



Quality Improvement Secretariat

Ministry of Health & Family Welfare

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A. Necessary steps for District QIC meeting

1. Formation of District QIC (Discuss the TOR)
 2. Identification of focal person of District QIC
 3. Discussion of National Strategic Planning on Quality of Care (Share QI core objectives, different Organizational committee and QI conceptual framework) : Div QI coordinator / Selected DP partner will facilitate the discussion
 4. Share National Health Care Standards of Primary level (Community Clinic, USC & UHC) : As Civil Surgeon District QIC is responsible for M&E
 5. Formation of District Resource Pool
 6. Formation of District Monitoring team
 7. Training Plan of District Resource Pool on 5S
 8. Orientation of CS office on 5S
 9. Identification the members of Div Resource pool
 10. Initiative for formation of UHC QIC
 11. Training plan of 5S for UHC by utilizing the District Resource pool
 12. CQI/ PDCA action plan
 13. Orientation of FLI and OP level QI indicators for Reporting, Monitoring and Supervision
- **Above mentioned steps will be facilitated by Div QI Coordinator / Selected DP members**
 - **Status of implementation will be discussed in each meeting and will provide necessary direction**



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B. Necessary steps for Facility Quality Improvement Committee (QIC) meeting

1. Formation of Facility QIC (Discuss the TOR)
2. Identification of focal person of Facility QIC
3. Discussion of National Strategic Planning on Quality of Care (Share QI core objectives, different Organizational committee and QI conceptual framework) : Div QI coordinator / Selected DP partner will facilitate the discussion
4. Share National Health Care Standards of Secondary level
5. Formation of Work Improvement Committee
6. Orientation of FLI/Baseline assessment tools
7. Conduct Baseline assessment and take necessary photograph
8. Identification the weakness areas on assessment findings focus to 5S
9. Conduct Patient Satisfaction survey by using QIS template
10. Orientation on 5S
11. Training Plan of WIT on 5S by utilizing the District Resource pool
12. Development of QI action Action Plan focus to 5S primarily
13. Formation a monitoring team (2-3 Members)
14. Orientation of the monitoring team
15. Action plan for CQI & PDCA
16. Monitoring and Supervision by using TAB in DHIS 2

- **Above mentioned steps will be facilitated by Div QI Coordinator / Selected DP members**
- **Status of implementation will be discussed in each meeting and will provide necessary direction**