














COVID-19 Facility Assessment Resources

The complete directory can be accessed here:

<https://path.box.com/s/p96ff2i0vkjt0twlerq6r0t8fse73dko>


The directory was developed by PATH and CHAI as part of the **COVID-19 Respiratory Care Response Coordination** project


Resources described in this document:

(1)		Biomedical Equipment for COVID-19 Case Management (Word)
(2)		Biomedical Equipment for COVID-19 Case Management (PDF)
(3)		Biomedical Equipment for COVID-19 Case Management (Excel)
(4)		COVID-19 Health Facility Phone Survey Guidance
(5)		Biomedical Equipment SurveyCTO Guide
(6)		SurveyCTO for COVID-19 Inventory Tools: Data Manager Guide
(7)		Using SurveyCTO for COVID-19 Inventory Tools (support guide)
(8)		Setting up 'SurveyCTO Collect' on Tablets and Mobiles
(9)		SurveyCTO Training Aide for WHO COVID-19 Oxygen Therapy Assessment
(10)		Showcards
(11)		Data Quality Checks-Guide for Data Managers

About COVID-19 Respiratory Care Response Coordination consortium

PATH, the Clinton Health Access Initiative (CHAI), and the Every Breath Counts (EBC) coalition are leading the **COVID-19 Respiratory Care Response Coordination** project to support country decision-makers in the development and execution of a comprehensive respiratory care plan to meet the demands of COVID-19. The project is also pursuing strategies to help prioritize and improve access to oxygen therapy and other essential equipment involved in respiratory care as an integral part of health systems strengthening, beyond the pandemic response. For information: oxygen@path.org.

(1)	Biomedical Equipment for COVID-19 Case Management: Inventory tool for facility readiness and equipment re-allocation																																												
Author	World Health Organization																																												
Audience	health facility administrators, health care workers, procurement officers, planning officers, biomedical engineers, infrastructure engineers																																												
	This facility-based survey is designed for rapid deployment and assessment of biomedical equipment for COVID-19 treatment and response. The paper survey can be printed and completed by hand and comes with “showcards” (#10 in this directory), which are images to help data collectors correctly identify devices and products. Information from the completed surveys are then entered into the Excel form (#3 in the directory) for aggregation and sharing. The facility-based survey is available in two different formats for country adaptations and ease of data collection – Word document (#1 in this directory) and PDF file (#2 in the directory).																																												
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File type:	PDF file  (2) Biomedical Equipment for COVID-19 Case Management (pdf)_2020_05_07.pdf																																								


Biomedical Equipment for COVID-19 Case Management

Audience *data collectors, data managers, data entry operators*

[illegible]

File type: Excel document

 (3) Biomedical Equipment for COVID-19 Case Management (excel)_2020_05_07.xlsx

(4)	COVID-19 Health Facility Phone Survey Guidance
Author	PATH
Audience	<i>enumerators, field officers</i>
	<p>If conducting a health facility assessment over the phone, it is important to standardize the data collection process to ensure accuracy of facility data. This document outlines a protocol for conducting assessment surveys by phone as an example of all elements to be included and can be adapted for your country context. Procedural information starts from before a phone conversation begins, walks through potential scenarios and responses, discusses potential challenges and how to properly complete your survey work at the end of the day.</p>
	<div> <p style="text-align: center;"><u>COVID-19 Health Facility Phone Survey Guidance</u></p> <p>This document is intended to provide guidance for enumerators or field officers to conduct a health facility phone survey as part of COVID-19 assessment work. It outlines three key steps involved in conducting a survey, as well as various scenarios and suggested responses.</p> <p><u>Step 1: Prepare to conduct a phone survey</u></p> <p><u>As a general rule, phone surveys should start in the morning (e.g. 8.30 AM every day, unless there are scheduled earlier appointments). Prior to the start of the survey work, teams should hold daily debriefs to address any issues from the day before.</u></p> <p>Be prepared</p> <p>Before starting every call, each enumerator should run through the following check list to ensure they are ready:</p> <ul style="list-style-type: none"> • You have a fully charged tablet (or other data collection device) with the pre-installed correct version of the survey. If unsure about which version of the survey should be used, please clarify with your team leader. • You have a fully charged phone, loaded with enough <u>airtime</u> and subscribed minutes to be able to reach all the participants you plan to call for the day. • You have working headphones. • You have a printed tracking sheet with the list of respondents you need to call that day. This list should have the Household ID, the respondents names, and phone numbers. • You have the survey manual and protocol close to <u>you, in case</u> you need to refer to it for questions. • You have a notebook and a pen. • You have a charging facility near you, i.e. an extension cable and a charger. </div>
Access	https://path.box.com/s/5rxwu2r1tr3nzn4nea4l9ccpdy17fwii
File type:	<p>Word document</p> <div>  (4) COVID-19 Health Facility Phone Survey Guidance.docx </div>

