

Clinical Assessment for Systems Strengthening (CLASS)

[Track 1.0 Grantee] ASSESSMENT

Briefing Meeting with [Track 1.0 Grantee]

[Date]

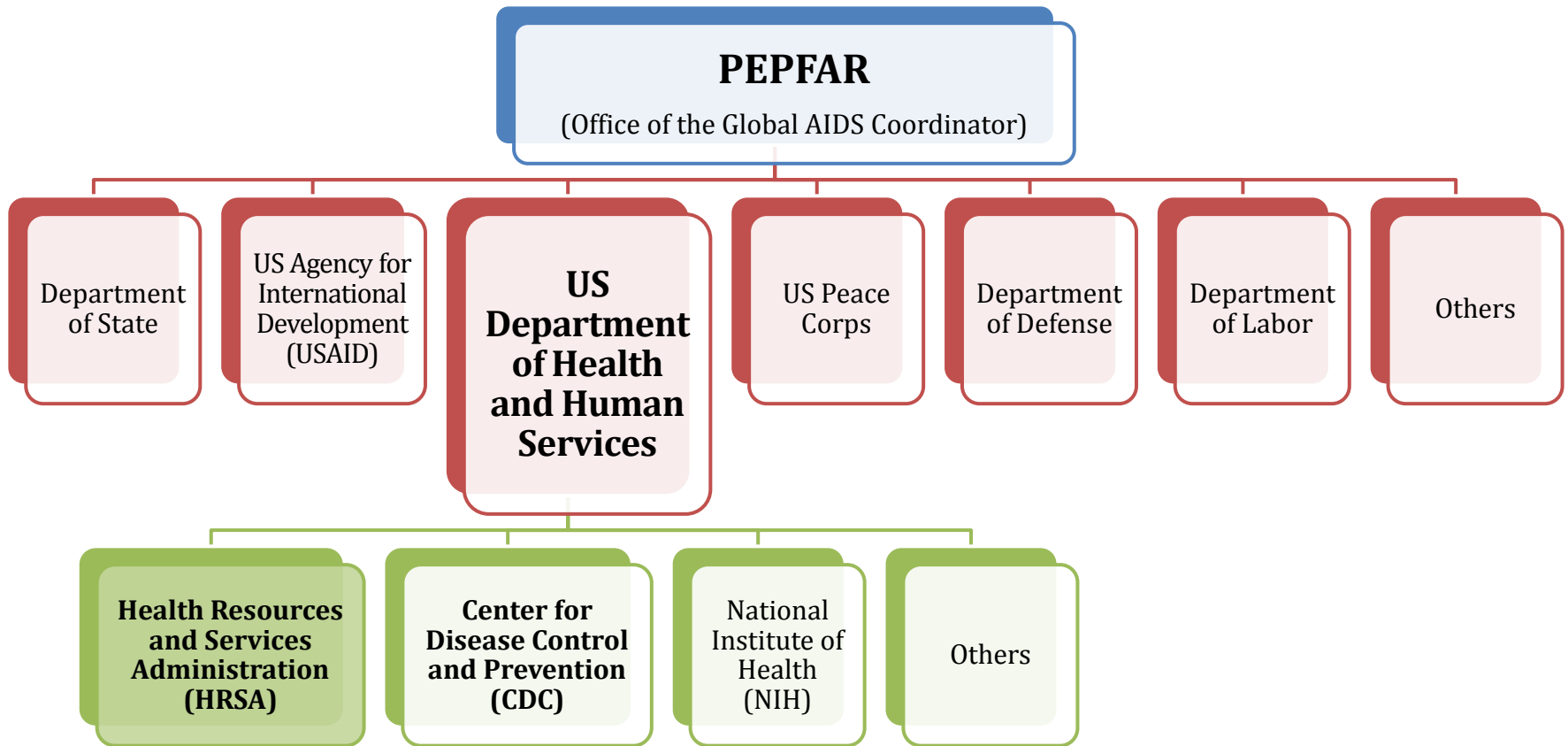
HRSA, HIV/AIDS BUREAU, GLOBAL HIV/AIDS PROGRAM

