

TIPs Tool 4

Recording Form on Outcomes of Counselling and Follow-up Visits

Tool 4 is completed at the end of the counselling visit and at the end of each follow-up visit by the district TIPs implementers. Tool 4 has 3 Columns:

- **Column A** is completed shortly after the counselling visit. It is for recording:
 - Each feeding problem (from TIPs Tool 2.B).
 - Recommendations offered (from TIPs Tool 2.B or any other sound recommendations which come to mind during counselling).
 - Reaction of the caregiver to the advice given by the district officer and reasons why
 - Recommendations or actions agreed upon by the caregiver, following negotiations with the caregiver and other household members, to the extent possible.

- **Column B** is completed shortly after the 1st follow-up visit. Follow-up visits are for assessing progress made in adopting agreed improved feeding practices; solving problems associated with behaviours that are particularly difficult to change and for re-evaluating targets over time, setting new targets as households move towards desired feeding behaviour. To complete Column B, you find out from the household members:
 - Whether the agreed actions were undertaken and TICK in the appropriate column;
 - If agreed action was not tried, find out why.
 - Then negotiate other possible alternatives or re-evaluate targets if the household food situation is changing, depending on season and other circumstances
 - Note the outcome of the re-negotiations or re-setting of targets in Column B of Tool 4.

- **Column C** is completed during the last follow-up visit, which is followed by the evaluation of the trials. During this visit, you find out:
 - The willingness of the caregiver/household to continue with the improved feeding practices and TICK response “Yes/No” in the appropriate column.
 - Then find out the reason for Yes – motivating factors; and No – constraints and note these in the appropriate column of Tool 4.
 - Under the last main column – “Dietary Changes Noted”, write down:
 - o New number of daily meal if this was one of the problem;
 - o Number of food groups now used to make a complementary food regularly; and
 - o Weekly frequency of giving flesh foods and mashed fruits to the child.

