

Directorate of Malaria Control,
Ministry of Inter Provincial Coordination

Checklist for Microscopy Center

Geographical Information:

Province	District	Facility	Date

Facility Information:

Medical Officer/In-charge	District Lab. Supervisor	Catchment area population	Date (Last visit)

A. General Information

Sr. No.	Item	Observation	
		Yes	No
1	White wash done and walls are clean		
2	SOPs are available		
3	Monthly data plotted on wall chart		
4	Staining area adequate and water proof		
5	Water Source/Running water		
6	Drainage		
7	Electricity		
8	Disposal of waste		
9	Ventilation		
10	Necessary furniture available		

B. Lab reagents and consumables

Sr. No.	Item	Observation	
		Yes	No
1	Lens cleaning tissue		
2	Slides and slide box		
3	Disinfectant swabs		
4	Lancets		
5	Xylene		
6	Immersion oil		
7	Methyl alcohol		
8	Giemsa stain		
9	Disposable gloves		
10	Staining jar		
11	Dropping bottle		
9	Graduated cylinder		
10	Timer		
11	Sharp box		
12	Buffer tablets		
13	Distilled water		

C. Quality Assurance

Sr. No.	Item	Observation	
		Yes	No
1	FM 1 register complete and up-to-date and includes a monthly summary?		
2	HW attended a formal training on microscopy?		
3	Slides labeled and placed in rack properly?		
4	Knows the correct use of microscope?		
5	Knows the correct maintenance of microscope?		
6	Knows the correct staining procedure of thin films with all the 3 available stains?		
7	Results entered in the FM1 register correctly?		
8	Appropriate container for used lancets, cotton and other infectious wastes available?		
9	Follow-up instructions by all supervisors are available?		
10	Procedure manual/job aid (species identification chart) available in the testing site?		
11	Is the manual/job aid regularly used by the health worker?		
12	Is there a guideline on treatment and management of microscopy outcomes available?		
13	Are the slides routinely sent to DLS for cross check?		
14	Any feedback report from reference lab available?		

COMMENTS:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Name of Monitoring Officer	
Designation	
Date of Visit	
Signature	

Guidelines on checklist for Microscopy Center

Geographical Information

Write down the name of province, district, facility and date of visit in relevant column.

Facility information

Write down the name of I/C medical officer, district and lab. supervisor. Give the catchment area population and date of last visit conducted by the supervisor in the relevant columns.

A. General Information

(By observation, tick Yes or No for the following points)

1. White wash done and walls are clean
Check for the cleanliness of the walls and status of whitewash.
2. SOPs are available
Check for the availability of Standard operating procedures document/manual in the laboratory on malarial microscopy.
Check as well the rest of the following:
3. Monthly data plotted on wall chart
4. Staining area adequate and water proof
5. Water Source/Running water available
6. Drainage adequate
7. Electricity adequate
8. Disposal of waste adequate
9. Ventilation adequate
10. Necessary furniture available

B. Lab reagents and consumables

Check the availability of different items given in the list and whether the stock is available in sufficient quantity. Verify from the stock register and also examine the expiry dates, where applicable.

C. Quality Assurance

(By observation, tick Yes or No column for the following points)

1. FM 1 register complete and up-to-date and includes a monthly summary?
Check the register whether all the columns are complete and correctly filled and updated.
2. HW attended a formal training on microscopy/
Check for the training completion certificate and record.
3. Slides labeled and placed in rack properly?
Check the label on slides and these are properly filled.
4. Knows the correct use and maintenance of microscope?
The monitor should check the knowledge of the concerned staff about use and maintenance of the microscope.
5. Knows the correct staining procedure of thin films with all the 3 available stains?
The monitor should check the knowledge of the concerned staff about staining procedure. He/She may observe the conduct of procedure.

The thin film should be air-dried, fixed with methanol, and allowed to dry before staining; For best staining results, blood films should be stained with a 2.5% Giemsa solution (pH of 7.2) for 45 minutes (alternate: 7.5% Giemsa for 15 minutes). A combined Wright-Giemsa stain can also detect malaria parasites but does not demonstrate Schüffner's dots as reliably as Giemsa.

6. Results entered in the FM1 register correctly?
Check a couple of results in the register for accuracy, completeness and timeliness.
7. Appropriate container for used lancets, cotton and other infectious wastes available?
Discard the lancet in a sharps-only container immediately after using it. Never put the lancet down before discarding it. Never discard the lancet in a non-sharps container. Check also for the other infectious material, where it is being discarded.

8. Follow-up instructions by all supervisors are available.
Examine the record from the facility for follow up of previous visits.
9. Procedure manual/job aid (species identification chart) available in the testing site?
Check for the availability of said procedure manual and observe species identification chart/SOPs are displayed in the testing site.
10. Is the manual/job aid regularly used by the health worker?
A job aid is a simple tool that helps a worker to do his or her job (for example, step-by-step instructions on how to do a test, often with pictures). Job aids generally provide quick reference information rather than in-depth training. They are a storage place for information other than your memory that you could use to do your job. These should be pasted on a wall near where the testing is done. Check for the availability of same.
11. Is there a guideline on treatment and management of microscopy outcomes available?
Guideline should be available in the lab. area
12. Are the slides routinely sent to DLS for cross check?
Check the register whether slides are being sent routinely to district lab. supervisor from microscopy center.
13. Any feedback report from reference lab available?
Check the feedback report, if available in the record

COMMENTS

Monitor will write down his comments, any issue noticed by him or raised by staff or by patient. The monitor should also give his recommendations to improve the work of center.

In the last, monitor will write down his name, designation and signature along with date of visit.