

RISKSUR SURVEILLANCE DESIGN FRAMEWORK

– A MANUAL TO THE EXCEL TOOL

The RISKSUR set of surveillance tools has been built to guide the design and evaluation of surveillance activities. The following tools work to complement each other:

A surveillance design framework – which helps with designing and documenting surveillance activities. This tool is available online ([LINK](#)) and as a [downloadable Excel file](#).

A surveillance design WIKI – all the advice from the design tool has been placed online, so that users can comment, discuss, and contribute. The tool is meant to be used in conjunction with this WIKI (<http://surveillance-design-framework.wikispaces.com/>).

A surveillance evaluation tool (EVA tool), available online ([LINK](#)).

This manual refers specifically to the use of the Excel version of the *Surveillance design framework*. Please note that the manual contains only practical instructions for the use of the Excel file as a tool for design. Surveillance design content and advice is placed on the WIKI (<http://surveillance-design-framework.wikispaces.com/>), where it can be kept up to date.





SURVEILLANCE DESIGN PROCESS

The surveillance design set of tools is intended to be used in the following manner:

1. If surveillance is already in place, use the *Surveillance **design framework*** to document the existing surveillance system for one hazard at a time. If surveillance is not in place, use the same framework to design a desirable system based on the target hazard, and using the help of the advice provided in the WIKI. The WIKI also contains examples for EU regulated diseases.
2. With guidance of the *EVA tool*, evaluate your system.
3. If performance needs to be improved, based on the assessment conducted in step 2 or due to other demands, use the ***surveillance RE-design section*** of the *Surveillance design framework*.
4. Use the report function of the *Surveillance design framework* after design or re-design to document the existing surveillance system, and/or planned changes (re-designed system).
5. For multi-hazard surveillance, visit the appropriate section of the *Surveillance design framework*.

GENERAL INSTRUCTIONS

The framework was kept as clean as possible, to facilitate navigation, but extra information is available throughout the process, for those interested:

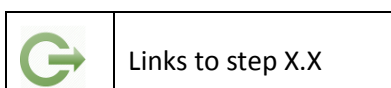
	HELP ICON: Hover the mouse over the icon to pop a comment with extra information (usually definitions of terms used).
	A glossary is available online, CLICK ON THE ICON to access.
	Every step of the framework is supported by an online WIKI, with advice, discussion from other users, etc. CLICK ON THE ICON.
	LINK TO STATISTICAL TOOLS: Specific steps in which statistical tools may be needed are highlighted, and links to the needed tools are available.

You can also choose how much time and effort to put into the framework. **ANY INPUT CAN BE SKIPPED**, but you will take more advantage of the documentation features if you enter all information requested.

The following input identification patterns were used throughout the framework:

DROP-DOWN list	Click on the cell to see the drop-down menu – that is, you will have to <u>select from a pre-set list of options</u> .
FREE-TEXT input	Enter any text you want
You don't need to do anything	The information has been pasted from your previous answers, and you should not change the cell. Input is already done.

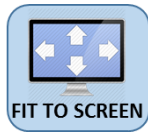
We have also highlighted when inputs can be linked to specific decision nodes, so that you can decide whether that input is important for your design process.



Click on the button at the top of the welcome page to get started:

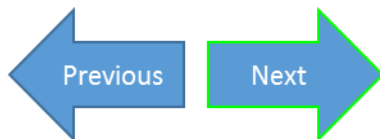
CLICK HERE to get started designing surveillance!

NAVIGATING THROUGH THE FRAMEWORK:



In any given page, click on this icon to make the questions fit on your screen, or scroll down to see more questions.

1. Surveillance System
1.1 Hazard
1.2 Surveillance objective
1.3 Geographical area covered
1.4 Susceptible population
1.5 Risk characteristics
Surv. system overview
2. Surveill. components overview
3. Target population
4. Disease suspicion
5. Enhancements
6. Testing protocol
7. Study design
8. Sampling strategy
9. Data generation/ sampling
10. Transfer means
11. Data/ sample analyses
12. Epidemiological analyses
13. Dissemination
14. Surveillance review



At the bottom of every page you will find navigation buttons to proceed to the previous or next page, or access the wiki page and glossary.

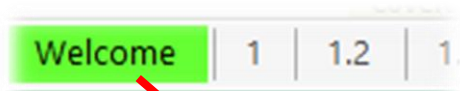
To the right of every page there is a navigation menu. Use this menu to jump straight to any step desired. Your current step is highlighted in green.

Click to navigate directly to a specific step



Surv. REDESIGN

You can also navigate directly using the Excel tabs at the bottom:



Start of the design



RE-DESIGN section

Design Multi-Hazard surveillance

REPORT function

1. SURVEILLANCE SYSTEM

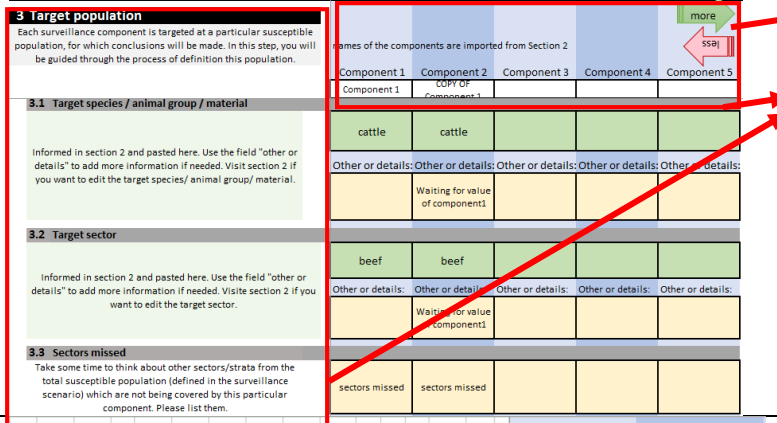
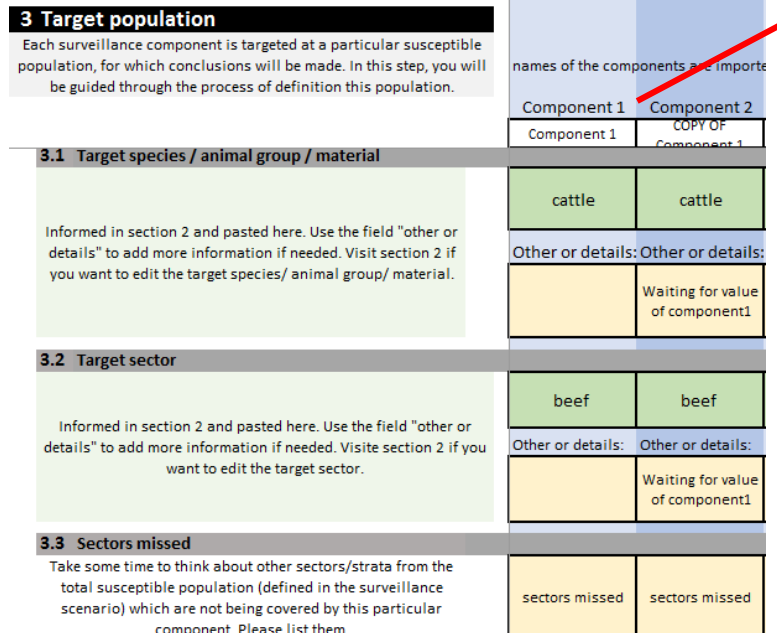
Step	Screen	Instructions
1.1	<p>1 Surveillance System</p> <p>The RISKSUR tool has been developed to design and evaluate surveillance for specific systems. A system is defined by:</p> <ol style="list-style-type: none"> 1) The hazard: the disease for which surveillance is being designed 2) The surveillance objective (see 1.2 in the next screen) 3) Geographical area covered <p>Having defined your system you can also enter information that will be useful to inform the design including:</p> <ol style="list-style-type: none"> 4) The susceptible population (species) 5) The risk characteristics associated with the previous 3 points <p>Please name your surveillance system (to differentiate from other systems you may design using this tool):</p> <p>system name</p> <p>1.1 Hazard</p> <p>Please write the hazard name in the box below:</p> <p>hazard name</p> <p>If you need to take into account multiple hazards, please visit the MULTIPLE HAZARDS re-design page</p> <p>Previous Next W GLOSSARY</p>	<p>Answer the two-free text questions and proceed to the next.</p>
1.2	<p>1 Surveillance System</p> <p>1.2 Surveillance objective</p> <p>What is the state of disease in the country?</p> <p><input type="checkbox"/> Believed to be absent <input checked="" type="checkbox"/> Endemic <input type="checkbox"/> Recently introduced</p> <p><input type="checkbox"/> Confirmed absent <input type="checkbox"/> Sporadic</p> <p>Based on the current disease status, what is the <u>primary surveillance objective</u>? (Visit the WIKI if you need help deciding)</p> <p><input checked="" type="radio"/> Estimate prevalence</p> <p><input type="radio"/> Case finding</p> <p><input type="radio"/> Freedom from disease</p> <p><input type="radio"/> Early detection</p> <p>What is the surveillance purpose - that is, how will the information collected in this surveillance system be used to inform policy decision (e.g. to eradicate or manage the occurrence of disease or inform trade)</p> <p>Previous Next W GLOSSARY</p>	<p>Choose ONE answer for each of the two questions proposed (two lists of options highlighted in yellow).</p> <p>For the <u>state of the disease</u> in the country, each box can be clicked once to check it, and clicked again to uncheck it (click on the box or on the text).</p> <p>Choose one answer for <u>surveillance objective</u>. Only one option can be selected, and the other options are automatically unselected. Visit the WIKI if you need help choosing the appropriate surveillance objective.</p> <p><u>Surveillance purpose</u> in the bottom: free-text question.</p>
1.3	<p>1 Surveillance System</p> <p>1.3 Geographical area covered</p> <p>Please indicate the geographical area covered by this surveillance system:</p> <p>geog area system level</p> <p>Previous Next W GLOSSARY</p>	<p>Answer the free text question and proceed to the next.</p>

