Audit Checklist of Cold chain Unit & vaccination Center

Overview-

- This assessment needs to be carried out in the given time as specified by the state.
- The auditors are from district /block and the state.
- This Check list has total 5 main subtopics under which multiple questions needs to be answered after validating and verifying the actual situation.
- To complete this check list, you are supposed to visit the vaccination centers under that cold chain points including RI and COVID vaccinations.
- You can add your comments in remarks or in a separate page to explain your comments or suggestions for the cold chain point.

1.Availability and functionality of Equipment

- In this section, you need to do a thorough check up of cold chain room ,both ILR and Deep freezer and their functionality.
- You can add your remarks if you find any gross mismanagement in this regard like distance from the wall, freezing status etc.
- Kindly check for any other medicines apart from vaccines kept in ILR/Deep freezer or any domestic items like water bottles or any food items stored in ILR needs to be highlighted.
- Check for all mandatory labels stick on ILR/ Deep freezer.

Audit checklist of Cold Chain Unit & Vaccination center

S.no	Checkpoint	Covid		RI		Remarks
		Yes	No	Yes	No	
1	**Availability & Functionality of Equipment**					
1.a	ILR with Separate Stabilizer					
1.b	If available, then Functional or not					
1.c	Deep Freezer with Separate Stabilizer					
1.d	If available, then Functional or not					

2. Storage of vaccines requiring controlled temperature

- You need to check all the vaccines and their storage placement as per the guideline(mentioned in the checklist)
- Covid vaccine needs to be kept on the top with diluents.
- In case of unavailability of basket , there should be a double layer of empty icepacks at the bottom of the ILR to avoid the direct contact of vaccines and freezing of the vaccines.
- Monitoring of the temp. through available thermometer and check for the online / offline monitoring device install with the ILR and their record keepings.
- Please Check the awareness the hold over time from the staff.

2	**Storage of vaccines requiring controlled temperature**					
2.a	Check COVID/RI vaccine is kept in basket in ILR as per protocol in following manner (Bottom to Top:OPV, Measles, BCG, JE, Rotavirus, TT/TD, DPT, Pentavalent, IPV, Hep. B and Diluent/ COVID vaccine)					
2.b	Work instruction for storage of vaccines are displayed at point of use					
2.c	ILR and deep freezer have functional temperature monitoring devices					
2.d	There is system in place to maintain temperature chart of ILR *(Temp. of ILR: Min +2 C to 8 C in case of power failure min temp. +10 C Daily temperature log are maintained)*					
2.e	There is system in place to maintain temperature chart of deep freezers *(Temp. of Deep freezer cabinet is maintained between -15 C to -25 C Daily temperature log are maintained)*					
2.f	Availability of thermometer in ILR					
2.g	Maintaining temperature logbook					
2.h	AMC and backup of maintenance plan (local refrigerator mechanic)					
2.i	Staff is aware of Hold over time of cold storage equipment					

3. Vaccination Center

- 2 vaccine carriers separate for vaccine and ice packs as per the Covid vaccination guideline.
- Check for the color coded non chlorinated plastic bags as per the bio medical waste guidelines and waste segregation.
- RED
- Yellow
- Black

- Availability of all required equipment use during vaccination and fill up in check list.

3	**Vaccination center**					
3.a	Availability of two Vaccine carrier *(One for vaccine and another for ice pack)*			NA	NA	
3.b	Whether vaccine carrier kept away from direct sunlight and heat					
3.c	Availability of functional hub-cutter					
3.d	Availability of Bio medical waste bins Red &Yellow, Blue& White Puncture proof Boxes and Black bin for general waste					
3.e	Availability of color coded non chlorinated plastic bags –Red, Yellow & Black					
3.f	Availability of hand sanitizer/water & soap					
3.g	Whether staff wearing gloves & mask					
3.h	Whether date & time of opening of vial is mentioned?					
3.i	Availability of tab Paracetamol					
3.j	Availability of Anaphylaxis Kit/ AEFI Kit					
3.k	Check for wastage of doses in vials					
3.l	Check Staff is trained in vaccination					

4,5-Record keeping and vaccination procedure

- Please ensure the online (Covid)and offline (RI) data capture on real time during the vaccination.
- Check for any pendency in data capturing and mention that and correct them.
- Check for all standard procedures use during the vaccination to the beneficiary and validate whether teams are giving key messages.
- Check for the labeling for the age specific dose and expiry of inj. Adrenaline at the top of AEFI/adrenaline kit and enquire the about the correct dose from the vaccinator/supervisor.

4D	**Record Keeping**					
4.a	Whether the registration & vaccination data is being captured online			NA	NA	
4.b	In case of offline recording of data mention the pendency					
5	**Vaccination Procedure**					
5.a	Is the vaccinator enquiring for any contraindications before vaccination?					
5.b	Is the vaccinator touching the needle, site with bare hands?					
5.c	Is the vaccinator cutting the needle immediately after use?					
5.d	• Is the vaccinator giving 4 key messages after RI vaccination? 1. What vaccine is given and what disease it prevents 2. When to come for next visit 3. What are the side effect and how to deal with it. 4. To keep immunization card safe and bring it along with on next visit. • Is the vaccinator giving key messages after COVID vaccination? 1. After vaccination wait for 30 mins for observation 2. If fever, body ache etc develop then inform to medical staff					
5.e	Is the vaccinator aware of the indications for anaphylaxis?					
5.f	Is the vaccinator aware of the dose and route of Adrenaline?					

Thanks

Check list for Surveillance Audit

Overview-

- This assessment needs to be carried out in the given time as specified by the state.
- The auditors are from district /block and the state.
- Teams will assess the community surveillance activities at sector (Urban and rural)and village/ ward level.
- The No. of the sectors(both Urban and rural) and villages are to be decided by the district analytic team and will analyze the data .
- Data needs to be shared with state as soon as the assessments completes.
- District needs to take appropriate actions based on the information receive by the assessors.

1.Assessment of community Surveillance activity

- This information basically required to get a detailed idea of the profile of the sector/ UPHC/dispensary/village.
- An information about ILI/SARI through active and passive surveillance.
- For house to house , information needs to be capture for last 2 weeks.
- For OPD cases, information needs for last one week.

1	Assessment of community Surveillance activities- ILI and SARI Survey	Timeline	Value
a)	No of villages and/or wards in the sector		
b)	No of teams in the sector		
c)	Number of teams per ward/village	=(a/b)	
d)	Average No of houses visited per day per team	In last 2 weeks	
e)	Average No of people screened per day per team		
f)	No of ILI/SARI identified		
g)	No of ILI/SARI cases tested		
h)	No of ILI/SARI cases checked by MO		
i)	No of ILI/SARI cases referred to higher center		
j)	No of ILI/SARI cases visiting OPD	In last 1 week	
k)	No of ILI/SARI cases tested		
l)	Total No of ILI/SARI cases (f + j)		

2,3-Assessment of logistics and surveillance of Non-Covid diseases

- The information of functional logistics needs to be assessed and remarks needs to be added separately for any deficiency.
- Other non communicable diseases and seasonal diseases information also be checked through survey form and survey reports .
- If you find any significant disease outbreak/ suspected cases in the population , kindly mention separately and what initiatives taken in that regards by the local health team also be checked.
- Please flag immediately, if you find any outbreak like situation.

2	**Assessment of kit availability**		
a)	No of medicine kits distributed	Lat 2 weeks	
b)	No of teams having functional thermometer available	-	
c)	No of teams having functional oximeter	-	
3	**Surveillance of Non-Covid-19 diseases**		
a)	No of Diabetes cases identified	In last 2 weeks	
b)	No of hypertension cases identified		
c)	No of cancer patients identified		
d)	No of Fever-Rash cases identified		
e)	No of Malaria cases identified		
f)	No of Dengue cases identified		

4-Analysis

- It will give some cardinal indicators and survey quality of the sector/village or urban area.
- This information will be capture from the survey formats and daily survey reports generated at the sector level.
- You are supposed to calculate the data through formulas given separately in each section.
- Compile the information and share with block and district .

4	ANALYSIS	Formulae	Valu
a)	Number of people screened per 1000 population in the sector (Average of 2 weeks)	= Number of people screened in 2 weeks x 1000 / Total Population of the sector	
b)	Number of ILI cases identified per 1000 population (Average of 2 weeks)	= Number of ILI identified in 2 weeks x 1000 / Total Population of the sector	
c)	Positivity Rate in the sector (Average of 2 weeks)	= Number of positive cases in the sector x 100/ Number of samples (2weeks)	
d)	Percentage of ILI/SARI referred (Average of 2 weeks)	= Number of ILI referred in 2 weeks x 100 / Number of ILI identified in 2 weeks	
e)	Percentage of follow up done in the sector (Average of 2 weeks)	= Number of ILI followed up in 2 weeks x 100 / Number of ILI identified in 2 weeks	

Thanks