An Adaptation of CHW-AIM: The Community Health Worker Assessment and Improvement Matrix (CHW-AIM) Checklist for Implementing Partners



Michele Gaudrault, World Vision International: michele_gaudrault@wvi.org Mijung Kim, World Vision Korea: mijung_kim@worldvision.or.kr

ABSTRACT

CHW-AIM was first published by USAID in 2011 and updated in 2018. The tool outlines ten components of program functionality needed in order to adequately support CHWs. World Vision International has developed the *CHW-AIM: Checklist for Implementing Partners* that lists 34 concrete requirements within the ten CHW-AIM categories relevant to NGOs, presenting these as a checklist for verification and action.

NGOs are frequently involved as implementing partners to Ministries of Health to work with and support CHWs. However, many of the functionality criteria in the CHW-AIM tool are not within the control of NGOs to put into place, as the authority to do so rests with the MoH. The checklist details the concrete ways that NGOs should support CHW program functionality. For example, while MoH must define the roles and responsibilities of the CHWs, if a partner introduces new programming (with MoH agreement), a description of the new responsibilities should be provided to the CHWs in writing by the partner.

WV has used the tool in its programs in 43 countries, assessing each checklist item and taking action in cases where items are not in place.

The checklist is now available for use. Contact michele gaudrault@wvi.org or mijung_kim@worldvision.or.kr for further information and to receive a copy.

The Original Tool: CHW-AIM: Developed by USAID in 2011 and updated in 2018. Ten components of CHW program functionality, scored from 1-4, with 3 being functional and 4 fully functional.

The Original Tool – CHW-AIM

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CHW-AIM Scoring Matrix: The criteria for each score. A score of 3 is considered "Functional", representing the minimum standards that a CHW program should have in place. **CHW-AIM Matrix with Criteria for each Score** documented. Agreement on role among participation in the workforce and overcome gender inequities. expectation, population density community participation, or if due to CHW and community do not always he community participates in and gree on role/ expectations. agrees with the recruitment process a role among CHW, community, and deemed essential for the job are not Attitudes, expertise, and availabilit learly delineated prior to No formal CHW role is defined or linked to specific interview questions/ documented (no policies in place) The community is involved in deemed essential for the job are not learly delineated prior to recruitment r patients in their homes, and provide raining to families on how to identify the best performer from each ultimately serve as that community's

Implementing Partner Checklist: Each criterion for 3 scores transferred as labels to the Checklist. (Blue rows) These are MoH responsibilities. White rows = checklist items for Implementing Partners to ensure. Each Criterion for 3 Score Transferred to Checklist: MoH Responsibility EI 3: WV national staff ensures that WV-supported CHW program is structured for CHW program functionality I CHW-AIM I: CHW programming role General (MoH) roles of CHWs are clearly defined and documented specification and recruitment is structured/designed Additional WV-supported CHW roles, if any, are aligned to MoH priorities to be transparent, community driven, and aligned to Additional WV-supported CHW roles, if any, are clearly defined and documented, and provided to CHWs in writing A written agreement is provided to WV-supported CHWs, to include roles, tasks, workload, catchment area, supervisor, remuneration or incentives expected Selection criteria: CHW is a member and resident of the community they serve, and expertise required for service Non-discrimination: CHW selection criteria do not discriminate by race, age, gener, caste, socio-economic status, Selection criteria stipulates (female) gender equality in CHW recruitment NV-supported CHW program design ensures adherence to national CHW selection criteria, non-discrimination and WV-supported CHW program stipulates that community participates directly in the recruitment of CHWs, including 1 Role & Recruitment How the community, CHW, and health system design and achieve clarity on the CHW role and from where the women/service users. Process is community-driven, transparent and engages all existing cadres without creating new CHW not from community. 2 Partially Functional 3 Functional 4 Highly Functional

CHW-AIM components. White rows show Partner responsibilities. A column for action planning for items not in place. **CHW AIM Checklist - Implementing Partner Version** 1. Column A lists each of the 10 CHW AIM components. No action needed 2. Blue-shaded rows list the features of the component that need to be in place within the national MoH-led CHW program, corresponding to those listed in the "3: functional" columns in the USAID-produced global CHW AIM tool. These are generally the responsibility of MoH to put into place. partner staff should indicate to the best of their knowledge Yes or No in Column B for each one, or leave blank if partner staff has insufficient knowledge of the MoH-led national program. 3. Non-shaded rows list the features of the component that partner must ensure are in place among the CHWs that partner is supporting in its geographic areas. partner staff should indicate Yes or No in Column B for each one. Some rows have an N/A option. 4. Column G. partner staff should provide explanation/justification for the Yes/Nos given, providing detail for most if not all non-shaded rows, and blue-shaded rows as possible. Expand the size of the cell/row as needed 5. Column H: partner Action Plan: In all cases where an item in a non-shaded row is marked "No" partner national staff should take action to put the item into place. List action(s) to be taken. If partner is also involved in concrete actions for the blue-shaded rows, these can be indicated as well, but is not mandatory for this tool CHW AIM Component Present Essential Elements of the CHW AIM Component **Partner Action Plan** General (MoH) roles of CHWs are clearly defined and documented → Additional partner-supported CHW roles, if any, are aligned to MoH priorities (List any additional partnersupported CHW roles) → Additional partner-supported CHW roles, if any, are clearly defined and documented, and provided to CHWs in writing CHW-AIM 1: CHW A written agreement is provided to partner-supported CHWs, to include roles, tasks, workload, catchment area, supervisor, remuneration or incentives expected specification and Selection criteria: CHW is a member and resident of the community they serve, and expertise required for service delivery is specified structured/designed Non-discrimination: CHW selection criteria do not discriminate by race, age, gener, to be transparent, community driven, caste, socio-economic status, disability or disease and aligned to Selection criteria stipulates (female) gender equality in CHW recruitment national policy → Partner-supported CHW program ensures adherence to national CHW selection criteria, non-discrimination and (female) gender equality Partner-supported CHW program stipulates that community participates directly in the recruitment of CHWs, including women/service users. The program stipulates that the process of new CHW recruitment is community-driven and transparent

Implementing Partner Checklist: One section for each of 10

World Vision Experience: World Vision has used the Checklist in 43 countries to improve CHW programming, as shown in the example showing results for one CHW-AIM component for 10 countries. World Vision has used Checklist to Improve CHW Programming in 43 Countries CHW AIM Component Essential Elements of the CHW AIM Component General (MoH) roles of CHWs are clearly defined and documented programming role specification and Additional WV-supported CHW roles, if any, are aligned to MoH priorities recruitment is structured/designed to be transparent, community Additional WV-supported CHW roles, if any, are clearly defined and documented, driven, and aligned to and provided to CHWs in writing national policy A written agreement is provided to WV-supported CHWs, to include roles, tasks, workload, catchment area, supervisor, remuneration or incentives expected Selection criteria: CHW is a member and resident of the community they serve, No Yes Yes and expertise required for service delivery is specified Non-discrimination: CHW selection criteria do not discriminate by race, age, gener, caste, socio-economic status, disability or disease Selection criteria stipulates (female) gender equality in CHW recruitment WV-supported CHW program ensures adherence to national CHW selection criteria, non-discrimination and (female) gender equality Yes Yes Yes WV-supported CHW program stipulates that community participates directly in the recruitment of CHWs, including women/service users. The program stipulates that the process of new CHW recruitment is community-driven and transparent