# ACTwatch Lite Quick References

Print and laminated this document to keep as a quick reference throughout data collection. Review and update to ensure quick references align with the specific study protocol.

## Troubleshooting Common Field Challenges

* Outlet closed? 🡪 Return up to 3 times before marking as unavailable
* Informal or suspicious outlet? 🡪 Approach with care, emphasize anonymity
* App needed isn’t working? 🡪 Restart device and sync SurveyCTO
* Unsure about product entry? 🡪 Flag for supervisor or send photo
* Facing refusal? 🡪 Stay calm, thank respondent, and move on

## Screening and Eligibility

* Capture CENSUS information BEFORE entering the outlet and starting screening! We want a full census of ALL outlets, not just eligible ones
* Once INSIDE 🡪 SCREEN: Ask the following screening questions at each outlet:
  + 1. Do you have any antimalarial medicines in stock today?
  + 2. Are there any antimalarials that are sold out today but have been stocked in the past 3 months?
  + 3. Are malaria screening services (RDTs or microscopy) available today?
  + 4. Have there been malaria screening services at this outlet in the past 3 months?
* - If YES to any of the above, the outlet is ELIGIBLE.

## Consent and Ethics Reminders

* If ELIGIBLE 🡪 Explain the purpose of the study and PROVIDE THE INFO SHEET
  + Use simple language and ensure the respondent understands
* Next, ASK FOR CONSENT TO PARTICIPATE
  + If the respondent declines, thank them and move on
  + Participation is voluntary and anonymous
* If they consent 🡪 ASK TO COMPLETE FORMS (where applicable)
* Avoid taking photos of people or outlet signs unless required and permitted

## Product Audit Tips

* Check and record the following for every antimalarial and RDT:
  + Brand name (with ™ or ® if present)
  + Dosage form (e.g., tablet, syrup, injectable)
  + Manufacturer and country of manufacture
  + Active ingredients and their strengths
  + Pack type and pack size
  + Prices: Retail, Wholesale, and Purchase price
  + Sales volumes (retail and wholesale) for the last 7 day
* If product is missing from the database:
  + Take clear photos of ALL SIDES
  + Share with your supervisor and follow protocol