

**Questionnaire prepared to assess health information utilization and associated factors**

<b>Part one: Socio demographic characteristics</b>	
1. Age (in completed years) _____	
2. Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
3. Marital status	<input type="checkbox"/> Never married <input type="checkbox"/> Married
4. Level of education	<input type="checkbox"/> Diploma <input type="checkbox"/> BSc <input type="checkbox"/> Master <input type="checkbox"/> Other, Specify ____
5. Profession	<input type="checkbox"/> Health officer <input type="checkbox"/> Nurse <input type="checkbox"/> Midwife <input type="checkbox"/> Pharmacy <input type="checkbox"/> Laboratory <input type="checkbox"/> Other, please specify _____
6. Total service year (in years) _____	
7. Monthly salary (in ETB) _____	
<b>Part two: Organizational Factors</b>	
8. Do you take on job training on utilization of health information in your institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Is there daily recording system for the activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Do you have standardized set of indicators in your working office?	
11. In your institution, have you displayed health indicator targets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
12. Have you discuss the monthly performance progress using the standard indicators?	<input type="checkbox"/> Yes <input type="checkbox"/> No
13. Is the tool for data collection correctly and completely filled by the health professionals always? (check the answer by observation)	<input type="checkbox"/> Yes <input type="checkbox"/> No
14. Have you change the collected data into information in your department? (Check by observation)	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>15.</b> Have you reported the collected data in the last three months? (check the answer by observation) <input type="checkbox"/> Yes <input type="checkbox"/> No						
<b>16.</b> Your facility has data quality check system? <input type="checkbox"/> Yes <input type="checkbox"/> No						
<b>17.</b> Does your organization have regular meeting to improve health information utilization? <input type="checkbox"/> Yes <input type="checkbox"/> No						
<b>18.</b> Have you receive regular feedback on your report? <input type="checkbox"/> Yes <input type="checkbox"/> No						
<b>Part three : Health information use</b>						
<i>Please indicate your level of agreement on the following statements regarding the utilization of health information. The statements are expressed using the Likert scale; 1-Strongly Disagree, 2 Disagree, 3-Neither Agree or Disagree, 4-Agree 5-Strongly agree.</i>						
Code	Health information used for :	Response				
		1	2	3	4	5
<b>U01</b>	Decision making to take action					
<b>U02</b>	Getting feedback from respective supervisors					
<b>U03</b>	Monitoring day to day health service activities					
<b>U04</b>	Presence of key indicators with charts or using HMIS materials					
<b>U05</b>	Checking data quality (using Lots Quality Assurance Score )(LQAS)					
<b>U06</b>	Presentation of achievements of targets at the last health center and woreda team minutes for department performance evaluation					

**Observation Checklist**

Name of Health Facility : _____			
Woreda( District): _____			
Service Unit observed _____			
Name of observer: _____			
Date : ____/____/____			
Code	Items to be checked	Verified	
		Yes	No
<b>Ch01</b>	Presence of health facility HIS* targets displayed		
<b>Ch02</b>	Presence of health facility indicator performance charts, graphs and table		
<b>Ch03</b>	displayed		
<b>Ch04</b>	Presence of staff meeting minutes reflecting reports, data and feedback from health facility or district discussed		
<b>Ch05</b>	Presence of HIS training manual and guide		
<b>Ch06</b>	Presence of HIS supervisory checklist		
<b>Ch07</b>	Presence of HIS supervisory report		
<b>Ch08</b>	Presence of data quality assurance checklist		
<b>Ch09</b>	Data collection correctly and completely filled by the health professionals		
<b>Ch10</b>	Change collected data into information and reported in the last three months		

\*HIS: Health information system