



Safe Motherhood Initiative (SMI)

Regional Contest: Best Practices for Reducing Maternal Mortality Application Instructions

Below are instructions for filling out the Application Form to enter the Regional Contest of Best Practices for Reducing of Maternal Mortality.

The Application Form, Contest Rules, and other information about the contest are available on the Safe Motherhood website (<http://www.paho.org/SMI>).

Please note that some of the following suggestions for filling out the form may not apply to all cases. If a data field does apply your experience, enter "N/A" or a period.

| Section, subsection | Instructions for reporting experiences |
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| 1. General information | |
| Title (maximum 100 characters) | a. Explain how the study involves best practices and improving the quality of measures to promote safe motherhood. b. Describe the intervention being carried out. c. Describe the methods used in the study. |
| Country(-ies) | Name of country(-ies) presenting the report |
| Location | Name of city/town/municipality/state/national entity, and name of neighborhood/community (as appropriate): |
| To which of the following categories does the practice or experience belong? | Indicate the category corresponding to the main topic: Category (A) Community experiences (A1) Community practices or experiences that have led to a reduction in maternal mortality which have not been documented in a publication but are backed by scientific evidence Category (B) Experiences documented in scientific publications B1) Practices coordinated at the municipal or community level B2) Practices coordinated by an entity or institution that is a health service provider B3) Practices and policies coordinated at the national, state, departmental, municipal, or city level |

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| Person responsible for the study: Name: Position: Organization: Country: Address: Telephone: E-mail: Website or links related to the experience: | Provide the information requested for the person responsible for the study. |
| Contact person (if different from the person responsible for the study): | Provide the information requested for the contact person for this contest. |
| Authors Name: Position: Organization: Country: Address: Telephone: E-mail: Website or links related to the experience: | Provide the information requested for all authors involved this study (include first names as well as surnames). |
| Publication: YES _____ NO _____ [If yes, cite reference(s)] | State whether a report on this study has been published before, and if so, cite the reference(s) using Vancouver style. See instructions at: http://publications.paho.org/english/Information_Authors_2007.pdf |
| 2. Executive summary (maximum 250 words) | Summarize clearly and concisely all the key information in the different sections of the report using the following format: Introduction, Methodology, Results, and Discussion. The EQUATOR Network (http://www.espanol.equator-network.org/) provides guidelines for presenting reports prepared using this approach. |
| 3. Introduction (maximum 600 words) | <i>Why was this study undertaken? What is already known about the subject, and what is new or novel about this particular study?</i>¹ |
| 3.1 Background | Provide a brief background on maternal mortality and describe the characteristics of the organization, institution, region, or country where the study was conducted. |
| 3.2 Local context | Describe the nature and impact of maternal mortality in the context of your study. What was the motivation behind this study? |

¹ Applicants may wish to consult databases on health systems and biomedical studies at the following sources: <http://regional.bvsalud.org/php/index.php?lang=en> or <http://evidences.bvsalud.org/php/index.php?lang=en>, or the English-language database on health systems research at <http://www.mcmasterhealthforum.org/healthsystemsevidence/>.

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| 3.3 Proposed best practices | Describe the best practices (modifications/improvements in the health process as they affect mortality outcomes in women) as they apply to intervention(s) in this case. Briefly describe the scientific basis for this study (please cite references to supporting evidence-based studies). |
| 3.4 Specific problem addressed | Describe the specific problem addressed in concise detail. What were the targets, goals, and expected results of this study? |
| 4. Methodology (maximum 600 words) | <i>What was done, and how?</i> |
| 4.1 Ethical context | Describe how ethical issues were addressed in implementing and studying the best practices (for example: confidentiality, protection and well-being of participants, authors' potential conflicts of interest, etc.). |
| 4.2 Local context | Explain how the local elements that might change or improve as a result of best practices were identified and characterized. |
| 4.3 Planning the experience/ intervention | <ol style="list-style-type: none"> Describe the intervention and its components in sufficient detail that others can reproduce it Indicate the main factors that led to the selection of a specific intervention(s) – for example, an analysis of the causes of health system dysfunction, parallels with other studies of the local situation). Describe the steps taken in implementing the intervention (initial steps, processes etc.). Describe the main actors and partners involved in this study (duties, responsibilities, skills, experience, and/or training). Give a detailed description of the strategy/ies used to achieve the desired results in this study (for example, community participation in decision-making, planning, execution, and/or evaluation; leadership development; local skill-building and empowerment at the individual, community, and organizational level; creation of an enabling environment; public policy; improved access to resources/services; communication and public relations; advocacy; other strategies – please specify). Describe the resources used to conduct this study (human; financial; material; other) and indicate their source. Describe how the government and local community leaders participated in, contributed to, and supported the development of the study, as well as any collaboration between different sectors or associations. |
| 4.5 Planning of the study on the experience (intervention) | Describe the plan developed to evaluate the following: how effectively the intervention was implemented; the mechanisms through which the components of the intervention were expected to bring about change and improvement in terms of best practices, as well as any evidence that those mechanisms were effective; type of |

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| | study design selected; and efforts to maximize coherence and validity of the proposal and the possibility of its being generally applicable. |
| 4.6. Methods used to evaluate the experience | a. Describe the instruments and procedures (qualitative, quantitative, mixed) used to evaluate the following: the effectiveness of the implementation of the intervention; the contributions of the respective components of the intervention(s) and factors from the local context; primary and secondary outcomes; validation of instruments (if applicable); and methods for guaranteeing the quality of the data. |
| 4.7 Analysis of the experience | Describe the quantitative and/or qualitative analysis methods used; the variability expected in implementing the intervention. |
| 5. Results (maximum 600 words) | <i>What did the study show?</i> |
| 5.1 Findings | a. Describe the characteristics, structures, and patterns in the context. Give a detailed description of the main achievements of this study and the lessons learned. b. Describe how the achievements of your study contribute to the advancement of public health. c. Describe the changes in the health care process and in the outcomes associated with the intervention (e.g. reduction of maternal mortality). Describe the benefits, side effects, unexpected results, problems, failures, evidence of any association between the intervention or context and the outcomes. Summarize any data missing with regard to the interventions and outcomes. d. Describe the measures adopted to ensure the sustainability of this experience. Describe the specific measures/activities that were introduced to ensure sustainability. |
| 6. Discussion (maximum 600 words) | |
| 6.1 Summary of the main findings | Summarize clearly and concisely the successes and difficulties in implementing the best practices; the changes observed in service delivery and clinical outcomes (e.g., reduction of maternal mortality). |
| 6.2 Relationship to other experiences | Compare and contrast the results of your experience with other reported experiences. Is yours a unique/innovative/creative approach to reducing maternal mortality? |
| 6.3 Limitations | Consider any potential biases, confounding factors, or ambiguities that might affect the validity of the findings; any factors that might affect generalization and application to other contexts; difficulties that might affect monitoring and the sustainability of the intervention over time; any effects of the type of study on the interpretation and applicability of |

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| | the results. |
| 6.4 Interpretation | Explore the reasons for any discrepancies in the outcomes between what is observed and what was expected. Consider any potential causative mechanisms; strength of the evidence; suggestions for future improvements; opportunity costs and actual financial costs. |
| 6.5 Conclusions | Describe the overall usefulness of the intervention at the local level, the context in which the best practices can be effective, and implications for future studies. |
| 7. Resources allocated for the study/Conflicts of interest (maximum 600 words) | Describe the resources (human, financial, and logistical) allocated for the study (own, external, public, private, international cooperation, other). Describe any sources of funding and the role they played in the design, implementation, interpretation, and publication of the report. |
| 8. References (Vancouver style) | See instructions at: http://publications.paho.org/english/Information_Authors_2007.pdf |
| 9. Annexes | Include tables, figures, and/or other relevant documents in a single annex. |