

RESOURCE SUMMARY

CASE-BASED SURVEILLANCE TOOLKIT

TOOLS, TIPS AND STRATEGIES FOR STRONG SURVEILLANCE

PURPOSE

A successful national HIV program can allocate resources and design programs to meet existing and emerging needs. Knowing where the needs are requires a strong national surveillance system that can routinely describe who is infected and where they are, denote areas of concentration, and identify disease outbreaks.

This toolkit—developed from years of hands-on experience and full of examples, tools, resources, and templates—will equip the reader to plan for and implement a case-based surveillance system, or to initiate improvements to an existing system.

TARGET AUDIENCE

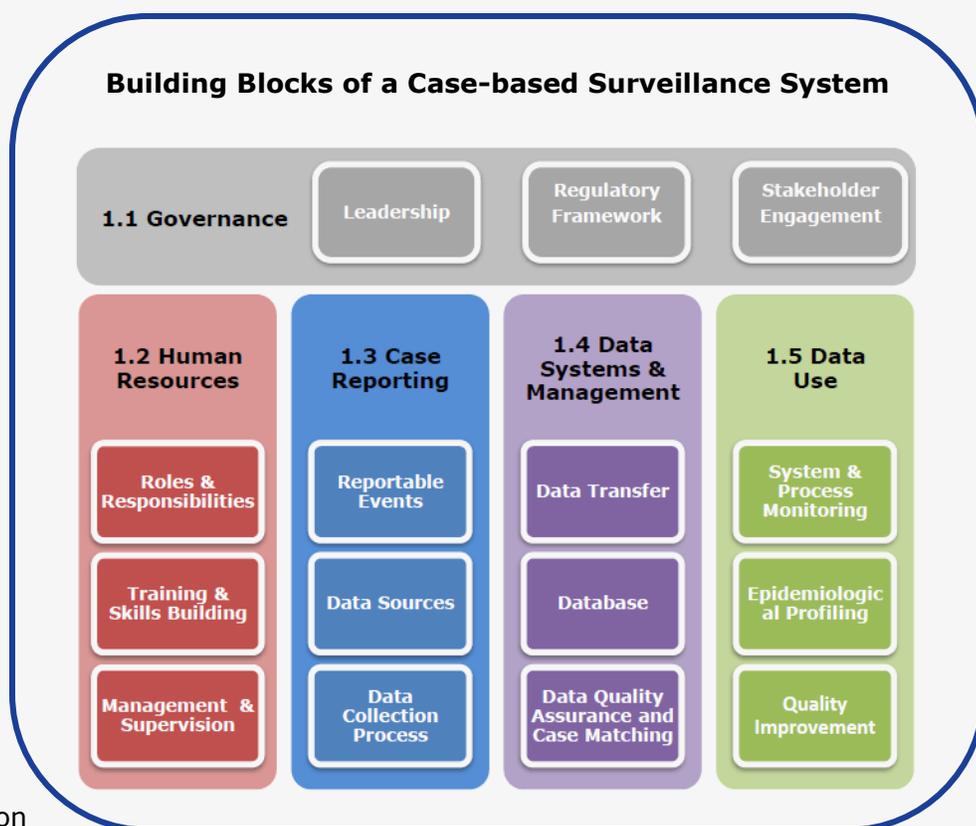
- Ministries of Health
- National HIV Programs
- National Surveillance Programs

CONTENTS

For more than 23 years, NASTAD has worked to strengthen the role and promote the success of health departments as they develop health systems that reduce rates of HIV and ensure quality care and treatment to improve health outcomes. This toolkit draws on and presents resources and lessons learned through these 23 years of work, as well as NASTAD's support for case-based surveillance system development and quality utilization in PEPFAR-funded countries over the last 10 years.