(5)

Biomedical Equipment SurveyCTO Guide

Author

PATH

Audience

data collectors, data managers, data entry operators

This “data dictionary” is intended to support the use of the Biomedical Equipment Facility electronic (SurveyCTO) version of the tool. The excel file defines the various fields used in the survey, explains how repeat groups work, and how to handle data from multiple-choice questions.

A	B	C	D	E	F	G
type	Type	Option list name	variable name	Question label	Additional description	
start	Auto-fill (metadata)		starttime	n/a	Automatically filled: time the survey started	
end	Auto-fill (metadata)		endtime	n/a	Automatically filled: time the survey ended	
username	Auto-fill (metadata)		username	n/a	Automatically filled: username of data collector	
deviceid	Auto-fill (metadata)		deviceid	n/a	Automatically filled: data collector's device ID	
subscriberid	Auto-fill (metadata)		subscriberid	n/a	Automatically filled: data collector's phone number	
simserial	Auto-fill (metadata)		simid	n/a	Automatically filled: data collector's SIM card ID	
phonenumber	Auto-fill (metadata)		devicephonenumber	n/a	Automatically filled: data collector's phone number	
calculate	Auto-fill (metadata)		duration	n/a	Automatically filled: total duration of survey	
select_one country	Multiple choice (one selection)	country	country	Country		
text	Free text		admin1	Admin 1		
text	Free text		admin2	Admin 2		
text	Free text		facility_name	Name of facility		
select_one type	Multiple choice (one selection)	type	facility_type	Type of facility		
text	Free text		facility_type_other	Other facility type (specify)	Write-in answer if "other, specify"	
text	Free text		collector_name	Name of data collector		
text	Free text		collector_phone	Data collector's phone number		
text	Free text		facility_head	Name of head of facility		
text	Free text		facility_phone	Phone number of head of facility		
integer	Integer		beds	What is the total bed capacity in this facility?		
integer	Integer		beds_icu	Of the total beds, how many can be used for intensive care?		

