



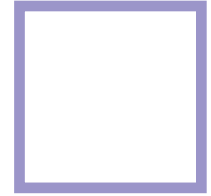
A Stepwise Quality Improvement Checklist for Federal Tertiary Hospitals

LABOUR ROOMS / DELIVERY SUITES

*An Assessment Tool to Strengthen the
Management and Quality of Services in the
Labour Rooms/Delivery Suites*



INTRODUCTION



Context

Continuous Quality and Safety Improvement in Federal Tertiary Hospital

Labour Room and Delivery Suite

The labour room is one of the most versatile rooms in a hospital. It is called a labour, delivery, and recovery room (LDR). This is the type of room that some hospitals and almost all birth centers use for their care. Once a client placed in a room, this is the room that she will use for labour and birth, including the initial hours of recovery.

The LDR is designed for nearly all births. It can handle a birth for women choosing to go unmedicated or those who wish to have an epidural. The vast majority of these rooms can also handle minor emergencies and procedures including forceps and vacuum deliveries. You would only need to leave this room if you needed to go to the operating room for a cesarean or the high potential of a cesarean (such as in the cases of twin births or a vaginal breech birth attempt).

Once the baby is born, there is equipment in the room to handle newborn care as well. While the immediate care of the newborn is best-handled skin to skin with the mother, if there were an emergency or the need for specialized equipment, the average LDR room is prepared with a warmer for the baby and life-saving resuscitation equipment. You will stay in this room the first hour or two after you give birth, then you are transferred to the postpartum floor.

Reduction in maternal and neonatal mortality is one of the strategic objectives of the Federal Ministry of Health, in the light of persistent high maternal and neonatal mortality rates. It is therefore imperative for continuous efforts by Federal tertiary hospitals to improve the quality of care given to mother and child during delivery and immediate postnatal care.

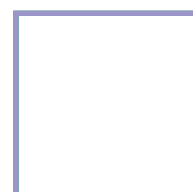
Objectives of this Checklist

This quality assessment checklist will provide **direction, support, and accountability framework** while focussing on individuals, systems, management of resources and self-governance. It will build corporate accountability for clinical performance into the labour, delivery and recovery care management model and develop a corporate culture in which quality improvement becomes a shared enterprise through shared learning and information. It will also provide strategic opportunities to diagnose and repair broken processes.

Frequent, accurate assessment and timely feedback will support action plans to implement systems that are lacking and revive those that are not functioning effectively.

This checklist therefore represents a clinical governance assessment tool to determine:

- *The level and quality of the services, resources and operational policies.*
- *The capacity of the staff to provide safe and quality care*
- The level of process capabilities
- Key drivers of quality and patients' satisfaction in a strategic plan.
- *The competency level of clinical and non –clinical support services in the labour room /delivery suites.*
- *Areas for improvement.*





Assessment Scoring

The contents of this checklist have been awarded point values based on their relative importance. Responses to all questions must be either **“Yes” or “No” or “Not Applicable” (NA)**.

The checklist has considerable overlap and expanded to include important continuous quality tools.

NOTE:

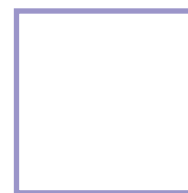
- *Only responses marked yes should be given the allotted points. All the required answers to a particular question must be present before you can indicate a “yes” for any given checklist question and then award the corresponding allotted points.*
- *It is often not necessary to ask all the checklist questions verbatim. An experienced auditor can often learn to answer multiple checklist questions through open-ended questions with the key or designated staff contact.*

This checklist is divided into different aspects of Quality Management System that the department is required to develop and implement regularly as listed below:

Assessment Score Sheet			
Sections		Total Allotted Scores	Assessed Scores
9.0	Staffing Summary	19	
9.1	Facility and Safety	15	
9.2	Equipment	39	
9.3	Organisation and Management	29	
9.4	Patients' Engagement & Communication	18	
9.5	Infection Control	29	
9.6	Occurrence/Incidence Management	11	
9.7	Waste Management	13	
<i>Total Scores</i>		154	

