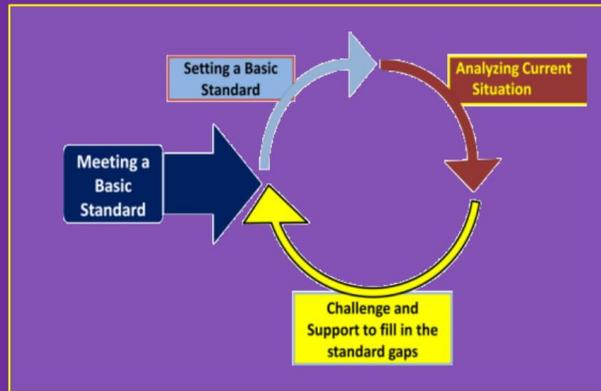


Minimum Service Standards (MSS)



Checklist to Identify the Gaps in Quality Improvement of Health Posts



Government of Nepal
Ministry of Health and Population
Department of Health Services
Curative Service Division

Remarks from Hon. Deputy Prime Minister and Minister of Health and Population

Remarks from State Minister of Health and Population

Remarks from Secretary

Remarks from Chief Specialist

Remarks from Director General

Table of Contents

Table of Contents	i
Health Post Identification Sheet	1
Background	2
Introduction:	2
Scope of MSS for health posts.....	3
Development process	3
Organization of the standards	3
How to use this Checklist?	4
Group discussion	4
Filling the checklist	4
Scoring the checklist	5
Sample of filling the tool	5
Weightage of the sections and Overall MSS Score	6
Tool for Minimum Service Standards for Health Post	7
Section I Governance and Management	7
Summary Sheet for Number of Standards and Scores of Section I	7
Governance.....	8
Organizational Management.....	9
Human Resource Management and Development.....	10
Financial management.....	12
Medical Records and Information Management	13
Quality Management	14
Section II: Clinical Service Management Standards	15
Summary Sheet of Standards and Scores of Section II	15
Outpatient service (OPD)	16
Immunization and Growth Monitoring	23
Family planning Service	25
ANC and PNC Services	28
DOTS and DOTS Plus Clinic	30
Dressing and Injections, Routine Procedures (DIRP).....	31
Dispensary services	35
Laboratory service.....	45
Section III Health Post Support Services Management.....	51
Summary Sheet of Standards and Scores of Section III	51

Instrument processing and sterilization.....	53
Laundry	54
Housekeeping	56
Power system.....	57
Water supply	58
Healthcare Waste Management	58
Safety and Security	59
Transportation and Communication	60
Store (Medical and Logistics).....	61
Annex I:	62

Health Post Identification Sheet

Name of the Health Post, Address	
Assessment Date	
Assessed By	1.
	2.
	3.
Score of Section I: Governance and Management	
Score of Section II: Clinical Service Management	
Score of Section III: Support Service Management	
Overall MSS Score	

Background

Introduction:

Constitution of Nepal 2072 has provisioned health as a fundamental human right for all its citizens. In order to realize the constitutional mandate the Ministry of Health and Population (MoHP) developed the Public Health Service Act which outlines basic health services to be provided to all for free. The mandate of providing the basic health care services primarily lies with the local government while MoHP is responsible in developing tools, standards and guidelines to ensure provision of quality basic health care services.

In the health system of Nepal, the health post is the first institutional contact point for service delivery. In addition to providing the health services, the health post also monitors the activities of Female Community Health Volunteers (FCHVs) and centers for community-based activities such as outreach clinics (ORC), extended immunization clinics (EPI Clinics) and community health units (CHUs). At present there are 3808 health posts.

The MoHP has already implemented the minimum service standards (MSS) for the district level hospitals and with the learning and experiences from this, the development of MSS for health posts was undertaken. The MSS for health post is the readiness tool that sets in minimum set of standards to be fulfilled by the health posts to be able to provide the services that it claims to provide. Health posts can thrive to provide more than what has been enlisted in the MSS but it is crucial that they have first fulfilled the MSS requirements. The MSS is complementary to the existing quality improvement tools in the sense that it will ensure inputs in place before checking on the processes and outputs. It does not detail out how the services are to be provided which is basically the scope of Standard Treatment Protocols.

During the development of the MSS for health posts, the framework was prepared with three basic components- governance and management, clinical service management and support service management. The development of MSS for health post is based mainly on the Basic Health Care Package, 2075 and Nepal health infrastructure development standards, 2074. Additional key documents that were referred for the development of MSS are listed below:

- National Health Policy 2071
- Public Health Act, 2075
- Governance (Management and Operation) Act, 2064
- Financial Procedure Regulation, 2064
- Nepal Health Service Regulation, 2055
- Civil Service Regulation, 2050
- Nepal Health Sector strategy 2015 -2020. Ministry of Health and Population, GoN.
- Nepal Integrated Health Infrastructure Development Standards 2073/74
- Quality Improvement Tool for Health Facility, 2074
- Implementation Guideline for Social Audit in Health Sector, 2070 Revised 2073
- National List of Essential medicines 2066/67 Revised 2072/73

- Minimum Service Standards (MSS) Checklist to Identify the Gaps in Quality Improvement of District Hospitals, Curative Service Division, MoHP, GoN, 2071/72
- Guideline for Health Management Information System, Recording and Reporting, 2070
- National Safe Motherhood and Newborn Health Program District Maternal and Neonatal Health Need Assessment Toolkit Vo. 1, Hospital, 2063/64
- Health care waste management guideline, 2014. Ministry of Health and Population. Government of Nepal

Scope of MSS for health posts

The need of the standardization of the readiness of health post for service availability in the light of basic health care services steered MSS for health post with the major scope of assessment of the health post for the present status and gap analysis, development of action plans for improvement and evidence generation for result based investment. It will also be a monitoring tool for Ministry of Health and Population for assessing status of health posts.

Development process

The development of the minimum service standards for the health post was led by the then Management Division and followed a consultative process among divisions/centers and partners. A small team of partners from Health for Life, Nick Simons Institute, WHO and Nepal Health Sector Support Program (NHSSP) was formed by the chief of health facility development and quality section, which met for two meetings to draft the framework and services for health posts. Based on the first draft, the MSS was further refined with consultation from service providers of seven health posts, one each from seven provinces (Annex 1). An additional consultation was done with service providers of Koshidekha and Kharelthok health posts, HFOMC members, local teachers and local representatives of Panchkhal Municipality, Kavrepalanchowk.

This was followed by a finalization workshop in Kathmandu on June 29, 2018 with participants from DoHS and development partners (Annex 1) with continued revisions and feedback for finalization. Furthermore, the MSS for health post was taken to the quality assurance and improvement technical advisory committee at the DoHS for technical suggestions and feedback and to the quality assurance steering committee at the Ministry of Health and Population for approval and endorsement.

Organization of the standards

The standards in the MSS for health posts are majorly kept in three sections and their sub-sections as follows (Figure 1 Organization of Standards in MSS for health posts:

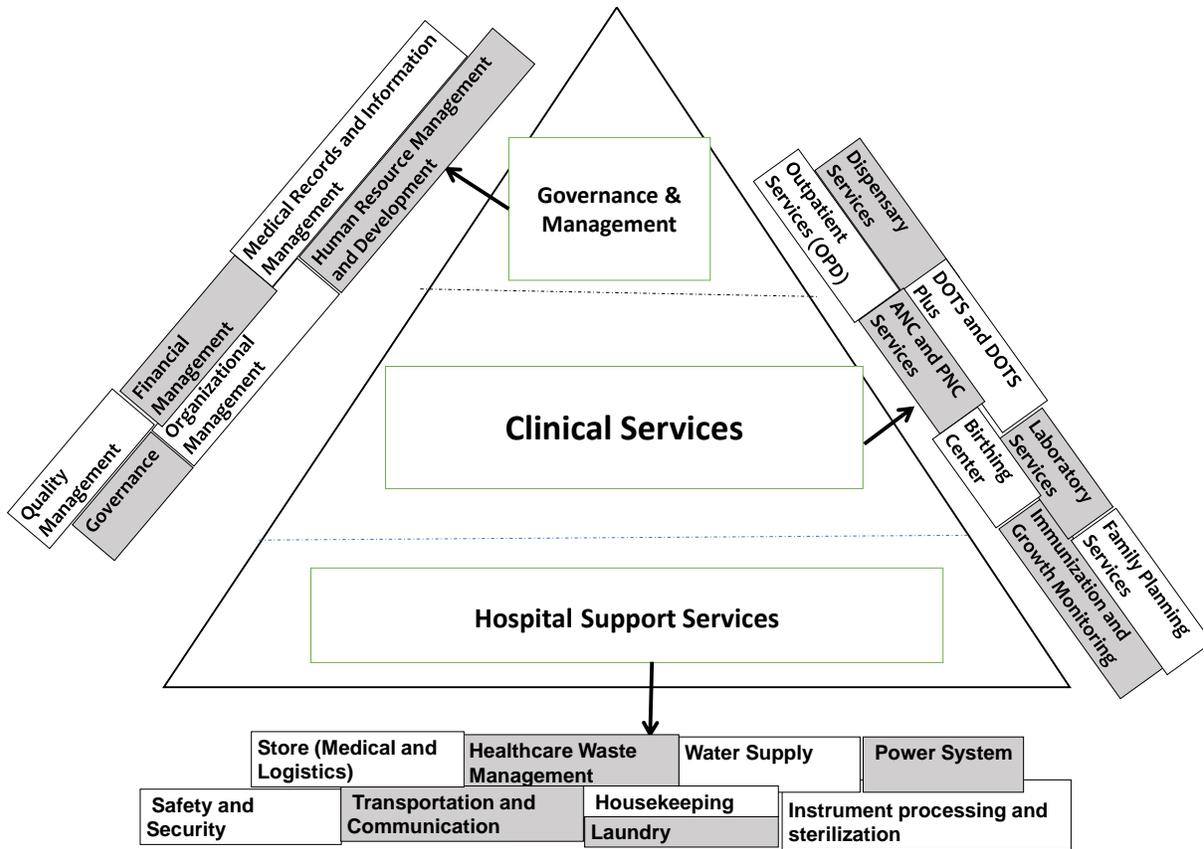


Figure 1 Organization of the Standards in MSS for Health Posts

How to use this Checklist?

The MSS for health posts is primarily a self- assessment tool. Each standard has set of dimensions with one or more verification criteria which are assessed. The checklist enables health posts to measure the existing situation through scoring and helps to identify the gap areas to be addressed through the development of the actions plans. This is a cyclical process and its details are explained in the implementation guideline and users' guide for further understanding of assessment, process of action plan development and follow up of improvement from baseline. The key steps are as follows:

Group discussion

- Conduct a group discussion in your health posts to see if the health post really meets the given standards under each section.

Filling the checklist

- Read each section carefully and if your health post meets the given standards, please score from 0 to 3 in the column of the score based on the maximum score for that standard

- For areas where there is indication of checking annex, please calculate the percentage and follow the scoring chart for scoring from 0 to 3
- Please use individual copies for each area wherever applicable so that there is least biasness in the assessment
- Complete this process for all the standards

Scoring the checklist

- In each section, add the total score and convert it into percentage.
- Add the scores of each sub-sections and calculate the average of that section.

