

POC EID Implementation Site Monitoring Checklist: Spoke Site

Facility name: _____

Name(s) of trained sample collectors: _____

Date of monitoring visit: _____

Name(s) of monitors or supervisors: _____

Observe and ask about the activities in the table below. For each activity, check the appropriate box to indicate if the activity is being done (Yes), partially done (Partial) or not being done (No). If an activity is partially or not done, write a brief explanation and describe the assistance or mentoring provided. Provide assistance and mentoring as needed or requested. Enter additional information as required, such as the number of POC EID Testing Forms collected.

| Part 1. Clinical Integration | Yes | Partial | No | Comments/Notes |
|--|------------|---------|----|----------------|
| Adherence to testing algorithms: (NOTE: Review patient registers) | | | | |
| 1.1 All infants who qualify for EID testing have a sample drawn the same day. | | | | |
| 1.2 All caregivers are given a date or instructions to return for the EID result. | | | | |
| a. When are caregivers instructed to return for results (e.g. the next day, in one week, other)? Write the response in the box. | | | | |
| 1.3 All results are conveyed to caregiver on the date the caregiver is told to return. | | | | |
| 1.4 If a caregiver does not return on the assigned date, the follow up and tracking SOP is followed. | | | | |
| 1.5 All infants with a positive initial result have a second POC sample sent for confirmation the same day that the patient returns for their result. | | | | |
| 1.6 All infants who have an initial positive result are initiated on ART the same day that they receive the initial result. | | | | |
| 1.7 For all infants who have a positive initial POC test result, but a negative second POC test result (i.e. discordant result), a DBS sample is sent to a reference lab, and contact information is collected from the patient for follow up. | | | | |
| Patient flow: (NOTE: Discuss with facility staff and review POC EID testing forms and patient registers) | | | | |
| 1.8 According to health facility staff, over the past two weeks, approximately how many days did caregivers typically wait between sample draw and return of results to the caregiver? | _____ days | | | |
| 1.9 The health facility has more than one clinic, ward, or service from which HIV-exposed infants can be referred for POC EID testing (e.g. PMTCT clinic, nutrition ward, pediatric in-patient ward, immunization clinic). | | | | |
| a. If yes, is the health facility taking actions to increase testing of infants from different entry points (e.g. clinics, wards, services)? | | | | |
| 1.10 The health facility is testing infants on POC EID who are referred from <u>more than one</u> entry point within the same health facility. | | | | |
| a. If yes, are infants being tested from PMTCT clinics or services? | | | | |
| b. From nutrition wards or services? | | | | |
| c. From in-patient wards? | | | | |
| d. From immunization clinics or services? | | | | |
| e. Others (please describe): _____ | | | | |
| Part 2. SOPs, Job Aids and Documentation | | | | |
| SOPs, job aids, registers, tracking logs, and testing forms: (NOTE: Observe the facility, discuss with staff, and review error logs and testing forms) | | | | |
| 2.1 SOPs and job aids are available in the appropriate language. | | | | |
| 2.2 SOPs and job aids are available and visible to staff (e.g. job aids are hung on the wall, training manuals are near the testing platform). | | | | |
| 2.3 SOPs and job aids are used and adhered to by all staff. | | | | |
| 2.4 ANC, PMTCT and ART Initiation registers from the previous three months are properly and completely filled out. | | | | |

| | | | | |
|--|-------------|----------------|-----------|-----------------------|
| 2.5 POC EID Testing Forms from the previous three months are properly and completely filled out. | | | | |
| 2.6 POC EID Testing Forms were collected during the monitoring visit for data entry. | | | | |
| a. If yes, indicate the number of forms collected: | _____ forms | | | |
| Part 3. Health Worker Performance | Yes | Partial | No | Comments/Notes |
| Health worker training and sample collection: (NOTE: Discuss with facility staff) | | | | |
| 3.1 All staff drawing samples for POC testing received appropriate training, or refresher training, within the past 12 months. | | | | |
| 3.2 Before sample collection, all caregivers are informed about the purpose of the test, the method of collecting the sample, and the waiting time for return of results. | | | | |
| 3.3 Before taking the sample, all infants' names are verified. | | | | |
| 3.4 All staff drawing samples adhere to universal safety precautions for the handling of human blood (e.g. wear gloves and protective clothing, wash hands, disposes of lancets in puncture resistant containers, change gloves after each specimen). | | | | |
| Part 4. Inventory Management | Yes | Partial | No | Comments/Notes |
| Reagents and Supplies: (NOTE: Observe and discuss with facility staff) | | | | |
| 4.1 All supplies needed to draw samples for POC testing are available at the facility (e.g. gloves, lancets, capillary tubes, alcohol wipes, gauze, and thermal paper). | | | | |
| 4.2 Stock cards for supplies needed for POC testing are used and kept up to date. (NOTE: For each individual product, stock cards should indicate the quantity of stock received, on hand, and lost/expired as well as adjustments, such as transfers of stock to another facility). | | | | |
| 4.3 A physical count of supplies needed to perform POC testing was completed within the last four (4) weeks. | | | | |
| 4.4 In the last 90 days, there have been stock outs of supplies needed to perform POC testing. (NOTE: If yes, the reason for stock outs in the comments box.) | | | | |
| a. If yes, which products were not available? | _____ | | | |
| b. Approximately how long did the stock out last (in days)? | _____ days | | | |
| 4.5 If there is any concern about inventory management, and time permits, conduct a physical inventory of POC supplies and cross check the quantities available against those written in the stock cards. Do the quantities match those indicated in the stock cards? | | | | |
| Part 5. Linkage to Care | Yes | Partial | No | Comments/Notes |
| 5.1 Infants diagnosed as HIV-positive on POC instruments are referred the same day to child services <i>within the health facility</i> for linkage to care. | | | | |
| 5.2 Infants diagnosed as HIV-positive on POC instruments are referred the same day to child services <i>at another health facility</i> for linkage to care. | | | | |
| 5.3 In the previous three (3) months, all infants diagnosed as HIV-positive were successfully linked to ART services (NOTE: If possible, cross check positive cases in POC EID Testing Forms or logbooks against the facility's ART register) | | | | |
| Part 6. Sample Transport from Spoke to Hub | Yes | Partial | No | Comments/Notes |
| 6.1 All samples for transport to hub are appropriately collected in capillary tubes and labeled. | | | | |
| 6.2 All samples for transport to hub are appropriately packaged for transport (e.g. in cool box for storage and transport at 4 degrees C) | | | | |
| 6.3 All samples for POC EID are sent to a hub site so the sample is received by the hub site within 24 hours (if kept at room temperature) or within 72 hours (if kept at 4 degrees Celsius). | | | | |
| 6.4 There is a transport log book for samples sent to hub sites. | | | | |
| a. If yes, the transport log is properly filled out and signed. | | | | |
| 6.5 Sample transport drivers have appropriate equipment to transport samples. | | | | |
| 6.6 Sample transport drivers have been appropriately trained. | | | | |

Part 7. Mentoring, Training, and Information Sharing

- *List the topics covered and the recipients of mentoring, training and information sharing.*
- *List recommendations or plans for future training, mentoring or information sharing.*

Part 8. Suggestions for Improving POC EID Implementation

- *Additional notes, recommendations, or follow-up needed to improve the quality of POC EID services.*