# DETAILED GUIDELINES & MONITORING MODALITIES FOR THE UTILISATION OF PREGNANCY TESTING KITS (PTKs) AT SUB-CENTERS & BELOW

#### **GENERAL GUIDELINES:**

- 1. Each Sub-center in the country is entitled to receive PTKs based on its projected requirement, but not exceeding 150 kits per year.
- 2. The PTKs would be directly supplied to the State by GOI. The State should put in a mechanism to ensure that necessary steps are taken on priority for further distribution of PTKs to Sub-centers through its own system of logistics management, timely and regularly for ensuring appropriate utilization of kits.
- 3. The State should ensure that 5% of the total stock of PTKs supplied by GOI is kept as buffer before dispatching to districts. Districts, in turn, should keep 5% of the stock received from the state as buffer and rest may be dispatched to sub-centers.
- 4. The sub-centers should ensure that 50% of the received stocks of PTKs are distributed equally among the ASHAs attached to the sub-center and replenish their stock strictly on the basis of performance and not on normative basis.
- 5. The ASHA shall replenish her stock every month from the Sub-center.
- 6. The PTKs will be a part of ASHA drug kit and are meant to be distributed free of cost to the clients in field by ASHAs.
- 7. No transport cost for carrying the PTKs is admissible to the ASHA, as the monthly stock requirement per village would be a part of the ASHA drug kit.

#### **ROLES AND RESPONSIBILITIES:**

#### STATE:

- 1. The State would designate a nodal person to manage and monitor the scheme.
- 2. The State would orient the CMOs of all the districts.
- 3. CMOs would further orient MOs as well as other district officials including the ANMs and ASHAs on the details of the scheme.
- 4. Communication material comprising of banners, posters and leaflets etc. available with GoI as well as developed locally should be disseminated at all levels.

## MO I/C of PHC, ANM would:

- 1. Ensure all ASHAs collect supply from sub-centre.
- 2. Verify ASHAs' performance on a monthly basis.
- 3. Ensure that the ASHAs are giving correct information to clients regarding the method of use of PTKs and orient them in their monthly meetings.

### ASHA would:

1. Regularly collect stock from Sub-center.

- 2. Inform the clients/ women in reproductive age group in her area regarding availability of PTK.
- 3. Inform the potential clients (women in reproductive age group) regarding advantages of early detection of pregnancy with PTK.
- 4. Deliver PTK to the client as per perceived need and tell her the correct method of usage (Refer Annexure II).
- 5. Help in interpretation of result, if required.
- 6. Refer the woman for appropriate care as the need may be:
  - If test is "Positive"
    - Woman wants to continue pregnancy- Refer the client for ANC registration and check-ups
    - Woman wants to terminate pregnancy- Refer to a service provider for safe abortion services
  - If test is "Negative"
    - Woman does not want to get pregnant- Counsel on family planning methods, Provide OCPs / Condoms, "OR" refer to health facility for other methods like IUCD, sterilization
    - Woman wants to get pregnant- Refer to a service provider (Screening for RTI/STI or treatment for infertility, as the case may be)
- 7. The ASHA would report monthly progress to Sub-center in the following format (Format-A):

Format A: Reporting by ASHA

SN	Date	Name of the woman	Address with contact details	Age	PTK provided	Result of test (Positive "OR" Negative)	If Positive, woman referred to service provider (Y/N)	If negative, woman counselled on contraceptive use (Y/N)	Any other remarks	Name of ASHA	Signature
1											
2											

#### MONITORING MECHANISM:

The supply and utilization of PTKs will be monitored closely at the SHC, PHC, district and state levels.

## State Nodal Officer:

State nodal officer for family welfare would have the overall responsibility for smooth supply up to the ASHA level along with proper utilization of PTKs. He/ She would be responsible for the following tasks:

- 1. Ensuring proper distribution of PTKs (received at the State level) to districts and in turn to Sub-center and ASHAs
- 2. Ensuring 5% of the stock received from GOI is kept as buffer at the state level.
- 3. Designate a nodal person in each district for monitoring of the Scheme.
- 4. Conduct a meeting of all districts nodal officers and orient them.
- 5. Prepare a list of Sub-centers and make a tentative calculation of yearly demand.
- 6. Collect and compile monthly usage of PTKs from the districts and send a **Quarterly Report to GoI,** as per the attached format (Format- B).

Format B: Utilization Report of PTKs (State to Gol)									
State:									
Quarter:									
Ononing	Stock Received	Stock util	ized	Balance					
Opening balance		Through Sub-	Through	available	Remarks				
Dalatice		center	ASHA	available					

## **District Nodal Officer:**

- 1. Orient all the MOs, ANMs and ASHAs regarding the utilisation of PTKs.
- 2. Help in calculating the projected requirement for PTKs in a given financial year (well within 150 kits per sub-centre and maintaining required buffer stocks)
- 3. Ensure timely supply of PTKs to Sub-centers and ASHAs
- 4. Monitor the usage of PTKs through a format prepared for Block offices
- 5. Send the monthly report to the State as per the Format-B.

## MO I/C (Block PHC):

- 1. MO I/C (Block PHC.) would provide supportive supervision to ASHAs and ensure that the PTKs are being used correctly.
- 2. He/she would keep a record (monthly) in prescribed format (Format-C) which would provide information, such as stock received, stock distributed, number of ASHAs received stock etc.

## Format C: Utilization Report of PTKs – Sub-center wise (Block to District)

Distr	District:										
Block	Block:										
Mon	Month:										
	Name of		Opening balance stock	Stock received	Stock utilized		Balance				
SN.	Name of Sub-center				Through	Through	available	Remarks			
					Sub-center	ASHA					
1											
2											
3											

3. This report must be sent to the districts every month, which in turn would compile entire districts' data and send to State.

## ANM (at Sub-center level):

- 1. ANM at the sub-center would be responsible for distribution of PTKs to the ASHAs.
- 2. ANM would keep a register in place which would have records of individual ASHA-wise distribution of PTKs and utilization
- 3. Additionally ANM would also maintain record of total supply received at the Sub-center and its utilization; see format (Format-D) below:

	Format D: Distribution of Stock to ASHA and Utilization at Sub-center and through ASHA										
Sub	Sub- Centre										
Dist	District										
Month											
SN	Stock received	Stock Distributed to	Balance	Remarks							
JIV	Stock received	ASHA	Sub-Center	available	neillaiks						
	ASHA Wise Details										
SN	Name of ASHA	Address with contact	Stock	Stock used	Balance	Signature					
SIN	Name of ASHA	details	received	Stock useu	available	Signature					
1											
2											
3											
4											