Sample of filling the tool

Area	Code	Verification		
Instrument processing and sterilization	3.1			
Components		Standards	Obtained Score	Maximum Score
3.1.1 Space	3.1.1	Separate area for instrument processing and autoclave with running water facility	1	1
3.1.2 Staffing	3.1.2	Separate staffs assigned for instrument processing and autoclave and is led by infection prevention trained personal	1	1
3.1.3 Equipment and supplies	3.1.3	Equipment and supplies for sterilization available and functional round the clock (See Annex 3.1a Equipment and Supplies for Instrument Processing and Sterilization at the end of this standard)	2	3
3.1.4 Preparing consumables	3.1.4	Wrapper, gauze, cotton balls, bandages are prepared.	1	1
Standard 3.1		Total Score	5	6
		Percentage = Total Score / 6 x 100= 5/6x100	83.33%	

Annex 3.1a Equipment and Supplies for Instrument Processing and Sterilization			
SN	Items	Required No.	Score
1.	Working Table	1	1
2.	Basket for Transportation	2	0
3.	Surgical Drums	2	0
4.	Storage Shelves	1	1
5.	Boiler or Momo pot	1	1
Total Score			3
Total Percentage = 3/5 X 100			75

Each row gets a score of 1 if all the required number is available otherwise 0.

Scoring Chart	
Total Percentage	Score
0-50	0

50-70	1
70-90	2
90-100	3
Score for Standard 3.1.3	2

Weightage of the sections and Overall MSS Score

After assessment of all the sections of the standards, for overall scoring, each section is then weighed. The section of the governance and management (Section I) is weighed in 20%, that of clinical service management (Section II) is weighed in 60% and that of support service management (Section III) is weighed in 20%. For example:

If Section I has the overall score of 80%, Section II has 60% and Section III has 80%; the overall score of the hospital for MSS assessment is calculated as:

$$\text{Overall MSS Score} = (0.2 \times \text{Section I} + 0.6 \times \text{Section II} + 0.2 \times \text{Section III}) \%$$

$$\text{Overall MSS Score} = (0.2 \times 80\% + 0.6 \times 60\% + 0.2 \times 80\%)$$

$$\text{Overall MSS Score} = 68\%$$

Tool for Minimum Service Standards for Health Post

Section I Governance and Management

Summary Sheet for Number of Standards and Scores of Section I

Area	Total Number of Standards	Total Score	Total Obtained Score (Percentage)
Governance	25	25	
Organizational Management	15	15	
Human Resource Management and Development	10 (12*)	12 (14*)	
Financial Management	13	13	
Medical Records and Information Management	8	8	
Quality Management	8	10	
Total	79 (81*)	83 (85*)	

* For health posts with birthing centers

Area	Code	Verification		
Governance	1.1			
Components		Standards	Obtained Score	Maximum Score
1.1.1 Formation of Health Facility Operation Management Committee (HFOMC)	1.1.1	HFOMC is formed based on the guidelines provided by Ministry of Health and Population (MoHP)/ Provincial Government/ Local Government		1
1.1.2 Capacity building of HFOMC	1.1.2	All HFOMC members have received an orientation on HFOMC Terms of Reference and functions		1
1.1.3 Availability of Health Post In-charge	1.1.3	Health Post In-charge position is fulfilled as per organogram		1
1.1.4 Functional HFOMC	1.1.4.1	HFOMC meetings called upon by member secretary / Health Post In-charge and headed by chairperson conducted as per guideline (at least once every three months) and as per need		1
	1.1.4.2	HFOMC meetings have covered at least following agenda (See minutes of last meetings):		
	1.1.4.2.1	Health post services availability		1
	1.1.4.2.2	Health post services utilization and targets' e.g. service utilization by disadvantaged and marginalized groups, referrals		1
	1.1.4.2.3	Health post's financial issues		1
	1.1.4.2.4	Patient rights issues e.g. patient facilities, analysis of complaints received, patient security, infection prevention		1
	1.1.4.2.5	Management issues- HR issues, security issues		1
	1.1.4.2.6	Infrastructure/ Equipment issues		1
	1.1.4.2.7	Coordination issues with local governance- rural municipality/ municipality, referral hospitals, provincial, federal, DoHS, MoHP		1
	1.1.4.2.8	Review of decisions and recommendations of staff meeting and QI Committee meetings discussions		1
1.1.5 Annual plan & budget	1.1.5	Annual plan & budget is approved by HFOMC before the fiscal year starts		1
1.1.6 Storage of HMC documents	1.1.6	There is a separate locker for storage of HFOMC documents.		1

1.1.7 Accountability	1.1.7.1	Updated citizens charter is displayed		1
	1.1.7.2	Notices of public concern are displayed publicly		1
	1.1.7.3	Complaint boxes are kept in a visible place		1
	1.1.7.4	A detailed list of all services including number of community health units (CHUs) and Extended Immunization (EPI) clinics is publicly displayed		1
	1.1.7.5	Updated social map with catchment area and disadvantaged and marginalized population is available and displayed		1
	1.1.7.6	List of 'free drugs' publicly displayed with availability status		1
	1.1.7.7	List of mothers who received AAMA incentives displayed on notice board		1
1.1.8 Conduct social audit	1.1.8	Social audit is conducted for last year by third party		1
1.1.9 Infrastructure of health post	1.1.9.1	Health facility has ownership of the land as per the guideline		1
	1.1.9.2	Health facility has its own building, constructed based on guideline		1
1.1.10 Community support to health post	1.1.10	There are need based staffs contracted in support of the local government resources in the health post		1
Standard 1.1		Total Obtained Score		25
		Percentage = Total Obtained Score / 25x 100		

Area	Code	Verification		
Organizational Management	1.2			
Components		Standards	Obtained Score	Maximum Score
1.2.1 Organizational structure	1.2.1.1	Updated organizational chart (organogram) with HFOMC members, health post staffs and FCHVs ¹ displayed		1
	1.2.1.2	Organogram of health post is reviewed every 5 years and forwarded to higher authority		1

¹ Female Community Health Volunteers

1.2.2 Work division and delegation of authorities	1.2.2	Written delegation of authorities is maintained		1
1.2.3 Maintaining users' flow system	1.2.3	Navigation chart with services and room number and/or name guiding users' to access services		1
1.2.4 Queue system	1.2.4	Health post implements queue system for users (separate for elderly, disable and pregnant)		1
1.2.5 Attendance	1.2.5	All staffs of health posts maintain their attendance register daily		1
1.2.6 Dress code for all staffs	1.2.6.1	All health posts staffs have uniform / apron which is worn on duty		1
	1.2.6.2	All health post staffs carry personal ID cards when on duty		1
1.2.7 Maintaining effective team work environment	1.2.7.1	Staff meetings are conducted monthly		1
	1.2.7.3	Staff meetings cover the following agenda (see meeting minutes):		
	1.2.7.3.1	Capacity building of staffs including rotation of staff		1
	1.2.7.3.2	Service coverage and utilization including recording and reporting		1
	1.2.7.3.3	Support required for FCHVs mobilization and performance		1
	1.2.7.3.4	Health promotional activities in the catchment area like school health program, screening camps, participation in mothers' group meeting		1
1.2.7.4	Separate space allocated for breast feeding for staffs		1	
1.2.8 Road connectivity	1.2.8	HFOMC coordinates for maintaining road connectivity of health post		1
Standard 1.2		Total Obtained Score		15
		Percentage = Total Obtained Score / 15x 100		

Area	Code	Verification		
Human Resource Management and Development	1.3			
Components		Standards	Obtained Score	Maximum Score
1.3.1 Personnel administration policy	1.3.1	Personnel administration guideline of HFOMC is available (for all staffs including locally hired staff) and practiced accordingly		1
1.3.2 Human resource records	1.3.2	Individual records of all staffs including contract staffs are maintained and updated.		1

1.3.3 Staffing	1.3.3.1	Staffs available for service in health post as per organogram (See Annex 1.3a Organogram at the end of this standard)		3
	1.3.3.2	<i>Maaga Akriti</i> form (माग आकृति फारम) correspondence to fulfill vacant positions to concerned authority as per guideline		1
	1.3.3.3	If health post is a birthing center, availability of at least 2 SBA trained ANM or Staff nurse for providing delivery services		1*
1.3.4 Job description	1.3.4	All staffs including HFOMC staffs are given a job description when they are recruited/ posted to health post (permanent and contract staff)		1
1.3.5 Review of performance	1.3.5.1	Performance appraisal (का. स. मु.) of all staffs is done as per guideline		1
1.3.6 Motivating staff and occupational safety	1.3.6.1	A training plan for the health post is developed based on the training needs of the staff identified at the performance appraisal		1
	1.3.6.3	There is activity conducted to motivate staff (staff retreat, rewards, recognition of performances, etc.) at least once a year.		1
	1.3.6.4	Health post has system for addressing occupational hazard like needle stick injury, vaccination		1
1.3.7 Staff quarter in birthing center*	1.3.7	Quarter for nursing staff for 24-hour delivery services in birthing centers		1*
1.3.8 Space for meeting	1.3.8	A multi-purpose hall available in health post		1
		Total Score		12 (14*)
Standard 1.3		Percentage = Total Obtained Score / 12 or 14*x 100		

* Applicable only for birthing centers

Annex 1.3a Organogram of Health Post

S.No.	Cadre of health care workers	Required Number	Obtained Score	Maximum Score
1.	Health Post Incharge HA or Senior AHW	1		1
2.	Auxiliary Nurse Midwife (ANM) ²	2-3		1
3.	Auxiliary Health Worker (AHW) ³	2-3		1
4.	Office Assistant (OA)	1		1

² Hills & Mountain-2, Terai- 3

³ Hills & Mountain-2, Terai- 3

Total Obtained Score	4
Total Percentage = Total Obtained Score/ 4 x100	

Each row gets a score of 1 in each row if it is available otherwise 0.

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 1.3.3.1	

Area	Code	Verification	Obtained Score	Maximum Score
Financial management	1.4			
Components		Standards		
1.4.1 Formulation and approval of Annual Budget	1.4.1.1	An annual budget is developed incorporating revenue from government grants, program grants and support provided by other organizations and internal income		1
1.4.2 Service fees	1.4.2.1	Basic health services are provided for free from health posts		1
	1.4.2.2	If additional services other than basic health services, service fees are updated/fixed by HFOMC every year		1
1.4.3 Mechanism for disbursement of funds to clients	1.4.3	Has and utilizes Aama program and referral funds		1
1.4.4 Bank Account	1.4.4.1	Bank account of health facility is operated by joint signatures of Committee Chairperson and Health Facility In-charge or as per government guidelines.		1
1.4.5 Financial review and audit	1.4.5.1	Budget absorption rate of last fiscal year is as per national target		1
	1.4.5.2	Internal audit, financial and physical progress review is done monthly		1
	1.4.5.3	Final audit/ external audited accounts are available for last year.		1
1.4.6 Health Posts prepares	1.4.6.1	Health post prepares and keeps monthly financial report.		1

financial reports	1.4.6.2	Annual financial report is submitted to HFOMC		1
1.4.7 Clearing financial irregularities	1.4.7.1	Financial irregularities are responded within 35 days		1
	1.4.7.2	Clearance of financial authorities is done as per national target		1
1.4.8 Inventory inspection	1.4.8	Inventory inspection is done once in a year and managed accordingly		1
Standard 1.4		Total Score		13
		Percentage = Total Obtained Score / 13 x 100		

