

APPENDIX II-C

TOOL FOR PRIORITIZING HEALTH INDICATORS

Criterion #1:	Criterion #5:							
Criterion #2:	Criterion #6:							
Criterion #3:	Criterion #7:							
Criterion #4:	Criterion #8:							
Indicator	Rating Using Prioritization Criteria: C1 below corresponds to Criterion #1 above, C2 to Criterion #2, etc. If using a "weighted" method, record the agreed upon weights in the line below each criterion number. Assess each indicator using each criterion. Enter your score (1=does not apply, 2=applies, 3= strongly applies) in the box corresponding to the indicator and its criterion. If using a weighted method, multiply the score by the criterion weight and then enter the weighted score in the box.							
	C1	C2	C3	C4	C5	C6	C7	C8
1.								
2.								
3.								
4.								
5.								
6.								
7.								
	Total Scores							

INSTRUCTIONS FOR USING THE TOOL FOR PRIORITIZING HEALTH INDICATORS

This tool is used by each member of the planning group to rate indicators using agreed upon criteria and (optional) agreed upon weights as follows:

- a) Fill in the criteria the group has agreed upon during its group process in the boxes marked Criterion #1, Criterion #2, etc. Note that each criterion is represented in the column headings in the matrix as C1, C2, C3, etc. Everyone should write in the criteria in the same order.
- b) Fill in the indicators the group has agreed to prioritize under the column marked indicator. Everyone should write in the indicators in the same order.
- c) If the group decides that some criteria are more important than other criteria, they may choose to “weight” the criteria. For example, weights of 1= important, 2 = very important, and 3 = among most important may be used. If the group is using the weighing method, record the agreed upon weights (1, 2, or 3) in the line below its respective criterion number (C1, C2, etc). For example, if Criterion #1 is “Data is available” and it has been determined by the group that this criterion is “one of the most important criteria” (weight of 3), all participants in the rating process would enter the weight of 3 under column C1. When rating the indicator by the criteria, each participant will use this agreed upon weight to multiply their rating score.
- d) At this point, each participant uses the tool *individually* to record his/her rating score using a rating scale that has been predetermined by the group. On this tool, the rating scale is 1= does not apply, 2= applies, 3=strongly applies. For example, if the first indicator that is being rated by the group is “1. infant mortality” and the criterion (C1) being applied is “Data is Available” and you (person using this tool) rate it a 3 (strongly applies) because you know there is easily available data, you would enter 3 in the column under C1 opposite indicator 1. If your group is using the weighing method and, as in c) above, it has determined this criterion is weighted 3, you will multiply your score of 3 by the weight of 3 and enter 9 in the column under C1 opposite indicator 1.
- e) Once you have rated the indicator by each criterion you will add your scores across the row and enter the Total Score (for indicator #1, C1+C2+C3, etc = Total Score). Proceed to do this for each indicator.
- f) When finished scoring all the indicators, each participant will either hand in the scoring sheet or read off his/her total scores to the facilitator who is conducting the prioritization process.
- g) Each participant’s total score is written into a Summary Ranking Table as shown below. Going across the row, the participants’ scores for each indicator are summed. For example, in the table below, the participants’ scores (65, 52, 68) are added and the total (185) entered.
- h) The facilitator ranks the total scores. In the example below, “Infant Mortality” would be ranked #1 (highest) and reflects that the group, through this method, has determined this indicator is a high priority, “Teen Drug Abuse” is ranked #2 and “Maternal Diabetes” is ranked #3 (lowest).

Please refer to Appendix II-I for more detailed instructions. Although Appendix II-I is for problem prioritization, the process is similar to prioritizing health indicators.

Example

SUMMARY RANKING TABLE

Indicators	Participants			Total	Rank
	Participant 1	Participant 2	Participant 3		
Infant Mortality	65	52	68	185	1
Maternal Diabetes	30	25	36	91	3
Teen Drug Abuse	55	46	70	171	2