**BASELINE ASSESSMENT - INTERVIEW WITH MORTALITY DATA SYSTEM MANAGERS/COORDINATORS**

This tool seeks to collect information to characterize existing mortality surveillance platforms and tools for mortality surveillance in [COUNTRY]. We seek to document the scope or coverage, digital and technological solutions, data collection and flow, use case solutions, human resources and roles, constraints, limitations and scalability. Data managers or coordinators of the platforms and tools identified are the targets respondents for this tool.

Good morning/afternoon.

My name is [YOUR NAME]. I am working with the [THE NAME OF THE INSTITUTION]. We are conducting a review of existing mortality and causes of death surveillance systems or initiatives in the country. We have performed a desk review to identify existing platforms or initiative in the country. One such platform is [THE NAME OF THE PLATFORM THE INTERVIEW IS ABOUT].

I am approaching you because you were identified as a key person in the implementation of this this platform or initiative. We would like to ask you a few questions to better understand the functioning of the platform. The interview will take about XX minutes.

Do you have any questions?

May I proceed?

*[Data collector: if the respondent is not available at this time, please schedule another time for the interview or obtain a referral to another person that is also appropriate to respond to the questions.]*

| **#** | **Questions** | **Answers** | **Skip** |
| --- | --- | --- | --- |
| 1. **IDENTIFICATION** | | | |
| 1.1 | Date of interview |  |  |
| 1.2 | Name of the respondent |  |  |
| 1.3 | What is your current position/title in the institution? |  |  |
| 1.4 | How many years have you been in the current position? |  |  |
| 1.5 | Name of the institution |  |  |
| 1.6 | Type of organization | 1. Gov. department/Ministry 2. Gov. Research Institute/National Statistical Institute 3. Academic/ Private Research Institute 4. Bilateral/ multilateral agency 5. NGO 6. Other (specify) |  |
| 1.7 | Institutional contact:   1. Complete physical address 2. Website 3. Email address 4. Phone |  |  |
| 1.8 | This interview is about the data platform or tool [NAME OF THE PLATFORM]  In what year has the data platform [NAME OF THE PLATFORM] been established in the country? | |\_\_|\_\_|\_\_|\_\_| |  |
| 1. **PRODUCTION OF THE DATA**   *Now I want to ask you questions about the collection of mortality data* | | | |
| 2.1 | Does the data collection in the [NAME OF THE PLATFORM] include the following life events?  (Read and select all that apply)  **MULTIPLE RESPONSES POSSIBLE** | 1. Pregnancies 2. Births 3. Deaths 4. Causes of death 5. Population count 6. Other (specify) |  |
| 2.2 | What approaches are used to collect this data?  (Read and select all that apply)  **MULTIPLE RESPONSES POSSIBLE** | 1. Civil registration 2. Censuses 3. Surveys 4. Health information system/routine data 5. Surveillance system 6. Other (specify) | If C and/or E è2.3a,b |
|  | *For each source or approach mentioned above (2.2), ask questions 2.3a to 2.20* | |  |
| 2.3a | If 2.2 = C, ask: What type of surveys your institution conduct to collect mortality and/or cause of death data? | 1. National household surveys (e.g. DHS/MICS) 2. Continuous annual household surveys 3. Other surveys (specify) |  |
| 2.3b | If 2.2 = E, ask: What type of surveillance system your institution implements to collect mortality and/or cause of death data? | 1. Maternal and Perinatal death surveillance and response (MPDSR) 2. Integrated disease surveillance and response (IDSR) 3. Population Observatory / Health and demographic surveillance system (HDSS)/CHAMPS 4. National sample vital registration system (SVRS) / Community-based surveillance 5. Burial sites surveillance (morgues) 6. Other surveillance (specify) |  |
|  | *For each type of surveys or surveillances mentioned above, ask questions 2.4 to 2.20* | |  |
| 2.4 | How long has your institution been implementing the approach [NAME OF THE PLATFORM] [See 2.3a (survey) or 2.3b (surveillance) if filled]? | 1. Less than 2 years  2. 2-5 years  3. More than 5 years |  |
| 2.5 | What is the geographical coverage? | 1. National 2. Province/regional (one or multiple provinces) 3. Local (several districts within provinces) |  |
| 2.6 | What is the target population?  **MULTIPLE RESPONSES POSSIBLE** | 1. Children 0-4 years or 5-19 years 2. Adult women 3. Adult men 4. All ages and sexes 5. Other (specify) |  |
| 2.7 | Is the approach sample-based or exhaustive (covering entire population)? | 1. Entire population 2. Sample 3. Other (specify) | If 1 è2.10 |
| 2.8 | If sample-based, what sampling frame do you use to select your sample? | 1. Population census 2. List of villages/geographic areas 3. No sampling frame used 4. Other (specify) |  |
| 2.9 | Are the data representative of a geographic entity and at what level? | 1. Not representative 2. Nationally representative 3. Sub-nationally representative (provinces/districts) 4. Other (specify) |  |
| 2.10 | What is the frequency of data collection? | 1. Daily 2. Weekly 3. Monthly 4. quarterly 5. Semester (semi-annual) 6. Yearly 7. Multi-yearly 8. Other (specify) |  |
| 2.11 | How is the data collection process organized from the data collection point to the central level (data flow)?  (*Describe from the community, facility, local administrative unit, regional and central offices...)* |  |  |
