

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1		Procurement- <ul style="list-style-type: none"> • Consumables • NSI ordering • Follow up (NSI register) 	Pharmaceuticals	HBB Firedrills Skills Assessments			
2		HBB Firedrills Skills Assessments	Record Audits (With Unit meeting)	HBB Firedrills Skills Assessments	Transfer Register follow up		
3	Maintenance Register	HBB Firedrills Skills Assessments	IPC and Handwashing audits	HBB Firedrills Skills Assessments			
4	Maternal Interviews	HBB Firedrills Skills Assessments	Equipment Register- <ul style="list-style-type: none"> • Stocktake • Follow up- outstanding items 	Staff Data Base HBB Firedrills Skills Assessments	Transfer Register follow up		
5		HBB Firedrills Skills Assessments		HBB Firedrills Skills Assessments			

Daily:

- Bagging skills-all staff
- Equipment maintenance checks-all staff

Month	Audit tool	Responsible person
April	1. Resuscitation Audit-Tool 7	Resuscitation Manager/ANM
	2. KMC Unit audit -Tool 9	ANM
	3. LW Audit-Tool 10	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
May	1. Systems Audit-Tool 5	Quality Manager
	2. Human resources-Tool 6	HR Manager and ANM
	3. Neonatal Audit-Tool 8	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
June	1. Support audit-Tool 4	Quality Manager
	2. Post Natal Audit-Tool 11	ANM
	3. IPC Audits-Tools 12 & 13	IPC Manager
	4. M&E Audit-Tool 14	M&E Manager
	5. Maternal interviews	M&E Manager
July	1. Resuscitation Audit-Tool 7	Resuscitation Manager/ANM
	2. KMC Unit audit -Tool 9	ANM
	3. LW Audit-Tool 10	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
August	1. Equipment Audit-Tools 2+3	District specialist team
	2. Systems Audit-Tool 5	Quality Manager
	3. Neonatal Audit-Tool 8	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
September	1. Support audit-Tool 4	Quality Manager
	2. Post Natal Audit-Tool 11	ANM
	3. IPC Audits-Tools 12 & 13	IPC Manager
	4. M&E Audit-Tool 14	M&E Manager
	5. Maternal interviews	M&E Manager
October	1. Infrastructure Audit-Tool 1	District team
	2. Resuscitation Audit-Tool 7	Resuscitation Manager/ANM
	3. KMC Unit audit -Tool 9	ANM
	4. LW Audit-Tool 10	ANM
	5. IPC Audits-Tools 12 & 13	IPC Manager
	6. Maternal interviews	M&E Manager
November	1. Systems Audit-Tool 5	Quality Manager
	2. Human resources-Tool 6	District specialist team
	3. Neonatal Audit-Tool 8	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager

Month	Audit tool	Responsible person
December	1. Support audit-Tool 4	Quality Manager
	2. Post Natal Audit-Tool 11	ANM
	3. IPC Audits-Tools 12 & 13	IPC Manager
	4. M&E Audit-Tool 14	M&E Manager
	5. Maternal interviews	M&E Manager
January	1. Resuscitation Audit-Tool 7	Resuscitation Manager/ANM
	2. KMC Unit audit -Tool 9	ANM
	3. LW Audit-Tool 10	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
February	1. Equipment Audit-Tools 2+3	OM, MO, Assets manager
	2. Systems Audit-Tool 5	Quality Manager
	3. Neonatal Audit-Tool 8	ANM
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager
March	1. Support audit-Tool 4	Quality Manager
	2. Post Natal Audit-Tool 11	ANM
	3. M&E Audit-Tool 14	M&E Manager
	4. IPC Audits-Tools 12 & 13	IPC Manager
	5. Maternal interviews	M&E Manager