

MODULE 2: HUMAN RESOURCES

Interviewer Name _____

Date (d/m/y): ____ / ____ / ____

INSTRUCTIONS:

→ *Direct questions under:*

- **Overall staffing situation** to the facility officer in charge or the administrator who works with payroll. If s/he does not know, go to the person in charge of the maternity.
- **24-Hour Availability and Staff Who Provide EmONC Signal Functions & Other Essential Services** refer to services provided in this facility. Direct these questions to
 - **Section A:** in charge of the maternity ward
 - **Section B:** in charge of the paediatric ward , NICU/SCBU
 - **Section C:** in charge of the operation theatre, laboratory and the blood bank

- Interviewers should obtain an answer to the first question (“Is this staff member currently working in the facility?”) and work down the page through questions 2 through 4 for the first category of health worker, and then move on to the next category of health worker. As you begin the second section “**24-hour availability,**” ask only about those professionals who currently work at the facility. Like the first section, the table should be read from top to bottom for each type of health worker. Thus, the answer to the first question will determine which columns will be filled out in all subsequent sections.
- Include visiting, paid medical personnel who are accredited and professional staff (neither medical students nor interns).
- Ask about general hospital staff and staffing of units
- Fill one for the hospital staff and institution for special units.

If the facility has had no deliveries in the past 12 months (see the answer to the first question of Module 1), answer questions 1 – 4 of this Module, then proceed to Module 3: Essential Drugs, Equipment & Supplies.

Comments:

No	Signal function / Service	Consultant VOG / ROG	Senior registrar	Registrar	SHO / MO/RMO	HO/ intern	AMO / RMO	Consultant Pediatrician	Consultant Neonatologist	Paediatric Senior registrar	Pediatric Registrar	Pediatric SHO /MO/RMO	Designated MO for the NICU/SCBU	Paediatric HO/intern	General Surgeon (available on site for consultation)	General physician (available on site for consultation)	Nursing officer With midwifery training	Nursing officer Without midwifery training	Midwife	Designated trained blood bank MO	Consultant Anesthesiologist	MO Anesthesia	MLTs	Laborers
1	Is this category of staff member currently working in this facility?	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
2	What is the approved cadre for the facility? (Write number)																							
3	How many are currently working in this facility?																							
4	How many are currently working for this shift?																							

On the next page, **begin by circling or marking each category of health workers that currently work in this facility.** This should help you remember **not to ask questions** about professionals who are not currently working in this facility.

Module 2
Section C: Operation Theater, laboratory and the Blood bank

No	Signal function / Service	Designated trained blood bank MO	Nurses in the blood bank	Consultant Anesthesiologist	MO Anesthesia	Nurses in the theatre	AMO / RMO	MLTs	Laborers
<p>Section 2: 24 Hour Availability <i>Direct these questions to the person in charge in the operation theatre, laboratory and the blood bank. 'On-duty' means physically present in the facility or nearby and 'on call' means that the worker can be contacted but is not physically present in the facility.</i> Is this worker on-duty (1), on call (2) or not available (0)</p>									
1	Monday-Friday: during normal working hours	1 2 0	1 0	1 2 0	1 2 0	1 0	1 2 0	1 0	1 0
2	Monday-Friday: after normal working hours	1 2 0	1 0	1 2 0	1 2 0	1 0	1 2 0	1 0	1 0
3	Saturday + Sunday: during normal working hours	1 2 0	1 0	1 2 0	1 2 0	1 0	1 2 0	1 0	1 0
4	Saturday + Sunday after normal working hours	1 2 0	1 0	1 2 0	1 2 0	1 0	1 2 0	1 0	1 0
5	Leave arrangements for 24/7 cover	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No

Training module

A. Total number of **nurses** currently working in operating theatre |_|_|_|_|

Please fill the below details about the trainings undergone by the nurses in the operating theatre.

Type of training	Code
Undergone training conducted by government / FHB	1
Undergone training conducted by the region (within the district)	2
No training	0

Name of the NO →																					Total
Training ↓																					
1	Essential new born care																				
2	Neonatal life support (Basic)																				
3	Lactation management																				
4	Baby friendly hospital initiative																				
5	LR management																				
6	Infection control																				

Comments