Laboratory Assessment
CDC/GAP

Laboratory System Overview

1. Please provide an organization chart for the Ministry of Health (MOH). Identify laboratory services and laboratory users (i.e., programs)

2. Describe the scope of laboratory work at each jurisdictional level.

3. Describe the scope of services and location of non-governmental laboratories, e.g., donor, research, university, employer-sponsored)

4. What are the MOH priorities?

5. What HIV/AIDS surveillance systems are in use?

    A. laboratory reporting
    B. surveillance studies
    C. Epidemiology data systems

6. How does the laboratory system collaborate and coordinate activities with other public health programs?

    A. Epidemiology
    B. Counseling and testing
    C. Blood supply
    D. Care
    E. Prevention

7. What structures are in place to assure quality, inventory and training in laboratories at the district, regional and national level? Is there a voluntary or mandatory certification or accreditation process in place?

8. Has there been a WHO/CDC/USAID or other external laboratory review in the past 5 years? Please provide a copy.

9. What are the current laboratory supply and equipment needs and how are they being met? For example, do blood services have all the test kits needed and who are the donors, if any?

10. How are HIV/TB/STI laboratory reagents evaluated, approved, procured, and distributed?

11. Is there an approved rapid HIV antibody test algorithm available? Other HIV serology algorithm approved? What is the approval process?

Site Specific

_____ Name of Laboratory / Health Facility

_____ City

_____ District/Province

_____Director of Laboratory Services

Persons Met:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

1. Who performs specimen collection? (Laboratory personnel, non-laboratory professionals)

2. Are these laboratory services currently provided in your facility and do you need training in any of these areas?

    Bacteriology

        Sensitivity and Culture
        Gram Stain
        Enterics

    Mycobacteriology

        AFB Smears
        Culture
        Drug Susceptibility

    Sexually transmitted infections

HIV Serology
Syphilis
Gonorrhea
Chlamydia
HIV Viral Load
Other (specify)

Mycology
Isolation
Fungal Serology

Virology/Rickettsiology
Virus culture
Virus serology
Herpes
Hepatitis B
Other (specify)

Clinical Chemistry
Hematology
Urinalysis
CD_4 /CD_8 How many samples tested?
Viral Load How many samples tested?

How many specimens does your laboratory process per annum? If possible, provide a break down for the number of specimens tested for HIV, STDs and TB.

Information Systems

Laboratory Information System
Internet Access
E-mail

3. Please provide:
   Name of person in charge, mailing address, telephone number and fax number (if available) of the central public health laboratory or at your specific laboratory facility.

4. Please describe your specific job duties at your facility.

5. What is the staffing of the laboratory facility you currently work in?

Laboratory Location:

	Number of Positions	Education	Years Employed	Training
Director:				
Lab Technologists:				
Microbiologist:				
Chemists:				
Medical Technologists:				
Clerical Staff:				
Support Staff: (glassware/media preparation)				

6. What is the level of qualifications and training for those personnel responsible for HIV, STD and TB testing?

7. Does your laboratory have:

Standard operating procedures
Manual of methods
Safety guidelines
Safety equipment
Infectious waste disposal guidelines
Rejection Policy Plan

Comments:

8. Would it be useful to you to receive training in the following areas of laboratory management:

Administrative responsibilities
Budget Development
Personnel management
Quality assurance training

(setting up a Program and monitoring it)
Development of procedural manuals
How to conduct raining workshops
Networking
Comments:

9. How are patient=s records accessed and maintained? Is there a policy for patient confidentiality and if so, how is this implemented?

10. What system is in place for recording and maintaining of patient laboratory results?
What sort of databases are currently being used?
How are these databases linked to other systems e.g wards, other sites?

11. Does your facility have equipment, and supplies adequate for services provided?

Space
Utilities
Safety features
Reagents/Supplies
Instrumentation
Comments:

12. What are your perceived needs to improve your laboratory services?

Personnel:
Instrumentation:
Instrument maintenance/repair:
Reagent/supplies:
Safety equipment:
Training courses:
Training materials:
Computerization:
Comments:

13. Availability of Reference Materials?

    Books/manuals:
    Journals:
    Training manuals:
    Training slides:
    Training videos:

14. How are specimens obtained, handled and transported to the public health laboratories from clinical sites, etc?

    Mail delivery
    Courier Delivery
    Other (specify)

15. What is the average turn around time for disease of public health importance such as STD=s, HIV, etc.? (Time from receipt of specimen until test results reported).

16. What sort of system is in place for kit and reagent purchasing?

17. What price do patients pay for the following tests:

    HIV Serology
    CD4
    Viral Load

    Is free testing available? If so, for which patients?

18. How is your laboratory facility funded?

    Sources

    Taxes

    Grants

    Donations

    Other (specify)

19. Please list specific areas you hope and need to improve by participating in a laboratory training program.

Quality Assurance Plan

Quality Control - Does your laboratory perform the following:

- Check integrity of specimen prior to testing for appropriate labeling, handling and preservation.
- Routinely run positive and negative controls other than those supplied by kits.
- Check accuracy of equipment.
- Chart quality control results.
- Check performance of new kits by comparison with old kits.
- Check performance of new kits using Ain house@ controls.

Does your laboratory participate in a proficiency testing program (EQA/IQA)?

What procedures are in place to resolve the following errors:

- Patient misidentified
- Reagents stored inappropriately.
- Incorrect reporting.
- Incorrectly labeled specimens.
- Invalidated test runs and/or out of range controls.