Area	Code	Verification		
Medical Records and Information Management	1.5			
Components		Standards	Obtained Score	Maximum Score
1.5.1 Managing medical records	1.5.1.1	Users registration is done using the registers		1
	1.5.1.2	Referral records are kept using the standard form (HMIS) and register		1
	1.5.1.3	Records and reports from FCHVs are collected and verified monthly		1
1.5.2 Evidence generation and utilization	1.5.2.1	Monthly reports (HMIS) are shared to the national database via local government level		1
	1.5.2.2	Services utilization statistics are analyzed at least every quarter and discussed within staffs (Check last quarter status)		1
	1.5.2.3	Key statistics of service utilization from health post and its outreach services in comparison to target is displayed publicly		1
1.5.3 Focal person for information management	1.5.3.1	Staff is assigned for medical record keeping and reporting and is verified by health post in-charge		1
	1.5.3.2	In-charge of health post communicates with patients/clients, their relatives, media and other stakeholders.		1
Standard 1.5		Total Score		8

	Percentage = Total Obtained Score / 8x100	
--	--	--

Area	Code	Verification		
Quality Management	1.6			
Components		Standards	Obtained Score	Maximum Score
1.6.1 Health Facility QI Committee	1.6.1.1	Health Facility QI committee is formed according to Guideline.		1
	1.6.1.2	QI committee meetings are held at least every 4 months.		1
1.6.2 Addressing issues in report of social audit	1.6.2	The findings of social audit like client exit interview are shared in staff meeting		1
1.6.3 Assessing quality	1.6.3	Health post is using MSS tool at least every 4 months		1
1.6.4 Planning to improving quality	1.6.4	Health post has developed specific plans to improve quality based on the MSS assessment.		1
1.6.5 Health Post uses QI tools	1.6.5	Health post uses QI tools for assessment of the major priority government programs (less than 50%=0, 50-70% =1, 70-90% = 2, 90-100% =3)		3
1.6.6 Implementing QI plan	1.6.6.1	Health post has implemented the specific activities based on the MSS plan.		1
	1.6.6.2	Health post has implemented specific activities based on gap analysis of QI tools		1
Standard 1.6		Total Obtained Score		10
		Percentage = Total Obtained Score/10 x 100		

Section II: Clinical Service Management Standards

Summary Sheet of Standards and Scores of Section II

Area	Total Number of Standards	Total Score	Total Obtained Score (Percentage)
Outpatient service (OPD)	40	58	
Immunization and Growth Monitoring	16	18	
Family Planning Services	18	20	
Antenatal check up and postnatal check up Services	19	21	
DOTS⁴ and DOTS Plus Clinic	22	22	
Dispensary services	23 (24*)	23 (24*)	
Birthing center**	35	41	
Laboratory Services	22	26	
Total	195 (196*)	229 (230*)	

* Malaria endemic areas

**Applicable only for health post with birthing center

⁴ DOTS= Direct Observed Treatment Short-course

Area	Code	Verification		
Outpatient service (OPD) Standards		Standards	Obtained Score	Maximum Score
2.1.1 Time for patients	2.1.1.1	OPD is open from 10 AM to 3 pm		1
	2.1.1.2	Tickets for routine OPD are available till 2 pm		1
	2.1.1.3	Emergency services from health post is available from 10 am to 5 pm		1
2.1.2 Adequate Staffing	2.1.2.1	Mid-level health workers available for the OPD services		1
2.1.3 Maintaining patient privacy	2.1.3	Patient privacy maintained with separate rooms, curtains hung, maintaining queuing of patients		1
2.1.4 Patient counseling	2.1.4.1	Counseling is provided to patients about the type of treatment being given and its consequences		1
	2.1.4.2	Appropriate IEC materials (posters, leaflets etc.) as an IEC corner available in the OPD waiting area.		1
2.1.5 Physical facilities	2.1.5.1	At least one rooms with adequate space for one midlevel health worker and patients is dedicated for OPD services		1
	2.1.5.2	Light and ventilation are adequately maintained		1
	2.1.5.3.1	Required furniture and supplies are available (See Annex 2.1a Furniture and Supplies for OPD Service)		3
2.1.6 Equipment, instrument and supplies	2.1.6	Equipment, instrument and supplies to carry out the OPD works are available and functioning (See Annex 2.1b Equipment, instrument and supplies for OPD Service)		3
2.1.7 Availability and use of the STP	2.1.7	Standard treatment protocol (STP) is available and used in the OPD		1
2.1.8 Duty rosters	2.1.8	Duty rosters of staffs are developed weekly and displayed in appropriate location		1
2.1.9 Common communicable disease identification, treatment and referral	2.1.9.1	At least one of the staff is assigned and able (trained) to treat the common communicable diseases and refer when needed		1
	2.1.9.2	Minimum list of the common communicable diseases that are identified, treated and referred as needed from the health post (See Annex 2.1c List of common communicable diseases)		3
2.1.10 Common RH morbidities identification, treatment and referral	2.1.10.1	At least one of the staff is able (trained) to treat common reproductive health (RH) morbidities		1
	2.1.10.2	Minimum list of the common reproductive health morbidities that are identified, treated and referral as need from the health post (See Annex 2.d Minimum List of common reproductive health morbidities)		3
2.1.11 GBV identification, assessment,	2.1.11.5.1	At least one of the staff is trained to identify, assess, stabilize and refer the survivor of gender based violence (GBV)		1

and management				
2.1.12 NCDs identification, treatment and referral	2.1.12.1	At least one of the staff is trained for treatment of the common non-communicable diseases (NCDs) (PEN ⁵ protocol)		1
	2.1.12.2	Minimum list of the NCDs that are identified, treated and referral as need from the health post (See Annex 2.1e Minimum List of non-communicable diseases treated and referred)		3
2.1.13 Newborn and Childhood morbidities identification, treatment and referral	2.1.13.1	At least one of the staff is trained in CBIMNCI ⁶ /FBIMNCI ⁷ protocol and guideline		1
	2.1.13.2	Assessment, classification, treatment and referral of sick newborn, children and premature as per IMNCI guidelines		1
2.1.14 ENT (ear, nose and throat), oral and eye problems identification, treatment and referral	2.1.14.1	At least one of the staff is able (trained) in treatment of the common ENT (ear, nose and throat), oral and eye problems		1
	2.1.14.2	Minimum list of the common ear, neck and throat and eye problems that are identified, treated and referral as need from the health post (See Annex 2.1f Minimum List of non-communicable diseases identified, treated and referred)		3
2.1.15 Mental Health problems identification, treatment and referral	2.1.15.1	At least one of the staff is able (trained) in identification, assessment and treatment of the common mental health problems		1
	2.1.15.2	Minimum list of the common mental health problems that are identified, treated and referral as need from the health post (See Annex 2.1g Minimum List of mental health problem identified, treated and referred)		3
2.1.16 Identification and assessment of surgical cases and referral	2.1.16.1	At least one of the staff is able (trained) to identify the surgical cases and refer them to higher center		1
	2.1.16.2	Minimum list of the surgical problems that are identified, treated and referral as need from the health post (See Annex 2.1h Minimum List of Surgical Cases Identified and Referred)		3
2.1.17 Emergency conditions identification, stabilization and referral	2.1.17.1	All staffs trained on basic life support (BLS) services and able to provide CPR (Cardio-Pulmonary Resuscitation)		1
	2.1.17.2	Minimum list of the common emergency situations identified, stabilized and referral as needed from the health post (See Annex 2.1i Minimum List of the emergency conditions identified, stabilized and referred)		3
2.1.18 Facilities for patients	2.1.18.1	Availability of waiting/registration space with sitting arrangement is available for at least 5-10 persons		1
	2.1.18.2	Safe drinking water is available in the waiting area throughout the day.		1
	2.1.18.3	There are 3 toilets with hand-washing facilities (1 for males and 1 for females separate, 1 universal		1

⁵ PEN= Package for Essential Non-communicable Disease

⁶ CBIMNCI= Community Based Integrated Management of Newborn and Childhood Illness

⁷ FBIMNCI= Facility Based Integrated Management of Newborn and Childhood Illness

		toilet)		
	2.1.18.4	Hand-washing facilities are available for patients		1
2.1.19 Recording and reporting	2.1.19	OPD register available in OPD and ICD 10 classification for diagnosis recorded in standard forms and formats		1
2.1.20 Infection prevention	2.1.20.1	Masks and gloves are available and used		1
	2.1.20.2	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used		1
	2.1.20.3	Hand-washing facility with running water and soap or hand sanitizer is available for health workers		1
	2.1.20.4	Needle cutter is used		1
	2.1.20.5	Chlorine solution is available and utilized for decontamination		1
Standard 2.1.1		Total Obtained Score		58
		Total Percentage (Total Obtained Score/ 58 x100)		

Annex 2.1a Furniture and Supplies for OPD Service

SN	Name	Required Quantity	Score
1.	Working desk	1	
2.	Chairs	3	
3.	Examination bed with mattress	1	
4.	Pillow	1	
5.	Footstep	1	
6.	Bed sheet	2	
7.	Macintosh	2	
8.	Screen	1	
9.	Cupboard	1	
Total score			
Percentage = Total score/ 9x 100			

Each row gets a score of 1 in each row if is available otherwise 0

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.5.3.1	

Annex 2.1b Equipment, instrument and supplies for OPD Service

SN	Name	Required Quantity	Score
1.	Stethoscope	1	
2.	Sphygmomanometer	1	
3.	Digital thermometer	1	
4.	Knee-jerk hammer	1	
5.	ENT set	1	
6.	Flashlight/ torch light	1	
7.	Stop watch/ Timer	1	
8.	Tuning fork	1	
9.	Duck's speculum	1	
10.	Proctoscope	1	
11.	Hand sanitizer	1	
12.	Examination gloves	1 box	
13.	Sterile examination gloves	2 each of different sizes	
14.	Examination lamp (1)	1	
15.	Disposable wooden tongue depressor	As per need	
16.	High efficiency masks	As per need	
17.	Weighing scale –adult	1	
18.	Weighing scale –infant	1	
19.	Weighing scale –under-five (Salter or Secca scale)	1	
20.	Height/ length board	1	
21.	Snellen's chart	1	
22.	MUAC tape	3	
23.	Sputum collection container	As per need	
24.	Slides for sputum sample	As per need	
25.	Sterile sputum specimen tapped glass jars	As per need	
26.	Lab record forms	As per need	
27.	Clinical records forms	As per need	
Total score			
Percentage = Total score/ 25 x 100			

Each row gets a score of 1 in each row if is available otherwise 0

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.6	

Annex 2.1c List of common communicable diseases

S.No.	List of the communicable diseases (minimum) identified, treated and referred	Score
1.	Leprosy	
2.	Malaria	
3.	Acute diarrhea	
4.	Amoebiasis and other protozoal diseases	
5.	Typhoid and para typhoid	

6.	Parasitic infection	
7.	Kala-azar	
8.	Filariasis	
9.	Scabies	
10.	Pediculosis	
11.	Common fungal infections	
12.	Mumps	
13.	Measles	
14.	Chickenpox	
15.	Rubella	
16.	Seasonal influenza	
17.	Sinusitis	
18.	Pharyngitis	
19.	Tonsillitis	
20.	Bronchitis	
21.	Pneumonia	
Total score		
Total Percentage= Total score/21 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.9.2	

See Annex 2.1d List of common reproductive health morbidities

S.No.	Common reproductive health morbidities identified, treated and referred	Score
1.	HIV AIDS	
2.	Syphilis	
3.	Ophthalmianeonatorum	
4.	Urethral discharge syndrome	
5.	Uterovaginal prolapsed	
6.	Vaginal discharge syndrome	
7.	Genital ulcer syndrome	
8.	Lower abdominal pain syndrome	
9.	Scrotal swelling syndrome	
10.	Inguinal bubo syndrome	
11.	Utero-vaginal prolapsed	
12.	Obstetric fistula	
13.	Cervical Cancer	
14.	Abortion service (Medical abortion up to 12 weeks)	
Total score		
Total Percentage= Total score/14 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.10.2	

Annex 2.1e List of non-communicable diseases

S.No.	Minimum List of non-communicable diseases identified, treated and referred	Score
1.	Heart Disease (hypertension, myocardial infarction)	
2.	Stroke	
3.	Diabetes Mellitus	
4.	Chronic obstructive pulmonary diseases	
5.	Cancer (Cervical Cancer)	
Total score		
Total Percentage= Total score/5 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.12.2	

Annex 2.1f List of the ENT, Oral and Eye Problems

S.No.	List of Ear, Nose and Throat, and Eye Problems	Score
-------	--	-------

identified, treated and referred		
1.	Furunculosis,	
2.	Otitis externa	
3.	Otomycosis,	
4.	Acute otitis media	
5.	Hearing problem	
6.	Vestibulitis	
7.	Referral	
8.	Ear Wax	
9.	Gingivitis,	
10.	Glossitis	
11.	Mouth ulcer	
12.	Stomatitis	
13.	Abscess	
14.	Dental caries	
15.	Conjunctivitis	
16.	Stye	
17.	Blepharitis	
Total score		
Total Percentage= Total score/17 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.14.2	

Annex 2.1g List of common mental health problems

S.No.	List of mental health problems identified and referred (as per BHS package)	Score
1.	Depression	
2.	Anxiety	
3.	Psychosis (Follow up and refill medicines)	
4.	Substance abuse	
5.	Alcohol dependency	
6.	Idiopathic epilepsy (Follow up and refill medicines)	
Total score		
Total Percentage= Total score/6x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.15.2	

Annex 2.1h List of General Surgical Cases Identified and Referred

S.No.	List of common surgical cases identified and referred (as per BHS package)	Score
1.	Hernia	
2.	Hydrocele	
3.	Cellulitis	
4.	Abscess	
Total score		
Total Percentage= Total score/4x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.16.2	

Annex 2.1i List of Common Emergency Conditions

S.No.	List of the common emergency conditions identified, treated and referred	Score
1.	Acute pain	
2.	Shock	
3.	Convulsion	
4.	Road traffic accident	
5.	Fracture, joint subluxation, dislocation	
6.	Uncomplicated first-degree burn	
7.	Poisoning	
8.	Drowning	
9.	Foreign body (removal)	
10.	Epsitaxis	
Total score		
Total Percentage= Total score/10 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.1.17.2	

Area	Code	Verification		
Immunization and Growth Monitoring	2.2.1			
Components		Standards	Obtained Score	Maximum Score

2.2.1.1 Time for patients	2.2.1.1	Immunization and growth monitoring service is available from 10 AM to 3 PM. On scheduled days	1
2.2.1.2 Staffing	2.2.1.2	At least one of the Mid level health worker trained in immunization and growth monitoring available for service	1
2.2.1.3 Maintaining patient privacy	2.2.1.3	Appropriate techniques have been used to ensure the patient privacy (separate rooms, curtains hung, maintaining queuing of patients).	1
2.2.1.4 Patient counseling	2.2.1.4.1	Counseling is provided to caretaker about the type of vaccine, its schedule, nutritional status of child.	1
	2.2.1.4.2	Appropriate IEC/BCC materials on vaccine, schedule and child growth and nutrition are available in immunization and growth monitoring area	1
2.2.1.5 Instrument, equipment and supplies available	2.2.1.5	Immunization and growth monitoring instrument, equipment and supplies are available (See Annex 2.2.1a instrument, equipment and supplies for Immunization and growth monitoring)	3
2.2.1.6 Availability and use of STP	2.2.1.6	Standard treatment protocol for health post is available and used for immunization services	1
2.2.1.7 Physical facilities	2.2.1.7.1	Adequate space for health worker and patients are available with at least one working table, chair for health worker and two patients' chair	1
	2.2.1.7.2	Light and ventilation are adequately maintained.	1
2.2.1.8 Recording and reporting	2.2.1.8.1	Patient's card (Health card, growth chart) and immunization register available and services recorded	1
	2.2.1.8.2	Adverse immunization reactions, complication, severe under-nutrition and referral to other sites recorded and reported	1
2.2.1.9 Infection prevention	2.2.1.9.1	Masks and gloves are available and used	1
	2.2.1.9.2	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used	1
	2.2.1.9.3	Hand washing facility with running water and soap is available for practitioners.	1
	2.2.1.9.4	Needle cutter is used and puncture proof box or safety box available and used for sharps disposal	1
	2.2.1.9.5	Chlorine solution is available and utilized.	1
Standard 2.2.1	Total Obtained Score		18
	Total Percentage (Total Obtained Score/ 18 x100)		

Annex 2.2.1a Instruments, equipment and Supplies for Immunization and Growth Monitoring

SN	Name	Required Quantity	Score
1.	Weighing scale (Infantometer and Secca Scale)	At least one each	
2.	Stadiometer	At least one	
3.	MUAC tape	2	
4.	Cold chain box or vaccine carrier set with ice packs	At least one set	
5.	Different size syringe for immunization (1,2,3,5,10 ml)	At least 10 each	
6.	Cotton in swab container	As per needed	
7.	Container for clean water	As per needed	
Vaccines available as per national protocol available round the year			
8.	Bacillus Calmatte Guerin (BCG)	No stock out round the year	
9.	Pentavalent (DPT, HiB, Hep B), FIPV	No stock out round the year	
10.	Oral polio vaccine	No stock out round the year	
11.	Pneumococcal conjugated vaccine	No stock out round the year	
12.	Measles/ rubella	No stock out round the year	
13.	Japanese encephalitis	No stock out round the year	
14.	Vitamin A	No stock out round the year	
Total score			
Percentage = Total score/ 14 x 100			

Each row gets a score of 1 in each row if is available otherwise 0

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.2.1.5	

Area	Code	Verification	Obtained Score	Maximum Score
Family planning Service	2.2.2			
Components		Standards		
2.2.2.1 Time for patients	2.2.2.1	Family planning (FP) service is available from 10 AM to 3 PM.		1
2.2.2.2 Space	2.2.2.2	A separate area/space dedicated for family planning counseling and services		1
2.2.2.3 Staffing	2.2.2.3	At least one Mid level health worker trained in family planning assigned for the services		1

2.2.2.4 Maintaining patient privacy	2.2.2.4	Appropriate techniques have been used to ensure the patient privacy (separate rooms, curtains hung, maintaining queuing of patients).		1
2.2.2.5 Patient counseling	2.2.2.5.1	Counseling is provided to users of FP methods		1
	2.2.2.5.2	Appropriate IEC/BCC materials on FP including DMT tool used for counseling		1
2.2.2.6 Supplies available	2.2.2.6	Supplies for FP Services available (See Annex 2.2.2a Supplies for FP services)		3
2.2.2.7 Equipment and supplies available	2.2.2.7	Functional BP set, stethoscope, thermometer, and weighing scale available for FP services		1
2.2.2.8 Availability and use of STP	2.2.2.8	Standard treatment protocol for is available and used for FP services		1
2.2.2.8 Physical facilities	2.2.2.8.1	At least one working table, chair for health worker and two patients' chair and one examination bed		1
	2.2.2.8.2	Light and ventilation are adequately maintained.		1
2.2.2.9 Recording and reporting	2.2.2.9.1	Patient's health card and FP register available and services recorded		1
	2.2.2.9.2	FP related complication, defaulter and contraceptive failure are recorded and reported		1
2.2.2.10 Infection prevention	2.2.2.10.1	Masks and gloves are available and used		1
	2.2.2.10.2	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used		1
	2.2.2.10.3	Hand washing facility with running water and soap is available for practitioners.		1
	2.2.2.10.4	Needle cutter is used		1
	2.2.2.10.5	Chlorine solution is available and utilized.		1
Standard 2.2.2	Total Obtained Score			20
	Total Percentage (Total Obtained Score/ 20 x100)			

Annex 2.2.2a Supplies for Family Planning

SN	Name	Required Quantity	Score
1.	Condoms	As per needed	
2.	Combined oral contraceptive pills	As per needed	
3.	IUD	As per needed	
4.	IUD Insertion and removal Set	At least 2	
5.	Implants	As per needed	

6.	Implants insertion and removal set	At least 2	
7.	Injection Depo provera	As per needed	
8.	Emergency contraceptive pills	As per need	
9.	Sterile surgical gloves (different sizes)	2-3	
Total score			
Percentage = Total score/ 9 x 100			

Each row gets a score of 1 in each row if is available otherwise 0

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.2.2.6	

Area	Code	Verification	Obtained Score	Maximum Score
ANC⁸ and PNC⁹ Services	2.2.3			
Components		Standards		
2.2.3.1 Time for patients	2.2.3.1	ANC and PNC care service is available from 10 AM to 3 PM.		1
	2.2.3.2	Emergency services from health post is available from 10 am to 5 pm		1
2.2.3.2 Space	2.2.3.2	A separate area/space dedicated for ANC, and PNC examination and counseling services		1
2.2.3.3 Staffing	2.2.3.3	At least one Mid level health worker trained in ANC, and PNC examination and services is assigned for the services		1
2.2.3.4 Maintaining patient privacy	2.2.3.4	Appropriate techniques have been used to ensure the patient privacy (separate rooms, curtains hung, maintaining queuing of patients).		1
2.2.3.5 Patient counseling	2.2.3.5.1	Counseling is provided to women and family on care during pregnancy, danger signs and birth preparedness package, postnatal care, early, exclusive and extended breast feeding, immunization		1
	2.2.3.5.2	Appropriate IEC/BCC materials on ANC, PNC and newborn care available and used		1
	2.2.3.5.3	Counseling on co-morbid status like TB, HIV/AIDS, Syphilis, Herpes, Hepatitis are counseled and referral accordingly		1
2.2.3.6 Supplies for ANC Services available	2.2.3.6	Supplies for ANC and PNC Services available (See Annex 2.2.3a Supplies for ANC and PNC services) and used		3
2.2.3.7 Availability and use of STP	2.2.3.7	Standard treatment protocol for health post is available and used		1
2.2.3.8 Physical facilities	2.2.3.8.1	At least one working table, chair for health worker and two patients' chair and one examination bed		1
	2.2.3.8.2	Light and ventilation are adequately maintained.		1
2.2.3.9 Recording and reporting	2.2.3.9.1	Patient's health card and respective registers are available and services recorded		1
	2.2.3.9.2	ANC check up findings, PNC check up findings and newborn examination findings are recorded and reported		1
2.2.3.10 Infection prevention	2.2.3.10.1	Masks and gloves are available and used		1
	2.2.3.10.2	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used		1

⁸ ANC= Antenatal Checkup

⁹ PNC= Postnatal Checkup

	2.2.3.10.3	Hand washing facility with running water and soap is available for practitioners.		1
	2.2.3.10.4	Needle cutter is used		1
	2.2.3.10.5	Chlorine solution is available and utilized.		1
Standard 2.2.3	Total Obtained Score			21
	Total Percentage (Total Obtained Score/ 21 x100)			

Annex 2.2.3a Supplies for ANC Services

SN	Name	Required Quantity	Score
1.	Examination bed with mattress	At least 1	
2.	Weighing scale for adult	At least 1	
3.	Footstep	At least 1	
4.	Stool/chair	At least 3	
5.	Pillow	At least 1	
6.	Pillow cover	At least 1	
7.	Bedsheet	At least 2	
8.	Mackintosh	At least 2	
9.	Adult MUAC tape	At least 2	
10	Height board (adult)	At least 1	
11	Fetoscope	At least 2	
12	Tape to measure fundal height	At least 2	
13	Syphygmomanometer	At least 1	
14	Stethoscope	At least 1	
15	Thermometer	At least 1	
16	Speculum	At least 2	
17	Iron/Folic acid	No stock out round the year	
18	Td vaccine	No stock out round the year	
19	Vitamin A	No stock out round the year	
20	Examination gloves	At least 1 box	
21	Table calendar	At least one	
Total score			
Percentage = Total score/ 21 x 100			