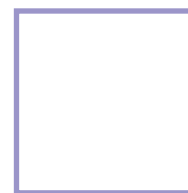
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<i>Total Scores</i>		<i>154</i>			



General Information

Date of Assessment	
Name(s) and Affiliation(s) of Assessor(s):	
Name of Federal Tertiary Hospital:	
Address:	
State:	
Telephone:	Email
Name of CMD/MD:	Telephone/E-mail (CMD/MD):
Head of Unit:	Telephone (Head of Unit):
No. of delivery suites:	
No. of patients	No. of life births:
No of referrals for Caesarian Session:	No of child deaths:
	No maternal deaths:

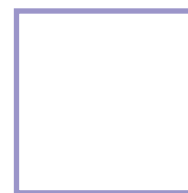


Staffing Summary

Staff	Number of Full Time Equivalentents (FTEs)	Adequate for facility operations			Allotted Score	Assessed Score
		Yes	No	Insufficient Data		
O and G consultants					3	
Paediatric consultants					3	
Senior resident doctors					3	
Junior resident doctors					2	
Registered and certified senior Midwives					2	
Registered and certified Midwives					2	
Senior nurses					1	
Support auxillary nurses					1	
Porters					1	
Cleaners					1	
<i>Subtotal</i>					19	

For each item, please circle either Yes, No, or Not Applicable (N/A). All elements of the question must be satisfactorily present to indicate "yes" and award credit. Provide explanation or further comments for each "no" or "n/a" response.

	YES	NO	N/A	Comments	Allotted Score	Scores Assessed
9.1 FACILITY & SAFETY						
Is the labour room easily accessible by clients?	YES	NO	N/A		3	
Is it easily accessible to the theatre operating room?	YES	NO	N/A		3	
Standard: <i>The labour, delivery and recovery suites must be at the easily accessible and must be located close to a standard operating theatre unit.</i>						
Does the labour room have a reception area managed by a trained nursing staff?	YES	NO	N/A		2	
Does the labour room reception area have adequate security?	YES	NO	N/A		1	
Standard: <i>There must be adequate and vigilant security at the reception area of the labour, delivery and recovery suites</i>						
Are there adequate lighting and emergency light facility in the labour room?	YES	NO	N/A		2	
Standard: <i>The labour room must be adequately lit to facilitate safe delivery procedures.</i>						
Is there adequate water supply in the labour room?	YES	NO	N/A		1	
Standard: <i>The labour room must have adequate and constant supply of water at all times.</i>						
Is there a blood bank available at the labour room or within the hospital close to the labour room?	YES	NO	N/A		3	
Standard: <i>There must be 24/7 hour blood bank service available at the hospital ideally close to the labour room.</i>						
Subtotal					15	



9.2 EQUIPMENT

Equipment for Labour / Delivery Suite

Name of Equipment	None	Available	Quantity Available	Adequate	Functional	Not Functional	Serviced Regularly	Allotted Scores	Assessed Scores
First Stage Room								2	
Monitor for patient								2	
Monitor for baby								2	
Ultrasound machine								3	
Delivery Room								2	
Delivery bed								2	
Resuscitation trolley for baby								2	
Monitor for patient								2	
Monitor for baby								2	
Diathermy								2	
Emergency Light								2	
Partograph								2	
Neonatal Ban and Mask								2	
Oxygen Cylinder/Concentrator								3	
Suction Machine								2	
Sterilized Blade/Scissor								2	
Cord Tie/Clamp								2	
Mucus Extractor								2	
Baby Scale								1	
Subtotal								39	

For each item, please circle either Yes, No, or Not Applicable (N/A). All elements of the question must be satisfactorily present to indicate "yes" and award credit. Provide explanation or further comments for each "no" or "n/a" response.