Step	Screen	Instructions																																																									
1.4	<p>1 Surveillance System</p> <p>1.4 Susceptible population (species)</p> <p>Select as many species as appropriate, considering the susceptible species for the hazard in question:</p> <table border="1"> <thead> <tr> <th>Food Producing (Domestic)</th> <th>Wildlife</th> <th>Vectors</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> cattle</td> <td><input type="checkbox"/> wild boar</td> <td><input type="checkbox"/> insect vectors</td> </tr> <tr> <td><input checked="" type="checkbox"/> sheep</td> <td><input type="checkbox"/> waterfowl</td> <td><input type="checkbox"/> rodent vectors</td> </tr> <tr> <td><input checked="" type="checkbox"/> goats</td> <td><input type="checkbox"/> birds (other than waterfowl)</td> <td><input type="checkbox"/> other vectors</td> </tr> <tr> <td><input checked="" type="checkbox"/> other farmed ruminants</td> <td><input type="checkbox"/> equidae (wild)</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> domestic pigs</td> <td><input type="checkbox"/> deer</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> farmed wild boar</td> <td><input type="checkbox"/> other wild ruminants</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> fish</td> <td><input type="checkbox"/> wild carnivore</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> other aquatic</td> <td><input type="checkbox"/> bats</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> chickens</td> <td><input type="checkbox"/> other wildlife</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> turkeys</td> <td></td> <td>Others</td> </tr> <tr> <td><input checked="" type="checkbox"/> ducks</td> <td></td> <td><input type="checkbox"/> Bees</td> </tr> <tr> <td><input type="checkbox"/> geese</td> <td></td> <td><input type="checkbox"/> Zoo animals</td> </tr> <tr> <td><input type="checkbox"/> game birds</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> other captive poultry</td> <td></td> <td></td> </tr> <tr> <td>Other domestic</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> horses</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> pets</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> ornamental birds</td> <td></td> <td></td> </tr> </tbody> </table> <p>← Previous Next → W GLOSSARY</p>	Food Producing (Domestic)	Wildlife	Vectors	<input checked="" type="checkbox"/> cattle	<input type="checkbox"/> wild boar	<input type="checkbox"/> insect vectors	<input checked="" type="checkbox"/> sheep	<input type="checkbox"/> waterfowl	<input type="checkbox"/> rodent vectors	<input checked="" type="checkbox"/> goats	<input type="checkbox"/> birds (other than waterfowl)	<input type="checkbox"/> other vectors	<input checked="" type="checkbox"/> other farmed ruminants	<input type="checkbox"/> equidae (wild)		<input checked="" type="checkbox"/> domestic pigs	<input type="checkbox"/> deer		<input checked="" type="checkbox"/> farmed wild boar	<input type="checkbox"/> other wild ruminants		<input checked="" type="checkbox"/> fish	<input type="checkbox"/> wild carnivore		<input checked="" type="checkbox"/> other aquatic	<input type="checkbox"/> bats		<input checked="" type="checkbox"/> chickens	<input type="checkbox"/> other wildlife		<input checked="" type="checkbox"/> turkeys		Others	<input checked="" type="checkbox"/> ducks		<input type="checkbox"/> Bees	<input type="checkbox"/> geese		<input type="checkbox"/> Zoo animals	<input type="checkbox"/> game birds			<input type="checkbox"/> other captive poultry			Other domestic			<input type="checkbox"/> horses			<input type="checkbox"/> pets			<input type="checkbox"/> ornamental birds			<p>Check as many options as appropriate. Every box can be <u>clicked once to check it, and clicked again to un-check it</u> (you must click on the box – yellow cells, clicking on the text will have no effect).</p>
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1.5	<p>1 Surveillance System</p> <p>1.5 Risk characteristics</p> <p>The questions below are designed to encourage you to think about population (particularly geographical and temporal), herd and animal level risk characteristics associated with the hazard, susceptible population and surveillance objective you defined previously. These risk characteristics may become relevant later in the framework when considering strategies to enhance the efficiency of your surveillance system:</p> <p>(Visit the WIKI if you need help answering these questions) W</p> <p>A. Population level risk factors ?</p> <table border="1"> <thead> <tr> <th colspan="3">Geographical factors</th> </tr> <tr> <th>Specify risk factor</th> <th>Associated with risk of:</th> <th>Describe details</th> </tr> </thead> <tbody> <tr> <td>Border with country X</td> <td> <input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined </td> <td>description</td> </tr> <tr> <td></td> <td> <input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined </td> <td></td> </tr> <tr> <td></td> <td> <input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined </td> <td></td> </tr> </tbody> </table>	Geographical factors			Specify risk factor	Associated with risk of:	Describe details	Border with country X	<input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined	description		<input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined			<input type="checkbox"/> Introduction <input type="checkbox"/> Infection <input type="checkbox"/> Detection <input type="checkbox"/> Consequence <input type="checkbox"/> Undefined		<p>For each type of risk to be considered (geographical, temporal, herd and animal), give the risk factor a name and a description in the free-text boxes. In the middle column, select all appropriate types of risk - <u>click–once to select, and click again on the same word to un-select</u>. Multiple options can be selected.</p> <p>Visit the WIKI if you need help understand risk factors.</p>																																										
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1.6	<p>1 Surveillance System Overview</p> <p>You have characterized the surveillance system for this design task as:</p> <p>Name: <input type="text" value="system name"/></p> <p>Hazard: <input type="text" value="hazard name"/></p> <p>Geographical area: <input type="text" value="geog. area system level"/></p> <p>Surveillance objective: <input type="text" value="estimate prevalence"/></p> <p>Susceptible population: <input type="text" value="ants domestic pigs farmed wild boar fish other aqua"/></p> <table border="1"> <thead> <tr> <th>Possible risk considerations</th> <th>Introduction</th> <th>Border with country X</th> </tr> </thead> <tbody> <tr> <td>Population level: Geographical (1)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Population level: Geographical (2)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Population level: Geographical (3)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Population level: Temporal (1)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/> Mosquito season</td> </tr> <tr> <td>Population level: Temporal (2)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Population level: Temporal (3)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Herd level (1)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Herd level (2)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Herd level (3)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Animal level (1)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Animal level (2)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> <tr> <td>Animal level (3)</td> <td><input type="checkbox"/></td> <td>No risk declared</td> </tr> </tbody> </table> <p>You can fill in the information in the fields below (optional) in order to have these important details about your designed surveillance system saved in this tool, and incorporated in the outputs you will be able to extract:</p> <p>Are there any legal requirements (e.g. EU regulations) which specify that surveillance should be carried out for this hazard. If so, do they specify how the surveillance should be carried out (e.g. type and number of samples to be taken). Use the text box to describe.</p> <p>In what ways does this disease have an economic impact (a z</p>	Possible risk considerations	Introduction	Border with country X	Population level: Geographical (1)	<input type="checkbox"/>	No risk declared	Population level: Geographical (2)	<input type="checkbox"/>	No risk declared	Population level: Geographical (3)	<input type="checkbox"/>	No risk declared	Population level: Temporal (1)	<input type="checkbox"/>	<input type="checkbox"/> Mosquito season	Population level: Temporal (2)	<input type="checkbox"/>	No risk declared	Population level: Temporal (3)	<input type="checkbox"/>	No risk declared	Herd level (1)	<input type="checkbox"/>	No risk declared	Herd level (2)	<input type="checkbox"/>	No risk declared	Herd level (3)	<input type="checkbox"/>	No risk declared	Animal level (1)	<input type="checkbox"/>	No risk declared	Animal level (2)	<input type="checkbox"/>	No risk declared	Animal level (3)	<input type="checkbox"/>	No risk declared	<p>Review your answers (displayed automatically, no action needed. If you wish to change any answers, go back to the respective step, do not make any changes to the green cells directly on this screen).</p> <p>Answer the free-text questions.</p>																		
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2. SURVEILLANCE COMPONENTS OVERVIEW