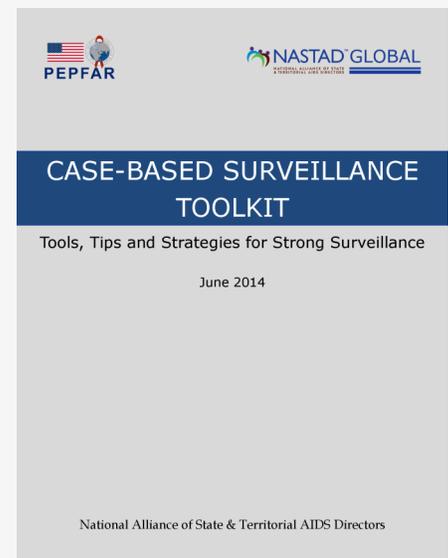
The toolkit is presented in three sections:

- The **Introduction** provides a general background and orientation to the case-based surveillance method, and helps the user prioritize sections of the toolkit to use.
- **Module 1** presents the “building blocks” that serve as the foundation for the development and reinforcement of a strong case-based surveillance system (see Figure 1). These components have been defined based on the authors' experiences, and draw on public health literature and public health expertise.



The toolkit challenges the reader to consider and reinforce each of these elements—using the catalogued resources and tools—to ensure a strong system:

- 1. Governance.** This chapter will help the reader generate a blueprint for a strong leadership, and help with the development of a regulatory framework with robust policies set to manage the surveillance system and to protect patient privacy.
 - 2. Human resources.** This chapter will help the reader define and identify key human resources—people and competencies—needed to support a case-based surveillance system, and provides guidance and resources to ensure strong training and management processes.
 - 3. Case reporting.** This chapter will help the reader outline what their case-based surveillance system could look like by establishing criteria for reporting sentinel events, identifying data sources that could contribute to the case-based surveillance system, and setting guidelines for data collection.
 - 4. Data systems and management.** This chapter will help the reader ensure that there is a process in place to ensure that reported data are managed effectively, including data transmission, storage, cleaning and quality assurance.
 - 5. Data use.** This chapter will help the reader plan for use of the data generated by the case-based surveillance system.
- Module 2** walks users through the five steps used by NASTAD for HIV case-based surveillance system reinforcement and implementation. These steps—and the related tools, templates and resources that are presented—can be modified and adapted to the user’s local context to help ensure success. The guided steps that are presented challenge the user to:
 - 1. Devise a vision for your system.** This chapter is intended to help the reader formulate a “gold standard” vision their case-based surveillance system—including the goals, the data that is needed, and how the data will be reported—such that there is a reference point to start work from
 - 2. Establish buy-in and support.** This chapter will assist the reader to identify stakeholders from the public and private sector, and engage them in the design and implementation of the case-based surveillance system to help ensure success and collaboration from the start.
 - 3. Implement an environmental scan.** This This chapter will assist the reader to design and implement a rapid assessment of the public health environment to identify existing factors that will support or hinder the development of the case-based surveillance system. Being able to address and leverage these factors from the start is critical.
 - 4. Define and plan your system.** This chapter will help the reader define policies and procedures for the case-based surveillance system such as human resource and training, data collection and reporting, data management, process monitoring, and protection of patient privacy.
 - 5. Implement and/or improve your system.** This chapter will guide the reader in training personnel to effectively use the surveillance system to ensure high performance and to roll out, support, monitor, and evaluate the surveillance system.



FOR ADDITIONAL INFORMATION

The methods and tools presented in this toolkit have been used with and by ministries of health in six African and Caribbean countries. If you are interested in obtaining this toolkit, and learning more about NASTAD Global Program’s work, please contact Luisa Pessoa-Brandão at lpessoa-brandao@NASTAD.org. We will work with you to design a system that will best meet your needs: simple or complex, low-or high-cost, and a quick-fix or a long-term investment.

Development of this publication was supported by the Department of Health and Human Services (DHHS)/ Centers for Disease Control and Prevention (CDC) Division of Global HIV/AIDS (DGHA) Cooperative Agreement U2GPS001617. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of CDC.