



MOV pre-assessment checklist

The following are a list of requirements that are essential for an MOV assessment to run successfully.

At least 3-6 months before field work:

	Yes	No
Do you have a functional multi-partner MOV Strategy Team (MST) of 3-5 persons at the national level?	<input type="checkbox"/>	<input type="checkbox"/>
Has each member of the MST read and understood the <i>MOV Planning Guide</i> (available at http://www.who.int/immunization/programmes_systems/policies_strategies/MOV/en/)	<input type="checkbox"/>	<input type="checkbox"/>
Have you obtained high-level support from the Ministry of Health (MOH) for the MOV assessment and ensured their availability for debriefing?	<input type="checkbox"/>	<input type="checkbox"/>
Have you engaged in-country partners in the MOV assessment and ensured they are available for brainstorming debriefing?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a commitment from in-country partners to participate in the MOV assessment?	<input type="checkbox"/>	<input type="checkbox"/>
Have you extensively reviewed the budget for this activity?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ensured that a country (MOH) focal point will be available to fully commit their time before, during and post the MOV assessment?	<input type="checkbox"/>	<input type="checkbox"/>
Do you require a loan of WHO-owned tablets for the assessment?	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided us with a clear overview of routine immunization practices e.g. on immunization days, do clinics offer other services?	<input type="checkbox"/>	<input type="checkbox"/>



At least 2 months before field work:

	Yes	No
Have you provided us with a chronogram of the proposed activities?	<input type="checkbox"/>	<input type="checkbox"/>
Have you identified field teams to collect data?	<input type="checkbox"/>	<input type="checkbox"/>
Have you secured a location for training?	<input type="checkbox"/>	<input type="checkbox"/>
Have you made arrangements for reliable WiFi for training and brainstorming sessions?	<input type="checkbox"/>	<input type="checkbox"/>
Does the training location have good audio facilities e.g. microphone/speakers?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If applicable</i> , have you arranged for simultaneous translation during training?	<input type="checkbox"/>	<input type="checkbox"/>
Have you updated the MOV questionnaires to reflect your country context and routine immunization schedule?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If applicable</i> , have you translated the questionnaires and other field tools to the local language?	<input type="checkbox"/>	<input type="checkbox"/>

At least 2-4 weeks before field work:

	Yes	No
Have you provided us with a list of health facilities with information about health facility type, setting (urban/rural), if they are public/private, who runs them (NGO, MOH, etc.)? (Aim for a mix, including 30% private health facilities in the sample)	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided us with the schedule of the routine immunization sessions in the facilities where the assessments will be carried out? (They need to be vaccinated on a vaccination day, if they do not have daily sessions)	<input type="checkbox"/>	<input type="checkbox"/>
Have you reviewed the training agenda and field deployment plan?	<input type="checkbox"/>	<input type="checkbox"/>
Have you arranged the logistics for transport of the field teams?	<input type="checkbox"/>	<input type="checkbox"/>
Have you arranged the financial support/payment of per diems for field teams?	<input type="checkbox"/>	<input type="checkbox"/>