Supplementary material for Mustaffa Kamal, R. et al. Provision of dysphagia services in a developing nation: Infrastructural challenges, *International Journal of Speech-Language Pathology*, 2015;17:594–604.

Appendix: Infrastructure checklist

Date: _____

Workplace: _____ Hospital

This checklist aims to identify available infrastructure at your workplace. By infrastructure, I mean a basic level of organizational structure including networking and communication, staffing support, financial support, facility and documentation. Please go through each question carefully and tick (✓) in the appropriate column.

		Yes	No
(A) Networking and Communication			
1	Do the speech-language pathologists (SLPs) in your workplace communicate with other health professionals in regards to patients with dysphagia? (If your answer is no, please go to Question 4)		
2	If yes, how do they communicate with the professionals?		
	(a) Through e-mail		
	(b) Through phone call		
	(c) Through face-to-face consultation		
	(d) Through the patient's case note (medical record)		
3	Do SLPs in your workplace have sufficient communication with other health professionals regarding management of patients with dysphagia?		
4	Do you need a referral from another health professional in order to see a patient with dysphagia in your workplace?		
5	How do you receive referrals for patients with dysphagia?		
	(a) Through referral slip from other health professional		
	(b) Through e-mail/paging system		
	(c) Through phone call		
	(d) Through face-to-face consultation		
	(e) Through the patient's case note (medical record)		
(B) Staffing Support			
6	Are there any unfilled positions for SLP at your workplace?		
7	Is your department/unit under-staffed to meet the demands of your employer/workplace?		
8	Do you have waiting lists for speech-language pathology services in your workplace?		
9	Are there clinicians who are competent to conduct dysphagia assessments and management in your workplace?		
10	Within your workplace, do you have access to other health professionals who manage patients with dysphagia?		
11	Are there other staff members (e.g. allied health assistants, nurses) in your workplace that assist with the dysphagia-related patient care (e.g. monitor patient during mealtime, emergency support, prepare materials for swallowing assessment)?		

(C) Financial Support			
12	Is there a specific budget allocation given to SLPs at your workplace for clinical purposes (e.g. purchase clinical materials, reference books/journals)? <i>(If your answer is no, please go to Question 14)</i>		
13	If yes, has the budget been utilized to purchase materials/references relevant to dysphagia?		
14	Is there a specific budget allocation given to SLPs at your workplace for professional development activities (e.g. for conference, training, workshop)? <i>(If your answer is no, please go to Question 16)</i>		
15	If yes, has the budget been utilized for professional development activities in regards to dysphagia management?		
16	Is there a specific budget allocation given to SLPs at your workplace for research purposes (e.g. research instrument, publication, presentation in conference)? <i>(If your answer is no, please go to Question 18)</i>		
17	If yes, has the budget been utilized for research relevant to dysphagia?		
18	Is your budget sufficient to support dysphagia services at your workplace?		
(D) Facility			
19	Is there sufficient space within your workplace to offer adequate speech-language pathology services?		
20	Is there a radiological service available in your workplace? <i>(If your answer is no, please go to Question 22)</i>		
21	If yes, has it been utilized for modified barium swallow (MBS)/videofluoroscopic swallowing study (VFSS)?		
22	Is there access to flexible nasendoscopy in your workplace? <i>(If your answer is no, please go to Question 24 in section E)</i>		
23	If yes, has it been utilized for swallowing assessment/fibre-optic endoscopic examination of swallowing (FEES)?		
(E) Documentation			
24	Are there any clinical policies/guidelines/documents related to dysphagia management at your workplace? <i>(If your answer is no, please go to Question 42 in section F)</i>		
25	If yes, are they being used as a guide to manage patients with dysphagia?		
26	Do the guidelines outline overall management (assessment and treatment) procedures of dysphagia?		
27	Do the guidelines outline referral procedures for patients with dysphagia?		
28	Do the guidelines define dysphagia and dysphagia management?		
29	Do the guidelines address the roles of an SLP in dysphagia management?		
30	Do the guidelines describe assessment procedures of swallowing?		
31	Do the guidelines explain the components of a clinical swallowing examination?		
32	Do the guidelines recommend instrumental evaluations as part of the swallowing assessment?		
33	Do the guidelines outline the procedures for conducting a videofluoroscopic swallowing study (VFSS)?		
34	Do the guidelines outline the procedures for conducting a fibre-optic endoscopic examination of swallowing (FEES)?		
35	Do the guidelines state factors that need to be considered in a swallowing diagnosis?		

36	Do the guidelines describe the steps involved in the formulation of a treatment plan for patients with dysphagia?		
37	Do the guidelines recommend specific treatment techniques for specific symptoms of dysphagia?		
38	Do the guidelines highlight the need to monitor the progress/outcomes of a patient?		
39	Do the guidelines address the importance of team management of dysphagia?		
40	Do the guidelines describe the procedures required in educating and counselling patients, caregivers and other professionals about dysphagia?		
41	Do the guidelines highlight ethical considerations in dysphagia management?		
(F) Overall Impression of Infrastructure Effect on Dysphagia Service			
42	Do you feel that current infrastructure is an issue that limits the provision of dysphagia service at your work place?		