Each row gets a score of 1 in each row if is available otherwise 0

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.2.2.6	

Area	Code	Verification	Obtained Score	Maximum Score
DOTS¹⁰ and DOTS Plus Clinic	2.2.4			
Components		Standards		
2.2.4.1 Time for patients	2.2.4.1	DOTS and DOTS plus Service is available from 10 AM to 3 PM.		1
2.2.3.2 Staffing	2.2.4.2	At least one Mid level health worker trained in DOTS assigned for the services		1
2.2.3.3 Maintaining patient privacy	2.2.4.3	Appropriate techniques have been used to ensure the patient privacy (separate rooms, curtains hung, maintaining queuing of patients).		1
2.2.3.4 Patient counseling	2.2.4.4.1	Counseling is provided to patients about the type of treatment being given and its consequences.		1
	2.2.4.4.2	Appropriate IEC/BCC materials on TB, co-infection of HIV/AIDS (posters, leaflets) are available in treatment area		1
	2.2.4.4.3	History taking and screening and collection of samples from suspected cases is done		1
	2.2.4.4.4	Sample collected is transported to the higher facility or patient is referred for confirmatory diagnosis and co-infection		1
2.2.3.5 Medicine available and prescribed	2.2.4.5	Medicines for TB as per government treatment protocol for 1st line, category I and II are available and prescribed based on protocol		1
2.2.3.6 Equipment and supplies available	2.2.4.6.1	DOTS corner or room has functional BP set, stethoscope, thermometer and weighing scale		1
2.2.4.7 Availability and use of STP	2.2.4.7	Standard treatment protocol for health post is available and used		1
2.2.4.7 Physical facilities	2.2.4.8.1	Adequate space with at least one working table, chair for health worker, shelf for storage of medicine and registers and two		1

¹⁰ DOTS= Direct Observed Treatment Shortcourse

		patients' chair		
	2.2.4.8.2	Light and ventilation are adequately maintained.		1
2.2.4.8 Facilities for patients	2.2.4.9.1	Safe drinking water with mug or glass is available for taking medicine		1
	2.2.4.9.2	Hand-washing facilities are available for patients.		1
2.2.4.9 Recording and reporting	2.2.4.10.1	Patient's card (DOTS) and register available and services recorded		1
	2.2.4.10.2	Drug resistance, complication, defaulter and referral to other sites recorded and reported		1
2.2.4.10 Infection prevention	2.2.4.11.1	Referral of all multi-drug resistant TB suspects for appropriate care if not a DOTS plus center		1
	2.2.4.11.2	Masks and gloves are available and used		1
	2.2.4.11.3	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used		1
	2.2.4.11.4	Hand washing facility with running water and soap is available for practitioners.		1
	2.2.4.11.5	Needle cutter is used		1
	2.2.4.11.6	Chlorine solution is available and utilized.		1
Standard 2.2.4	Total Score			22
	Total Percentage (Total Score/ 22 x100)			

Area	Code	Verification		
Dressing and Injections, Routine Procedures (DIRP)	2.3			
Components		Standards	Obtained Score	Maximum Score
2.3.1 Working space	2.3.1	A separate room for routine dressing and injection service is available.		1
2.3.2 Furniture & general supplies	2.3.2	Adequate furniture and general supplies are available (See Annex 2.3a Furniture and General Supplies for DIRP)		3
2.3.3 Services available	2.3.3	Minimum dressing services and routine procedures are available (See Annex 2.3b List of Minimum Services for DIRP).		3
2.3.4 Disposable supplies	2.3.4	Medicines and supplies needed for dressing, injection and routine procedures are available (See Annex 2.3c Medicine and Supplies for DIRP)		3

2.3.5 Sterile supplies	2.3.5.1	Adequate quantity of sterilized packs for wound dressing are available (See Annex 2.3d Sterile Supplies for DIRP)	3
	2.3.5.2	Separate containers for sterile gauze and cotton balls are available.	1
Availability and use of Standards Treatment Protocol		Standard treatment protocol for health post is available and used	
2.3.6 Infection prevention and waste disposal	2.3.6.1	Mask, gloves, plastic apron, boots and goggles are available and used whenever required.	1
	2.3.6.2	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used	1
	2.3.6.3	Supplies trolley with needle cutter is available and used	1
	2.3.6.4	Hand washing facility with running water and soap	1
	2.3.6.5	Chlorine solution is available and utilized for decontamination	1
2.3.7 Documentation	2.3.7	Proper records of all procedures are kept and reported.	1
Standard 2.3		Total Obtained Score	20
		Total Percentage (Total Obtained Score/ 20 x100)	

Annex 2.3a Furniture and General Supplies for DIRP

SN	General Items	Required No.	Score
1.	Treatment Beds (Mattress/ Pillow)	1	
2.	Chairs	1	
3.	Bowl with chlorine solution (set)	1	
4.	Bucket with soap water	1	
5.	Needle cutter	1	
6.	Flash light	1	
7.	Portable Lamp	1	
8.	Wall Clock	1	
Total Score			
Total Percentage = Total Score/9 X 100			

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.3.2	

Annex 2.3b List of Minimum Services for DIRP

S. No.	Services/ Procedures Available	Score
1.	Simple dressing change	
2.	Skin suture removal	
3.	Splinting	
4.	Multiple wound dressing	
5.	Dressing change under local anesthesia	
6.	Incision and drainage	
7.	Catheterization (insertion and removal)	
Total Score		
Total percentage = Total Score/7 x100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.3.3	

Annex 2.3c Medicines and Supplies for DIRP

SN	Supplies	Required No.	Score
1.	Lignocaine Hydrochloride 1%	2	
2.	Lignocaine Hydrochloride 2%	2	
3.	Povidine Iodine Solution (500ml)	2	
4.	Hydrogen Peroxide Solution	1	
5.	Cotton bandages	As per need	
6.	Silk 2-0	As per need	
7.	Polypropylene (Prolene) 2-0, 3-0, 4-0	As per need (2-3)	
8.	Catheter of different size	2 of each size	
9.	Sprit (500ml)	1	
10.	Disposable syringes 1 ml, 3 ml, 5 ml, 10 ml	As per need	
11.	Sterile gloves different size	As per need	
12.	Disposable Gloves	As per need	
13.	Masks	As per need	
Total Score			
Total Percentage = Total Score/13 X 100			

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.3.4	

Annex 2.3d Sterile Supplies for DIRP

SN	General items	Required No.	Score
1.	Sterile Dressing Set (must be in wrapper)	2-3	
2.	Sterile Suture Sets (must be in wrapper)	2	
3.	Sterile Suture Removal Set (must be in wrapper)	1	
4.	Sterile Catheter Set (must be in wrapper)	2	
5.	Sterile Cheatle Forceps with Jar	2	
6.	Sterile cotton balls in steel drum	1 drum	
7.	Sterile gauge pieces and gauze pad in steel drum	1 drum	
Total Score			
Total Percentage = Total Score/7 X 100			

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring Chart	
Total Percentage	Score
0-50	0

50-70	1
70-90	2
90-100	3
Score for Standard 2.3.5.1	

Area	Code	Verification		
Dispensary services	2.4			
Components		Standards	Obtained Score	Maximum Score
2.4.1 Dispensary service available	2.4.1	Health post has designated dispensary area		1
2.4.2 National drug formulary available	2.4.2	Health post has a copy of approved Nepalese National Formulary (NNF) available in the dispensary		1
2.4.3 Dispensary service hours	2.4.3	Dispensary is open throughout the OPD hours		1
2.4.4 Staffing	2.4.4	Mid-level health worker trained in dispensing medicine assigned for dispensary and is available		1
2.4.5 Essential free medicines available	2.4.5.1	The list of essential free medicines is displayed in a clearly visible place.		1
	2.4.5.2	All essential free medicines approved for health posts are available round the year and no stock out		1
2.4.6 Availability of medicines and supplies for programs	2.4.6	There is availability of medicines and supplies as per protocol for following programs round the year:		
	2.4.6.1	Leprosy		1
	2.4.6.2	Malaria (in endemic districts*)		1*
	2.4.6.3	Kalazar		1
	2.4.6.4	Filariasis		1
	2.4.6.5	HIV/AIDS		1
	2.4.6.6	Non communicable diseases (as per Basic Health Package)		1
	2.4.6.7	Mental health problems (as per Basic Health Package)		1
2.4.7 Display and storage of medicines	2.4.7.1	All the medicines and supplies are displayed in clean racks following either alphabetical orders and generic names or grouping as use		1
	2.4.7.2	Temperature of dispensary is monitored and recorded and is maintained in range of (25+/-2°C)		1
	2.4.7.3	Functional freeze (+/-4°C) available and used for thermolabile medicine including vaccines		1
2.4.8 Prescription and dispensing of	2.4.8.1	Information regarding the medicines is provided to the patients during dispensing		1

medicines	2.4.8.2	Each medicine is given with written instructions on how to take		1
	2.4.8.3	IEC materials (posters, leaflets, national hospital formulary) about the appropriate use for medicines are available in the dispensary area		1
	2.4.8.4	Generic names for medicine is used for prescription		1
2.4.9 Availability and use of STP	2.4.9	Standard treatment protocol for health post is available and used		1
2.4.10 First Expiry First Out (FEFO)	2.4.10	First Expiry First Out system is maintained using standard stock book/cards.		1
2.4.11 Dispensary Inventory	2.4.11	Every month, all medicines and supplies are counted, out- of-date discarded, and tallied with the medical store.		1
2.4.12 Pharmaceutical waste disposal	2.4.12	Pharmaceutical waste (expired or unused pharmaceutical products, spilled contaminated pharmaceutical products surplus drugs, vaccines or sera, etc) management is done based on HCWM guideline or returned to the supplier on time		1
Standard 2.4	Total Obtained Score			23 (24*)
	Total Percentage (Total Obtained Score/24 x100)			