Agenda

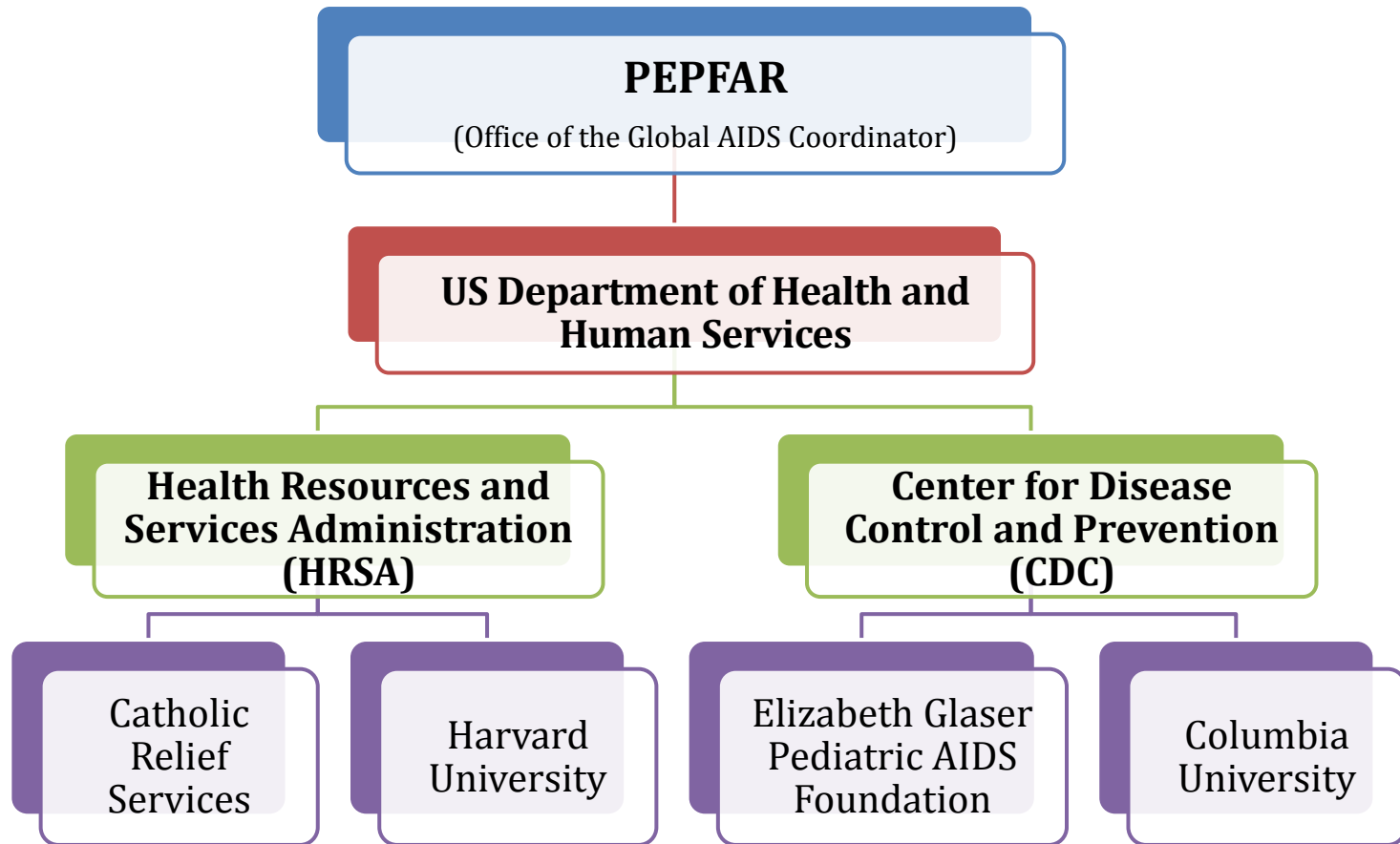


1. Welcome & Introductions
2. CLASS Overview
3. CLASS [Track 1.0 Grantee] Assessment
4. Local Partner/Local Partner Treatment Facility
Agenda Review
5. Discussion