Step	Screen	Instructions																																																							
2	<div style="border: 1px solid black; padding: 5px;"> <p style="background-color: #4F81BD; color: white; padding: 2px; margin: -5px -5px 5px -5px;">2 Add surveillance components</p> <p style="font-size: small; margin: 0;">For each surveillance system a number of surveillance components can be included. Use the form below to add the surveillance components that can be implemented as part of this surveillance system. Visit the Wiki if you need help deciding which activities should be relevant for your particular system.</p> <p style="font-size: small; margin: 0; background-color: #ADD8E6; padding: 2px;">Consider in particular which modes of data generation/ sample collection are already present in the region or can be implemented.</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #ADD8E6;"> <th>Surveillance component name</th> <th>Target species</th> <th>Target sector</th> <th>Geographical area covered</th> <th>Data collection point</th> <th>Study type</th> <th>Type of disease indicator</th> <th>Type of sample collected</th> </tr> </thead> <tbody> <tr> <td style="font-size: x-small;">Give the activities names to distinguish them in further steps, for instance "serological survey in beef cattle" or "bulk milk surveillance"</td> <td style="font-size: x-small;">Species included in each particular activity. See DROP DOWN.</td> <td style="font-size: x-small;">All sectors included in each particular activity</td> <td style="font-size: x-small;">In relation to the geop. area stated for the surveillance system</td> <td style="font-size: x-small;">Where will samples be collected? DROP DOWN list.</td> <td style="font-size: x-small;">DROP DOWN list. If passive surveillance, declare here.</td> <td style="font-size: x-small;">DROP DOWN list. If passive, this refers to follow up to confirm suspicions</td> <td style="font-size: x-small;">DROP DOWN list. If passive, this refers to follow up to confirm suspicions</td> </tr> </tbody> </table> </div> <div style="display: flex; align-items: flex-start;"> <div style="width: 15%; border: 1px solid gray; padding: 5px; font-size: x-small; margin-right: 5px;"> <p style="background-color: #ADD8E6; padding: 2px;">COPYFROM</p> <p style="background-color: #FFFF00; padding: 2px;">Enter the number of a component to COPY information from (duplicate)</p> </div> <table border="1" style="width: 85%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #ADD8E6;"> <th>1</th> <th>Component 1</th> <th>cattle</th> <th>beef</th> <th>area 1</th> <th>abattoir</th> <th>screening</th> <th>antibody detection</th> <th>ear notch</th> </tr> </thead> <tbody> <tr> <td style="background-color: #FFFF00;">2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="background-color: #FFFF00;">3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> </div> <div style="display: flex; align-items: flex-start;"> <div style="width: 15%; border: 1px solid gray; padding: 5px; font-size: x-small; margin-right: 5px;"> <p style="background-color: #ADD8E6; padding: 2px;">COPYFROM</p> <p style="background-color: #FFFF00; padding: 2px;">Enter the number of a component to COPY information from (duplicate)</p> </div> <table border="1" style="width: 85%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #ADD8E6;"> <th>1</th> <th>Component 1</th> <th>cattle</th> <th>beef</th> </tr> </thead> <tbody> <tr> <td style="background-color: #FFFF00; border: 2px solid red;">1</td> <td>This component will inherit all values chosen for component 1, enter only values that should be DIFFERENT from component 1.</td> <td></td> <td></td> </tr> <tr> <td style="background-color: #FFFF00;">3</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> </div>	Surveillance component name	Target species	Target sector	Geographical area covered	Data collection point	Study type	Type of disease indicator	Type of sample collected	Give the activities names to distinguish them in further steps, for instance "serological survey in beef cattle" or "bulk milk surveillance"	Species included in each particular activity. See DROP DOWN.	All sectors included in each particular activity	In relation to the geop. area stated for the surveillance system	Where will samples be collected? DROP DOWN list.	DROP DOWN list. If passive surveillance, declare here.	DROP DOWN list. If passive, this refers to follow up to confirm suspicions	DROP DOWN list. If passive, this refers to follow up to confirm suspicions	1	Component 1	cattle	beef	area 1	abattoir	screening	antibody detection	ear notch	2									3									1	Component 1	cattle	beef	1	This component will inherit all values chosen for component 1, enter only values that should be DIFFERENT from component 1.			3				<p>Fill in one surveillance component per line. Note that most columns' inputs are drop-down lists, and only the name and area are a free-text input. For details about any column (study type, disease indicator, etc) visit the WIKI.</p> <p>In general, you should create one component for each animal species, and only include multiple sectors if the sampling design will be exactly the same for each sector. If you need help defining components, visit the WIKI. If you need to enter multiple species or multiple sectors, choose "Other", and a free-text input option will be given to you later.</p> <p>If a given component will be applied to multiple species and/or sectors, but some small details of the design can change (for instance different design prevalence for each sector), then the ideal is to fill in one component for the first species/sector, and then duplicate that component as many times as necessary. To duplicate any component, enter its number in the bright yellow cell (first column) in a row for a new component (SEE FIGURE TO THE LEFT). All information from the first component will be pasted for the second throughout the framework. <u>You then only have to enter any information IF that information is different for the new component.</u> Otherwise all information is duplicated.</p>
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3. TARGET POPULATION

