

DATA COLLECTION TOOL: Review of Available Monitoring Data

PROJECT TITLE: Measuring the Healthiness of Ghanaian Children's Food Environments to Prevent Obesity and Non-Communicable Diseases

Date of observation: |__||__|/|__||__|/|__||__||__||__| Time of observation:
 Name of interviewer: _____

For assessment in schools that have a monitoring framework and available monitoring data

Name of school: _____ Date of interview: _____

Name of policy/programme: _____

Date of implementation of policy/programme: _____

Date of monitoring: ____/____/____

Independent document review by researcher

Instructions

Obtain a copy of the monitoring and evaluation report conducted at least 12 months after implementation of the policy/programme. If more than two reports are available, conduct your assessment based on findings from the most recent report. Complete the overview of the monitoring data in section 1 and complete the details of the monitoring data in section 2.

In section 2, place a tick (✓) in the “yes” column if the monitoring data includes an assessment of the indicator, and note the findings in the last column. Place a tick (✓) in the “no” column if the monitoring data does not include an assessment of the indicator. Place a tick (✓) in the “I” column if the monitoring data does not include a complete or full assessment of the listed indicator.

1. Overview of monitoring data currently available

1.1 Type of monitoring data	Self-report, e.g. reported by caterers, cooks, teachers []	
	3 rd party review []	
1.2 Sample description	Full sample []	Specify number and population characteristics
	Subsample []	
1.3 Sanctions for non-compliance	Yes [] No []	If yes, specify
1.4 Assessment of frequency/proportion of sites that have implemented the policy/programme	Yes [] No []	If yes, complete questions 2.1-2.4
1.4 Assessment of the nutritional quality or “healthfulness” of foods provided or sold relative to nutrition standards or guideline	Yes [] No []	If yes, note down reference standard/guideline used here, and complete questions 2.5-2.7
1.4 Assessment of the nutritional quality or “healthfulness” of foods provided or sold not	Yes [] No []	If yes, detail here: e.g. the assessment was conducted based on definitions of “healthy”

relative to nutrition standards or guideline		and “unhealthy” developed by a research team; or the assessment reports on the most common foods provided or offered for sale.
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2. Details of monitoring data currently available

Indicator	Assessment Conducted?			Write down findings from the report
	Y	N	I	
2.1 Does the report detail the number or proportion of schools implementing in the programme?				No. of schools surveyed: _____ No. of schools implementing: _____ Percentage of schools Implementing: _____%
2.2 Does the report detail the number or proportion of students in schools implementing in the programme?				No. of schools surveyed: No. of students in implementing schools: Percentage of students in implementing schools:
2.3 Does the report detail the number or proportion of schools complying with the programme?				No. of schools surveyed: No. of schools in compliance: Percentage of schools in compliance:
2.4 Does the report detail the number or proportion of students in schools complying with the programme?				No. of schools surveyed: No. of students in complying schools: Percentage of students in complying schools:
2.5 Does the report provide a quantitative assessment (relative to each food group-based standard/guideline)?				% of foods meeting food group-based standards? e.g. Overall, 60% of foods adhered to the food-based guidelines (12 schools sampled)
				% of schools having or meeting food group-based standards? e.g. 80% of schools implementing the school food policy 89% of schools met the food-based standards for snacks (range of compliance varied between 32% and 100%)
				Foods or standards most or least compliant? e.g. Within the dairy category, yogurt parfaits were most compliant (72%); cheeses were least compliant (28%)
2.6 Does the report provide a quantitative assessment (relative to each nutrient-based standard/guideline)?				% of foods meeting nutrient-based standards? e.g. 30% of foods sold in primary schools met the standard for sodium
				% of schools meeting nutrient based standards? e.g. most primary schools (86%) met between 7 and 10 out

					of the 14 nutrient and energy standards
				Foods or standards most or least compliant?	e.g. low sodium deli meats were the least (35%) compliant e.g. low-fat dairy products were the most (87%)
2.7 Does the report provide a qualitative assessment?				<i>If yes, note down the findings from the qualitative assessment below;</i>	
<i>Findings from qualitative assessment</i>					
e.g. canteen managers reported that the whole grain standards were the most difficult to meet, while low fat dairy were the least difficult					
e.g. sodium standards were the most difficult to meet due to low availability of products meeting the standard					

Adapted from “Monitoring foods and beverages provided and sold in public sector settings” L’Abbe et. al., 2013