

# Clinical Assessment for Systems Strengthening (CLASS)

## [Track 1.0 Grantee] ASSESSMENT

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*Briefing Meeting with [Track 1.0 Grantee]*

[Date]

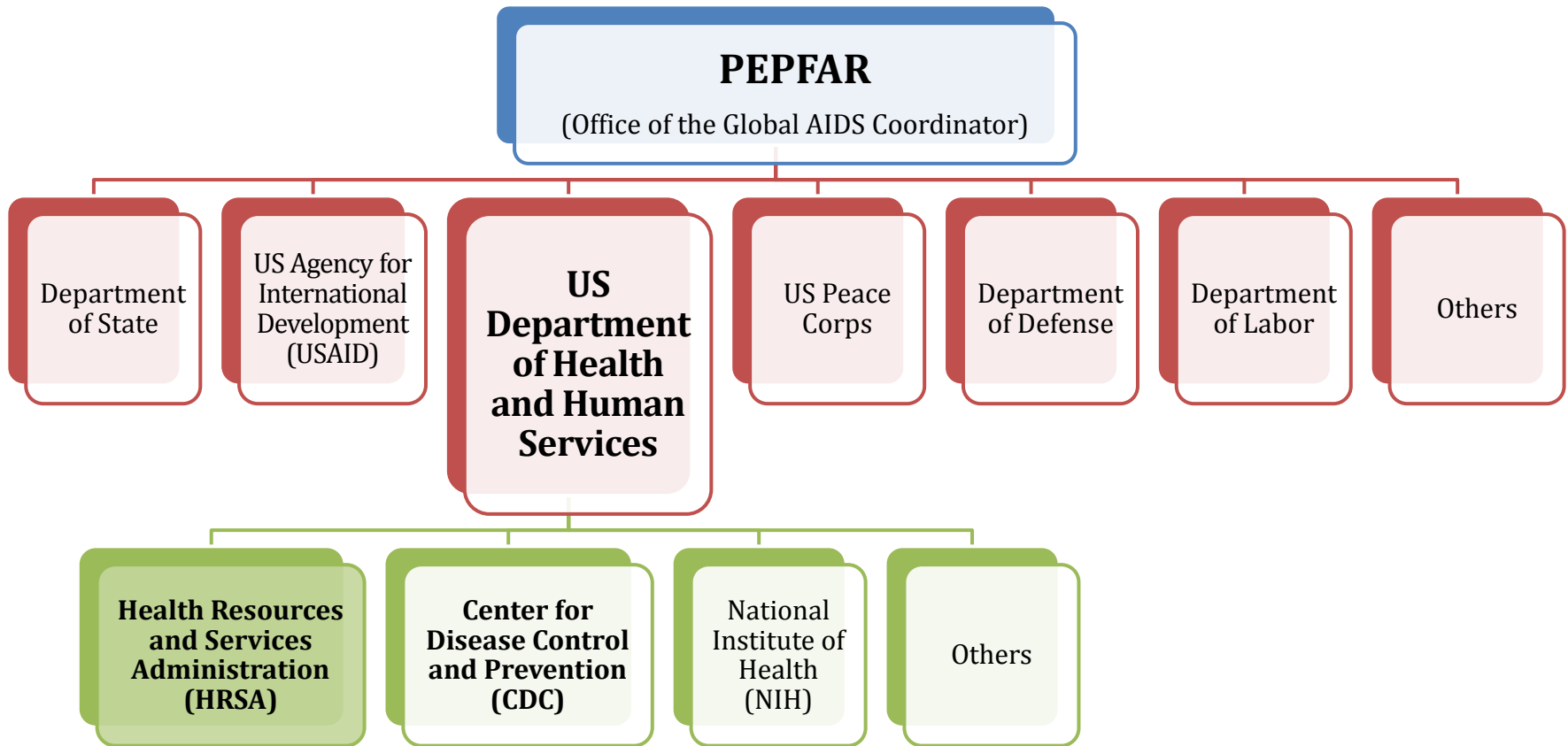
