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| **PHYSIOTHERAPY SITUATIONAL ANALYSIS** | | | |
| **Assessor NAME:** | | | **Current assessment date:** |
| **HOSPITAL/PRC Name:** | | | **Country:** |
| **A** | **The service in general**  **( hospital or PRC)** | **Comments** | **Key issues/ recommendation** |
| A.1 | When has it been established?  What are major events (changes) the service has experienced until now? |  |  |
| A.2 | What is the collaboration with ICRC? |  |  |
| A.3 | What is the set-up in terms of human resources in the service? (organogram if available, nr of HR, job titles/ descriptions and qualifications) |  |  |
| A.4 | What is the set-up in terms of meetings  (all meetings that take place in the service; e.g. morning/ department/ security meeting, ward round,) |  |  |
| A.5 | What are the different departments in the service? |  |  |
| A.6 | What is the bed capacity of the hospital/PRC (if applicable)? How many persons are treated on average per day in relevant departments? What is the average production of device per month for the PRC? |  |  |
| A.7 | Do the departments offer privacy for the service user? |  |  |
| A.8 | Which treatments or interventions are provided by the service? |  |  |
| A.9 | What are other health programmes that you should link with? (External, outside Hospital/PRC) |  |  |
| A.10 | What are the referral systems between PRP, hospital, special inclusion programmes, external consultations, and other NGOs?  (E.g. forms, phone, direct contact) |  |  |
| A.11 | How are waiting lists, admission, appointment and follow up systems managed? |  |  |
| A.12 | What is the set-up for community work/ outreach? |  |  |
| A.13 | What is being offered regarding social inclusion? Are there activities such as participation in national + international days’ events? How many PWD are working in the service? Is there a law in place imposing the employment of PWD? |  |  |
| **B** | **Multidisciplinary Team (MDT)** | **Comments** | **Key issues/ recommendation** |
| B.1 | Who are the members of the MDT (professions, number, experience)? |  |  |
| B.2 | How does the MDT collaborate (meetings, shared documents, case sessions)? |  |  |
| **C** | **Service User (SU)** | **Comments** | **Key issues/ recommendation** |
| C.1 | What are the characteristics of the population? (eg. age, gender, disability, medical conditions). What is the catchment area? |  |  |
| C.2 | How is the data collection managed? How are data analysed? Are they reliable? |  |  |
| C.3 | How many SU have been treated in the last (----) years? (state period) according to types of condition or types of service |  |  |
| C.4 | How many of the treated SU have received physiotherapy in above-stated the period (C.2)? |  |  |
| C.5 | What is access to the service like? (e.g. infrastructure, location, public transport availability, cost of services) |  |  |
| **D** | **Health, Safety & Service Security** | **Comments** | **Key issues/ recommendation** |
| D.1 | Are there health and safety concerns for yourself, the staff, the SUs |  |  |
| D.2 | Are there concerns regarding safety of e.g. equipment, hygiene, risk management, maintenance? |  |  |
| D.3 | Are there security concerns? (e.g. building, location, work place) |  |  |
| **E** | **PT Department** | **Comments** | **Key issues/ recommendation** |
| E.1 | Where is it located in the building? How many rooms, what are the rooms used for? |  |  |
| E.2 | Is there a reception area and waiting room (toilets, changing rooms) for service users and relatives? |  |  |
| E.3 | Is the no. of PTs sufficient? How are treatment sessions distributed? How many on average per day per staff? Is there a distribution according to specialisation/ seniority of staff? (considering what’s normal for this context) |  |  |
| E.4 | What documentation is used?  (attach a soft copy of the SU file and other relevant forms, leaflets, etc.) |  |  |
| E.5 | How is the documentation stored and managed? What do the archives look like? |  |  |
| E.6 | What quality processes are in place?  (PT standards, treatment protocols, etc.) |  |  |
| E.7 | Are there store rooms for equipment? |  |  |
| E.8 | What physiotherapy equipment do you have to work with; is it safe, maintained, clean? Are there maintenance schedules? How and how often do inventories take place? |  |  |
| E.9 | Is the equipment appropriate for the conditions being treated? |  |  |
| E.10 | Is there reliable running water and electricity, generators, ventilation? |  |  |
| **F** | **Stakeholders**  (e.g. partners, community, association, NGOs) | **Comments** | **Key issues/ recommendation** |
| F.1 | Who should be consulted when proposing changes? Who validates an action plan? |  |  |
| F.2 | List partner organisations that the Service cooperates with |  |  |
| F.3 | Does a professional association exist? What are its activities? Does it offer CPD trainings? |  |  |

**SWOT Analysis**

**What are the challenges faced by the centre?**

Think through issues from outside which impact on the centre and the internal issues and pressures

(NB: You may need to do this from the perspective of the PT service / PT programme at a country level as well).

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| **STRENGTHS** | **WEAKNESSES** |
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| **OPPORTUNITIES** | **THREATS** |
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