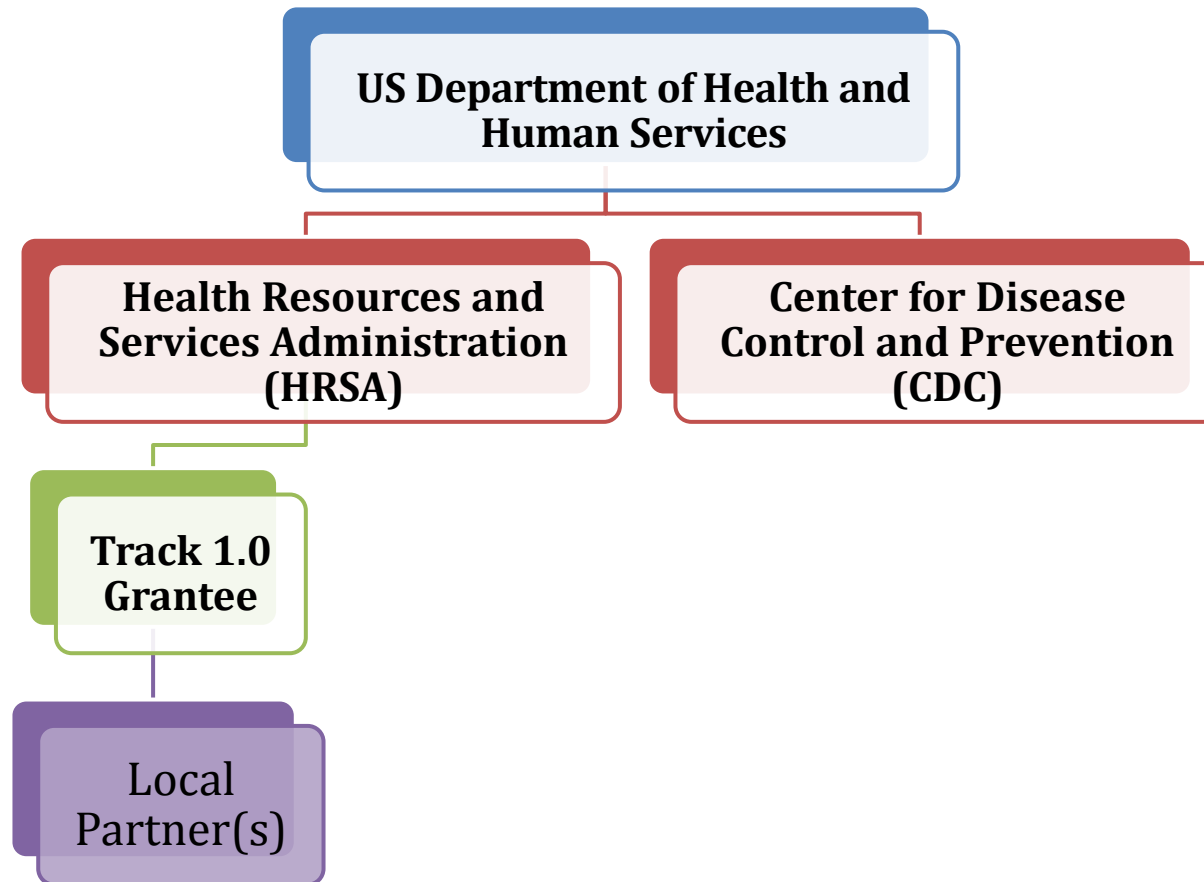
Context: USG/PEPFAR Agencies



Track 1.0 ART Programs

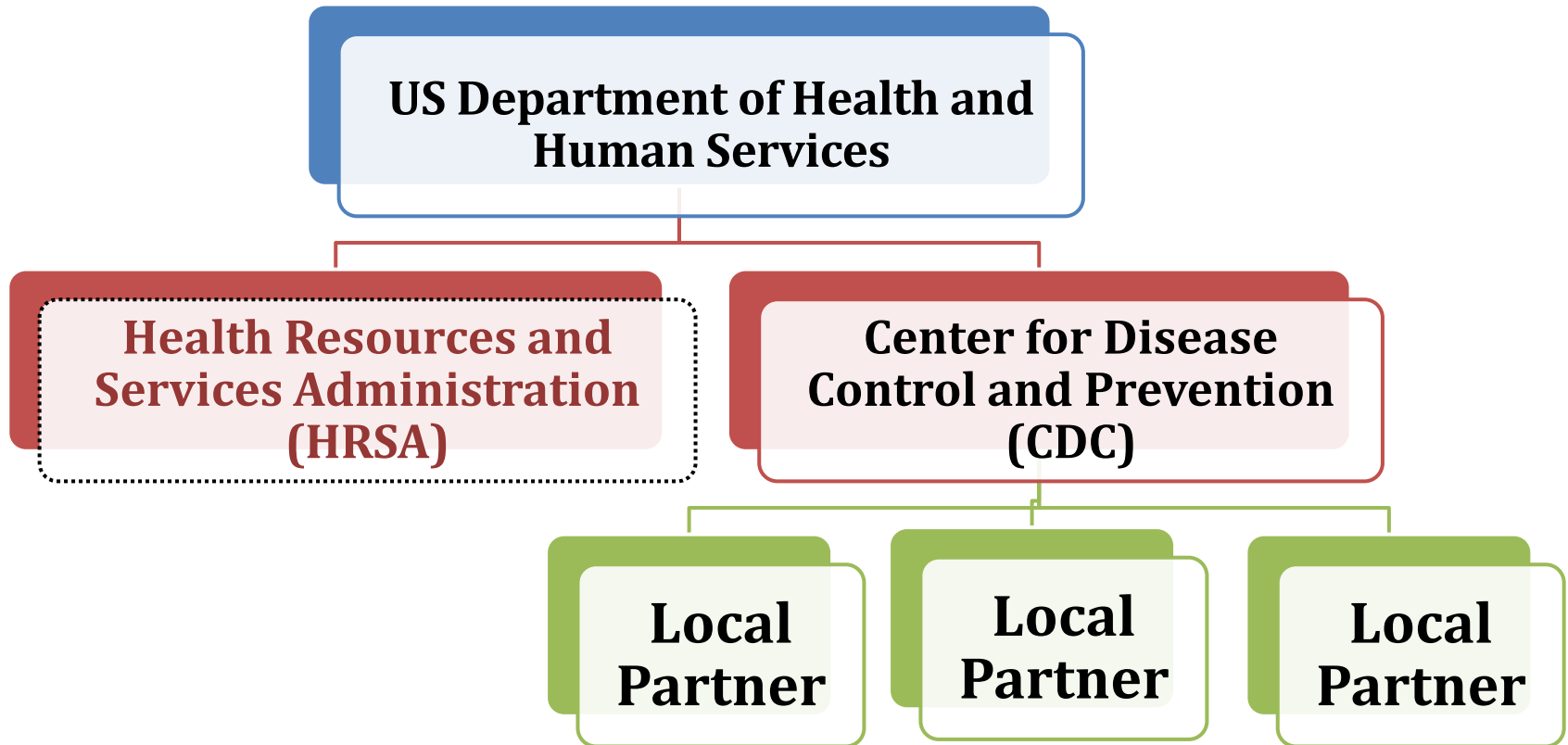


Funding Flow: Current



Funding Flow: Post-Transition

(Proposed)



CLASS Overview

The Clinical Assessment and Systems Strengthening (CLASS) Framework

- Goals and Objectives
- Partner Collaboration
- Assessment Phases
- Key Components

CLASS: Goals

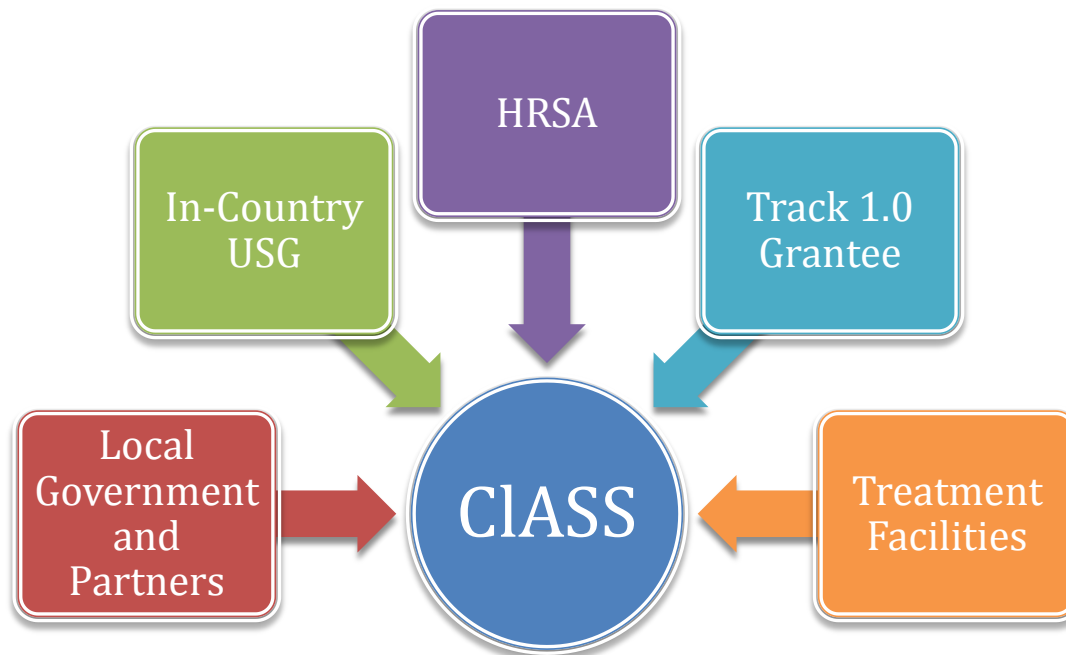
- Determine transition readiness by assessing administrative, clinical, and financial capacity of USG-supported HIV/AIDS programs
- Inform HRSA and partners of existing technical assistance needs and identify available resources to address needs
- Support successful and sustainable transition of programs to local leadership

CLASS: Objectives

- ❑ Organization capacity to manage/provide the funded services
- ❑ Organizational systems, policies, and procedures
- ❑ Quality services and care
- ❑ Program strengths and weaknesses
- ❑ Appropriate consultation to enhance capacity
- ❑ Model, replicable programs

CLASS: Partner Collaboration

CLASS is an adaptable and participatory approach that involves partners at all levels.