HRSA, HIV/AIDS BUREAU, GLOBAL HIV/AIDS PROGRAM

# Agenda

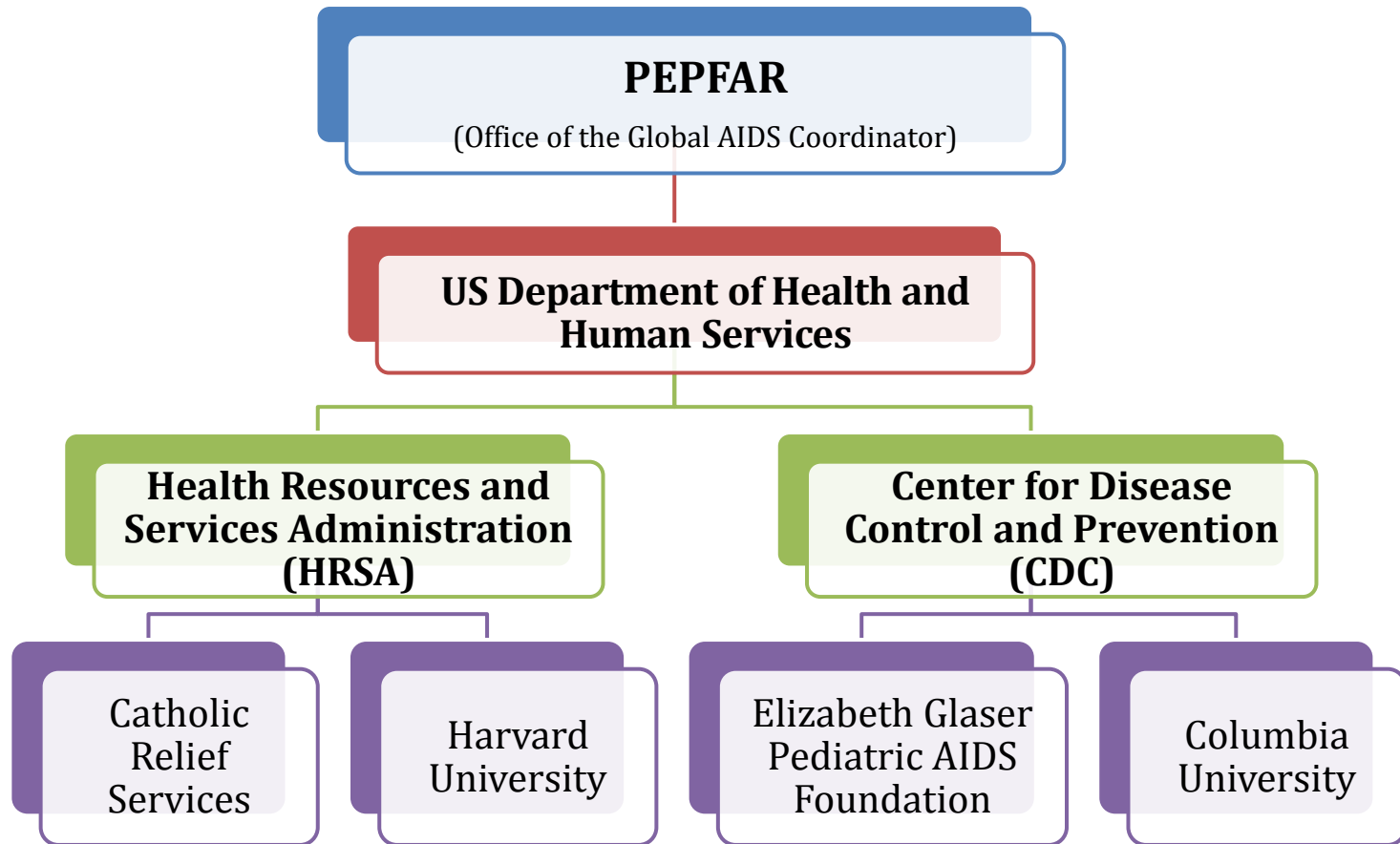


1. Welcome & Introductions
2. CLASS Overview
3. CLASS [Track 1.0 Grantee] Assessment
4. Local Partner/Site Assessment Agenda Review
5. Discussion

