*The Health and Nutrition Programme Manager is responsible for ensuring that this checklist is completed regularly (recommended at least monthly, but more frequently if time permits and/or if there are serious gaps in implementation). Ideally, the checklist is to be filled by the Health and Nutrition Programme Manager and results of the checklist are to be communicated with the MEAL team.*

*The purpose of the checklist should be explained to all team members: this is not an audit of their work, but an opportunity to improve the standard and quality of care provided. The checklist should be completed through discussion with staff members on duty and volunteers where relevant, checking records and policies and through observation.*

|  |  |
| --- | --- |
| **Completed by** | Name: ……………………………………………… Title: …………………………………………...…… |
| **Date of visit** | ………………………………………………….…… |
| **Site/Location/Camp name** | ………………………………………………….…… |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quality standard**  | **Yes**  | **No** | **Corrective measure(s)** | **Comment(s)** |
| **Mother-Baby Area set-up** |
| Banners are displayed outside the Mother-Baby Area (MBA) and clearly indicate the services provided in the MBA, in all site-appropriate languages |  |  |  |  |
| The MBA is clean, well maintained and has a welcoming appearance  |  |  |  |  |
| A handwashing facility is available, functional and well stocked in or at the entrance of the MBA |  |  |  |  |
| Handwashing instructions are displayed near the handwashing facility, in all site-appropriate languages |  |  |  |  |
| A separate and private space for breastfeeding is available in the MBA |  |  |  |  |
| A separate space for BMS provision and demonstration is available in the MBA |  |  |  |  |
| A space for CF preparation is available in the MBA |  |  |  |  |
| Safe drinking water is available in the MBA  |  |  |  |  |
| All IEC materials are displayed/available in the MBA as per List of IEC materials, in all site-appropriate languages  |  |  |  |  |
| A copy of all Health and Nutrition SOPs is available in the MBA  |  |  |  |  |
| **Storage of supplies** |
| MBA contains all needed supplies as per MBA List of equipment/supplies |  |  |  |  |
| Supplies are properly stored in a dry and clean location  |  |  |  |  |
| BMS stock is carefully secured. Storage facilities of BMS and food items are clean, dry, free of chemical and pest contaminants and protected from extreme temperatures |  |  |  |  |
| BMS/food items stocks are managed on a FEFO basis (First Expired First Out) |  |  |  |  |
| **MBA activities** |
| Beneficiaries are greeted and treated with respect in the MBA |  |  |  |  |
| Referral pathways are clearly understood by the MBA team |  |  |  |  |
| All MBA activities are completed as per relevant SOPs |  |  |  |  |
| Changing tables, baby baths and other baby contact surfaces are disinfected after each use  |  |  |  |  |
| **IYCF/RMNCH counselling** |
| Trained IYCF counsellors and midwives are available, motivated and engaged in their activities  |  |  |  |  |
| IYCF counsellors and midwives have a documented outreach schedule  |  |  |  |  |
| IYCF counsellors hold organized records of IYCF rapid assessments |  |  |  |  |
| IYCF counselling is provided as needed, as per MBA IYCF protocol  |  |  |  |  |
| IYCF key messages are provided as per MBA IYCF protocol  |  |  |  |  |
| RMNCH counselling is provided as needed, as per MBA RMNCH protocol |  |  |  |  |
| RMNCH key messages are provided as per MBA RMNCH protocol  |  |  |  |  |
| The use of bottles, teats and pacifiers is actively discouraged and cup feeding is actively promoted instead |  |  |  |  |
| **Child growth monitoring** |
| Weight scale and height/length board are available and functional |  |  |  |  |
| Growth charts for boys and girls under 2 are available |  |  |  |  |
| Anthropometric measurements are taken and plotted on the right growth chart for children under 2, as per relevant SOPs (Weight measurement instructions, Height/length measurement instructions, Growth chart use instructions) |  |  |  |  |
| The measurer explains the purpose and implications of the measurements to the caregiver  |  |  |  |  |
| Child is weighed as per Weight Measurement instructions |  |  |  |  |
| Child’s height/length is measured as per Height/Length Measurement instructions |  |  |  |  |
| Child’s height/length and weight are plotted as per Growth chart use instructions |  |  |  |  |
| Children found to be acutely malnourished based on Weight for Height/Length z-score are referred to … (to be defined following feedback from the field) for further assessment and treatment, as per referral pathway |  |  |  |  |

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