CAPACITY REVIEW

Is there a MOH tool to assess the capacity of health facility teams to deliver the essential health package? If there is, use it as a starting point instead.

Date of last review/completion: _____

Health System Building Block	Guiding questions (consider normal times and past peaks)	Are there any gaps that need to be addressed?
Leadership and governance	• How often does the district health office supervisor usually visit your health facility? • Is there appropriate communication and involvement of key stakeholders? • Is there a health facility management committee that meets regularly?	
Equipment and infrastructure	• Are all the key infrastructure elements and equipment functioning – examination room, storage, water and sanitation? • Is the waiting area sufficiently shaded for large crowds (covered for rain/sun) • Are there sufficient handwashing stations, latrines, etc.	
Medicines and essential nutrition supplies	• Are essential medicines (ex. antibiotics), supplies (ex. RDTs) and nutrition commodities (ex. RUTF) sufficient and delivered on time, even during peak periods? • Has the health facility had any period when essential medicines were out of stock? If so, for how long? • What are the main reasons?	
Service delivery	• What services are included in the basic health service package at this facility? • Is treatment of SAM included? Are they all currently being delivered for under-fives? If not, why not? • What are the facility opening hours? Which days or times of the day are most busy? • How is the linkage between inpatient and outpatient and community? For example how are children transferred from OTP to inpatient? • Does the health worker feel confident about the quality of services provided?	
Human resources	• According to health policy, how many staff should there be in this facility by grade/type? • How many of those mandated positions are filled with a qualified staff actually in place and working? What are the key gaps? • Do all the staff have the same capacity? Or do certain staff have specific training (e.g. CMAM, IMCI)? • During peak periods are there sufficient staff? Can additional staff be mobilised? From where? How?	
Health information	• How are monthly reports/caseloads reported to the district health team? (By paper, phone, computer?) • What are the main reasons for late reports (and therefore late response to requests e.g. for more supplies)? • Do you compile and review monthly data for the health facility as a team? Who participates and what is the outcome? • Do you put any health or nutrition information into charts or tables monthly so staff can see trends (ex. consultations, vaccinations, SAM admissions)?	
Financing	• Does the health facility have a budget and funds to spend? If so, where do these funds come from? What can they be spent on? • If not, how do you get the support and goods you require to run the health facility? • Who makes decisions about how to spend money/invest in resources? • If the facility suddenly requires a repair or other goods or services, how would you pay for it?	
Community	• Are there recognised community health workers or volunteers? • Do they cover all the villages in the catchment area? How many villages does each usually cover? Are they paid or any incentive provided? How does the health facility staff interact/communicate with them? • Is there any village health committee system? • Are you able to mobilise community members to volunteer time or resources if needed (via village health committees or other groups?)	