MONITORING AND DATA COLLECTION TOOL

- HOSPITALS

Name of Facility	
Health Region	
Parish	
Date of Evaluation	
Signature	
Date	

This tool has 6 pages inclusive of this page.

HAS AUDIT DATA COLLECTION INSTRUMENT

Period of Review	
Date of Audit	
Name of Auditors	

Notifiable Disease (HAS)	**#Reported to HD**	**#Reported from HAS Audit**	**Difference**	**% of cases reported**	**Comments**
Accidental Poisoning					
AFP/Polio					
Congenital Rubella					
Congenital Syphilis					
Death					
Diphtheria					
Encephalitis					
Hansen's Disease					
Hepatitis B					
HIV/AIDS					
Malaria					
Maternal Death					
Measles					
Meningitis					
Ophthalmia Neonatorum					
Pertussis-like Syndrome					
Rheumatic Fever					
Tetanus					
Tuberculosis					

Typhoid Fever					
Admitted LRTI/SARI					
Respiratory Related Death					
Leptospirosis					
Cholera					
Total					

Scoring is narrative.

MONITORING TOOLS FOR HOSPITALS

The recommended persons to be interviewed are:

- Physician
- Registered Nurse
- Public Health Nurse/ Infection Control Nurse
- Health Records Clerk
- Laboratory Personnel
- Medical Records Staff

Key personnel interviewed or consulted during the audit

	Name	Position
1.		
2.		
3.		
4.		
5.		
6.		

7.		
8.		
9.		
10.		

	Indicator	**Rating**			**Remarks**
		Medicine	Surgery	Specialty	
	Staff awareness of surveillance				
	DOCTORS:				
1	State the case definitions for: AFP (1), ILI (1), Dengue without warning signs (1), TB (1), Cholera (1), Gastroenteritis (1). *Scoring: Inadequate: 1-3/Adequate: 4-6*				
2	List 5 diseases that should be reported immediately. *Scoring: Inadequate: 1-2/Adequate: 3-5*				
3	List 2 resources you can access for more information *Scoring: Inadequate: 0/Adequate: 1-2*				
4a	What sample should be sent for fever and maculopapular rash cases: (answer: serum sample OR a red top tube) *Scoring: Inadequate:<1/Adequate: 1*				
4b	What is the ideal timeline for testing of fever and maculopapular rash cases (answer: within 7 days of the onset of rash) *Scoring: Inadequate:<1/Adequate: 1*				

	Indicator	Rating			Remarks
4c.	What proportion of fever and maculopapular rash cases are to be sampled (answer: 100% or everyone) *Scoring: Inadequate:<1/Adequate: 1*				
5a	What proportion of cases seen should be routinely tested/sampled for the following conditions: ILI (1 in 10 or 10%) *Scoring: Inadequate:<1/Adequate: 1*				
5b	What proportion of cases seen should be routinely tested/sampled for the following condition: GE (answer is 100% of admitted patients, 1 in 10 for ambulatory patients) *Scoring: Inadequate:<1/Adequate: 1*				
6	What sample is to be taken for suspected leptospirosis cases (answer: purple top tube) *Scoring: Inadequate:<1/Adequate: 1*				
	NURSES:				
8	State the case definitions for: AFP (1), SARI (1), MDRO (1), TB (1), Cholera (1), Dengue with warning signs (1). *Scoring: Inadequate: 1-3/Adequate: 4-6*				
9	What type of cases require the following samples: *Scoring: Inadequate: 1-2/Adequate: 3-5*				
9a	Nasopharyngeal swab				
9b	Stool swab				
9c	Sputum sample				
9d	Serum sample				
9e	Blood sample				

	Indicator	Rating			Remarks
		Medicine	Surgery	Specialty	
10	List 5 diseases that should be reported immediately on suspicion *Scoring: Inadequate: 1-2/Adequate: 3-5*				
11	List 2 resources you can access for more information *Scoring: Inadequate: 0/Adequate: 1-2*				
12	What investigation forms do you use for a patient with:				
12a	Acute Flaccid paralysis in someone under 15 (Polio). *Scoring: Inadequate:<1/Adequate: 1*				
12b	Fever and maculopapular rash (MOH Fever and Rash/measles form). *Scoring: Inadequate: 0/Adequate: 1*				
	MEDICAL TECHNOLOGISTS **(for some sites)** **Ask the frequency of visits if a rotating medical technologist visits the health centres**				
13	What forms are necessary for:				
13a	Reporting class one diseases *Scoring: Inadequate: wrong or no answer*				
14	List the media and storage temperature for: *Scoring: Inadequate: media and/or storage wrong. Adequate: media AND storage correct*				
14a	Blood for malaria				
14b	Swab for influenza				
14c	Serum for fever and rash				
14d	Stool for cholera				

	Indicator	Rating			Remarks
14e	Blood for AFP				
15	What diseases should the **laboratory** itself report?				
	ACTIVE OBSERVATION (Question staff and actively look for these items/information)				
16	Availability of Notification booklet *Scoring: Present - adequate, absent - inadequate*				
17	Class 1 Disease Chart *Scoring: Present - adequate, absent - inadequate*				
18	Infection Control Officer assigned *Scoring: Present - adequate, absent - inadequate*				
19	Frequency of staff meetings *Scoring: Adequate - at least 11, Inadequate <11 per y*				
20	Guidelines re: treatment of specific communicable diseases / job aids to help treatment of specific diseases *Scoring: Present - adequate, absent - inadequate*				
		Medicine	Surgery	Specialty	
21	Area designated for disease control/isolation *Scoring: Present - adequate, absent - inadequate*				
22	Guidelines for the collection, storage and transportation of samples *Scoring: Present - adequate, absent - inadequate*				
23	Availability of investigation forms e.g. Fever and Rash *Scoring: Present - adequate, absent - inadequate*				
24	Availability of Laboratory form *Scoring: Present - adequate, absent – inadequate*				
	SUPPLIES (on ward, on compound or in laboratory)				

	Indicator	Rating			Remarks
	Scoring: Present - adequate, absent – inadequate				
25a	Red top blood tubes (check expiration date)				
25b	Purple top blood tubes (check expiration date)				
26	Universal sterile container (for sputum and stool testing, etc.)				
28	Sample storage / transport Igloos				
29	Ice packs for sample storage / transport				
30	Transport media for bacterial/viral samples (note if room temp or cold storage)				
31	Sample Thermometer				
	HEALTH RECORDS OFFICERS				
32	What proportion of Health records personnel can produce the weekly sentinel report? (50% =adequate)				
33	What diagnoses may be recorded as unspecified fever (case definition)				
34	What diagnoses may be recorded as fever and respiratory? (**Ans:** Any case with fever and cough; 'Asthma' is not, and such an answer denotes an "Inadequate" assessment)				
35	What is the definition of fever and neurological (case definition)				
36	What diagnoses may be recorded as fever and rash (case definition)				
37	What diagnoses may be recorded as gastroenteritis (case definition)				
		Tally			

	Indicator	Rating			Remarks
		Overall Score			
		Overall Rating			

Scoring

Adequate	1
Inadequate	0

1. Tally all the 'adequate' ratings: Ad
2. Tally all the possible indicators: PI
3. Tally all the 'not applicable': NA
4. Note the number of category staff you got a response from: *x*
    a. You can also do this for just one category at a time, in which case *x*=1
5. Perform the following calculation

$$\frac{Ad}{(PI-NA)*x} * 100 = Y\%$$

This gives Y, the overall score.

6. Assign the overall score thus:

≥60%	Adequate
< 60%	Inadequate

to get the overall rating.