CLASS: Phases



CLASS: Key Components

- Review Team Roles
- Sample Treatment Facility Visit Schedule
- Data Collection Methods
- Tools and Use
- Assessment Outcomes

Review Team Roles

ADMINISTRATIVE REVIEWER

- Comprehensive review emphasizing operational and management systems

FISCAL REVIEWER

- Comprehensive review emphasizing financial policies and procedures, accounting systems and budget management

CLINICAL REVIEWER

- Comprehensive review emphasizing direct observation of clinical systems and including patient chart review

Review Team Roles (2)

PROJECT OFFICER

- ❑ Provides project-related information to assist with the review
- ❑ Coordinates in-country logistics and communication with partners

TEAM LEADER

- ❑ Serves as primary team contact during visit.
- ❑ Compiles team's final site visit report

TEAM SUPPORT/EVALUATOR

- ❑ Observes, documents, and implements procedures to evaluate the feasibility, reliability and utility of the **CLASS** tool and process.
- ❑ Co-coordinates in-country logistics and communication with partners

Sample Site Visit Schedule

- Entrance Meeting
 - ▣ Welcome & Introductions
 - ▣ Site presentation
 - ▣ HRSA presentation
- Facility Tour
- Information Gathering
 - ▣ Staff interviews
 - ▣ Document Review
- Exit Conference

Data Collection Methods

- Staff interviews (individual and group)
- On-site document review
- Comments will not be attributed to individual staff
- May request management, Track 1.0 Grantee or Local Partners to excuse themselves during staff interviews

CLASS Tool: Modules

- Clinical
- Financial
- Administrative
- Local Partner

CLASS Tool: Use

Reviewers will use the tool:

- ❑ As a guide, *not as a checklist*, during interviews to ensure that relevant areas are discussed.
- ❑ To focus on specific program operations.
- ❑ To review program components required by HRSA/PEPFAR.
- ❑ As a reference when writing assessment report
- ❑ As a gauge to assess grantee TA needs

Assessment Outcomes

- Initial findings shared verbally at each site during daily exit conference
- Synthesized findings presented at final CLASS debriefing sessions to CDC, to Track 1.0 Grantee and to Local Partners
- Draft report shared with CDC/[Country Office] and partner(s) for comment
- Final report used as a working tool to guide transition action plan development for use by the partner(s) and HRSA Project Officer

CLASS [Track 1.0 Grantee] Assessment

[Date]

Assessment Objectives

- Assess and understand the organizational capacity of Local Partners and Local Partner Treatment Facilities
- Inform technical assistance of this HIV/AIDS care and treatment cooperative agreement.
- Inform development of an action plan with key stakeholders, including the MOH and CDC/[Country Office]

Assessment Team

ROLE	TEAM MEMBER
HRSA PROJECT OFFICER	
TEAM LEADER & ADMINISTRATIVE REVIEWER	
FINANCIAL REVIEWER	
CLINICAL REVIEWER	
TEAM SUPPORT & EVALUATION	

Assessment Schedule

DATE	TIME	SITE/ORGANIZATION NAME	NOTES
Wednesday [Date]	9:00 a.m. – 10:00 a.m.		
Wednesday [Date]	10:30 a.m. – 12:30 p.m.		
Wednesday [Date]	1:00 p.m. – 4:00 p.m.		
Thursday [Date]	9:00 a.m. – 11:00 a.m.		
Thursday [Date]	1:00 p.m. – 5:00 p.m.		
Friday [Date]	9:00 a.m. – 5:00 p.m.		
Monday [Date]	9:00 a.m. – 5:00 p.m.		
Tuesday [Date]	9:00 a.m. – 5:00 p.m.		
Wednesday [Date]	6:00 a.m. – 6:00 p.m.		
Thursday [Date]	9:00 a.m. – 12:30 p.m.		
Thursday [Date]	1:00 p.m. – 5:00 p.m.		
Friday [Date]	9:00 a.m. – 11:00 a.m.		
Friday [Date]	12 noon – 4:00 p.m.		

Discussion