* Malaria endemic districts

Area	Code	Verification (Only applicable for the health post with birthing center)		
Birthing center	2.5			
Components		Standards	Obtained Score	Maximum Score
2.5.1 Availability of delivery service	2.5.1.1	Separate pre-labor room/ labor room with privacy is available.		1
	2.5.1.2	Delivery service is available round the clock		1
	2.5.1.3	Labor room has adequate space for accommodating team of health workers during emergencies		1
2.5.2 Staffing	2.5.2.1	Two SBA trained ANM or staff nurse available to provide 24/7 services		1
	2.5.2.2	Additional support staff in high volume sites (>=10 deliveries per month)		1
	2.7.1.2.1.3	At least one infection prevention trained office assistant is available round the clock		1
2.5.3 Duty rosters	2.5.3	Duty roster to cover 24 hours shift is developed and placed in visible place		1
2.5.4 Appropriate use of partograph for decision making	2.5.4.1	Partograph available and being used rationally		1
	2.5.4.2	Identification and timely referral of the complicated cases is done		1
2.5.5 KMC done for	2.5.5	At least one KMC chairs available for		1

low birth weight babies		providing KMC to premature and preterm babies		
2.5.6 Birth certificate prepared and released	2.5.6	A formally signed standard birth certificate is issued.		1
2.5.7 Availability and use of Standards Treatment Protocol	2.5.7	Standard treatment protocol for health post is available and used		1
2.5.8 Patients' counseling	2.5.8.1	Pre-labor/ during labor patient and patients' family are adequately given counseling on labor, possible complications and written consent taken		1
	2.5.8.2	Health education on PNC, danger signs of mother and child, Immunization, nutrition, hygiene and family planning is given		1
	2.5.8.3	Postpartum family planning and breastfeeding- early, exclusive and extended counseling is done prior to discharge.		1
2.5.9 IEC/BCC ¹¹ materials	2.5.9	Appropriate IEC/BCC materials (posters, leaflets etc.) on postnatal care, breastfeeding-early, exclusive and extended, nutrition, immunization are used and available for users		1
2.5.10 Furniture, equipment, instrument, medicine and supplies for labor room	2.5.10.1	Separate storage cupboard for delivery service related logistics		1
	2.5.10.2	The facility has adequate equipment, instrument and general supplies for delivery services (See Annex 2.5a Furniture, equipment, instrument and general supplies for labor room)		3
	2.5.10.3	Labor room has medicines and supplies available for delivery services (See Annex 2.5b Medicines and supplies for Labor Room)		3
	2.5.10.4	Labor room has emergency cart with medicines and supplies available (See Annex 2.5c Medicines and Supplies for ER Trolley Labor Room)		3
2.5.11 Facilities for patients	2.5.11.1	Safe drinking water is available 24 hours.		1
	2.5.11.2	Separate toilet for patient is available in pre-labor room and accessible to patient after delivery		1
2.5.12 Management and referral of cases diagnosed or suspected with HIV infection	2.5.12.1	Dried blood spot prepared and transported to ART ¹² center		1
	2.5.12.2	Post-exposure prophylaxis with nevirapine for newborn is available and provided as per protocol		1
	2.5.12.3	Referral counseling and referral to ART center is done		1

¹¹ IEC/BCC= Information Education and Communication/ Behavior Change Communication

¹² ART= Antiretroviral treatment

2.5.13 Infection prevention	2.5.13.1	Personal protective equipment are available and used whenever required.	1
	2.5.13.2	Washable labor room	1
	2.5.13.3	Separate slipper designated for labor room and hand sanitizer placed in visible place for use	1
	2.5.13.4	At least three color coded waste bins- one each red, blue and green- as per HCWM guideline 2014 (MoHP) are available and used	1
	2.5.13.5	Hand washing facility with running water and liquid soap is available	1
	2.5.13.6	Needle cutter is used	1
	2.5.13.7	Liquid sodium hypochloride (0.5% Chlorine solution) is available and utilized for decontamination.	1
	2.5.13.8	Dry gauze and cotton are stored separately in clean containers.	1
	2.5.13.9	Separate bowls/ bucket for placenta and plastic	1
	2.5.13.10	Placenta pit is used to dispose placenta.	1
Standard 2.5		Total Obtained Score	41
		Total Percentage = Total Obtained Score/ 41 x100	

Annex 2.5a Furniture, equipment, instrument and general supplies for labor room

S.No.	Items	Required Number	Score
1.	Delivery bed	At least 1	
2.	Clean bed linen	Each bed	
3.	Curtains	As per need	
4.	Clean surface (for alternative delivery position)	Available	
5.	Newborn Resuscitation table	1	
6.	Light source	1	
7.	Room Heater	1	
8.	Baby heater	1 per delivery bed	
9.	Refrigerator for labor room specifically for oxytocin storage	1	
Equipment and Instruments			
10.	BP Set (Non mercury) and Stethoscope	1	
11.	Body Thermometer (Non- mercury)	1	
12.	Room thermometer	1	
13.	Fetoscope	2	
14.	Fetal stethoscope	1	
15.	Baby weighing scale	1	
16.	Self-inflating bag air mask - neonatal size	1	
17.	Mucus extractor with suction tube/(Penguin)	2	
18.	Doppler	1	
19.	Vaginal speculum (Sims)	2	
20.	Neonatal resuscitation kit	1	
21.	Adult resuscitation kit	1	
22.	Sterile Delivery Instrument Set (Check each set)	2 sets per delivery beds	
22.1	Sponge forceps	2	

	Artery forceps	2	
	S/S bowl (Galli pot)	1	
	S/S bowl (receive placenta) (1-2 litre)	1	
	Cord cutting Scissors (blunt end)	1	
	Cord ties/ cord clamp	2	
	Plastic sheet/ rubber sheet	1	
	Gauze swabs	4	
	Cloth squared	3	
	Kidney tray	1	
	Peripad/ big dressing pad	2	
	Leggings	2	
	Perineal sheet	1	
	Baby receiving towel	1	
	Sterile gown	1	
23.	Suture set (Check each set)	2 sets	
23.1	Needle holder	1	
	Sponge holder	1	
	Suture cutting scissors	1	
	Dissecting forceps (tooth and plain)	2	
	Artery forceps	1	
	Galliport	2	
24.	Episiotomy set (Check each set)	2 sets	
24.1	Episiotomy scissors	1	
	Needle holder	1	
	Suture cutting scissor	1	
	Dissecting forceps(tooth and plain)	2	
	Artery forceps	1	
25.	Vacuum set	2	
26.	Forceps set for delivery	1	

Total Score	
Total percentage= Total Score/26x100	

Each row gets a score of 1 if the mentioned medicines are available otherwise 0.

Scoring Chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.5.10.2	

Annex 2.5b Medicines and Supplies for Labor Room

S.No.	Medicines and supplies	Required No.	Score
Medicines			
1.	Oxytocin injection (keep in 2-8°C)	20 amp	
2.	Tranexamic acetate injection	10 amp	
3.	Ergometrine injection	10 amp	
4.	Magnesium sulphate injection	50 amp	
5.	Calcium gluconate injection	3 amp	
6.	Diazepam injection	10	
7.	Labetolol injection	10	
8.	Ampicillin injection	10	
9.	Gentamycin injection	5	
10.	Metronidazole injection	5	
11.	Lignocaine injection	2	
12.	Adrenaline injection	5	
13.	Ringers' lactate injection	10	
14.	Normal saline injection	10	
15.	Dextrose 5% injection	10	
16.	Water for injection	5	

17.	Eye antimicrobial (1% silver nitrate or Tetracycline 1% eye ointment)	2	
18.	Povidone iodine	5	
19.	Tetracycline 1% eye ointment	2	
20.	Paracetamol Tablet	20	
21.	Nefidipine SL Tablet 5 mg	4 tab	
22.	Misoprostol Tablet	5 tabs	
Supplies			
23.	Syringes and needles	20	
24.	IV set	10	
25.	Spirit (70% alcohol)	1 bottle	
26.	Steel drum with cotton	1	
27.	Urinary catheter(plain and foley's)	5 each	
28.	Sutures for tear or episiotomy repair (2.0 chromic catgut)	5 PC	
29.	Bleach (chlorine-base compound)	2 packets	
30.	Clean (plastic) sheet to place under mother	4	
31.	Sanitary pads	1 box	
32.	Peri-pads Sterile	As per need	
33.	Clean towels for drying and wrapping the baby	5	
34.	Cord ties (sterile)	10	
35.	Blanket for the baby	5	
36.	Baby feeding cup	3	
37.	Impregnated bed net	2	
38.	Utility Gloves	2 pairs	
39.	Sterile Gloves	2 pairs each of different sizes	
40.	Long plastic apron	2	
41.	Goggles	2	
42.	Container for sharps disposal	1	
43.	Needle cutter	1	

44.	Receptacle for soiled linens	1	
45.	Bucket for soiled pads and swabs	2	
46.	Bucket for placenta (5 ltr.)	2	
47.	Well labelled color coded bins as per HCWM guideline	1 set	
48.	Wall Clock	1	
49.	Torch with extra batteries and bulb	1-2	
50.	Maternity register	1-2	
51.	Birth certificate	as per need	
52.	Partograph	as per need	
Total Score			
Total percentage= Total Score/52 x 100			

Each row gets a score of 1 if the mentioned medicines are available otherwise 0.

Scoring Chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 2.5.10.3	

Annex 2.5c Medicines and Supplies for ER Trolley Labor Room

SN	Name	Required No	Score
1.	Atropine Injection	10 amp	
2.	Adrenaline Injection	3vial	
3.	Xylocaine 1% and 2% Injections with Adrenaline	2vial	
4.	Xylocaine 1% and 2 % Injections without Adrenaline	2vial	
5.	Xylocaine Gel	2 tube	
6.	Diclofenac Injection	5 amp	
7.	Hyoscine Butylbromide Injection	5amp	
8.	Diazepam injection	2 amp	
9.	Morphine Injection / Pethidine Injection	2 amp	
10.	Hydrocortisone Injection	4vial	
11.	Chlorpheniramine meliate Injection	4amp	
12.	Dexamethasone Injection	4vial	
13.	Ranitidine/Omeperazole Injection	4 amp	
14.	Frusemide Injection	5 amp	
15.	Dopamine injection	2 amp	
16.	Noradrenaline injection	2 amp	
17.	Digoxin injection	2 amp	
18.	Verapamil injection	2 amp	
19.	Amidarone injection	2 amp	
20.	Glyceryl trinitrate/nitroglycerine injection	10 tab/ 5amp	
21.	Labetolol injection	5 amp	
22.	Magnesium sulphate injection	30 amp	
23.	Calcium gluconate injection	2 amp	
24.	Sodium bicarbonate injection	2 amp	
25.	Ceftriaxone Injection	4 vials	
26.	Metronidazole Injection	4 bottles	
27.	Dextrose 25%/ 50% Injection	2 ampoules each	
28.	IV Infusion set (Adult/Pediatric)	2	
29.	IV Canula (16, 18, 20, 22, 24, 26 Gz)	2 each	
30.	Disposable syringes 1 ml, 3 ml, 5 ml, 10 ml, 20 ml, 50 ml	5 each	
31.	Disposable Gloves 6, 6.5, 7, 7.5	3 each	
32.	Water for injection 10 ml	10 amp	
33.	Sodium chloride-15%w/v and Glycerin-15% w/v (for enema)	5	
34.	PPH management Set <ul style="list-style-type: none"> (IV canula: 16/18G, IV fluids as per treatment protocol, IV set, Foley's catheter, Urobag) Condom tamponade set- Sponge holder:2, Sim's speculum:1, Foley's catheter:1, Condom:2, IV fluids: NS1, IV set, Thread, Cord Clamp), 	At least 1	

	• Inj Oxytocin, Tab Misoprostol,		
35.	Eclampsia management Set (Knee hammer, IV canula: 16/18G, IV fluids, IV set, Foley's catheter, Urobag, ambu bag, Oxygen, Inj MgSO4: 46 ampoules, Inj lignocaine 2%, Inj Calcium gluconate, Distilled water, Disposable syringe 20ml-1, 10ml-8, Cap Nifedipin- 5mg 4 Cap)	At least 1	
Total Score			
Total Percentage =Total Score/35X100			

Each row gets a score of 1 if all the required number is available otherwise 0.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score Standard 2.5.10.4	

