



**Ministry of Public Health
General Directorate of Preventive Medicine
Mental Health & Substance Abuse Department**

Mental Health clinical Supervision check list for nurse/midwife

Working in Primary Health Care

Name of MH Supervisor: Implementing NGOs:
 HF/Name..... District:
 Province: Date:..... Time:

DIRECTIONS FOR CHECKING:

Check if the nurse/midwife follows the steps and tasks:

- (1) Checked: if the step or task is done properly
- (0) Checked: if the step or task is not done or not done properly

CHECKE AND OBSERVE THE FOLLOWING		Check the steps and tasks					
		1st visit		2 nd visit		3 rd visit	
Part-I : Technical knowledge and skills of health care workers:		Date:		Date:		Date:	
1	Exploring the symptoms (psychological and physical)?	1	0	1	0	1	0
2	Explore the problems of the patient?	1	0	1	0	1	0
3	Understanding the present situation?		0	1	0	1	0
4	Exploring psychosocial stressors behind the symptoms or in a relevant context with the symptoms?	1	0	1	0	1	0
5	Discovering psychosocial stressors of the problem?	1	0	1	0	1	0
6	Exploring the connection between the symptoms and the psychosocial stressor?	1	0	1	0	1	0
7	Helping the person to discuss how they are feeling?	1	0	1	0	1	0
8	Asking the patient how to deal with problem?	1	0	1	0	1	0
9	Finding out the impacts of symptoms on patient's daily life?	1	0	1	0	1	0
10	Involving family support?	1	0	1	0	1	0
Total							

Part-II: Communication skills: the health care worker taking care the following steps:		Yes	No	Yes	No	Yes	No
11	Greeting	1	0	1	0	1	0
12	Privacy	1	0	1	0	1	0
13	Encouraging the client to speak about his/her problems	1	0	1	0	1	0
14	Showing empathy	1	0	1	0	1	0
15	Listening and observing	1	0	1	0	1	0
16	Questions (Open and Closed questions)	1	0	1	0	1	0
17	Summarizing	1	0	1	0	1	0
Total							
Part III: Psycho-education and awareness:		Yes	No	Yes	No	Yes	No
Explore do the health care worker provide psycho-education to patient and family?							
18	Nature of symptoms	1					
19	Possible risk factors	1					
20	Psychosocial stressors	1					
21	Duration of treatment and effects of drugs	1					
22	Side effects of drugs	1					
23	Follow-up	1					
Awareness to society:		Yes	No	Yes	No	Yes	No
24	Finding out if the health care provider have monthly plan for awareness?						
25	Using of flipchart during awareness sessions?						
Total							
Part-IV: Referral system:		Yes	No	Yes	No	Yes	No
Availability of Team work approach between health staff (MD, PSCs & midwives/nurses)							
26	Explore if there is internal referral system present between nurse/midwife, PSC and doctor?						
27	Exploring if there are series team meetings between doctor and nurse/midwife for following up patients and discussing referrals and cases?						
28	Explore if the cases were referred by doctor for basic counseling/psycho-education to nurse/midwife?						
29	Explore if the cases were referred by nurse/midwife for medication treatment to doctor?						
30	Explore if the cases were referred by nurse/midwife for psychosocial counselors for professional counseling?						
Total							
Part-V: Documentation:		Yes	No	Yes	No	Yes	No
31	Documentation of basic counseling/psycho-education sessions						
32	Documentation of awareness sessions						
Total							

Total Score							
Category		Yes	No	Yes	No	Yes	No
Part I	Technical knowledge and skills of health care workers:						
Part II	Psycho-education to patients and families:						
Part III	Communication skills:						
Part IV	Referral System:						
Part V	Documentation:						
Total							

Name of interviewers/Title:

Suggestion and comments:
By supervisor:

By other staff:

Observation:

Signature: