**Introduction to situation analysis tools**

During the orientation meeting the CRT and RT will explain the district situation analysis so that the DHMT can complete the tools and use the data for the identification and analysis of the health workforce or service delivery problems in their district. The CRT will explain the following areas:

* **Purpose of the situation analysis**:
	+ to support the identification of the health workforce and service delivery problems, and to provide a base-line for tracking the effects of the MSI cycle
* **What sort of data that is needed to complete the tools:**
	+ Data that is already collected in the HMIS e.g. vaccination rates, number of staff
	+ Data about the DHMT meetings e.g. number of meetings, composition
* **Identify who could complete the tools:**
	+ Discuss who would be best to complete the forms e.g. the focal person and the DHMT member responsible for HMIS
* **How to complete the tools:**
	+ Go through each tool, explaining what is required for each question
	+ Answer any questions that they may have
	+ Give your contact details to the DHMT so that they can contact you if they have a query
* **What will happen next:**
	+ The CRT and RT will make one visit to the district between now and MSI Workshop 1. During that visit, the CRT and RT will review the tools and data collected and help answer any issues, as well as facilitate the DHMT to identify the health workforce performance problems or other problems with clear link to workforce performance that they want to address.
	+ Stress that the two tools - a completed District Situation Analysis Tool and a completed HMIS tool- need to be completed before MSI Workshop 1, and a list of workforce performance problems or other problems with clear link to workforce performance that are prioritised by the DHMT. This leads into the in-depth problem analysis.