Area	Code			
Laboratory service	2.6	Verification		
Components		Standards	Obtained Score	Maximum Score
2.6.1 Time for patients	2.6.1	Laboratory is open from 10 AM to 3 PM		1
	2.6.1.2	Basic investigations are available (See Annex 2.6a List of investigations for Laboratory)		3
2.6.2 Staffing	2.6.2	At least one trained lab technician is available for the laboratory services		1
2.6.3 Instruments and equipment	2.6.3.1	Instruments and equipment to carry out all parameters of tests are available and functioning (See Annex 2.6b Equipment and Instrument for Lab)		3
	2.6.3.2	Instrument are maintained and calibrated as per manufacturer instructions		1
2.6.4 Physical facilities	2.6.4.1	Separate space dedicated for the laboratory services at the health post		1
	2.6.4.2	Comfortable sitting arrangement for health worker and at least 2 patients		1
	2.6.4.3	Adequate light and ventilation		1
	2.6.4.4	Required furniture and supplies available (See Annex 2.6c Furniture and Supplies for Laboratory)		1
2.6.5 Duty rosters	2.6.5	Duty rosters of lab are developed regularly and available in appropriate location.		1
2.6.6 Recording and reporting	2.6.6.1	Sample is adequately recorded with requisition form with detail information of patients		1

	2.6.6. 2	Standard reporting sheets are being used and all reports are recorded in a standard register		1
	2.6.6. 3	Report have adequate information of patient and checked by designated person before release		1
2.6.7 Supplies storage and stock	2.6.7. 1	At least three months buffer stock of laboratory supplies is available.		1
	2.6.7. 2	Reagents are stored at appropriate temperature in store and lab		1
2.6.8 Infection prevention	2.6.8. 1	Biohazard signs and symbols are used at appropriate places visibly		1
	2.6.8. 2	All staffs know how to respond in case of spillage and other incidents		1
	2.6.8. 3	Masks and gloves are available		1
	2.6.8. 4	There are colored bins for waste segregation and disposal based on HCWM guideline 2014 (MoHP) and infectious waste is sterilized using autoclave before disposal		1
	2.6.8. 5	Hand-washing facility with running water and soap is available for practitioners		1
	2.6.8. 6	Needle cutter is used		1
	2.6.8. 7	Chlorine solution and bleach is available and utilized for decontamination		1
		Total Score		26
Standard 2.9.1		Total Percentage (Total Score/ 26x100)		

Annex 2.6a List of the basic investigations

S.No.	Minimum list of the laboratory investigations (as per BHS package 2075)	Available
1.	Blood grouping and RH Typing	
2.	Blood Sugar	
3.	HB %	
4.	Urinary Routine Test	
5.	Urine pregnancy test	
6.	Stool Routine Test	
7.	Ketone bodies	
8.	Dipstick for Protein	
9.	Sputum AFB	
10.	VIA (Visual Inspection with Acetic Acid)	

11.	Pregnancy Test	
12.	VDRL	
13.	K-39 RDT	
14.	RDT for Malaria	
15.	Dengue RDT	
16.	Microscopic for Malaria	
Total Score Obtained		
Total percentage = Total Score Obtained/ 16 x 100		

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score Standard 2.6.1.2	

Annex 2.6b Furniture and Supplies for Laboratory

S.No.	Furniture and supplies for laboratory	Required Number	Score
1.	Working table	At least 3	
2.	Bench	At least 1	
3.	Chairs	At least 2	
4.	Cupboard	At least 1	
5.	Refrigerator for laboratory	At least 1	
6.	Detergent	As per need	
7.	Hand sanitizer	As per need	
8.	Hand wash soap	As per need	
9.	Apron	At least 2	
10.	Towel	As per need	
11.	Stationary materials (pen, pencil, marker, A4 paper)	As per need	
12.	Patient register	At least 1	
13.	Referral form and Reporting	As per need	

	forms according to tests		
Total Score Obtained			
Total percentage = Total Score Obtained/ 13 x 100			

Each row gets a score of 1 if all the required number is available otherwise 0.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score Standard 2.6.3.1	

Annex 2.6c List of Instrument, equipment and supplies for Laboratory

S.No.	Instrument, equipment and supplies	Required Number	Score
1.	Centrifuge	At least 1	
2.	Microscope	At least 1	
3.	Colorimeter	At least 1	
4.	Water bath	At least 1	
5.	Hot air oven	At least 1	
6.	DC counter	At least 1	
7.	ESR stand	At least 1	
8.	ESR Tube	As per need	
9.	Neubauer chamber	At least 1	
10.	Stop Watch/Timer	At least 1	
11.	Micropipettes	As per need	
12.	Micropipette stand(Holder)	At least 1	
13.	Refrigerator	1	
14.	Refrigerator temperature recorder	1	
15.	Autoclave machine	1	
16.	Staining Rack	1	
17.	Waste container as per HCWM guidelines	1 set	
18.	Glass wares (Khan tubes, Test tubes, Petridish)	As per need	

19.	RDT kits for specific tests	As per need	
20.	Reagents for specific tests	As per need	
21.	Dried Blood Spot (DBS) card	As per need	
22.	Ziplock bag	As per need	
23.	Envelope	As per need	
24.	Silica gel	As per need	
25.	Cover slip for microscopy	As per need	
26.	Glass slides	As per need	
27.	Cotton swab	As per need	
28.	Tips of different sizes	As per need	
29.	Disposable syringes of different size (1ml,3ml,5ml,10ml)	As per need	
30.	Vacutainers	As per need	
31.	Alcohol swab	As per need	
32.	Lancet	As per need	
33.	Blotting paper	As per need	
34.	Examination gloves	As per need	
35.	Surgical gloves of different size	As per need	
36.	Masks	As per need	
37.	Cold chain box	At least 1	
38.	Ice pack	At least 3	
39.	Spirit lamp	At least 1	
40.	Tourniquet	As least 2	
41.	Hand resting pad	At least 1	
42.	Urine and stool containers	As per need	
43.	Measuring cylinder (100,1000ml capacity)	As least 1 each	
44.	Beaker (200, 500ml capacity)	At least 1 each	
45.	Bamboo stick	As per need	
46.	Distilled water	As per need	

47.	Sodium hypochloride	As per need	
48.	Laboratory reagents	As per need	
49.	Tube for blood collection	As per need	
50.	Slides for blood sample	As per need	
Total Score Obtained			
Total percentage = Total Score Obtained/ 50 x 100			

Each row gets a score of **1** if all the required number is available otherwise **0**.

Scoring chart	
Total percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score Standard 2.6.4.4	

Section III Health Post Support Services Management

Summary Sheet of Standards and Scores of Section III

Area	Total Number of Standards	Total Score	Total Obtained Score (Percentage)
Instrument processing and sterilization	14	16	
Laundry	14	16	
Housekeeping	11	13	
Power System	3	3	
Water Supply	4	4	
Healthcare Waste Management	14	14	
Safety and Security	10	12	
Transportation and Communication	5	5	
Store (Medical and Logistics)	10	10	
Total	85	93	

Area	Code			
Instrument processing and sterilization	3.1	Verification		
Components		Standards	Obtained Score	Maximum Score
3.1.1 Space	3.1.1	Separate area for instrument processing and autoclave with running water facility		1
3.1.2 Staffing	3.1.2	Separate staffs assigned for instrument processing and autoclave and is led by infection prevention trained personal		1
3.1.3 Equipment and supplies	3.1.3	Equipment and supplies for sterilization available and functional round the clock (See Annex 3.1a Equipment and Supplies for Instrument Processing and Sterilization at the end of this standard)		3
3.1.4 Preparing consumables	3.1.4	Wrapper, gauze, cotton balls, bandages are prepared.		1
3.1.5 Preparing for sterilization	3.1.5.1	All used instruments are cleaned using brush chemical/detergents in a separate room.		1
	3.1.5.2	All instruments and equipment are dried in a separate place		1
	3.1.5.3	All instruments are packed in double wrappers		1
3.1.6 Sterilization	3.1.6	All wrapped instruments are indicated with thermal indicator and autoclaved		1
3.1.7 Storage	3.1.7	All sterile packs with sticker of sterilization date are stored in cupboards		1
3.1.8 Inventory	3.1.8	All instruments and wrappers are recorded and inventory maintained		1
3.1.9 Infection prevention	3.1.9.1	Staffs use personal protective equipment at work		1
	3.1.9.2	There are well labeled colored bins for waste segregation and disposal based on HCWM ¹³ guideline 2014 (MoHP)		1
	3.1.9.3	Hand-washing facility with running water and soap is available and being practiced.		1
	3.1.9.4	Chlorine solution is available and utilized for decontamination		1
Standard 3.1		Total Obtained Score		16
		Percentage = Total Obtained Score / 16 x 100		

Annex 3.1a Equipment and Supplies for Instrument Processing and Sterilization

SN	Items	Required No.	Score
1.	Working Table	1	
2.	Basket for Transportation	2	
3.	Surgical Drums	2	
4.	Storage Shelves	1	

¹³ HCWM: Health Care Waste Management

5.	Boiler or Momo pot	1	
6.	Autoclave machine	1	
7.	Double Wrappers	As per need	
8.	Timer	1	
9.	Thermal Indicator Tape	As per need	
10.	Cap, Mask, Gown, Apron	As per need	
11.	Gloves	1 box	
12.	Cotton Rolls	As per need	
13.	Cotton Gauze	As per need	
14.	Scissors	2	
15.	Buckets	3	
16.	Scrub Brush	As per need	
Total Score			
Total Percentage = Total Score/16 X 100			
Each row gets a score of 1 if all the required number is available otherwise 0.			

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 3.1.3	

Area	Code	Verification		
Laundry	3.2			
Components		Standards	Obtained Score	Maximum Score
3.2.1 Space	3.2.1.1	Separate laundry room is available.		1
	3.2.1.2	Separate shelves allocated for clean linens		1
3.2.2 Staffing	3.2.2	Staff assigned for laundry trained in infection prevention		1
3.2.3 Equipment and Supplies	3.2.3	Adequate equipment and supplies are available for laundry (See Annex 3.2a Equipment and Supplies for Laundry)		3
3.2.4 Segregation and decontamination of linens	3.2.4.1	Linens are segregated (soiled, unsoiled, colorful, white, blood stained) before wash		1
	3.2.4.2	Separated linens are decontaminated before wash		1
3.2.5 Cleaning	3.2.5	All linens are washed using a washing machine.		1
3.2.6 Drying	3.2.6.1	Space available for drying linens like		1

		blankets in direct sunlight.		
3.2.7 Storage	3.2.7	Linens are properly stored in separate cupboard.		1
3.2.8 Inventory	3.2.8	All linens are recorded and inventory maintained.		1
3.2.9 Infection prevention	3.2.9.1	Staffs wear mask and gloves at work.		1
	3.2.9.2	There are well labeled colored bins for waste segregation and disposal based on HCWM ¹⁴ guideline 2014 (MoHP)		1
	3.2.9.3	Hand-washing facility with running water and soap is available and being practiced.		1
	3.2.9.4	Chlorine solution is available and utilized for decontamination		1
Standard 3.2		Total Obtained Score		16
		Percentage = Total Obtained Score/ 16 x 100		

Annex 3.2a Equipment and Supplies for Laundry

SN	List of equipment and supplies	Required No.	Score
1.	Storage Shelves	1	
2.	Buckets/ Basins	3	
3.	Stirrer (wooden)	2	
4.	Boots	2 pairs	
5.	Cap, Mask, Gowns	As per need	
6.	Ropes (for drying)	As per need	
7.	Scrub Brush	As per need	
8.	House/ Utility Gloves	As per need	
9.	Washing Powder	As per need	
10.	Chlorine Liquid/ Powder	As per need	
Total Obtained Score			
Total Percentage = Total Obtained Score/10 X 100			
Each row gets a score of 1 if all the required number is available otherwise 0.			

