Donors and governments provide funding

Suppliers provide raw materials

Manufacturers produce health supplies

Program managers and policy makers at the central level select, quantify, and procure health supplies

Central warehouses store and distribute health supplies

Regional and local stores store and distribute health supplies

Health facilities store and dispense health supplies to customers

Source: John Snow, Inc.

NTD Supply Chain Assessment Tool

Health Facility Level

BILL & MELINDA GATES foundation

JSI
Health Logistics

NTDs Supply Chain Assessment Tool (NTD-SCA Tool)
Health Facility Level
Interview & Data Collection Guide

COUNTRY:	DISTRICT:	HEALTH FACILITY NAME:
INTERVIEWER/S:		DATE:

Persons Interviewed:

Name of Contact	Title	Mobile Number

Introduction:
Introduce the team, purpose, structure, and timing of the assessment.
Thank the interviewees and ask if they have any questions before we start.

Section I - NTD Overview

Ask the following questions of key informants (i.e. NTDCP Program Manager, and NTD Focal Person)

1.1   Profile

1. Total catchment population: _____   2. Total SAC population:_____

3. Number of villages and sub-villages supported for NTD MDAs: _____

4. Number of schools supported for NTD MDAs:_____

5. Number of CDDs and School Health Teachers worked with: _____

1.2   Which of the following locations are used for mass treatment?

Disease	Schools	Health Facilities	Community	Door-to-Door	Other (Describe)
Lymphatic Filariasis					
Onchocerciasis					
Schistosomiasis					
STH					
Trachoma					

1.3   When are MDAs scheduled?

Disease	Date of Last MDA	Date of Next MDA	Target Population	Coverage from last MDA
Lymphatic Filariasis				
Onchocerciasis				
Schistosomiasis				
STH				
Trachoma				

1.4   Which MDAs are conducted together? Which are conducted independently? Who distributes the drugs in each MDA?
Please Describe:

1.5   What is the estimated distance to the farthest community and the farthest school conducting MDA?

Section II - HR: Staffing, Training, Supervision

2.1   Which staff are responsible for the following activities:

Tasks	Responsible Staff
Supervising the MDAs?	
Quantifying NTD drug needs?	
Receiving/ collecting NTD drugs?	
Storing and distributing NTD drugs?	
Administering NTD drugs?	

2.2	Please describe the training for the Health Facility staff and CDDs. Who conducts the training, how long is it, and when/where does the training take place? Does the training include supply management? ***Please request a copy of training curricula or guidelines***
2.3	What, if any, guidelines, job aids, or SOPs are given to the Health Facility staff and the CDDs? Do the materials include supply management? ***Please request a copy or take a picture***
2.4	What stipend do the CDDs receive? When is it given to them and by whom? Has it increased over time? **Please Describe:**
2.5	Do you conduct supervision for the CDDs for NTD MDAs? If yes, when, and what is the focus of the supervision?
2.6	Who volunteers to be a CDD? What are the education or literacy levels for the volunteers? What percent of the CDDs were FIRST time volunteers for the most recent MDA?

2.7	Do you receive supervisory visits for NTD MDAs? If yes, when, who conducts the supervision, and what is the focus of the supervision? Do you feel you need more supervision (or training) in drug management? **Please Describe:**

Section III - Data Recording and Reporting

3.1	Do you collect information regarding number of people treated and number of treatments dispensed at MDAs? If yes, what forms are used for recording and reporting this information? Who collects the data and when? Please describe: *Please obtain copies of tally sheets, registers, or other formats or take a photograph*
3.2	Is the information on quantities of drugs received, distributed, wasted and in balance collected and reported? If yes, when and by whom, and what forms and records are used (e.g. register, stock card, etc.)? Are there written guidelines/SOPs for drug management? *Please request a copy or take a photograph*
3.3	Do the CDDs summarize their registers/tally sheets or is that done at the health facilities? Is there a place for page totals and register totals for the drug supply data? Is it filled out? *Please take a photograph and describe:*
3.4	Are there guidelines or written SOPs for recording and reporting data? If yes, do the SOPs include recording and reporting on drug logistics data? *If so, please obtain copies or take a photograph*

3.5	Are those (logistics) data summarized on annual reports and sent by the CDDs to the health facility? Or do the CDDs turn in their records, requiring the health facility staff to aggregate the data for each CDD? **Please take a photograph and describe:**
3.6	How do the reports move from the health facility to a higher level? Who uses the reports and for what purpose? **Please Describe:**
3.7	Does the health Facility keep copies of old reports? If they do not, please ask why not? **If yes, please ask to see copies and photograph.**
3.8	Do staff record and report ADRs and SAEs? If yes, where do they collect the data and how do they report it? **Please Describe:**

