**AIM-ECD Caregiver Report**

**Observation Checklist**

**April 2022**

**Procedure:** Enumerators in training will administer the complete AIM-ECD Caregiver Report to the caregiver of a child between the ages of 4 and 6. A trained person (either the CR trainer or a supervisor/team leader) will evaluate the administration using the following checklist. This process may be done remotely (for example, a videotape of the administration can be sent to a trained person to evaluate).

Enumerators should demonstrate their ability to successfully administer the CR by receiving all “Yes” responses on the checklist. If the enumerator does not pass the checklist (does not score all “Yes”), they should be counseled on the areas for improvement and allowed another administration for observation. If the enumerator does not get at least 14/17 items as “Yes” on the second attempt, they should not be certified until attending another training. After passing this checklist and the Enumerator Quiz, enumerators are reliable and ready to administer the CR.

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|  | **Yes** | **Needs Improvement** |
| 1. Has materials ready (form, pencil, tablet) |  |  |
| 1. Completes Pre-Interview Information prior to start of interview |  |  |
| 1. Greets caregiver in a friendly and open manner |  |  |
| 1. States introduction and consent statement exactly as written and correctly administers any site-specific consent procedures. |  |  |
| 1. Clearly obtains consent to proceed in interview from caregiver |  |  |
| 1. States that all children are not expected to be able to do all activities asked about in Child Development section |  |  |
| 1. Reads all Child Development items **exactly** as written |  |  |
| 1. Use the child’s name where in place of (name) |  |  |
| 1. Provides neutral, friendly responses, and does not praise/react negatively to Child Development information |  |  |
| 1. Provides appropriate prompts and clarifies any unclear responses from caregiver |  |  |
| 1. Immediately records caregiver responses after each response |  |  |
| 1. Records the caregiver’s answers correctly |  |  |
| 1. Transitions smoothly from section to section with no long pauses |  |  |
| 1. Redirects attention back to interview gently if caregiver gets off-track |  |  |
| 1. Administers all items in correct order |  |  |
| 1. Thanks caregiver at the end of the interview |  |  |
| 1. Reviews form at end of interview to ensure no questions were skipped and notes and concerns with interview in comments |  |  |