Activity 3.1 –Review of SPI-RRT Checklist

Purpose: This activity will allow participants to familiarize themselves with the checklist by reviewing each section during small group discussions

**RESOURCES FOR FACILITATOR:**

* N/A

**RESOURCES FOR PARTICIPANTS**

* Handout 3.1H1 SPI-RRT checklist
* Handbook 3.1H2 SPI-RRT Checklist Users’ Guide

|  |  |  |  |
| --- | --- | --- | --- |
| **Step** | **Detailed Description** | **Resources** | **Time** |
| 1 | Introduce the activity:   * Inform the participants that they will review different components of the SPI-RRT checklist * Inform the participants that they will be working in groups of two after the demonstration, for their own role-playing activity |  | 5 min |
| 3 | INSTRUCTIONS for participants after the demonstration   * Divide the participants into groups of two * Provide the SPI-RRT checklist and the Users’ Guide to one participant in the group so that they will role-play as the audit * Inform the other participant that they will role-play as the site staff being interviewed during the audit * Inform the participant role-playing as the audit that they will use sections of the checklist to pose leading questions to the participant role-playing as the site staff * Alternate within each group until everyone has received a chance to act as an audit. * Re-group and discuss any outstanding concerns after each breakout sessions |  | 5 |
| 3 | Conduct the activity:   * Facilitate the activity for accuracy * Monitor the activity for time |  | 60 min |
| 4 | Debrief the activity:   * Answer and verify any questions or concern’s |  | 20 min |
| **Total Time** | | | 1hr 30 min |