Step	Screen	Instructions
3.1 to 3.5		<p>Click more to see more components.</p> <p>The top and the left parts of the pages from here on are frozen, so you can <u>scroll to the right to see more components</u> (and questions are still going to be shown on the left) or <u>scroll down to see more questions</u> (and component names on the top are still going to be shown).</p>
		<p>Component names are copied from information entered on Step 1.</p> <p>The input in green has been pasted from section 2. You can add additional information on the free-text boxes (yellow). Don't modify the green cells.</p> <p>If any components were duplicated, the information from the primary component will always be pasted automatically into the duplicated, but you can still change it as you wish by just clicking on the cell and overwriting the values.</p>

4. SUSPICION OF DISEASE

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions																								
4.1 to 4.5	<div style="background-color: black; color: white; padding: 2px;">4 Suspicion of disease</div> <p>In this section you will be asked to think about how a suspected case of the hazard of interest is defined and reported to the relevant authorities. This is relevant to <i>passive surveillance</i> components where the collection of surveillance data is observer -initiated. If you are designing an active surveillance component please skip to section 5 below where you will be able to define testing protocol, study design and sampling strategy.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="4" style="text-align: center; font-size: small;">names of the components are imported from Section 2</td> </tr> <tr> <td style="text-align: center; font-size: x-small;">Component 1</td> <td style="text-align: center; font-size: x-small;">Component 2</td> <td style="text-align: center; font-size: x-small;">Component 3</td> <td style="text-align: center; font-size: x-small;">Component 4</td> </tr> <tr> <td style="text-align: center; font-size: x-small;">Component 1</td> <td style="text-align: center; font-size: x-small;">COPY OF Component 1</td> <td></td> <td></td> </tr> </table> <p>4.1 Suspect Identification Criteria For the hazard of interest please outline the definition or criteria used to identify a suspect case (for instance which clinical signs). It may be useful to consider: Likelihood of recovery; description of possible clinical states (Subclinical, Subacute, Acute, Chronic, Mortality) and Differential diagnosis.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; font-size: x-small;">def</td> <td style="text-align: center; font-size: x-small;">def</td> <td></td> <td></td> </tr> </table> <p>4.2 Obligations Are there currently any legal requirements in place in the region of interest requiring the reporting of a suspect case of this hazard? Please summarise or list the laws or regulations and describe any other obligations to report (may be associated with quality assurance schemes, trade etc).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; font-size: x-small;">obli</td> <td style="text-align: center; font-size: x-small;">obli</td> <td></td> <td></td> </tr> </table> <p>4.3 Notification procedures What procedures will be put in place for reporting a suspect case? Please outline the steps that will be involved and the methods employed, including how the notification is sent to the authorities eg. Phone, email, post.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; font-size: x-small;">notif</td> <td style="text-align: center; font-size: x-small;">notif</td> <td></td> <td></td> </tr> </table>	names of the components are imported from Section 2				Component 1	Component 2	Component 3	Component 4	Component 1	COPY OF Component 1			def	def			obli	obli			notif	notif			<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p>
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5. ENHANCEMENTS

Step	Screen	Instructions																																													
	<p>5 Enhancements</p> <p>Using the table provided please add as many enhancements or other incentives to participation as are suitable for your surveillance components. For each enhancement, please fill in the information requested for your own reference:</p> <table border="1" data-bbox="324 493 1057 1018"> <thead> <tr> <th></th> <th>Component 1</th> <th>Component 2</th> </tr> </thead> <tbody> <tr> <td>Enhancement 1</td> <td></td> <td></td> </tr> <tr> <td>A) Enhancement/Incentive name</td> <td></td> <td></td> </tr> <tr> <td>B) Target (e.g. public, farmers, veterinarians)</td> <td></td> <td></td> </tr> <tr> <td>C) Responsibility for implementing/ overseeing</td> <td></td> <td></td> </tr> <tr> <td>D) Financial responsibility</td> <td></td> <td></td> </tr> <tr> <td>E) Frequency e.g monthly, quartely, yearly)</td> <td></td> <td></td> </tr> <tr> <td>F) Further information and description</td> <td></td> <td></td> </tr> <tr> <td>Enhancement 2</td> <td></td> <td></td> </tr> <tr> <td>A) Enhancement/Incentive name (examples on diagram above)</td> <td></td> <td></td> </tr> <tr> <td>B) Target (e.g. public, farmers, veterinarians)</td> <td></td> <td></td> </tr> <tr> <td>C) Responsibility for implementing/ overseeing</td> <td></td> <td></td> </tr> <tr> <td>D) Financial responsibility</td> <td></td> <td></td> </tr> <tr> <td>E) Frequency e.g monthly, quartely, yearly)</td> <td></td> <td></td> </tr> <tr> <td>F) Further information and description</td> <td></td> <td></td> </tr> </tbody> </table>		Component 1	Component 2	Enhancement 1			A) Enhancement/Incentive name			B) Target (e.g. public, farmers, veterinarians)			C) Responsibility for implementing/ overseeing			D) Financial responsibility			E) Frequency e.g monthly, quartely, yearly)			F) Further information and description			Enhancement 2			A) Enhancement/Incentive name (examples on diagram above)			B) Target (e.g. public, farmers, veterinarians)			C) Responsibility for implementing/ overseeing			D) Financial responsibility			E) Frequency e.g monthly, quartely, yearly)			F) Further information and description			<p>All questions are free-text.</p> <p>For each individual component, list up to 5 enhancements for participation.</p> <p>Visit the WIKI if you need help understanding what enhancements are, and to see some examples.</p>
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6. TESTING PROTOCOL

Step	Screen	Instructions
6.1-6.6	<p>Testing protocol (if passive - for confirmation)</p> <p>Consider how units will be tested to obtain information about the hazard. The particular details of a testing protocol only need to be defined later, but design of the surveillance will depend on identifying (in conjunction with those responsible for laboratory analysis, when that's the case) what methods will be chosen for testing the population.</p> <p>6.1 Type of disease indicator/ test</p> <p>Informed in section 2 as pasted here. Use the field "other or details" to add more information if needed. Visit section 2 if you want to edit the type of disease indicator.</p> <p>6.2 Type of sample to be collected</p> <p>Informed in section 2 as pasted here. Use the field "other or details" to add more information if needed. Visit section 2 if you want to edit the type of sample to be collected.</p> <p>6,3 Pooling</p> <p>Are samples going to be pooled for testing? Is pooling going to be performed in the field or in the laboratory? Describe any details in the free text field.</p>	<p>Note that two questions have been pasted from section 2, visit section 2 if you need to modify them (do not modify green cells directly here).</p> <p>Answer the free-text questions. Keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p>Hover the mouse over the question mark to get terminology information.</p>



