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

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| **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 |