MOV pre-assessment checklist

The following are a list of requirements that are essential for an MOV assessment to run successfully.

At least 3-6 months before field work:

- Do you have a functional multi-partner MOV Strategy Team (MST) of 3-5 persons at the national level? Yes ☐ No ☐

- Has each member of the MST read and understood the MOV Planning Guide (available at http://www.who.int/immunization/programmes_systems/policies_strategies/MOV/en/) Yes ☐ No ☐

- Have you obtained high-level support from the Ministry of Health (MOH) for the MOV assessment and ensured their availability for debriefing? Yes ☐ No ☐

- Have you engaged in-country partners in the MOV assessment and ensured they are available for brainstorming debriefing? Yes ☐ No ☐

- Do you have a commitment from in-country partners to participate in the MOV assessment? Yes ☐ No ☐

- Have you extensively reviewed the budget for this activity? Yes ☐ No ☐

- Have you ensured that a country (MOH) focal point will be available to fully commit their time before, during and post the MOV assessment? Yes ☐ No ☐

- Do you require a loan of WHO-owned tablets for the assessment? Yes ☐ No ☐

- Have you provided us with a clear overview of routine immunization practices e.g. on immunization days, do clinics offer other services? Yes ☐ No ☐
At least 2 months before field work:

Have you provided us with a chronogram of the proposed activities? ☐ ☐

Have you identified field teams to collect data? ☐ ☐

Have you secured a location for training? ☐ ☐

Have you made arrangements for reliable WiFi for training and brainstorming sessions? ☐ ☐

Does the training location have good audio facilities e.g. microphone/speakers? ☐ ☐

If applicable, have you arranged for simultaneous translation during training? ☐ ☐

Have you updated the MOV questionnaires to reflect your country context and routine immunization schedule? ☐ ☐

If applicable, have you translated the questionnaires and other field tools to the local language? ☐ ☐

At least 2-4 weeks before field work:

Have you provided us with a list of health facilities with information about health facility type, setting (urban/rural), if they are public/private, who runs them (NGO, MOH, etc.)? (Aim for a mix, including 30% private health facilities in the sample) ☐ ☐

Have you provided us with the schedule of the routine immunization sessions in the facilities where the assessments will be carried out? (They need to be vaccinated on a vaccination day, if they do not have daily sessions) ☐ ☐

Have you reviewed the training agenda and field deployment plan? ☐ ☐

Have you arranged the logistics for transport of the field teams? ☐ ☐

Have you arranged the financial support/payment of per diems for field teams? ☐ ☐