7. STUDY DESIGN

Step	Screen	Instructions
7.1 – 7.5	<p>7 Study design</p> <p><i>7.1-7.6 are likely NOT relevant for passive surveillance components. But please do refer to 7.7 and 7.8</i></p> <p>Carefully consider how the study population is going to be selected.</p> <p>7.1 Point of sample collection</p> <p>Informed in section 2 as pasted here. Use the field "other or details" to add more information if needed. Visite section 2 if you want to edit the point of sample collection.</p> <p>7.2 Selection of units: census or sampling</p> <p>What is the mode of selection of units (if sampling, detils will be aske din the next section).</p> <p>7.3 Target unit level</p> <p>Select what is the level of the population for which conclusions will be drawn (for instance animal or herds). See options in the drop-down list:</p> <p>7.4 Sampling unit - individual or group </p> <p>Sampling units, or units which you actually sample:</p> <ul style="list-style-type: none"> a) INDIVIDUALS: Individual animal samples b) MULTIPLE GROUP SAMPLE: Collective/pooled samples which represent multiple animals, but not the entire target unit referred to above c) 1 SAMPLE PER GROUP: Collective/pooled samples which represent the entire group referred to in your target unit <p>7.5 Sampling design</p> <p>Will the population be sample in one of multiple-stages?</p>	<p>7.1 has been pasted from section 2, visit section 2 if you need to modify answers (do not modify green cells directly here).</p> <p>Questions 7.2 to 7.5 are drop-down lists. Select an option and enter any further details into the free-text boxes (yellow). Keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p>
7.6 – 7.8	<p>7.6 Number of units in the target population </p> <p>A) Number of units in your target population if you are using sampling in a single-step; or number of primary units if using two-stage sampling.</p> <p>B) If it has been defined that multi-stage sampling will be needed, enter the number of secondary units in your target population.</p> <p>7.7 Sensitivity of the testing protocol </p> <p>Useful tools for Sensitivity and Specificity calculation (CLICK ON ICON): </p> <p>Indicate the SENSITIVITY for the testing protocol above and add any further notes in the box below:</p> <p>7.8 Specificity of the testing protocol </p> <p>Useful tools for Sensitivity and Specificity calculation (CLICK ON ICON): </p> <p>Indicate the SPECIFICITY for the testing protocol above and add any further notes in the box below</p>	<p>All these questions are free-text, but for 7.7 and 7.8 you should try to enter a single value on the first cell, and any details on the second line.</p> <p>Links to statistical tools that may be needed are provided, just click on the icon.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>

8. SAMPLING STRATEGY

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions																																																						
8.1- 8.3	<div style="background-color: #4F81BD; color: white; padding: 2px;">8 Sampling strategy</div> <p>If sampling is to be carried out, this section provides a list of information you will need to collect and decisions that you need to make in order to calculate the number of samples that should be collected.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Component 1</th> <th>Component 2</th> </tr> </thead> <tbody> <tr> <td>names of the components are in</td> <td></td> <td></td> </tr> <tr> <td>Component 1</td> <td></td> <td></td> </tr> <tr> <td>Component 2</td> <td></td> <td></td> </tr> </tbody> </table> <p>8.1 Sampling at the primary sampling unit (PSU) level:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr><td>A) Number of PSU in the population (given before)</td><td>12</td><td></td></tr> <tr><td>B) Design prevalence</td><td>50,00%</td><td></td></tr> <tr><td>C) Desired confidence</td><td>90,00%</td><td></td></tr> <tr><td>D) Desired power</td><td>80,00%</td><td></td></tr> <tr><td>E) Sensitivity (Sensitivity at the PSU level equals confidence at the SSU level, if two-stage sampling is used)</td><td>95,00%</td><td></td></tr> <tr><td>F) Specificity</td><td>97,00%</td><td></td></tr> </tbody> </table> <p style="background-color: #D9EAD3; padding: 2px;">This information is needed for sample size calculation (performed later)</p> <p>8.2 Sampling at the secondary sampling unit (SSU) level:</p> <p>If one-stage sampling process is applied, then PSU is the only unit to consider (skip this step).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr><td>A) Number of SSUs in the population (given before)</td><td>13</td><td></td></tr> <tr><td>B) Design prevalence</td><td>50,00%</td><td></td></tr> <tr><td>C) Desired confidence</td><td>90,00%</td><td></td></tr> <tr><td>D) Desired power</td><td>80,00%</td><td></td></tr> <tr><td>E) Sensitivity</td><td>95,00%</td><td></td></tr> <tr><td>F) Specificity</td><td>97,00%</td><td></td></tr> </tbody> </table> <p>8.3 Selection criteria WITHIN the population</p> <p>Within the target population, are there any criteria for the selection of animal/units to target (not related to sampling)</p>		Component 1	Component 2	names of the components are in			Component 1			Component 2			A) Number of PSU in the population (given before)	12		B) Design prevalence	50,00%		C) Desired confidence	90,00%		D) Desired power	80,00%		E) Sensitivity (Sensitivity at the PSU level equals confidence at the SSU level, if two-stage sampling is used)	95,00%		F) Specificity	97,00%		A) Number of SSUs in the population (given before)	13		B) Design prevalence	50,00%		C) Desired confidence	90,00%		D) Desired power	80,00%		E) Sensitivity	95,00%		F) Specificity	97,00%		<p>All these questions are free-text, the green cells are pasted automatically from section 7.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>						
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8.4	<p>8.4 Risk-based allocation</p> <p>When defining the risk scenario, you may have identified risk characteristics which lead to the characterization of different population strata, based on disease risk. If risk-based sampling can be applied to these strata, use this step to define the strata and collect information needed for sample size calculation and allocation.</p> <p>The risk characteristics you have informed are pasted</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Introduction</th> <th>Border with country X</th> </tr> </thead> <tbody> <tr><td>Population level: Geograph. (1)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Population level: Geograph. (2)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Population level: Temporal (1)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Population level: Temporal (2)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Population level: Temporal (3)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Herd level (1)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Herd level (2)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Herd level (3)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Animal level (1)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Animal level (2)</td><td>0</td><td>No risk declared</td></tr> <tr><td>Animal level (3)</td><td>0</td><td>No risk declared</td></tr> </tbody> </table> <p style="background-color: #4F81BD; color: white; padding: 2px; display: inline-block;">W Visit the WIKI for more information on risk-based sample allocation</p> <p style="background-color: #76923C; color: white; padding: 2px; display: inline-block;">RISK ASSESSMENT TOOLS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Component 1</th> <th>Component 2</th> </tr> </thead> <tbody> <tr> <td>RISK STRATUM 1 NAME: risk1</td> <td></td> <td></td> </tr> <tr> <td>A) Defined due to a higher risk of: Infection, Detection, Consequences, or others?</td> <td>Introduction</td> <td></td> </tr> <tr> <td>B) Any further description - p.e. if based on geographical factors, temporal, etc</td> <td>Other or details: Other c</td> <td></td> </tr> <tr> <td>C) Percentage of the population</td> <td>50,00%</td> <td></td> </tr> <tr> <td>D) Risk ratio</td> <td>2,5</td> <td></td> </tr> </tbody> </table>		Introduction	Border with country X	Population level: Geograph. (1)	0	No risk declared	Population level: Geograph. (2)	0	No risk declared	Population level: Temporal (1)	0	No risk declared	Population level: Temporal (2)	0	No risk declared	Population level: Temporal (3)	0	No risk declared	Herd level (1)	0	No risk declared	Herd level (2)	0	No risk declared	Herd level (3)	0	No risk declared	Animal level (1)	0	No risk declared	Animal level (2)	0	No risk declared	Animal level (3)	0	No risk declared		Component 1	Component 2	RISK STRATUM 1 NAME: risk1			A) Defined due to a higher risk of: Infection, Detection, Consequences, or others?	Introduction		B) Any further description - p.e. if based on geographical factors, temporal, etc	Other or details: Other c		C) Percentage of the population	50,00%		D) Risk ratio	2,5		<p>Information you entered on section 1.5 (risk characteristic) will be automatically pasted here.</p> <p>Consider these risk characteristics, and if necessary use risk assessment tools to identify risk strata.</p> <p>Visit the WIKI if you need help with Risk-based surveillance.</p> <p>For each Risk strata, enter the information requested (free-text fields). Start naming each individual risk stratum.</p>
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D) Risk ratio	2,5																																																							