	YES	NO	N/A	Comments	Allotted Scores	Scores Assessed
9.3 ORGANISATION AND MANAGEMENT						
Does the department have in place a long and short-term strategic plan for quality improvement?	YES	NO	N/A		3	
Does the Hospital management have developed procedures on the following for the labour / delivery suites operations:						
• Managing Post-Partum Hemorrhage	YES	NO	N/A		2	
• Management of Pre-eclampsia	YES	NO	N/A		2	
• Delivery of pre-term baby	YES	NO	N/A		2	
• Delivery of HIV+ pregnant woman and newborn	YES	NO	N/A		2	
• Resuscitating newborn baby.	YES	NO	N/A		2	
Are all labour room and delivery suite clinical and support staff trained on these procedures regularly?	YES	NO	N/A		2	
Are these procedures reviewed regularly; at least once in 2 years?	YES	NO	N/A		2	
Is there a consultant obstetrician and gynaecologist available as and when needed for the labour room?	YES	NO	N/A		3	
Standard: At least one consultant obstetrician and gynaecologist must be available at all times for the labour room during and out of working hours.						
Are the nurses fully trained and certified in Management of Labour including Active Management of Third stage of labour?	YES	NO	N/A		3	
Do they have Basic life support training?	YES	NO	N/A		3	
Standard: Nurses and doctors working in the labour room must have obstetric and certified basic life support training and experience.						
Does the hospital have a policy to check and manage workplace stress for staff of the department.	YES	NO	N/A		3	
Standard: Hospitals should put in place a policy and ensure that workplace stress audit is periodically carried out in the department as this can impact on quality and workplace behaviour.						
Subtotal					29	

For each item, please circle either Yes, No, or Not Applicable (N/A). All elements of the question must be satisfactorily present to indicate "yes" and award credit. Provide explanation or further comments for each "no" or "n/a" response.

	YES	NO	N/A	Comments	Allotted Scores	Scores Assessed
9.4 PATIENTS'/CLIENTS' ENGAGEMENT AND COMMUNICATION						
Is there a copy of the patient's bill of rights in the labour delivery suites?	YES	NO	N/A		2	
Is the bill easily accessible to all clinical and non-clinical staff?	YES	NO	N/A		2	
Are staff trained and educated on the patient's bill of right and their expected responsibilities?	YES	NO	N/A		2	
Does the labour/delivery team respect the patients' rights, beliefs and values according to the hospital policy?	YES	NO	N/A		2	
Standard: Patient's rights, beliefs and values must be respected as far as it is reasonably practicable when receiving care.						
Are patients educated on intended procedures so they can make informed decisions?	YES	NO	N/A		2	
Are patient's informed decisions clearly documented in patient's note?	YES	NO	N/A		2	
Are patient's communicated with the language they mostly understand?	YES	NO	N/A		1	
Do the team receive informed consent from patients at all times before performing an invasive procedure in accordance with the Federal Government and Hospital policy?	YES	NO	N/A		3	
Standard: Informed consent must be required from all patients and documented in accordance with the government law before care providers initiate any invasive procedure.						
Does the labour room practice the minimum of 2 patients identifier system in which the patient also participate?	YES	NO	N/A		2	
Standard: The hospital must adopt at least 2 patients identifier system which the patient also participate to confirm the right care is being given to the right patient.						
Subtotal					18	

For each item, please circle either Yes, No, or Not Applicable (N/A). All elements of the question must be satisfactorily present to indicate "yes" and award credit. Provide explanation or further comments for each "no" or "n/a" response.