Access

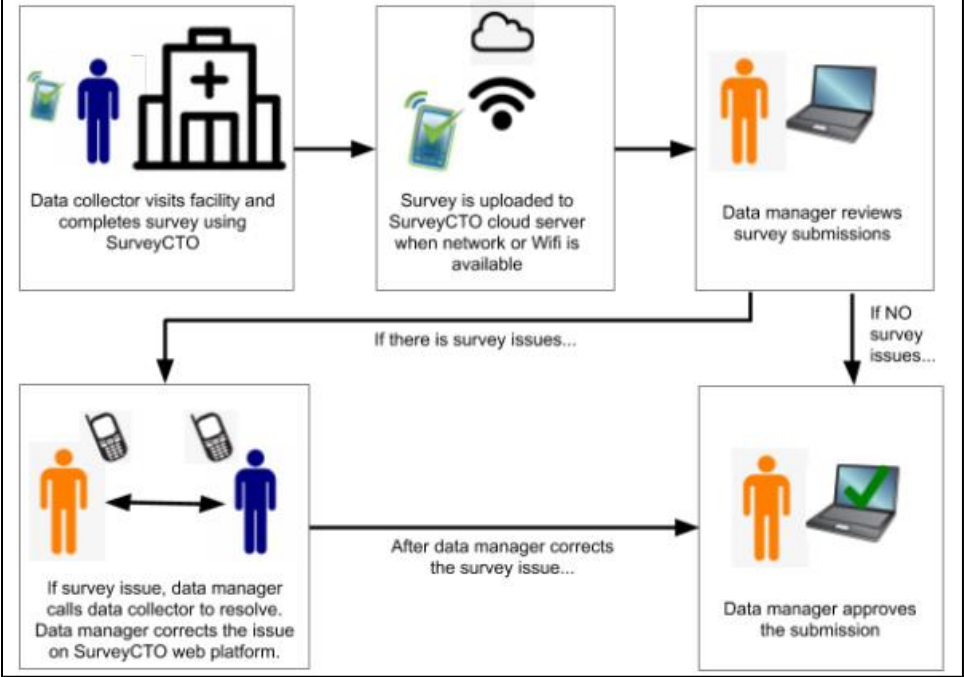

<https://path.box.com/s/6c04xgdqylohvzqgz4drqh952zu72pas>


File type:

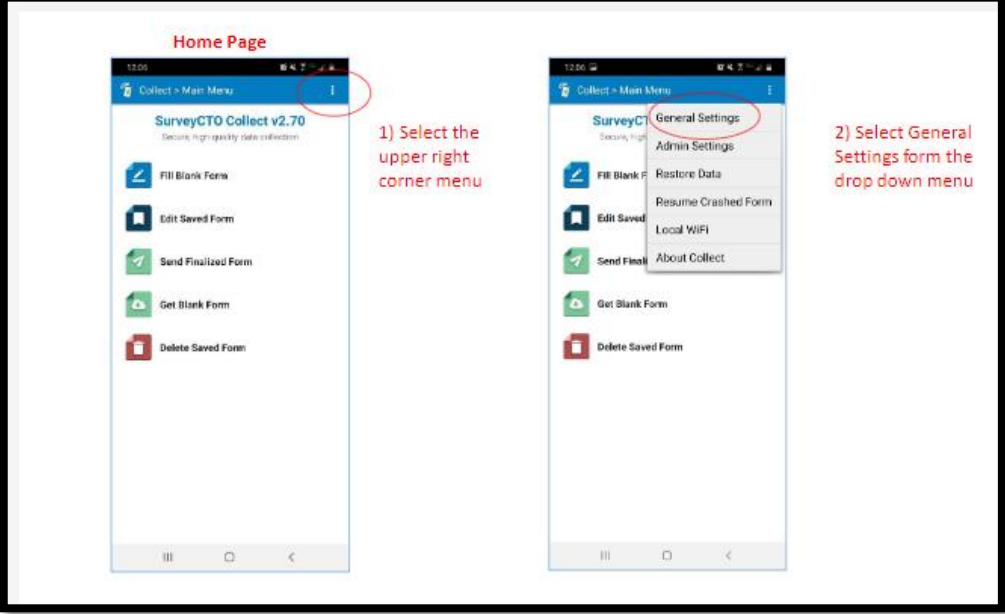

Excel document

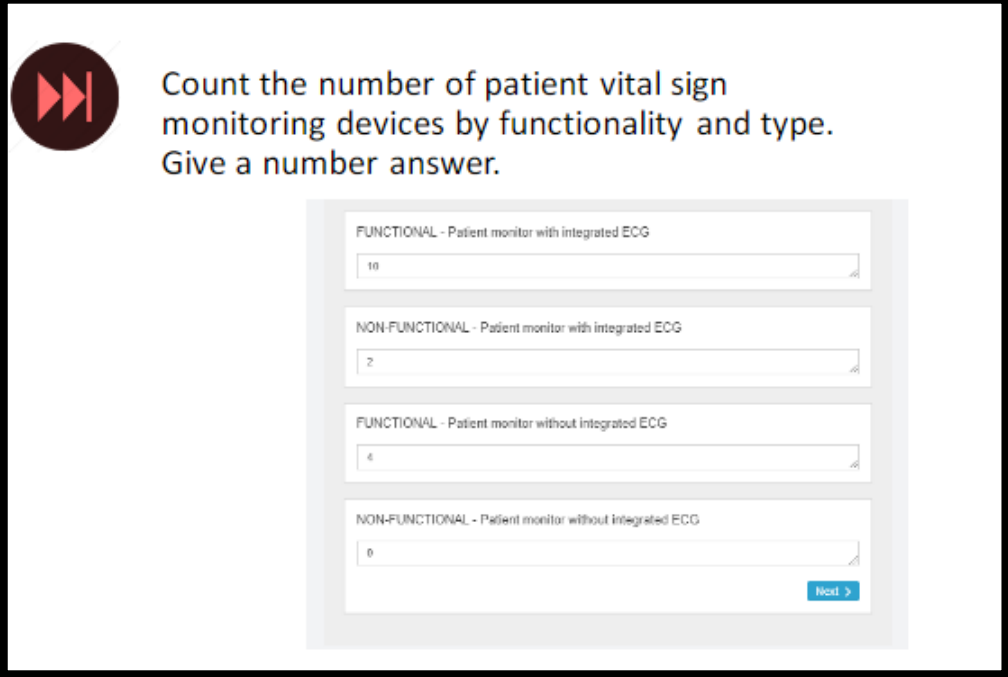








(5) Biomedical Equipment Survey CTO Guide.xlsx

(6)	SurveyCTO for COVID-19 Inventory Tools: Data Manager Guide
Author	CHAI
Audience	<i>data managers</i>
	<p>This guide should support data managers as they access and use SurveyCTO the Biomedical Equipment Facility Assessment. This document clarifies the roles and responsibilities of the data manager, how to perform data review and approval on SurveyCTO, how to download data, review paper-based assessments and respond to suspicious data.</p>
	 <pre> graph TD A[Data collector visits facility and completes survey using SurveyCTO] --> B[Survey is uploaded to SurveyCTO cloud server when network or Wifi is available] B --> C[Data manager reviews survey submissions] C -- "If NO survey issues..." --> D[Data manager approves the submission] C -- "If there is survey issues..." --> E[If survey issue, data manager calls data collector to resolve. Data manager corrects the issue on SurveyCTO web platform.] E -- "After data manager corrects the survey issue..." --> D </pre>
Access	https://path.box.com/s/5x2tekugf9nuky87cgm6diud53swkvlo
File type:	<p>Word document</p> <p> (6) SurveyCTO for COVID-19 Inventory Tools: Data Manager Guide.docx</p>

(7)	Using SurveyCTO for COVID-19 Inventory Tools (support guide)
Author	CHAI
Audience	<i>enumerators, field officers, data managers</i>
	<p>This guide supports the use of SurveyCTO for facility assessments. The guide outlines the data flow process to ensure accurate collection of facility data, how to configure a mobile or tablet to use SurveyCTO and ensure data upload and explains the data review process for data managers. Also included are helpful SurveyCTO resources.</p>
	<p>Continue through the survey and fill in all available information. You may skip (leave blank) any questions that you do not have the answer to. At any time during the survey you may save your work and close the survey and return at a later point, as all of the responses already entered will be saved. You may open and start one or more new surveys at the same time and return at a later point.</p> <div data-bbox="527 730 1218 1113"> <p>The screenshot shows the SurveyCTO collect interface. At the top, there are five buttons: 'Module and section', 'Title of survey', 'Save button', 'Move forward', and 'Settings'. Below these buttons, there is a navigation bar with icons for 'Collect', 'Tablet Intro survey', 'Save', 'Move forward', and 'Settings'. The 'Tablet Intro survey' icon is highlighted with a red box. Below the navigation bar, the text 'Module A: Practice Survey' and 'Section I: Basic Information' is displayed. A red box highlights the text 'PS1. What is your name?'. Below this, the text 'Write name ON LINE BELOW' is displayed. Below this, the text 'Special codes:' is displayed. Below this, the text 'Refused.....97' is displayed. Below this, the text 'Don't know.....98' is displayed. A red box highlights the text 'Navigate the entire survey: all questions will be listed'.</p> </div> <p><i>SurveyCTO collect interface example</i></p>
Access	https://path.box.com/s/8mk4eqslysiwtfeppkfyucnmi0uo6a52
File type:	<p>Word document</p> <p> (7) Using SurveyCTO for COVID-19 Inventory Tool (support guide).docx</p>

(8)	Setting-up 'SurveyCTO Collect' on tablets and mobiles
Author	PATH
Audience	<i>Data collectors, enumerators, data managers</i>
	<p>This training tool walks through how to download the “SurveyCTO Collect” app for mobiles and tablets, as well as how to select and download country specific facility assessments. The training uses screengrabs of the app interface to clearly show the process step-by-step.</p>
	
Access	https://path.box.com/s/wb5ey59jxcrw7lxe5w9ovad96jgicb53
File type:	PowerPoint file  (8) Setting-up 'SurveyCTO Collect' on tablets and mobiles.pptx

(9)	SurveyCTO Training Aide for WHO COVID-19 Oxygen Therapy Assessment
Author	PATH
Audience	<i>data collectors, enumerators, data managers</i>
	This training guide supports the use of the “SurveyCTO Collect” app to conduct facility assessments for oxygen equipment in health facilities. The training describes patterns and formatting within the survey “app”, as well as the various question types and how to navigate within the app.
	
