


MUCHAP/IGANGA-MAYUGE HEALTH AND DEMOGRAPHIC
SURVEILLANCE SITE STANDARD OPERATING PROCEDURES MANUAL

SOP #: P M /V H T- 01	Supersedes version dated: <u>NONE</u>
Effective date: <u>12th March 2017</u>	Prepared by:
Revision #:	Approved by:  Dr. Dan Kajungu, Executive Director

**SUBJECT: PROCEDURES FOR CARRYING OUT PREGNANCY
MONITORING/VILLAGE HEALTH WORKERS
INTERVIEWS**

I. SCOPE

This Standard Operating Procedure (SOP) applies to Village health workers (VHT'S), Pregnancy Monitoring Assistant (PMA), and the entire MUCHAP/IMHDSS staff.

II. DEFINITIONS:

A. Village Health Teams (VHT'S) : These are voluntary community healthy workers.

B. Pregnancy monitoring (P M): This involves birth outcomes registered by vht's in comparison with scout-birth outcomes, and also birth outcomes from update rounds in a given time. pregnancies are also registered from vht's and update rounds

C. Respondent: An individual recorded in the registration book right from the time a pregnancy is observed

III. PURPOSE: To describe the procedure that will be followed in preparation and carrying out VHT interviews in MUCHAP/Iganga – Mayuge Health and Demographic Surveillance Site.

IV. RESPONSIBILITIES:

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A. It is the responsibility of the Pregnancy Monitoring Assistant (**P M A**) that vht's record all pregnancies and birth outcomes in the registration books, collect them from their supervisors, photocopy this information, and do the data entry.

B. It is the responsibility of the Field Manager to monitor and
Oversee all pregnancy and their outcome-activities as per the SOP.

V. PROCEDURE:

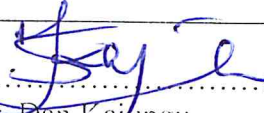
A. Registration books are collected from vht-supervisors after every 3-4 months. This information is photocopied and the books immediately returned to the leaders.

B. The registration books have variables like serial number, woman name, age, phone contact, HHH name, date of LNMP, date of EDD, pregnancy age in weeks, ANC facility, date of first date of VHT visit, birth-outcome type, date of birth outcome, baby-weight, combined weight of mother and baby, period when weighed, sex of the baby, TT injection, place of delivery, delivery place type, BCG/polio-vaccination and date, second date of VHT visit and any other comments.

C. The entry of data is done using excel sheet now moving to EPI-data format.

D. comparisons are carried out between the scouts outcome /vht outcomes and update round outcome

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E. The field manager is given a least of summary outcomes such that if there are birth that were not done in the update round they can be followed up in the next update round.

F. The registration books are edited by pregnancy monitoring assistant, the errors are written down to be corrected.

G. Meetings are then held after a period of 3 - 4 months with all vht's to discuss achievements, challenges and way foward.

VI. CONCLUSION

This Standard operating Procedure is to ensure that all pregnancies and birth outcomes are captured such that the MUCHAP/HDSS statistical birth pyramid takes the normal shape.

VII. REFERENCES

- INDEPTH Network manual
- MUCHAP/HDSS training manual

VIII. ATTACHMENTS

- Attachment 1: VHT PREGNANCY AND OUTCOME REGISTER
- Attachment 2: BI - ANNUAL COMPARISON BIRTH OUTCOME SHEET
- Attachment 3: LIST OF BIRTH OUTCOMES MISSED OUT IN ROUND 19

IX. REVIEW HISTORY

Date Revised	Revised by:	Revision approved	Signature	of
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