Step	Screen	Instructions				
8.5-8.8	<p>8 Sampling strategy</p> <p>The sample size should be calculate using the information provided in section 8.1-8.4. Useful tools are provided in the link below:</p> <p>Go back to section: 8. Sampling strategy Go back to section: 8.4 Risk-based allocation  Sample size calculation tools</p> <p>names of the components a</p> <table border="1" data-bbox="812 420 1039 483"> <thead> <tr> <th>Component 1</th> <th>Compon</th> </tr> </thead> <tbody> <tr> <td>Component1</td> <td></td> </tr> </tbody> </table> <p>8.5 Sample size calculation</p> <p>A) Sample size calculated (PSU level) 20</p> <p>Sample size calculated (SSU level) - likely to vary</p> <p>B) per size of the PSU, in which case you can enter a range, an average, or describe the sample size 24</p> <p>Expected total number of samples to be collected monthly 300</p> <p> Links to lab capacity considerations</p> <p>8.6 Sample allocation at the primary level</p> <p>A) Sample allocation strategy chosen Convenience</p> <p>B) Descriptive information needed (see diagram above) d</p> <p>8.7 Sample allocation at the Secondary level</p> <p>A) Sample allocation strategy chosen</p> <p>B) Descriptive information needed (see diagram above) desc</p> <p>8.8 Sample collection timeline</p> <p>You have indicated the study type showed to the right. Now think about any details of the collection timeline, such as whether there is a fixed schedule for visiting the place of collection. Describe the details in the free-text field below.</p> <p>screening</p> <p>Description of collection timeline: timeline</p>	Component 1	Compon	Component1		<p>Note that some fields are drop-down lists (blue) and some are free-text (yellow).</p> <p>Click to have access to tools that will help you determine the sample size, based on the information gathered in steps 8.1 to 8.4</p> <p>Visit the WIKI if you need help with sample allocation.</p>
Component 1	Compon					
Component1						

9. DATA GENERATION

General navigation details: as explained in section 3 (target population)

Step	Screen		Instructions
9.1 to 9.5	<p>9 Data Generation/ Sampling collection process Consider the specific process of collecting the samples (or any other information) from the source.</p>		<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>
<p>names of the components are imposed</p>			
<p>Component 1 Component 2</p>			
<p>Component 1</p>			
<p>9.1 WHO will collect the samples?</p>			
<p>Describe who are the agents who will collect samples/information.</p>			
<p>who</p>			
<p>9.2 HOW will samples be collected?</p>			
<p>Consider whether a data/sample collection protocol is available, or needs to be prepared.</p>			
<p>how</p>			
<p>9.3 WHEN/HOW OFTEN will samples be collected?</p>			
<p>What will be the frequency of data/sample collection?</p>			
<p>when</p>			
<p>9.4 Training</p>			
<p>Consider whether training is needed for sample collection.</p>			
<p>training</p>			
<p>9.5 Follow-up</p>			
<p>Plans for monitoring / reviewing compliance in the sample collection / data generation process (for instance that the right number of samples have been collected monthly).</p>			
<p>follow</p>			

10. TRANSFER MEANS

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions																											
10.1 — 10.3	<table border="1"> <thead> <tr> <th data-bbox="280 369 829 405">10 Transfer means</th> <th colspan="2" data-bbox="829 369 1044 405">names of the components are</th> </tr> <tr> <td data-bbox="280 405 829 499"> Consider how data/samples going to be transferred from the point of collection to the point of analyses. The point of analysis for samples is typically the laboratory, and the point of analysis for data is typically an epidemiologist. </td> <th data-bbox="829 405 967 478">Component 1</th> <th data-bbox="967 405 1044 478">Compor</th> </tr> <tr> <td data-bbox="280 499 829 531"></td> <th data-bbox="829 478 967 510">Component 1</th> <th data-bbox="967 478 1044 510"></th> </tr> </thead> <tbody> <tr> <td data-bbox="280 531 829 562">10.1 HOW will samples be transferred?</td> <td colspan="2" data-bbox="829 531 1044 562"></td> </tr> <tr> <td data-bbox="280 562 829 657"> Consider whether a data/sample transfer protocol is available. </td> <td data-bbox="829 562 967 657">how</td> <td data-bbox="967 562 1044 657"></td> </tr> <tr> <td data-bbox="280 657 829 688">10.2 WHEN/HOW OFTEN will samples be transferred</td> <td colspan="2" data-bbox="829 657 1044 688"></td> </tr> <tr> <td data-bbox="280 688 829 804"> Describe the frequency. </td> <td data-bbox="829 688 967 804">when</td> <td data-bbox="967 688 1044 804"></td> </tr> <tr> <td data-bbox="280 804 829 835">10.3 Training</td> <td colspan="2" data-bbox="829 804 1044 835"></td> </tr> <tr> <td data-bbox="280 835 829 955"> Consider whether training is needed for data transfer. </td> <td data-bbox="829 835 967 955">train</td> <td data-bbox="967 835 1044 955"></td> </tr> </tbody> </table>	10 Transfer means	names of the components are		Consider how data/samples going to be transferred from the point of collection to the point of analyses. The point of analysis for samples is typically the laboratory, and the point of analysis for data is typically an epidemiologist.	Component 1	Compor		Component 1		10.1 HOW will samples be transferred?			Consider whether a data/sample transfer protocol is available.	how		10.2 WHEN/HOW OFTEN will samples be transferred			Describe the frequency.	when		10.3 Training			Consider whether training is needed for data transfer.	train		<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>
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10.3 Training																													
Consider whether training is needed for data transfer.	train																												

11. DATA TRANSLATION

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions		
11.1	<p>11 Data Translation/ sample analyses process ?</p>			
—	<p>This section describes logistics of how the raw data (biological samples, health indicators, observations etc) will be translated into surveillance information. The type of samples to be collected and testing to be carried out has been determined in section 6 (testing protocol). Here you may record details about the management and logistical aspects of the analysis of the raw data/samples in order to turn it into useful surveillance data.</p>	<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p>		
11.6	<p>11.1 WHO will perform the analyses?</p>	<p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>		
	<p>names of the components e</p>			
	<table border="1"> <tr> <td>Component 1</td> <td>Comp</td> </tr> </table>	Component 1	Comp	
Component 1	Comp			
	<table border="1"> <tr> <td>Component 1</td> <td></td> </tr> </table>	Component 1		
Component 1				
	<p>11.2 HOW will samples be analysed</p>			
	<p>Testing protocol defined in step 7.</p>			
	<p>11.3 WHEN/HOW OFTEN will samples be analysed</p>			
	<p>11.4 Expected LOAD</p>			
	<p>What is the expected load of samples to be analysed monthly? This is important in order to assess capacity and resource availability.</p>			

12. EPIDEMIOLOGICAL ANALYSES

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions
12.1 – 12.7	<div data-bbox="293 375 841 411" style="background-color: black; color: white; padding: 2px;">12 Epidemiological analyses</div> <p data-bbox="293 415 841 506">Once samples are analysed by the laboratories or interpreted by personnel, it is expected that the results of those analyses will be reviewed by epidemiologists and other involved in the study design for this surveillance component.</p> <div data-bbox="331 510 841 533" style="background-color: #cccccc; padding: 2px;">12.1 Are there any epidemiological DATA that need to be collected?</div> <p data-bbox="350 543 841 634">Besides the data coming from analyses of the sample/data collected as the main goal of this surveillance activity, is there other information that needs to be collected in order to enable epidemiological analyses. If so please consider and describe:</p> <ul data-bbox="367 636 841 720" style="list-style-type: none"> • the nature of the data, • who collects it and from where, • How will it be stored and merged with surveillance data. • any other details you may want to document. <div data-bbox="331 741 841 764" style="background-color: #cccccc; padding: 2px;">12.2 WHO will perform the analyses?</div> <div data-bbox="331 835 841 858" style="background-color: #cccccc; padding: 2px;">12.3 HOW will epidemiological analyses be performed?</div>	<p data-bbox="1065 375 1497 564">All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p data-bbox="1065 604 1497 695">Visit the WIKI if you need help answering the questions, or would like to see examples.</p>

13. DISSEMINATION OF RESULTS

General navigation details: as explained in section 3 (target population)