| 2.12 | Who are your data collectors? | 1. Temporary recruited and trained data collectors 2. Community volunteers/community health worker 3. Permanently/long term recruited and trained data collectors 4. Others (specify) |  |
| 2.13 | What other personnel is involved in the data collection and transfer chain?  **MULTIPLE RESPONSES POSSIBLE** | 1. Data collection supervisors 2. Controllers/coordinators 3. Data entry clerks 4. Data managers/analysts 5. IT specialists 6. Others (specify) |  |
| 2.14 | Do you collect data on cause of death in your platform? | 1. No 2. Yes 3. Yes, planned but not yet started | If No è2.16 |
| 2.15 | What methods do you use to determine cause of death?  **MULTIPLE RESPONSES POSSIBLE** | 1. Medical certification by a physician/health worker 2. Verbal autopsy 3. MITS/Full autopsy/ pathological testing 4. Lay informant reporting 5. Other (specify) |  |
| 2.16 | Are your data on events (births and deaths) linked to the country CRVS system in any way? | 1. No 2. Yes 3. Yes, planned but not yet started | If No è 2.18 |
| 2.17 | If yes, how are the data linked to the CRVS? |  |  |
| 2.18 | Are your data linked to or integrated with any other data system in the country? Which one? | 1. No 2. Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 2.19 | Is your current system interoperable with any other system(s)? List them | 1. No 2. Yes |  |
|  | If yes, with what system(s)?  *Interviewer: Write the name of the system* | 1.  2.  3. |  |
| 2.19 | What are the challenges in the data collection?  *Probe: technology, infrastructure, human resources any other challenges* |  |  |
| 2.20 | What are the challenges in ensuring data quality?  *Probe: technology, infrastructure, human resources any other challenges* |  |  |
| 1. **DIGITAL SOLUTIONS** | | | |
|  | *Now I want to ask you questions about the digital solutions you are using or may have used in the approach (*See 2.2 or 2.3 if filled (survey or surveillance)? | | |
| 3.1 | Does your institution currently use any digital tools for the collection, reporting or visualization of mortality data?  *Interviewer: This might include a variety of tools, e.g., tools for survey data collection, online dashboard where aggregate data can be viewed, or programs that target collection of birth and death events.* | 1. No 2. Yes | If No -> section 4 |
| 3.2 | Can you tell me the names of any digital platforms that are used for data collection, reporting, management, analyses, etc.?  *Interviewer: This may include single -purpose tools for data collection (e.g., ODK), data analyses (e.g., tools for analyses of verbal autopsy) or multi-faceted complex digital platforms (e.g., OpenCRVS for civil registration and reporting).*  *Please list all the systems currently in place.* | 1.  2.  3. |  |
| For each digital platform mentioned in 3.2, ask 3.3 to 3.8 | | | |
| 3.3 | Was an adaptation done at country level prior using the digital platform? | 1. No 2. Yes | If No 🡺 next section |
| 3.4 | What was the level of adaptation required at country level to run the system?  *We want to know “to what extent the country made adaptation to existing tools before using them?” (Design of tools: adaptability, comparability, Design of the information system, etc…)* |  | After this Q 🡺 next section |
| 3.5 | **TRAINING and SUPPORT:**  Have any training programmes been instituted for end users/secondary users of the digital platforms that have been developed? | 1. Yes, developed and being administered 2. Underway/in discussion 3. Ad-hoc training based on donor support 4. No formal training available |  |
| 3.6 | **TRAINING and SUPPORT:**  Does a technical support team exist to address technology and user challenges?  **MULTIPLE RESPONSES POSSIBLE** | 1. No technical support 2. Yes, internal 3. Yes, local 4. Yes, International | If A, B 🡺3.8 |
| 3.7 | If C and/or D, who are those partners (institutions)?  *Interviewer: Write the names of the institutions* | 1  2  3 |  |
| 3.8 | What type of support do those partners (institutions) provide?  **MULTIPLE RESPONSES POSSIBLE** | 1. System design 2. System maintenance 3. System development 4. Data management, processing and analysis 5. User support 6. Other, specify |  |
| 3.9 | Why does your institution not use any digital tools?  *Probe: discuss in term of technology, infrastructure, network availability, human resources, costs, others* |  |  |
| **IV DATA ANALYSIS AND REPORTING**  *Now I want to ask you questions about the data analysis and reporting mortality data* | | |  |
| 4.1 | Do you produce regular reports that include the analysis of mortality data from your system? | 1. No 2. Yes | If No 🡪 section 5 |
| 4.2 | What is the frequency of data (report) dissemination? | 1. Monthly 2. quarterly 3. Semester (semi-annual) 4. Yearly 5. Multi-yearly 6. Other (specify) |  |
| 4.3 | What are the main mortality indicators analyzed in the report? |  |  |
| 4.4 | How are the mortality data and results disseminated? |  |  |
| **V FUNDING**  *Now I want to ask you questions about the funding of the system* | | |  |
| 5.1 | Who is the primary funders of the system?  *Write the name of the funder* | 1.  2.  3. |  |
| 5.2 | How long is your data system funded for (in years) ?  *Write “00” if less than a year* | |\_\_||\_\_| |  |
| 5.3 | What are your plans for continued funding and sustainability? |  |  |
| **VI REFERRAL AND COMMENTS** | | | |
| 6.1 | Are there other people/institutions you would recommend that we speak with to learn about other mortality data system? | 1.  2.  3. |  |
| 6.2 | General comments |  |  |