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 3.2.3	

¹⁴ HCWM: Health Care Waste Management

Area	Code	Verification		
Housekeeping	3.3			
Components		Standards	Obtained Score	Maximum Score
3.3.1 Space for storage	3.3.1	Separate shelf is allocated for storage of the housekeeping basic supplies		1
3.3.2 Staffing	3.3.2.1	Staff allocated for cleaning is trained in infection prevention		1
3.3.3 Basic Supplies	3.3.3	Basic supplies are available (See Annex 3.3a Housekeeping Basic Supplies at the end of this standard)		3
3.3.4 Cleaning	3.3.4.1	Health post premises are visibly clean and dust free		1
	3.3.4.2	All toilets are clean with no offensive smell		1
	3.3.4.3	All toilets are cleaned at least three times a day		1
	3.3.4.4	All doors and windows of health post are dust-free and cleaned once a day.		1
	3.3.4.5	All floors of the health posts are clean		1
	3.3.4.6	All walls of the health posts are clean and are tiled or painted with enamel up to 4 feet		1
3.3.5 Drainage of chlorine solution	3.3.5	Separate drainage system or pit is maintained for drainage of chlorine solution		1
3.3.6 Green and open space	3.3.6	Green and open space is maintained in health post		1
Standard 3.3		Total Obtained Score		13
		Percentage = Total Obtained Score / 13 x 100		

Annex 3.3a Housekeeping Basic Supplies

SN	General Items	Required No.	Score
1.	Shelves	1	
2.	Log Book for Records	1	
3.	Sickle	As per need	
4.	Spade	As per need	
5.	Shovel	As per need	
6.	Ropes	As per need	
7.	Scrub Brush	As per need	
8.	Broom	As per need	
9.	Buckets	As per need	
10.	Jars	As per need	

11.	Sprinkle Pipe	As per need	
12.	Soaps	As per need	
13.	Washing Powder	As per need	
14.	Additional Bed Covers for Replacement	As per need	
15.	Additional Pillow	As per need	
16.	Pillow cover	As per need	
17.	Blankets	As per need	
18.	Personal Protective Items	As per need	
19.	Window screens (jaali)	In all windows	
20.	Mosquito nets	As per need	
21.	Flower Pots	As per need	
Total Score			
Total Percentage = Total Score/21 X 100			

Each row gets a score of 1 if all the required number is available otherwise 0.

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score 3.3.3	

Area	Code	Verification	Obtained Score	Maximum Score
Power system	3.4			
Components		Standards		
3.4.3 Availability of power sources	3.4.3.1	Health post has main-grid power supply with three-phase line		1
	3.4.3.2	Health post has alternate power (generator, or solar, or inverter) capable of running its equipment		1
	3.4.3.3	Proper inventory of fuel is maintained.		1
		Total Obtained Score		3
Standard 3.4		Percentage = Total Obtained Score / 3 x 100		

Area	Code	Verification		
Water supply	3.5			
Component		Standards	Obtained Score	Maximum Score
3.5.1 Water supply	3.5.1	There is regular water supply system – boring or well or from drinking water supply dedicated for health post		1
3.5.2 Water Storage	3.5.2.1	Water storage tank is covered to prevent contamination and cleaned on a regular basis		1
	3.5.2.2	Water storage tank has the reserve capacity to supply water for two full days in case of interruptions in main water supply		1
3.5.3 Water quality	3.5.3	Water quality test is done every year and report is available as per Nepal Drinking Water Quality Standards, 2005		1
Standard 3.5		Total Obtained Score		4
		Percentage = Total Obtained Score / 4 x 100		

Area	Code	Verification		
Healthcare Waste Management	3.6			
Components		Standards	Obtained Score	Maximum Score
3.6.1 Staffing	3.6.1.1	There is allocation of staff for health care waste management from segregation to final disposal		1
	3.6.1.2	Whole site coaching/ orientation on health care waste management is done		1
3.6.2 Space	3.6.2	There is separate area/space designated for waste collection with autoclave for treatment (management) of risk waste treatment		1
3.6.3 Segregation of waste from source to final disposal	3.6.3	At least three different colored bins- red, blue and green are used for waste segregation		1
3.6.4 Personal protection	3.6.4	Staff use cap, mask, gloves, boot, and gown while collecting waste.		1
3.6.5 Public information	3.6.5.	Information regarding proper use of waste bins is displayed publicly and basic information of HCWM is displayed in health post premises		1
3.6.6 Disposal and recycle/reuse of	3.6.6.1	Infectious waste is sterilized using autoclave before disposal		1

waste	3.6.6.2	Collection of recyclable/reusable items such as plastic bottles, paper, decontaminated sharps is practiced		1
	3.6.6.3	Composting of bio-degradable waste or bio-gas plant is practiced		1
	3.6.6.4	Collection of non-risk waste and autoclaved risk waste by the local municipality/ rural municipality		1
	3.6.6.5	Placenta pit used for disposal of human anatomical waste such as placenta in birthing centers		1
	3.6.7 Pharmaceutical waste management	3.6.7	Pharmaceutical waste is disposed based on the HCWM guideline 2014 (MoHP)	
3.6.8 Liquid waste management	3.6.8.1	Liquid waste management is done		1
	3.6.8.2	Rainwater and surface run-off is safely disposed of and does not carry contamination from the health-care setting to the surrounding environment.		1
Standard 3.6		Total Obtained Score		14
		Percentage = Total Obtained Score / 14 x 100		

Area	Code			
Safety and Security	3.7	Verification		
Component		Standards	Obtained Score	Maximum Score
3.7.1 Coordination for security personnel	3.7.1	Health post coordinates with nearest police personnel for security		1
3.7.2 Amenities	3.7.2	Basic amenities for safety and security are available (See Annex 3.7a Safety and Security Basic Amenities at the end of this standard)		3
3.7.3 Patient safety	3.7.3	Health post has replaced all mercury apparatus with other appropriate technologies.		1
3.7.4 Health post has disaster mitigation system	3.7.4.1	Health post has fire extinguisher and sand bag in accessible area		1
	3.7.4.3	Health post has prevented lightening by ensuring earthing system in electrification.		1
	3.7.4.4	Disaster preparedness orientation has been given to all staff at least every six months.		1
	3.7.4.5	Exit signs are displayed to escape during disaster in all departments and wards		1
	3.7.4.6	An assembly zone has been specified for disaster		1
	3.7.4.7	Health post is part of rapid response		1

		team		
	3.7.4.8	Medicine stock for post disaster response is available		1
Standard 3.7	Total Obtained Score			12
	Percentage = Total Obtained Score /12 x 100			

Annex 3.7a Safety and Security Basic Amenities

SN	General Items	Score
1	Flash light	1
2	Whistle	1
3	List of Important Phone Numbers	1
4	Sand box	1
5	Fire extinguisher at least one	1
Obtained Score		
Total Percentage = Total Score/5 X 100		

Each row gets a score of 1 if all the mentioned items are available otherwise 0.

Scoring Chart	
Total Percentage	Score
0-50	0
50-70	1
70-90	2
90-100	3
Score for Standard 3.7.4	

Area	Code	Verification	Obtained Score	Maximum Score
Transportation and Communication	3.8			
	Components	Standards		
3.8.1 Transportation	3.8.1.1	Functional ambulance or other means of transportation (stretcher, <i>doko</i> , <i>auto rickshaw</i>)		1
	3.8.1.2	At least one wheel chair for mobility within health post premises is available		1
3.8.2 Communication	3.8.2.1	Health posts has functional landline telephone		1
	3.8.2.3	A notice board is available and being utilized.		1
	3.8.2.4	List of important phone numbers including emergency contacts like ambulance, fire brigade, blood banks, administration, health posts' staffs, HFOMC members,		1

	FCHVs is available in OPD, emergency and administration office		
Standard 3.8	Total Obtained Score		5
	Percentage = Total Obtained Score / 5 x 100		

Area	Code	Verification	Obtained Score	Maximum Score
Store (Medical and Logistics)	3.9			
Components		Standards		
3.9.1 Space	3.9.1	Separate space allocated for store for hi-medicine and logistics		1
3.9.2 Buffer stock in medical store	3.9.2.1	Storage of 1-month Emergency Order Point and 5-month Authorized Stock Level of essential drugs and supplies		1
	3.9.2.2	Minimum and Maximum stock levels for each item are calculated and used when re-ordering stock		1
3.9.3 Availability of free essential drugs and supplies	3.9.3	Availability of free essential drugs and supplies approved for health posts round the year		1
3.9.4 Inventory and stock registers	3.9.4.1	Income and expenditure details of drugs, vaccines & commodities recorded in stock book		1
	3.9.4.2	Health pots submits quarterly reports to LMIS utilizing either paper report or web-based (eLMIS-7) via local government		1
3.9.5 Storage of drugs and supplies	3.9.5.1	Stores drugs and supplies in racks/ cupboard away from direct sunlight and moisture		1
	3.9.5.2	Storage space is well ventilated		1
3.9.6 Disposal of expired medicine	3.9.6	Disposal of expired medicine as per HCWM guideline 2014 (MoHP) practiced in every six month		1
3.9.7 Auction of logistics	3.9.7	Auction of identified old logistics is done annually		1
Standard 3.9	Total Obtained Score			10
	Percentage = Total Obtained Score / 10 x 100			

Annex I:

Consultation in seven health posts representing seven provinces:

Province 1: Vedetar health post, Dhankuta

Province 2: Hanumannagar health post, Saptari

Province 3: Budanilkantha health post, Kathmandu

Province 4: Hemja health post, Kaski

Province 5: Paraspurhealth post, Banke

Province 6: Latikoili health post, Surkhet

Province 7: Geta health post, Kailali

Finalization workshop participants

S. N	Name	Organization
1.	Dr. Bikash Devkota	The Then Management division
2.	Dr. Arjun Sapkota	The Then Management division
3.	Mr. Parashuram Shrestha	The Then Child health division
4.	Mr. Muti Nath Khanal	The Then Management division
5.	Mr. Ramesh Kumar Khatri	DPHO, Lalitpur
6.	Mr. Deepak Jha	The then Child health division
7.	Mr. Lalan Prasad Sah	The Then Logistic management division
8.	Ms. Rekha Sah	Ichangunarayan Health Posts
9.	Dr. Rajendra Bhadra	Freelance
10.	Mr. Deepak Poudel	Swasthyakolagi Saksham Pranali
11.	Mr. Dhol B. Sinjali	Chapalibhadrakali Health Post
12.	Mr. Bal Kumar Ojha	Dakshinkali Municipality
13.	Mr. Bhojan Dhakal	Chithubihar Health Post
14.	Mr. Gyanendra Chand	Chalnakhel Primary Health Care Center
15.	Ms. Roma Balami	SIFPO-2/ FPAN
16.	Mr. Himal Singh Thakuri	Godamchaur Health Post
17.	Mr. Sudarshan Bajgain	Godawari municipality
18.	Dr. Shilu Adhikari	USAID
19.	Ms. Maureen Dar Lang	NHSSP
20.	Dr. Roshani Amatya	Jhpiego
21.	Mr. Krishna Kumar Khatri	
22.	Dr. Bina Gurung	SIFPO-2/ MSI
23.	Dr. Suman Pant	SIFPO-2/ MSI

24.	Mr. Madanraj Bhatta	SIFPO-2/ FPN
25.	Ms. Kimat Adhiakri	WHO
26.	Ms. Anjana Rai	Consultant

Reviewers of Final Draft

S. N.	Name	Organization
1.	Dr. Arjun Sapkota	Curative Service Division; The Then Management Division
2.	Ms. Srijana Shrestha	Curative Service Division; The Then Management Division
3.	Ms. Sangita Shah	Quality Assurance and Regulation Division
4.	Dr. Kishori Mahat	NHSSP
5.	Ms. Ambika Thapa Pachya	NHSSP