Step	Screen	Instructions														
13.1 — 13.4	<p>13 Dissemination of results</p> <p>A plan to disseminate results is important to keep engagement. Consider how results will be disseminated.</p> <table border="1" data-bbox="808 375 1052 506"> <tr> <td colspan="2">names of the components are impo</td> </tr> <tr> <td>Component 1</td> <td>Component 2</td> </tr> <tr> <td>Component 1</td> <td></td> </tr> </table> <p>13.1 WHO will disseminate the results?</p> <p>Institution responsible, for instance.</p> <table border="1" data-bbox="808 533 1052 569"> <tr> <td></td> <td></td> </tr> </table> <p>13.2 WHO is the TARGET of dissemination (to whom results will be disseminated)?</p> <p>You can list multiple stakeholders. If the mode of dissemination is different for various of them, detail below.</p> <table border="1" data-bbox="808 596 1052 632"> <tr> <td></td> <td></td> </tr> </table> <p>13.3 HOW will results be disseminated?</p> <table border="1" data-bbox="808 659 1052 695"> <tr> <td></td> <td></td> </tr> </table> <p>13.4 WHEN/HOW OFTEN?</p> <table border="1" data-bbox="808 722 1052 888"> <tr> <td>how often</td> <td></td> </tr> </table>	names of the components are impo		Component 1	Component 2	Component 1								how often		<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>
names of the components are impo																
Component 1	Component 2															
Component 1																
how often																

14. SURVEILLANCE EVALUATION AND PERFORMANCE MONITORING

General navigation details: as explained in section 3 (target population)

Step	Screen	Instructions				
14.1 – 14.3	<p>14 Surveillance evaluation and performance monitoring Regular reviewing of the design (periodic evaluation) and quality of execution (performance monitoring) should be planned, with the aim of correcting any failures in the process, or improving design in light of recent information and knowledge.</p> <p>14.1 WHO will regularly review the performance and design of the surveillance strategies Institution or team responsible, for instance.</p> <p>14.2 HOW are reviews going to be performed Criteria for evaluation and performance monitoring, information collection and use, etc.</p> <p>14.3 WHEN/HOW OFTEN? Describe the frequency of performance monitoring and periodic evaluation. For instance quarterly or yearly.</p>	<p>All questions in this section are free-text. Just keep in mind that for duplicated components information will be duplicated automatically, but you can click on the cell and overwrite with new information.</p> <p>Visit the WIKI if you need help answering the questions, or would like to see examples.</p>				
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Component 1	Component					
Component 1						













If you are done with the surveillance design, we recommend going to the [reporting section](#), or the [re-design section](#).

REDESIGNING surveillance to improve performance 

Now that you have documented the current (or desired) design of your surveillance system, it is time to think about how to strengthen the design by optimizing specific performance attributes.

To **assess** an attribute, please **visit the EVA tool**. To **re-design the system with the goal of improving a specific attribute**, please read below.


Performance attributes related to the effectiveness of surveillance, as well as *cost considerations*, are listed below. Click on each desired attribute to review your current design, in light of the links between specific design decisions and the effectiveness measures listed below.

<div style="background-color: #bbdefb; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Multiple hazards</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Representativeness</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Robustness</div>  </div>
<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Sensitivity</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Coverage</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Negative Predictive Value</div>  </div>
<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">False Alarm Rate</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Bias</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Positive Predictive Value</div>  </div>
<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Timeliness</div>  </div>	<div style="background-color: #e0f2f1; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Precision</div>  </div>	<div style="background-color: #fff9c4; border-radius: 5px; padding: 5px; display: flex; align-items: center; justify-content: center;"> <div style="font-weight: bold; margin-right: 5px;">Cost</div>  </div>

W

GLOSSARY

Which performance attributes are most relevant for my surveillance objective?

Back to the surveillance DESIGN start 

Click on any attribute to access the re-design page.

This section of the framework will help you review the surveillance design with the goal of improving performance for specific attributes. It will NOT guide you to assessing those attributes. TO get guidance on that, consult the EVA tool.

The page for **multiple hazards** is different from the others, and show at the end of this manual. For all other attributes, see the instructions below exemplified using the attribute **Sensitivity**.

PERFORMANCE ATTRIBUTE SPECIFIC RE-DESIGN – EXAMPLE OF SENSITIVITY

Surveillance design Step	Effect on SENSITIVITY of Surveillance	names of the components are impor	
		Component 1	Component 2
Increasing the sensitivity of the surveillance system is understood as increasing the probability of finding positive cases, if positive cases exist. To assess the sensitivity of the system, consult the EVA tool, to re-design the system with the goal of increasing sensitivity, read through the advice below			
1 Surveillance system			
1.1 Hazard			
1.2 Surveillance objective			
1.3 Geographical area covered			
1.4 Susceptible population		cattle sheep goats other farmed rum	
1.5 Risk characteristics	<div style="border: 1px solid black; padding: 5px;"> <p>Sensitivity can possibly be increased by targeting for example areas with high population densities, complex movement patterns, special geographical features or other population level risks and high-risk periods that may affect the risk of infection.</p> </div>	Introduction	
2 Surveillance activities overview			
3 Target population			
3.1 Target species	Coverage is expected to indirectly increase sensitivity. You may consider activating the performance advice also for the coverage attribute.	cattle	
3.2 Target sector		beef	
3.3 Sectors missed		sectors missed	
3.4 Geographical area		area 1	
3.5 Target criteria	Risk-based targeting can increase sensitivity	criteria	
3.6 Percentage covered		perc covered	
4 Disease suspicion			
4.1 Definition		def	
4.2 Obligations		obli	
4.3 Notification procedures		notif	
4.4 Actions upon suspicions		susp	
4.5 Actions upon confirmation		confi	

The definition of the performance attribute is given at the top.

All steps of the surveillance design framework are listed, and the answers you provided are pasted.

The steps with relevance to the performance attribute (here for instance, the steps with potential to improve Sensitivity) are highlighted, and the non relevant ones are greyed out.

Some advice is given here as to why that step is relevant, but for up to date and more complete advice, [visit the WIKI](#).

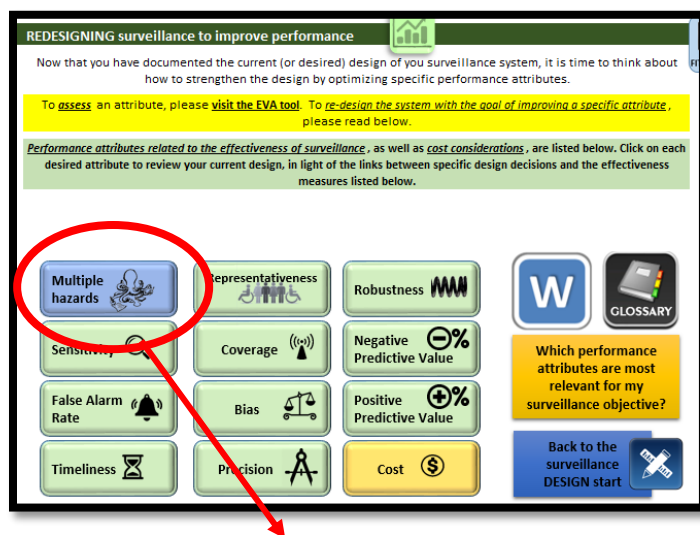
Read the advice, and decide if the step can be reviewed (re-designed) to improve performance. **If so, revisit the step in the surveillance design framework.** Do not change your answers in this page, as this will not change them in the surveillance design framework and report. IF you want to

MULTI-HAZARD SURVEILLANCE

The framework is meant to be used for the design of surveillance systems individually, that is, one hazard at a time. However, in practice, many surveillance activities will be connected to surveillance against other hazards, and many times one activity is part of multiple surveillance systems.