Access	https://path.box.com/s/70anur6akqlkxofltqc184cxukqs9128
File type:	PowerPoint file  (9) SurveyCTO Training Aide for WHO COVID-19 Oxygen Therapy As...

(10)	Showcards
Author	PATH
Audience	<i>data collectors, enumerators, data managers</i>
	<p>Showcards are pictures that correspond to the respiratory care equipment discussed within the facility survey assessments. These photos should help survey users understand what equipment is being asked about and may help in accurate data collection.</p>
	<div> <h3>Oxygen delivery interface</h3> <div> <div> <p>Nasal cannula (nasal prongs)</p>  </div> <div> <p>Nasal Catheter</p>  </div> <div> <p>Face mask</p>  </div> <div> <p>Venturi Mask</p>  <p>Interchangeable Venturi Valves</p> </div> </div> </div>
Access	https://path.box.com/s/1ir4wfqfoutwy0ok5ia73y3yy2rp9lzj
File type:	<p>PNG image files</p> <div>  (10) Showcards </div>

(11)

Data Quality Checks - Guide for Data Mangers

Author

PATH

Audience

data managers

Part of the responsibility of data managers, as described in the SurveyCTO for COVID-19 Inventory Tools: Data Manager Guide (#6 in this directory), is to review biomedical equipment surveys for COVID-19. This guide describes the types of data errors that could be made by data collectors, and how a data manager can review surveys to identify potential mistakes. Also included are descriptions of automated data quality checks, which are programmed within SurveyCTO to flag potential data errors and simplify the data review process.

	A	B	C	D	E	F	G	H
1	Type	variable name	Question label (as it appears in survey)	Automate	Quality check type	Conditions of quality check		
2	Free text	admin1	province/region					
3	Free text	admin3	province/region code					
4	Free text	admin2	district/country name					
5	Free text	admin4	district/country code					
6	Free text	admin5	town/city					
7	Free text	address	Facility address					
8	Free text	facility_name	Name of facility					
9	Free text	facility_code	Facility code					
10	Free text	facility_type_other	Other facility type (specify)					
11	Free text	manage_other	Other managing authority (specify)					
12	Free text	facility_head	Name of head of facility					
13	Free text	facility_phone	Phone number of head of facility					
14	Free text	facility_email	email address of manager of facility					
15	Free text	collector_name	Name of data collector					
16	Free text	collector_phone	Data collector's phone number					
17	Free text	collector_email	Data collector's email address					
18	Free text	collector_role	Data collector's position or role	N	Justly to make sure fields are			
19	Integer	beds	What is the total bed capacity in this facility?	Y	Value is too high, value is 10>X>500			
20	Integer	beds_icu	Of the total beds, how many can be used?	Y	Value is too high, value is 10>X>500			
21	Free text	electricity_other	Specify the other source of electricity					
22	Integer	generator_count	How many generators does this facility have?	Y	Value is too high X>3			
23	Free text	units_with_power_other	Other unit/ward with dependable voltage stabilization, double conversion, uninterruptible power supply.					
24	Integer	ambulance_o2	How many emergency transport vehicles?	Y	value is too high, value is 11>X>10			
25	Integer	ambulance_no_o2	How many emergency transport vehicles?	Y	value is too high, value is 1>X>10			
26	Free text	maintenance_name	Name					
27	Free text	maintenance_phone	Phone number					
28	Free text	staff_name	Name					
29	Free text	staff_phone	Phone number					

Access

<https://path.box.com/s/4cteqn0z0qo8lqa2icqbb6t8vp0zc8de>

File type:

Excel document



(11) Data Quality Checks-Guide for Data Managers.xlsx