INFLUENZA VACCINATION 2021

**Updated 4 Feb 2021**

**CHECK LIST FOR SUPERVISORS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | **Date of visit:** | **Evaluator Name:** | | --- | --- | | **District:** | **Sub-District:** | | **Facility Type:** | **Facility Name:** | | **Sub-District Coordinator:** | **Facility Representative:** | | | | |
|  | **Yes** | **No** | **Comments** |
| **A. Social Mobilisation and community awareness** |  |  |  |
| 1. Are health care workers aware of the target groups? |  |  |  |
| 1. How did clients hear about the Campaign? |  |  |  |
| 1. Were posters received on time and in sufficient quantities? |  |  |  |
| 1. Observe and comment on the presence/absence of posters displayed at the facility. |  |  |  |
| **B. Cold Chain & Vaccines** | | | |
| 1. Is the refrigerator temperature between 2-8°C |  |  |  |
| 1. Is there an up-to-date temperature monitoring chart for the fridge? |  |  |  |
| 1. Are vaccines stored in vaccine carriers with at least 2 rattling ice packs that are cold to the touch? |  |  |  |
| 1. Is there a thermometer available in the cool box? |  |  |  |
| **C. Facility Organisation** |  |  |  |
| 1. Is the facility well organised, with good client flow? |  |  |  |
| 1. Are there sufficient vaccinators? State how many. |  |  |  |
| **D. Data Management** | | | |
| 1. Are there sufficient tally sheets for influenza vaccinations at the facility? |  |  |  |
|  | **Yes** | **No** | **Comments** |
| 1. Is every vaccinated person tallied correctly for influenza vaccinations? |  |  |  |
| 1. Review previous week’s summary sheets. Are data captured correctly? |  |  |  |
| 1. Is a new summary sheet used each week for influenza vaccinations? |  |  |  |
| 1. Are weekly summaries forwarded to the next level? |  |  |  |
| 1. Is data captured on a weekly basis at the sub-district? |  |  |  |
| E. Stock Control | | | |
| 1. Is there a stock card for each vaccination site? |  |  |  |
| 1. Are all stock cards completed correctly? |  |  |  |
| 1. Does the balance on the stock card correspond with the physical stock? |  |  |  |
| 1. Is logistical arrangements for vaccine supply/delivery (e.g. transport) satisfactory |  |  |  |
| 1. If answer to above question is ‘No’ - What immediate actions are taken? |  |  |  |
| F. Immunisation Safety Practices | | | |
| 1. Are the expiry dates checked? |  |  |  |
| 1. Is the syringe disposed of in the sharps container? |  |  |  |
| 1. Is there any recapping of needles? |  |  |  |
| 1. Is the Influenza vaccine administered correctly, correct dose and correct site for age? |  |  |  |
| 1. Are there sufficient sharps containers available (must not be more than ¾ full)? |  |  |  |
| 1. Are the Emergency Services in the area aware of the influenza vaccinations taking place? |  |  |  |
| 1. Is there an emergency tray available at the facility (Professional nurse to administer if needed) |  |  |  |
|  | **Yes** | **No** | **Comments** |
| 1. Are AEFI reporting forms available? |  |  |  |
| 1. Are AEFI reporting procedures understood? Ask |  |  |  |
| **G. Vaccine uptake** |  |  |  |
| 1. Assess no. of vaccines received and used – Is vaccine uptake satisfactory? |  |  |  |
| 1. If answer to above question is ‘No’ - What immediate actions are taken for low uptake? |  |  |  |
| **H. Community Engagement** |  |  |  |
| 1. **As patients exit the facility, ask at least 5 PATIENTS the following question:** |  |  |  |
| Patient 1 : did a health care worker inform you of the influenza vaccine? |  |  |  |
| Patient 2: did a health care worker inform you of the influenza vaccine? |  |  |  |
| Patient 3 : did a health care worker inform you of the influenza vaccine? |  |  |  |
| Patient 4 : did a health care worker inform you of the influenza vaccine? |  |  |  |
| Patient 5: did a health care worker inform you of the influenza vaccine? |  |  |  |
| Patient 6: did a health care worker inform you of the influenza vaccine? |  |  |  |
| * 1. **If any of the answers to the above question was ‘No’ - What immediate actions were taken to ensure that health care workers inform patients of the flu vaccine?** |  |  |  |
|  |  |  |  |
| 1. **In the community, ask 5 COMMUNITY members the following question:** |  |  |  |
| Community member 1 : are you aware of the influenza vaccination campaign? |  |  |  |
| Community member 2 : are you aware of the influenza vaccination campaign? |  |  |  |
| Community member 3 : are you aware of the influenza vaccination campaign? |  |  |  |
| Community member 4 : are you aware of the influenza vaccination campaign? |  |  |  |
| Community member 5 : are you aware of the influenza vaccination campaign? |  |  |  |
| * 1. **If any of the answers to the above question was ‘No’ - What immediate actions were taken to improve community awareness of the flu campaign?** |  |  |  |

**Comments:**

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**Evaluator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**