When that is the case, you can re-use the information entered in the framework for your current surveillance systems, in order to design surveillance components that will be added to other surveillance systems.

In order to do that, visit the Multi-hazard surveillance page:



Surveillance design Step	Designing surveillance for MULTIPLE HAZARDS in parallel	Component 1	Component 2	Component 3	Component 4	Component 5																																
Multi-Hazard surveillance, for this framework, is focused on two situations: 1) the use of samples primarily collected for one disease (mother), to then also investigate other diseases (children) and 2) design of components which can contribute to several surveillance systems (multiple hazards in parallel).	names of the components are imported from Design Section 2																																					
Against which HAZARD is the parallel components going to be designed for? List in the added component columns to the right.	Component 1																																					
What is the relation of the hazard in the new component to the hazard in this surveillance system (drop-down menu):	<p>To design surveillance against multiple hazards:</p> <ol style="list-style-type: none"> 1) Design surveillance for the mother component (or one of the parallel ones) in the current system; 2) Read through the advice in the re-design column (G), which will guide through aspects to consider in order to increase the potential of the component to be (re)used for surveillance against multiple hazards; 3) duplicate the component which is to be shared (in case of parallel design) or serve as basis of (in case of mother/children relation) when designing components for other hazards, by entering the number of the original component on the very top (line 5, columns AO-AR). 4) Edit the newly added components as needed. The cells in the added components (columns AO-AR) are unlocked - they will be automatically copied from whatever component you choose to duplicate, but you can delete or edit any answers to customize the new components after duplication. 																																					
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<p>Add components for parallel design:</p> <p>Choose the NUMBER of the original component to be duplicated:</p> <table border="1"> <thead> <tr> <th>Component 1</th> <th>Component 2</th> <th>Component 3</th> <th>Component 4</th> <th>Component 5</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Name the new components:</p> <table border="1"> <thead> <tr> <th>Component 1</th> <th>Component 2</th> <th>Component 3</th> <th>Component 4</th> <th>Component 5</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>These components do not belong to the current system, but here you can design them starting from a component already designed within the current system, edit as needed, and then export to a new system you may want to design.</p> <p>Surveillance scenario</p> <table border="1"> <thead> <tr> <th>estimate prevalence</th> <th>estimate prevalence</th> <th>estimate prevalence</th> <th>estimate prevalence</th> </tr> <tr> <th>geog area system level</th> <th>geog area system level</th> <th>geog area system level</th> <th>geog area system level</th> </tr> </thead> <tbody> <tr> <td>cattle sheep goats other farmed ruminants domestic pigs farmed wild boar fish other aquatic chickens turkeys ducks</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>							Component 1	Component 2	Component 3	Component 4	Component 5						Component 1	Component 2	Component 3	Component 4	Component 5						estimate prevalence	estimate prevalence	estimate prevalence	estimate prevalence	geog area system level	geog area system level	geog area system level	geog area system level	cattle sheep goats other farmed ruminants domestic pigs farmed wild boar fish other aquatic chickens turkeys ducks			
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See instructions below to use this page:

Surveillance design Step	Designing surveillance for MULTIPLE HAZARDS in parallel	names of the components are imported from Design Section 2	Component 1	Component 2	Component 3	Component 4	Component 5
Multi-Hazard surveillance, for this framework, is focused on two situations: 1) the use of samples primarily collected for one disease (mother), to then also investigate other diseases (children); and 2) design of components which can contribute to several surveillance systems (multiple hazards in parallel).							
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geog area system level	geog area system level	geog area system level	geog area system level	geog area system level	geog area system level	geog area system level	geog area system level
<p>cattle sheep goats other farmed ruminants domestic pigs farmed wild boar fish other aquatic chickens turkeys ducks</p>							

All the steps of the surveillance design will appear here (left), and the answers you provided will be pasted (right). Do not modify them here, as this will NOT cause them to be modified in the design framework or the report.

Read through the advice in the re-design column (G), which will guide through aspects to consider in order to increase the potential of the component to be (re)used for surveillance against multiple hazards

At the top of one of the multi-hazard columns (right) type the number of the component from the current surveillance system which will be used for surveillance against other hazard (duplicated).

Name the new component and list the new hazard. If you wish you can also indicate whether this will be a parallel component (activity designed for both surveillance systems), or a child component (activity design for a primary surveillance system, but part of the collected samples are then re-used for surveillance against another hazard). [Visit the WIKI](#) to understand more.

For instance, say the current surveillance system is for PRRS, and component 2 is a serological survey. You want to use the samples collected in that component to also test for CSF. Then type 2 at the top of the column indicated with the arrow. This will paste all information from component 2 into this column.

Surveillance design Step	Designing surveillance for MULTIPLE HAZARDS in parallel	names of the components are imported from Design Section 2					more	Add components for parallel design: Choose the NUMBER of the original component
		Component 1	Component 2	Component 3	Component 4	Component 5	← less	1
	Multi-Hazard surveillance, for this framework, is focused on two situations: 1) the use of samples primarily collected for one disease (mother), to then also investigate other diseases (children); and 2) design of components which can contribute to several surveillance systems (multiple hazards in parallel).	Component 1						Name the new components:
	Against which HAZARD is the parallel components going to be designed for? List in the added component columns to the right:							
	What is the relation of the hazard in the new component to the hazard in this surveillance system (drop-down menu):							
2	Surveillance activities overview							
3	Target population							
3.1	Target species	cattle						cattle
3.2	Target sector	beef						beef
3.3	Sectors missed	sectors missed						sectors missed
3.4	Geographical area	area 1						area 1
3.5	Target criteria	criteria						criteria
3.6	Percentage covered	perc covered						perc covered
4	Disease suspicion							
4.1	Definition	def						def
4.2	Obligations	obli						obli
4.3	Notification procedures	notif						notif

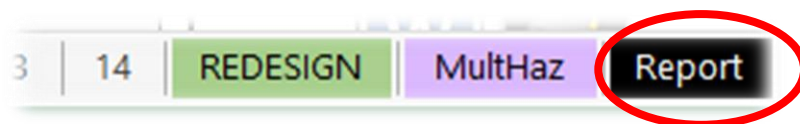
Once all information from the component desired is duplicated here, you can scroll down through the surveillance steps, and review the information looking at all relevant components (from the current surveillance system and the new ones) side by side.

Edit the newly added components as needed. The cells in the added components (columns AO-AR) are unlocked - they will be automatically copied from whatever component you choose to duplicate, but you can delete or edit any answers to customize the new components after duplication.

Remember that the most relevant steps that may need your attention are highlighted, and advice is given on column G.

REPORT

To generate a PDF report, visit the report tab:



This generates a first page reporting all the information about the surveillance system (section 1), then then and overview of the surveillance components (section 2), and then, for the rest of the design, each component is reported individually (one report per component for sections 3-14).

To generate the report, therefore, the tool has to check how many components were designed. To generate the report, click on the yellow button:

Surveillance system report: system name			
1 Surveillance system			
1.1 Hazard	hazard name		
1.2 Surveillance objective	estimate prevalence		
1.3 Geographical area covered	geog area system level		
1.4 Susceptible population	cattle sheep goats other farmed ruminants domestic pigs farmed wild boar fish other aquatic		
1.5 Risk characteristics			
Population level: Geograph. (1)	Border with country X	Introduction	description
Population level: Geograph. (2)	No risk declared		
Population level: Geograph. (3)	No risk declared		
Population level: Temporal (1)	Mosquito season	Infection	description

CLICK HERE TO ACTIVATE the report (this will import the information and adjust some of the lines to the amount of information entered)

SAVE AS PDF
PRINT

You should not need to modify anything in this page, all rows will adjust to the amount of information on them. Changing any information here will NOT change them in the design framework.