Performance Monitoring Tool for the National Expanded Program on Immunization

PHASE 1

## Annex 3:

## Recommended document list for desk-review





## Performance Management Tool for National EPI teams in the Latin American and Caribbean Region

## Annex 3: Recommended document list for desk-review

|          |  | *Please fill in | columns C | ≎-R |   |   |   |   |        |      |      |    |    |    |    |    |       |
|----------|--|-----------------|-----------|-----|---|---|---|---|--------|------|------|----|----|----|----|----|-------|
| No.      | Document   | Available?      | Source    |     |   |   | - | R | elateo | dcom | pone | nt |    |    |    |    | Link  |
|          |  | Available:      |           | 1   | 2 | 3 | 4 | 5 | 6      | 7    | 8    | 9  | 10 | 11 | 12 | 13 | LITIK |
| National | Immunization Program   |                 |           |     |   |   |   |   | 1      |      |      |    |    | 1  | 1  |    |       |
| 1        | Country ( multi )-annual sectoral health plan<br>(latest)                                  |                 |           |     | x |   | x |   |        | x    |      |    |    |    |    |    |       |
| 2        | Vaccine laws, decrees, agreements, other<br>documents on the EPI legal framework           |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 3        | Electronic Joint reporting Form (eJRF) of the last 5 years                                 |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 4        | Final report of the last international evaluation of the EPI implemented in the country    |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 5        | Manuals with technical standards for vaccination   |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 6        | Annual EPI operational action plan for the review year (and the previous year)             |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 7        | National EPI surveillance bulletins or reports   |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 8        | PAHO/WHO Vaccine Demand Plan (last three years)  |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 9        | Technical standards for vaccination<br>programming and/or national inventory<br>estimation |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 10       | National EPI monitoring program  |                 | 1         |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 11       | Annual goal programming (district/provincial)  |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |
| 12       | Programming of annual/monthly goals<br>(municipal)   |                 |           |     |   |   |   |   |        |      |      |    |    |    |    |    |       |

| 10 | Goal compliance reports and EPI supervision    |   |  |  |  |  |  |          |  |  |
|----|--|---|--|--|--|--|--|----------|--|--|
| 13 | reports  | ļ |  |  |  |  |  | <u> </u> |  |  |
|    | Minutes of Inter-Agency Coordination           |   |  |  |  |  |  |          |  |  |
| 14 | Committee Meetings                             |   |  |  |  |  |  |          |  |  |
|    | Minutes of the National Immunization Technical |   |  |  |  |  |  |          |  |  |
| 15 | Advisory Committee (NITAG)                     |   |  |  |  |  |  |          |  |  |
|    | Information system documentation, including    |   |  |  |  |  |  |          |  |  |
| 16 | list/maps of VPD reporting units               |   |  |  |  |  |  |          |  |  |
|    | Surveillance protocols and technical standards |   |  |  |  |  |  |          |  |  |
| 17 | of the country's VPDs                          |   |  |  |  |  |  |          |  |  |
| 18 | Polio and measles surveillance annual reports  |   |  |  |  |  |  |          |  |  |
| 19 | Vaccinators training program                   |   |  |  |  |  |  |          |  |  |
|    | Annual plan (the most recent) for VPD          |   |  |  |  |  |  |          |  |  |
| 20 | surveillance training                          |   |  |  |  |  |  |          |  |  |
|    | Investigation protocols and investigations     |   |  |  |  |  |  |          |  |  |
| 21 | carried out (last three years)                 |   |  |  |  |  |  |          |  |  |
|    | Data quality and reliability assessment report |   |  |  |  |  |  |          |  |  |
| 22 | (EPI, Surveillance) at any level               |   |  |  |  |  |  |          |  |  |
| 23 | Vaccination coverage surveys                   |   |  |  |  |  |  |          |  |  |
|    | National program of communication and social   |   |  |  |  |  |  |          |  |  |
| 24 | mobilization of vaccination                    |   |  |  |  |  |  |          |  |  |
| 25 | Cold chain strengthening program               |   |  |  |  |  |  |          |  |  |
| 26 | Vaccine supply and supply logistics programs   |   |  |  |  |  |  |          |  |  |
| 27 | New vaccine introduction plans                 |   |  |  |  |  |  |          |  |  |
| 28 | ESAVI reports – routine vaccination schedule   | 1 |  |  |  |  |  |          |  |  |
|    | Prevention plan and crisis management in case  |   |  |  |  |  |  |          |  |  |
| 29 | of ESAVI                                       |   |  |  |  |  |  |          |  |  |

| COVID-1 | 9 Vaccination  |  |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|--|--|
| 30      | Documents from the national regulatory<br>authority (NRA) on COVID-19 vaccines   |  |  |  |  |  |  |  |  |
| 31      | National Plan for Deployment and Vaccination<br>(PNDV) and vaccination planning and<br>coordination documents ( eg , addendums,<br>updates, VIRAT) |  |  |  |  |  |  |  |  |
| 32      | Risk Communication and Community<br>Engagement Action Plan   |  |  |  |  |  |  |  |  |
| 33      | Monthly reports to PAHO/WHO on progress in<br>COVID-19 vaccination   |  |  |  |  |  |  |  |  |
| 34      | Surveys or results collected using standardized tools  |  |  |  |  |  |  |  |  |
| 35      | Report(s) of vaccination against COVID-19 at<br>the national and subnational levels  |  |  |  |  |  |  |  |  |
| 36      | COVID-19 vaccination record and notification<br>forms (eg, vaccination cards, tally sheets,<br>records, notification forms)                        |  |  |  |  |  |  |  |  |
| 37      | Training materials for COVID-19 vaccination  |  |  |  |  |  |  |  |  |
| 38      | COVID-19 Vaccination Supervision Checklist and<br>Result Reports   |  |  |  |  |  |  |  |  |
| 39      | Protocols and results of effectiveness and/or impact of the vaccine (as available)   |  |  |  |  |  |  |  |  |
| 40      | ESAVI COVID-19 Surveillance Manual   |  |  |  |  |  |  |  |  |
| 41      | Country profile documents results of the<br>regional survey on information systems for ESAVI<br>surveillance                                       |  |  |  |  |  |  |  |  |
| 42      | ESAVI surveillance reports published up to the time of review  |  |  |  |  |  |  |  |  |