



Tool 6: PAEDIATRIC HUMAN RESOURCES AUDIT

To be completed in **April** by the **HR manager and Maternity ANM** and **Q3** by the **District Specialist team**.

Record NA/NC/PC/C for each indicator for each assessed month and calculate score using tables below.

Facility Name:		Year:	
Not applicable (NA):	Does not apply to the unit or individual assessment or not observed.		
Non-Compliant (NC):	<50% compliance		
Partially Compliant (PC):	50 - 79% Compliance		
Compliant (C):	80 - 100% Compliance		

NO.	INDICATOR	April	Q3
Nursing			
1.	Staff database in use and current		
2.	Appropriate N° of nurses in paediatric department (no vacant posts)		
3.	There is an OM with appropriate post graduate qualification in charge of the paediatric unit. (Paeds/child critical care 2°/3°)		
4.	Min 66% Non-rotational staff are allocated to paediatric unit (Staff database)		
5.	N° of nurses allocated per shift meet norms for bed numbers (See norms below)		
Medical			
6.	Medical staff must be allocated to paediatric unit for a minimum of 3 - 6 months		
7.	A daily ward round (including weekends & public holidays) is done by a medical officer		
8.	A designated doctor is available/on call for the paediatric unit 24 hours a day		
9.	Adequate numbers of doctors are on duty in the unit for the number and level of beds (See norms below)		
10.	There is a consultant in charge of the unit with offsite support after hours (2°/3°)		
11.	The consultant does not rotate for at least 6 months (2°/3°)		
12.	There is a weekly telephonic consultant round (District Hospitals)		
13.	There are monthly outreach visits (District Hospital)		
Training			
14.	75% of paediatric staff (doctors and nurses) have had IMAM training		
15.	80% of paediatric staff (medical and nursing) have had 20hr MBFI training		
16.	All members of the palliative care team have had palliative care training		
17.	67% of all paediatric nurses have had ETAT training		
18.	67% of all doctors have had ETAT training (district hospitals)		
19.	67% of paediatric doctors have had ETAT training (2°/3°)		
20.	The consultant has been trained in ETAT and IMAM (2°/3°)		
21.	There are records of monthly in-service training		
22.	Resources are available for going education e.g. SAPA resus. booklet, textbooks, journals, course notes (2°/3°)		
23.	All staff have completed 6 monthly skills assessments (as per staff database)		
Auxiliary			
24.	There is a ward clerk allocated to the paediatric unit		
25.	A general orderly/cleaner is allocated to the paediatric unit day & night (2 in bigger units)		
Multidisciplinary			
26.	There is a designated paediatric palliative care champion in the hospital		
27.	There is a multidisciplinary paediatric palliative care team in the hospital (doctor/nurse/therapist/social worker/psychologist)		
28.	There is a dietitian in the hospital (District Hospital)		
29.	There is a dietitian allocated to paediatric care (2°/3°)		
30.	At least weekly rounds conducted by the dietician		
31.	There is a social worker available in the hospital		
32.	There is a physio and OT team available in the hospital		
33.	At least weekly rounds by the rehab team		

Nursing staff norms for paediatric units

Levels of care	Bed numbers (District)	Required Nurses/Shift	Ratio: RN:EN
High Care	Minimum 2 beds	1 nurse to 3 children	1:1
General Care		1 nurse to 6 children	1:3

Medical staff norms for paediatric units

Levels of care	Bed numbers (District)
District Hospitals	1MO: 20 Patient day equivalents(PDE)
Regional/Tertiary Hospitals	
High Care	1:5
General Care	1:15
Paediatrician	1:40 000 in catchment population

Totals from Page 1:	April	Q3
NA		
NC		
PC		
C		

Month	Assessed By - Sign	Print	Desig	Date
April				
Q3				

Month	Feedback received by - Sign	Print	Desig	Date
April				
Q3				

Scoring and feedback-In Discussion with the Unit:				
April Scoring	NA =	NC =	PC =	C =
	NA x 2 =			C x 2 =
	A: PC + (C x 2) =		B: 66 - (NA x 2) =	
	A / B =		X 100 = %	
Gaps Identified:				
Action Plan:				
Q3 Scoring	NA =	NC =	PC =	C =
	NA x 2 =			C x 2 =
	A: PC + (C x 2) =		B: 66 - (NA x 2) =	
	A / B =		X 100 = %	
Gaps Identified:				
Action Plan:				