Section IV - Quantification / Ordering

4.1	Who is responsible for quantifying NTD drug needs at this level? Do you calculate or does the district calculate for you? **Please Describe:**
4.2	When is this done and how do you calculate the quantity needed of each drug? **Please Describe:**

4.3	Do you conduct annual community headcounts? If yes, when is this done and what challenges do you face in conducting the headcounts? If no, what is the source of the population data? **Please Describe:**

4.4	Was the quantity received enough? Have you ever run out of drugs before the end of the Campaign? If yes, why, and were you able to obtain additional drugs? **Please Describe:**

4.5	How do you calculate how many of each drug to provide to each CDDs? **Please Describe:**

Section V - Receiving / Storing / Distributing

5.1

MDA NTD Drug	Quantity Received (Last MDA)	Current Balance on Stock Card*	Physical Balance	Expired Quantity
Albendazole				
Azithromycin				
DEC				
Ivermectin				
Mebendazole				
Praziquantel				

Please use "NA" if there are no stock cards in use for NTD drugs

5.2	Where and when do you receive the NTD drugs? **Please Describe:**
5.3	How were the NTD drugs transported to the health facility? What vehicle was used and how was the cost (i.e. fuel, etc) paid for? **Please take a photograph of the vehicle.**
5.4	Where are the drugs stored at the health facility? Who is responsible for them? **Please take a photograph and/or describe the store room.**
5.5	When and where do the CDDs receive their NTD drugs?
5.6	When and where do the School Health Teachers receive their NTD drugs?

5.7	Do the CDDs and School Health Teachers return the NTD drugs remaining after the MDA? When and how do they return the drugs (i.e., walk, bus, etc)? **Please Describe:**

5.8	Do they return **<u>open</u>** bottles as well as unopened bottles? Is there a policy for this? **Please Describe:**

5.9	Does the health facility return unused drugs to the districts? **Please Describe:**

5.10	Who is responsible for the drugs during MDA, and what is done with any drugs remaining after the MDA? Are there any issues with transport between the district and health facility, and between the health facility and the villages during or after MDA? **Please Describe:**

Section VI - Summary Analysis

6.1   Please list below what works well, what does not work well, and why. What issues are the biggest risk to ensuring full supply of NTD drugs for future MDAs?

6.2   If you were the Minister of Health, what would you do to improve the availability of NTD drugs?
       Please Describe:

Annex A - Community Volunteers

Note to the interviewer: At the district, work with the district NTD coordinator, who will be assisting in arranging HF visits, to ask the HF staff to also arrange for 1-2 CDDs to be available at the time of the HF visit. Conduct those interviews whenever the CDDS are available and provide a small payment or gift for their time.

1. How long have you been an NTD MDA volunteer and why did you decide to volunteer?

2. Do you also serve as the community volunteer for other health campaigns? If so, please describe the campaigns, the amount of work for you (i.e. number of days), and any stipend you receive for each campaign.

3. What training of you receive for the NTD campaigns? Where is it held, how long is it (i.e. 4 hours, 8 hours) and what are the main points of the training? Is the training adequate? Do you feel you know what to do?
    Please Describe:

4. Does the training include guidance on how to manage the drugs during and after the campaign? Did you receive written guidelines that include drug management?
    Please Describe:

5. At the last training, can you estimate how many were "first time volunteers" and how many were "continuing volunteers"?

6. How (where and when) do you receive the NTD drugs? How do you distribute the NTD drugs? Is it door-to-door or at a fixed place in the community? Are you by yourself or do you have help?

7. What information of you record during the MDA and what form do you use? What information do you summarize after MDA and what form do you use? Do you work with the Health Facility staff to complete the summary reports?
   Note: ask if you can look at the records/reports and check for completeness and accuracy (i.e. Are page totals completed and accurate in the registers? Are the page totals summarized on a Totals page in the register?)

8. What drug supply data do you record/report (i.e. quantities received, used, wasted, in balance) and on which forms? Do you fill this information in or is it done by someone else? Do you report this drug supply data in the summary report?

9. How do you determine the drug balance (remaining) after MDA? Do you include the tablets in open bottles? What do you do with the NTD drugs remaining after the campaign?

10. What is the best thing about conducting the NTD MDA for you? What are the most difficult aspects and what should be done to improve these difficult aspects?