

Monitoring and Evaluation
of the
Operational Plan for Comprehensive HIV and AIDS Care,
Management and Treatment for South Africa

TRAINING MANUAL FOR PARTICIPANTS

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The Health Systems Trust (HST) and

Health Information Systems Programme (HISP)

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ABBREVIATIONS

AIDS	Acquired Immune Deficiency Syndrome
ANC	Antenatal clinic
ART	Antiretroviral Treatment
ARV	Antiretroviral
ARVs	Antiretrovirals
BCC	Behaviour Change Communication
CHC	Community Health Centre
CMV	Cytomegalovirus
DHIS	District Health Information System
DoH	Department of Health
DORA	Division of Revenue Act
DHIS	District Health Information System
GCIS	Government Communication and Information System
HAART	Highly Active Antiretroviral Therapy
HIO	Health Information Officer
HIV	Human Immunodeficiency Virus
HISP	Health Information Systems Programme
HPV	Human Papillomavirus
HST	Health Systems Trust
IEC	Information, Education and Communication
KS	Kaposi's Sarcoma
MAC	Mycobacterium Avium Complex
MDI	Monthly Data Input
MDR TB	Multi-Drug Resistant Tuberculosis
M & E	Monitoring and Evaluation
MIS	Management Information System
NACOSA	National AIDS Coordinating Committee
NDoH	National Department of Health
NEFP	National Emergency Food Programme
NIP	National Integrated Plan
NMDS	National Minimum Data Set
OPD	Outpatients Department
OTC	Over The Counter
PCP	Pneumocystis Carinii Pneumonia
PEP	Post Exposure Prophylaxis
PHC	Primary Health Care
PMTCT	Prevention of Mother-to-Child Transmission
SA	South Africa
STI	Sexually Transmitted Infection
STIs	Sexually Transmitted Infections
TB	Tuberculosis
Toxo	Toxoplasmosis
VCT	Voluntary Counseling and Testing
WHO	World Health Organization
UNAIDS	Joint United National Programme on HIV/AIDS

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INTRODUCTION

Background

The National Department of Health of South Africa has introduced various initiatives to respond to the HIV and AIDS epidemic and has scaled up all efforts on HIV and AIDS prevention, care and support, including the provision of antiretroviral treatment.

The Operational Plan for Comprehensive HIV and AIDS Care, Management and Treatment for South Africa (hereafter referred to as the Comprehensive Plan) was approved by the South African Cabinet in November 2003.¹ Subsequently, the Monitoring and Evaluation Framework was developed to monitor the implementation of the Comprehensive Plan.

The Monitoring and Evaluation Framework outlines the information requirements of input, process, output, outcome and impact indicators that were developed through a consultation process with various stakeholders.

Service providers and managers at all levels of the health system need information in order to plan and manage HIV and AIDS services appropriately and to monitor and/or evaluate the implementation of national and local plans. A crucial ingredient of Monitoring and Evaluation is the availability of good quality, timely and complete data.

It is therefore essential that knowledge and skills on monitoring and evaluation be enhanced amongst staff at various levels of the health care system both in order to monitor patient care and to evaluate the implementation process of the Comprehensive Plan.

This manual provides an overview of HIV and AIDS, the National ART Treatment Guidelines and the Comprehensive Plan as background and rationale for the training on monitoring and evaluation. The monitoring and evaluation component is structured around the information cycle model and includes data collection, data processing, presentation of information and use of information for action.

Target Group

- Staff responsible for supervision of accredited service points
- Staff rendering care, management and treatment services
- Staff involved in handling and management of data
- Data capturer from each service point
- Programme and Project managers

This is a diverse group with different experiences and skills. This course attempts to meet the needs of all the groups but accepts that some of the course content will be more relevant to some groups than to others.

Course overview

The four day training course comprises three main content areas:

- Background to HIV and AIDS
- The Comprehensive Plan, National ART Treatment Guidelines
- Monitoring and Evaluation.

There are 10 training sessions:

1. Welcome and Introduction
2. HIV and AIDS

¹ In this manual, the Operational Plan for Comprehensive HIV and AIDS Care, Management and Treatment for South Africa will henceforth be referred to as the "Comprehensive Plan".

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3. Confidentiality
 4. The Comprehensive Plan and National ART Guidelines
 5. Introduction to Monitoring and Evaluation
 6. Indicator Sets and Data Element Sets
 7. Data Collection
 8. Processing Data: Quality and Analysis
 9. Presenting Information
 10. Interpreting and Using Information for Action