	YES	NO	N/A	Comments	Allotted Scores	Scores Assessed
9.5 INFECTION CONTROL						
Is there a documented/logs for cleaning procedure in the labour/delivery suites?	YES	NO	N/A		2	
Standard: <i>The unit must have written cleaning procedures and ensures it is accessible, read and understood by all staff in the unit.</i>						
Are labour/delivery suites' staff trained on the appropriate cleaning of the suites and the correct use of disinfectants?	YES	NO	N/A		2	
Standard: <i>Staff must be trained regularly on the appropriate cleaning of the labour/delivery suites and the correct use of cleaning disinfectants (at least once a year)</i>						
Are gowns changed for every new procedures?	YES	NO	N/A		2	
Are used gowns/aprons separated into leak proof containers for the laundry?	YES	NO	N/A		2	
Are medicines and consumables kept in clean and safe cupboards?	YES	NO	N/A		1	
Are sharps disposed off in correct sealable sharp bins?	YES	NO	N/A		2	
Are these sharps bins adequately available for the unit at all times?	YES	NO	N/A		2	
Are soiled procedure equipment soaked in disinfectants before removal from the unit?	YES	NO	N/A		2	
Is there adequate water supply in the labour/delivery suites?	YES	NO	N/A		3	
Is there adequate supply of hand scrub disinfectant for unit?	YES	NO	N/A		3	
Is there any hand hygiene guidelines posted in the labour room/delivery suites?	YES	NO	N/A		3	
Standard: <i>The WHO or CDC hand hygiene guidelines must be followed and visibly posted around the labour rooms/delivery suites for all staff to see and comply.</i>						
Are personal protective equipment (PPE) readily available for use whenever required in the theatre?	YES	NO	N/A		2	
Standard: <i>PPE must be readily available in adequate quantities in the theatre unit at all times and must be worn by both clinical and non-clinical staff of the labour rooms/delivery suites.</i>						
Are PPE discarded in appropriate disposal bags and disposed in line with the hospital policy?	YES	NO	N/A		2	
Are new labour rooms/delivery suites staff trained on the appropriate use of PPE?	YES	NO	N/A		1	
Subtotal					29	

For each item, please circle either Yes, No, or Not Applicable (N/A). All elements of the question must be satisfactorily present to indicate "yes" and award credit. Provide explanation or further comments for each "no" or "n/a" response.

	YES	NO	N/A	Comments	Allotted Scores	Scores Assessed
9.6 OCCURRENCE / INCIDENT MANAGEMENT						
Is there any incident record book in the labour/delivery suites unit?	YES	NO	N/A		2	
Standard: There must be an incidents record book in the unit according to hospital policy and a designated senior clinical officer to oversee the management of recorded incidents in the labour unit.						
Are the staff made aware and encouraged to fill in the incidents record book?	YES	NO	N/A		3	
Standard: Management are expected to practice a non-punitive and no-blame culture on reported incidents so as to encourage staff to report and respond to incidents in a timely manner except when it becomes obviously necessary to do otherwise.						
Are patient safety incidents during labour, delivery and resuscitation identified and reported on time?	YES	NO	N/A		2	
Are these incidents managed and responded according to the hospital incidence policy?	YES	NO	N/A		2	
Are reported patient adverse-events collated and analysed periodically to identify trends and used to improve the quality of service in the labour/delivery suites?	YES	NO	N/A		2	
Standard: Hospital management should use collated adverse incident records to inform strategic actions that will prevent or reduce reoccurrence rate.						
Subtotal					11	

9.7 WASTE MANAGEMENT						
Are all the labour/delivery suites clinical and non-clinical staff conversant with hospital waste management policy?	YES	NO	N/A		2	
Standard: The hospital must have a waste management policy and ensure that all relevant clinical and non-clinical staff are aware, trained and understand the policy.						
Are waste segregation performed as appropriate at the site of generation in the labour/delivery suites?	YES	NO	N/A		2	
Standard: Waste segregation done at its site of generation reduces the volume of cross-contamination during transportation to disposal site.						
Are medical wastes collected in covered leak-proof containers from the labour/delivery suites always?	YES	NO	N/A		3	
Are medical wastes collected to the centralised disposal sites daily?	YES	NO	N/A		3	
Standard: Wastes generated from surgical procedures must be collected daily to the centralised waste collection area.						
Is there a protocol for disposal of placenta?	YES	NO	N/A		3	
Standard: The hospital should have an established protocol for the disposal of placenta, which must be strictly adhered to by all relevant staff						
Subtotal					13	



SUMMARY

Noted Challenges:

Noted Recommendations: