-up reminder system), including for questions about side effects or resupply.			
11. Records client and supply data in family planning client register.			

PERFORMANCE AREAS FOR IMPROVEMENT

For each step that was “Not Satisfactory” or “Not Done,” explain below specifically what improvement is needed, and review these points with the health worker to help them improve their skills.

Which step?	What health worker missed or did incorrectly	Feedback for improvement

PERFORMANCE HIGHLIGHTS (what went well)

Praise the things the health worker did well. List the top three highlights.