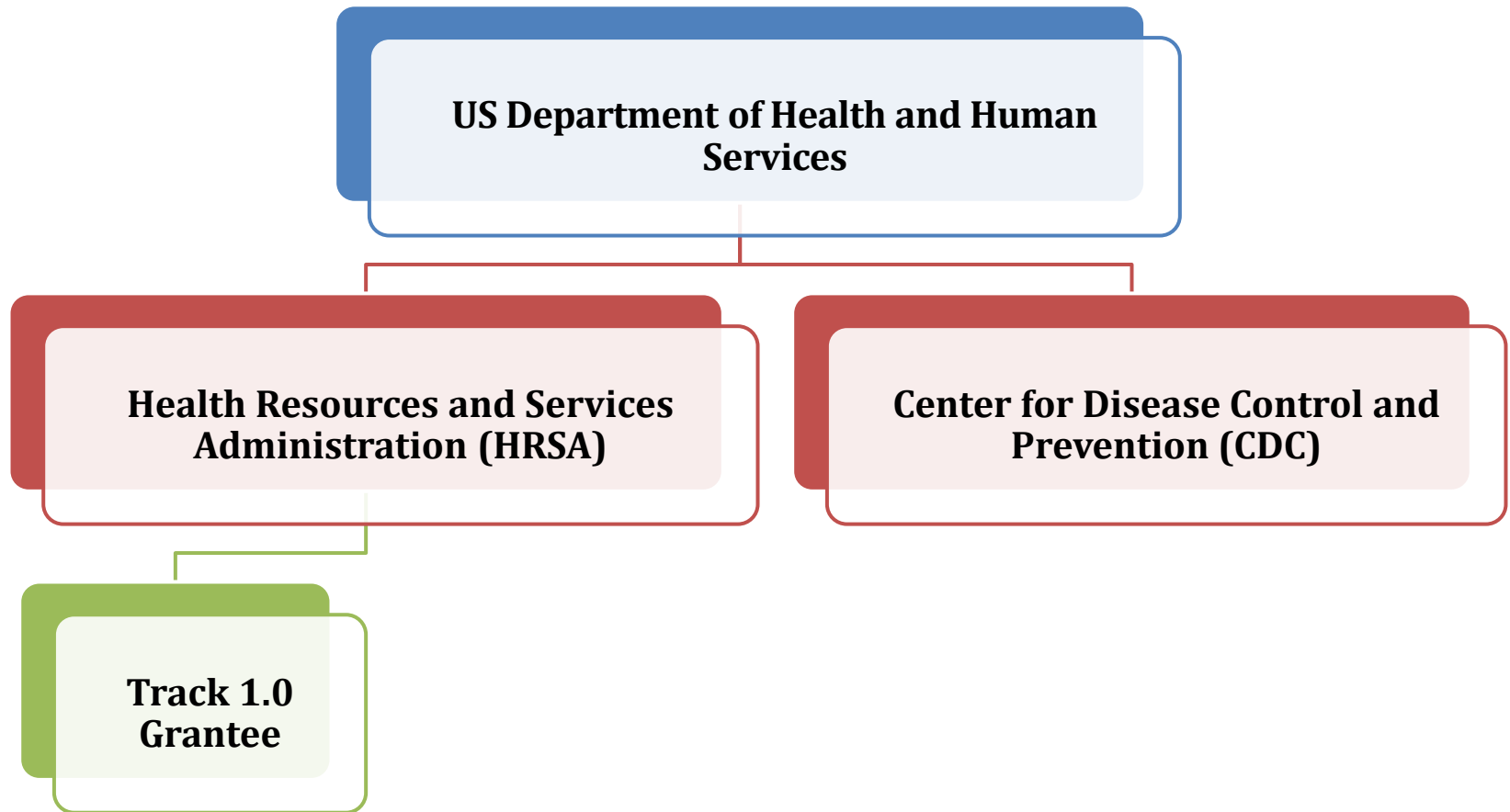
# Context: USG/PEPFAR Agencies



# Track 1.0 ART Programs

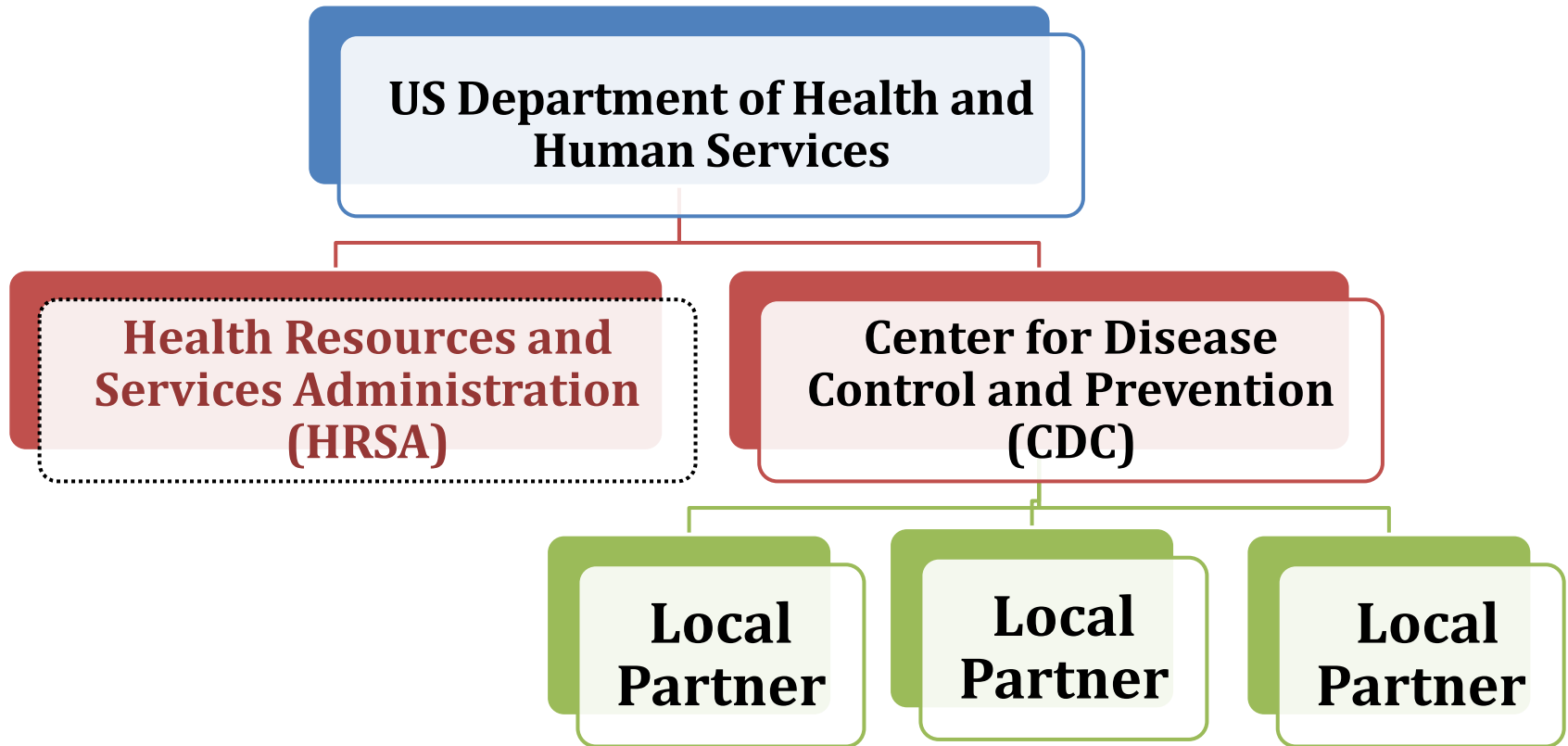


# Funding Flow: Current



# Funding Flow: Post-Transition

(Proposed)



# CLASS Overview

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## **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

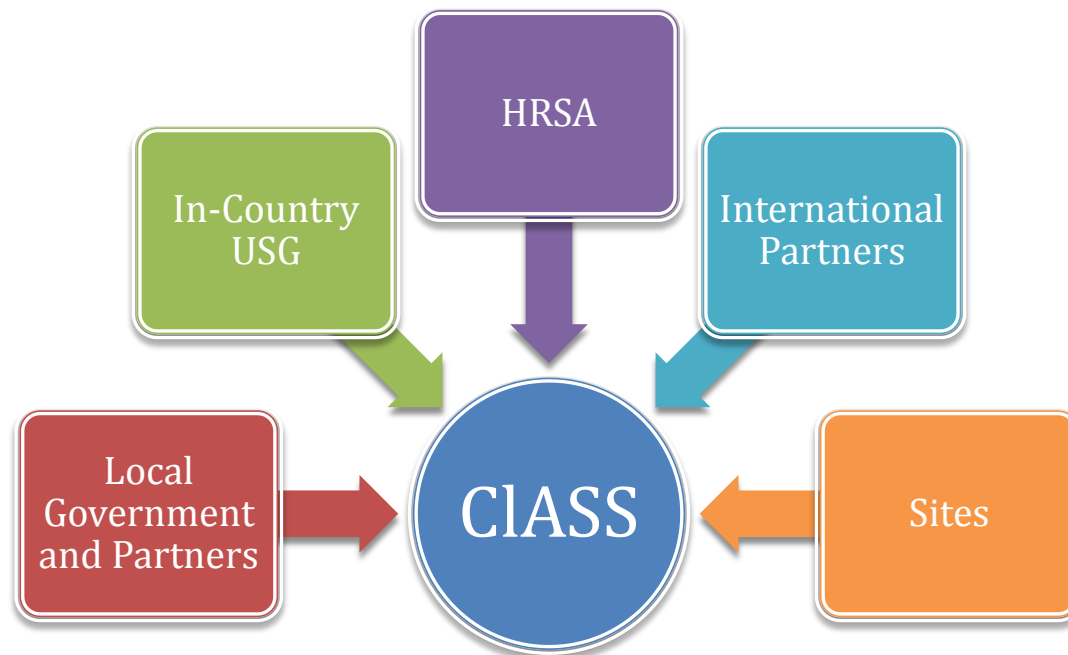


# CLASS: Objectives

- ❑ 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

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- Review Team Roles
- Sample Site 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, international or local partners to excuse themselves during staff interviews



# CLASS Tool: Modules

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- 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 partner and to local partners
- Draft report shared with CDC and partner 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

# 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

# Assessment Team: Track 1.0 Grantee

<b>ROLE</b>	<b>TEAM MEMBER</b>
<b>HRSA PROJECT OFFICER</b>	
<b>TEAM LEADER &amp; ADMINISTRATIVE REVIEWER</b>	
<b>FINANCIAL REVIEWER</b>	
<b>CLINICAL REVIEWER</b>	
<b>TEAM SUPPORT &amp; EVALUATION</b>	

# 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.		
Saturday [Date]			
Sunday [Date]			
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

