



**USAID**  
FROM THE AMERICAN PEOPLE

HEALTH CARE  
IMPROVEMENT  
PROJECT

## Instructions for “Create Improvement Report” on the HCI Portal

The purpose of this document is to provide detailed instructions on how to fill out an Improvement Report. When you are ready to submit your Improvement Report, please go to:

<http://www.hciproject.org/node/add/improvement-report>

**\*=Required field**

**Title:\***

**Author(s):**

*Enter the name(s) of the author(s) of this report and/or the person(s) who could be contacted for more information about this improvement experience.*

**Improvement Methods:**

*Please identify any specific improvement method(s) related to your report from the list of methods provided. Hold down the Control key and press Enter to select more than one method.*

- |                                     |  |
|-------------------------------------|--|
| -None-                              | --Organization of work                     |
| The Science of Improvement          | --Performance-based incentives             |
| Approaches to Improving Health Care | --Reminders and job aids                   |
| --Accreditation                     | --Spread and scale-up                      |
| --Audit and feedback                | --Standards and evidence-based guidelines  |
| --Certification                     | --Supervision                              |
| --Client engagement                 | --Training                                 |
| --Employee engagement               | Analytical Tools for Improvement           |
| --Improvement collaboratives        | Spreading Improvement                      |
| --Improvement models/methodologies  | Building Capacity in Improvement           |
| --Institutionalization              | Institutionalizing Health Care Improvement |
| --Licensing                         |  |

**Improvement Topics:**

*Please identify all topics related to your report from the list provided. Hold down the Control key and press Enter (click) to select more than one topic.*

- |   |  |
|---|--|
| -None-                                    | --HIV infection prevention/universal precautions |
| HIV/AIDS                                  | --HIV laboratory services                        |
| --Adherence to treatment                  | --HIV prevention/positive prevention             |
| --Antiretroviral therapy/ART/ARV          | --HIV-family planning integration                |
| --At-risk populations                     | --HIV-TB   |
| --Community and home-based care for PLWHA | --HIV/AIDS basic care and support                |
| --HIV counseling and testing              | --Male circumcision                              |
|   | --Nutritional support                            |

- Pediatric HIV/AIDS
- PMTCT
- Post-exposure prophylaxis
- Retention in care
- Social support for PLWHA
- Stigma
- Human Resources Management/Workforce Development
  - Community health workers
  - Employee Engagement
  - Motivation/incentives
  - Performance management
  - Recognition/remuneration
  - Retention of health workers/reducing attrition
  - Supervision
  - Task shifting
  - Training
- Malaria
  - Insecticide-treated nets (ITNs)
  - Intermittent preventive treatment
  - Malaria case management
  - Malaria diagnosis
  - Malaria treatment in adults
  - Malaria treatment in children
  - Rapid diagnostic tests
- Maternal, Newborn and Child Health
  - Active management of the third stage of labor
  - Acute malnutrition management
  - Birth preparedness
  - Cultural responsiveness/adaptation of delivery care
  - Diarrheal disease prevention and case management
  - Emergency treatment assessment and triage (ETAT)
  - Essential newborn care
  - Essential obstetric care
  - Growth monitoring/growth promotion
  - Immunization
  - Infant and young child feeding
  - Infection prevention in delivery care
  - Integrated Management of Childhood Illness (IMCI)
  - Low birth weight/kangaroo care/skin-to-skin
  - Maternal sepsis/infection
- Neonatal sepsis/infection
- Newborn resuscitation/asphyxia
- Pneumonia case management
- Post-partum care
- Post-partum hemorrhage
- Pre-eclampsia/eclampsia
- Prenatal care
- Orphans and vulnerable children
  - Building QI capacity in OVC implementers
  - Coordination of OVC care
  - Developing OVC service standards
  - OVC services
  - Youth involvement
- Other
  - Influenza
  - Chronic conditions
- Patient Safety
  - Adverse events
  - Antimicrobial resistance
  - Blood safety
  - Hand hygiene
  - Infection control and prevention
  - Medical injection safety
  - Surgical safety
- Reproductive Health
  - Adolescent reproductive health
  - Family planning
  - FP-HIV integration
  - FP-MCH integration
- Tuberculosis
  - Directly observed treatment, DOTS
  - Isoniazid preventive therapy
  - Multidrug-resistant (MDR)/Extensively drug-resistant (XDR) TB
  - Public-private mix
  - Social mobilization
  - TB case finding and diagnosis
  - TB case management
  - TB-HIV
  - TB infection control

**Region and Country:**

*Use CTRL + Click to identify the region and country where this improvement experience took place.*

**Publishing Organization:**

*Please name the organization associated with this improvement report.*

**The Report**

**The Problem:\***

*Please describe the context where this improvement activity occurred, including the kind of health care facility or health system in which you were working, and the health care problem that you set out to address. Explain what you were trying to accomplish through the improvement activity.*

**Intervention:\***

*Please describe the interventions or changes you made to address the problem, providing enough detail so that others who are facing the same problem can learn from your experience. Use the "Related documents" feature below or attach documents to an email to upload additional documents that describe your interventions in more detail.*

**Results:\***

*How did you measure the effects of your interventions? What results did your interventions achieve? Please discuss both the changes that were successful (that did lead to improvement) as well as changes that were not successful, since often we learn as much or more from failures as we do from successes. Use the "Related documents" feature below or attach documents to an email to upload additional documents that describe your results in more detail.*

**Lessons:**

*What lessons did you learn from this improvement experience? What would you do differently next time? What is the main message you would like to convey to others who may face a similar health care problem?*

**Year:**

*Please enter the year in which this improvement experience took place. If the experience took place over more than one year, enter the year it was completed.*

**improvement\_img:**

*To attach a photo or other image to your report, please browse to the location of the image and then click 'Upload'. Allowable file types are those with extensions jpg, jpeg, png, or gif.*

**Related documents:**

*To attach a document to your report, please browse to the location of the file and then click 'Upload'. To add more than one file, click 'Add another item'. Allowable file types are those with extensions txt, pdf, doc, xdoc, or ppt.*

**Fulltext URL:**

*To link to a file or page on another website, please give the name of the file in the 'Title' field and write the complete web address in the 'URL' field. Click 'Add another item' to add more than two URLs.*

Please click 'Save' before leaving the page to save your Improvement Report to the HCI Improvement Database. Once the report has been published by the site administrator, you may revise the report at any time by selecting the 'Edit' tab above the report. (You must be logged into the site to change an improvement report.)