

National Guidelines on Monitoring and Evaluation of HIV Response in Nepal, 2012



Ministry of Health and Population
National Centre for AIDS and STD Control
Teku, Kathmandu

(Updated in
November 2013)



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Government of Nepal
Ministry of Health & Population
NATIONAL CENTRE FOR AIDS AND STD CONTROL

4261653

4262753

4258219

Fax: 4261406

E-mail: ncasc@mos.com.np

Website: www.ncasc.gov.np

TEKU, KATHMANDU, NEPAL

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FOREWORD

I am pleased to present the updated version of **National Guidelines on Monitoring and Evaluation of HIV Response in Nepal 2012 (updated in November 2013)** which was developed during the consultative process among wide range of stakeholders that include the government, technical experts, networks related to Human Immuno-deficiency Virus (HIV)/Sexually Transmitted Infections (STIs) in Nepal alongside implementing partners in HIV response, external development partners and people living with HIV donor organizations. These guidelines provide standards of overall monitoring and evaluation (M&E) of overall national response to HIV as well as specific interventions, including M&E framework, recording and reporting tools, flow of routine data, M&E standards at national and specific service site, M&E roles of key partners, and estimated budget.

Despite success in curbing the level of epidemic, HIV is still a major public health problem and globally affecting socioeconomic life of poor people, including Nepal. In Nepal, HIV is characterized as a concentrated epidemic with HIV prevalence of 0.28 percent among adult aged 15–49 years in 2012. There are approximately 48,600 people who are estimated to be living with HIV in 2012, where four out of every five persons get sexual transmission of the infection. People who inject drugs, men who have sex with men (MSM) and female sex workers (FSWs) are the key populations who are at a higher risk of acquiring HIV. Male labour migrants (particularly in areas where there is high HIV prevalence in India where they often visit FSWs) and clients of sex workers in Nepal are likely to be transmit infections to low-risk general populations.

Since the first case of HIV in 1988, the country has been responding through various policy and structural arrangements, programmatic approaches while creating supporting enablers to reducing spread of HIV. The national response to current HIV epidemic situation is guided by “National Policy on HIV and STI (2011)” and “National HIV/AIDS Strategy (2011–2016)” that apply the principles of universal access using the rights-based approach, and encompassing a multi-sectoral approach to combat the epidemic.

Adoption of appropriate monitoring and evaluation systems, tools and approaches is an essential core of the response to the epidemic, which helps to understand the status of epidemic, track the resources; measure performance, justify results, identify gaps, prioritize areas of improvement, mobilize and allocate resources, improve implementation efforts, formulate new policies and strategies, make informed decisions, and understand the value for money. A clearly defined national guidelines monitoring and evaluation is critical in order to address these needs of having a strong accountability framework among stakeholders.

I am very thankful to all the individuals and institutions who contributed in preparing the guidelines through the consultative process. These guidelines are expected to be updated regularly and I strongly recommend all the stakeholders working to combat HIV in Nepal to use and follow these guidelines to monitor, review and evaluate our interventions of national response as outlined in the guidelines in order to achieve the impacts as defined in the national strategy for HIV and AIDS in Nepal.

Dr Naresh Pratap KC
Director



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- ▶ Dr. Naresh Pratap KC, Director, National Centre for AIDS and STD Control (NCASC)
- ▶ Dr. Krishna Kumar Rai, former Director, NCASC
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- ▶ Dr. Pramod Raj Regmi, Former Sr. Surveillance and Research Officer, Saath-Saath Project/USAID
- ▶ Members of the HIV - Strategic Information Technical Working Group (SITWG)
- ▶ Participants of the M&E experts group meeting and the stakeholders' workshop
- ▶ Staff member of strategic information and other programme units of NCASC
- ▶ All those individuals and institutions who directly or indirectly contributed their part

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National Centre for AIDS and STD Control

Teku, Kathmandu



EXECUTIVE SUMMARY

Monitoring and Evaluation (M&E) of National HIV Response is pivotal to understand the status of HIV epidemic, track the resources, measure performance, justify results (especially outcomes and impacts), identify gaps, prioritize areas of improvement, mobilize and allocate resources, improve implementation efforts, formulate new policies and strategies, make informed decisions and understand the value for money. Also there was a need for a national guidelines on M&E to streamline information generation and use.

The National Centre for AIDS and STD Control (NCASC), in consultation with relevant stakeholders, developed this National Guidelines on Monitoring and Evaluation of HIV Response in Nepal 2012 to guide programme implementers and monitors to ensure accurate and high quality of strategic information (SI) products through adherence to standard policy frameworks, processes, procedures and institutionalized mechanisms.

These guidelines aim to standardize national M&E systems, tool and approaches at all levels to ensure high quality of SI products generated for evidence and informed policy reforms and advocacy; provide guidance to all relevant stakeholders on M&E roles and functions; and guide users on data flow, data sources, data collection, analysis, reporting, strategic information products and use of information for measuring the performance and improving the interventions.

The guidelines provide standards of M&E for overall national HIV response as well as specific interventions, including M&E framework, recording and reporting tools, flow of routine data, M&E standards at national and specific service site, M&E roles of key partners and estimated budget.

These guidelines have 11 chapters. Chapter 1 provides general overview of HIV Epidemic situation in Nepal and highlights objectives and use of the Guidelines. The second chapter presents about the principles that guides the national M&E system in Nepal. It specifically describes about national M&E policies, fundamental principles, three ones principles, principles of accountability and functional M&E systems principles. The chapter 3 explains about the national M&E frameworks where it establishes synergy with national HIV/AIDS strategy (2011-2016) and the health systems strengthening perspectives in national HIV response. There are 4 impact indicators included in the M&E framework, 6 indicators for outcomes, 27 indicators for outputs, 2 indicators for process and 2 indicators for inputs

Chapter 4 is about national M&E systems, components and tools and chapter 5 outlines a clear flow of data collection and system of data management, analysis and interpretation and data quality assurance mechanism. And, chapter 6 provides overview of the mechanism of evaluation of HIV response in Nepal. It provides standard definitions, approaches, steps and support systems for evaluation.

Similarly, chapter 7 highlights about the HIV data dissemination mechanism, products and forums and opportunities of HIV data use. In chapter 8, the guidelines explain the M&E coordination and implementation frameworks where the technical support and roles of partnership is outlined. Chapter 9 is about M&E capacity building frameworks where M&E capacity development plan for national, regional and district level is presented.

Likewise, chapter 10 discusses on the Monitoring of M&E functions. It provides an overview of operational standards, provisions for review of SI progresses, updating tools and databases, evidences and reporting frameworks. The last chapter (chapter – 11) of these guidelines is about costed M&E plan. The summary 12 component costed M&E plan is displayed in tables in this chapter.

The indicator reference sheet annexed to these guidelines have a detail account of indicator which includes indicator name, purpose/rationale of the indicator, numerator and denominator, level of disaggregation, data collection frequency, source and tool and measurement methods in concise and clear ways.

The guidelines will be used by all stakeholders that are engaged in HIV and STI related interventions in the country at local, district, regional and national levels including programme managers and implementers in the government, non-government organizations and private sectors; policy makers and program designers; researchers and evaluators and EDPs.



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LIST OF ABBREVIATIONS

AIDS	Acquired Immuno Deficiency Syndrome
ANC	Antenatal Clinic
APR	Annual Progress Review
ART	Antiretroviral Therapy
BSS	Behavioural Surveillance Survey
CCC	Community Care Centres
CHBC	Community and Home Based Care
DACC	District AIDS Co-ordination Committee
DHO	District Health Office
DoHS	Department of Health Services
DPHO	District Public Health Office
EDP	External Development Partners
FSW	Female Sex Workers
GIS	Geographical information system
HBV	Hepatitis B Virus
HIV	Human Immuno-deficiency Virus
HMIS	Health Management Information System
HSCB	HIV and STI Control Board
HSS	HIV Sentinel Surveillance
HTC	HIV Testing and Counseling
IBBS	Integrated Biological and Behavioural Surveillance
IOM	Institute of Medicine
M&E	Monitoring and Evaluation
MESS	Monitoring and Evaluation System Strengthening
MoHP	Ministry of Health and Population
MSM	Men who have Sex with Men
MTDP	Medium Term Development Plan
MTR	Mid Term Review
NAC	National AIDS Council
NCASC	National Centre for AIDS and STD Control
NDHS	Nepal Demographic Health Survey
NGO	Nongovernmental Organization
NHRC	Nepal Health Research Council
NPHL	National Public Health Laboratory
NRCS	Nepal Red Cross Society
NSP	National Strategic Plan
OI	Opportunity Infection
PMTCT	Prevention of Mother-to-Child Transmission of HIV
PWIDs	People Who Inject Drugs
RBME	Result Based Monitoring and Evaluation
RDS	Respondent-Driven Sampling
RHD	Regional Health Directorate
SI-TWIG	Strategic Information Technical Working Group
STD	Sexually Transmitted Disease
STI	Sexually Transmitted Infection
TB	Tuberculosis
TG	Third Gender
TLCS	Time-Location Cluster Sampling
UA	Universal Access (to HIV prevention, treatment, care and support services)
UNAIDS	Joint United Nations Programme of HIV/AIDS
UNGASS	United Nations General Assembly Special Session on AIDS
USAID	United States Agency for International Development
VACC	Village AIDS Co-ordination Committee
WHO	World Health Organization

Chapter

1

INTRODUCTION

1.1 HIV Epidemic Situation in Nepal

In Nepal, the first-ever case of HIV was reported in 1988. Since then, the nature of the HIV epidemic in the country has gradually evolved from being a “low-prevalence” to “concentrated” epidemic. Over 80 percent of the HIV infections are transmitted through heterosexual transmission (Figure 1). People who inject drugs (PWIDs), men who have sex with men (MSM) and female sex workers (FSWs) are the key populations at higher risks of spreading this epidemic. Male labour migrants (who particularly migrate to high HIV prevalence areas in India where they often visit FSWs) and clients of FSWs in Nepal are playing the role of bridging population groups that transmit infections from the key populations at higher risk to the low-risk general population. As the epidemic is maturing—approximately 24 years have elapsed since the first HIV case was reported in 1988 – increasing number of infections are being recorded among the low-risk general population. However, the spread of the epidemic is primarily driven by the infections among key populations at higher risks and their sexual partners, rather than by heterosexual transmission among the general population in Nepal (Figure 1).

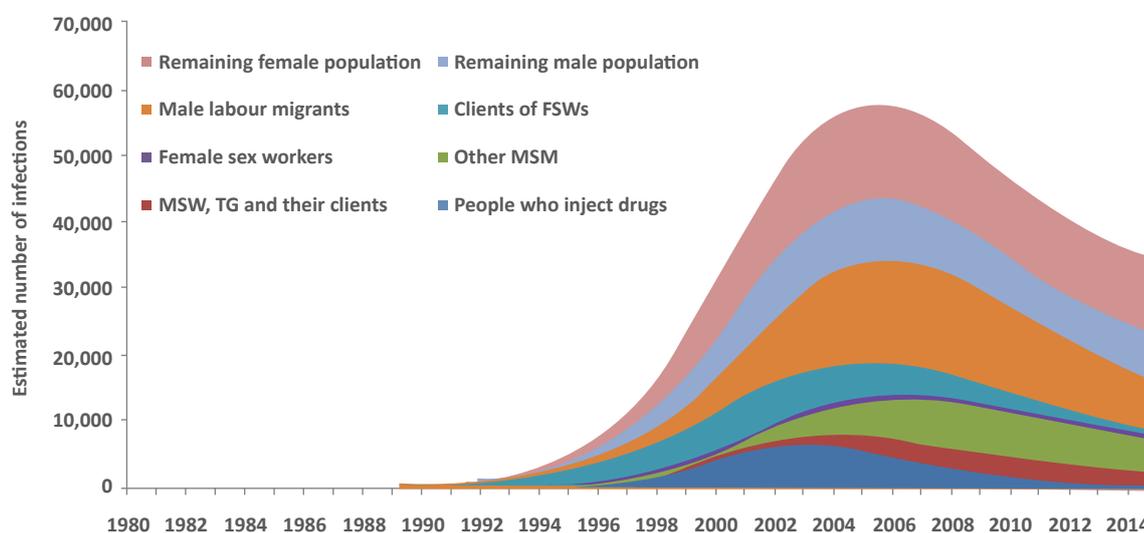


Figure 1: Distribution of estimated HIV infections among risk population groups aged 15–49 years: 1980–2015

As of 2011, there were approximately 50,200 adults and children living with HIV in Nepal with an estimated overall prevalence of 0.30 per cent among the adult (15–49 years)¹ population.

In 2011, about three out of every five infections were among the key populations at higher risk (PWIDs, MSM, FSWs, male labour migrants and clients of FSWs), while the rest (two of every five infections) were among low-risk general male and female adults (Figure 1). The prevalence of HIV infection was estimated to be the highest among the adult segment aged 25–49 years who are economically productive

1 NCASC (2012) National Estimates of HIV Infections in Nepal, 2011. March 2012.





and sexually active. The prevalence of HIV infection among the youngest stratum of the population, that is, below the age of 15 years, was the lowest; a majority of the HIV infections among children in this age group were owing to mother-to-child transmission (MTCT).

Nepal has produced evidence² that targeted prevention interventions are effective in restraining the spread of HIV, particularly among key populations at higher risk such as PWIDs, FSWs and their clients (Figure 2). Overall, HIV prevalence among adults (15–49 years) had begun declining gradually from around 2006 (Figure 3).

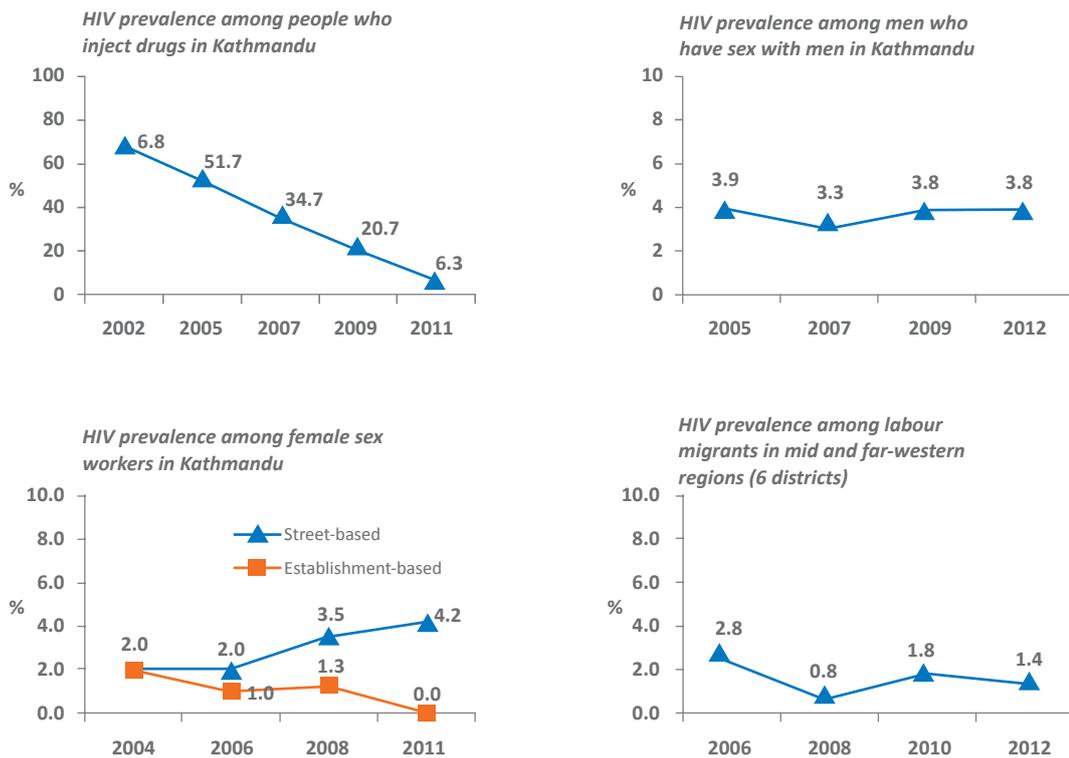


Figure 2: Changes in HIV prevalence among key populations at higher risk in Nepal, 2001–2012

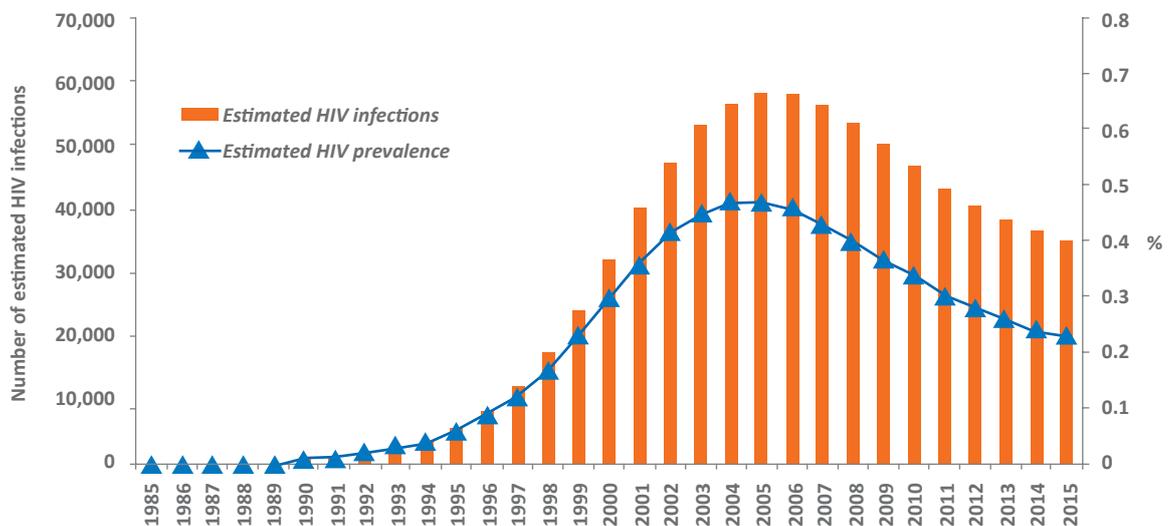


Figure 3: Declining HIV prevalence among the adult (15–49) population group in Nepal: 1985–2015

2 NCASC (2011) National HIV/AIDS Strategy, 2011–2016, December 2011.



1.2 National Response to HIV and Structure

Upon tracking of the first case of HIV in 1988, the country has been responding through various policy and structural arrangements, programmatic approaches and creating supporting enablers (Figure 4) to contain the spread of HIV.

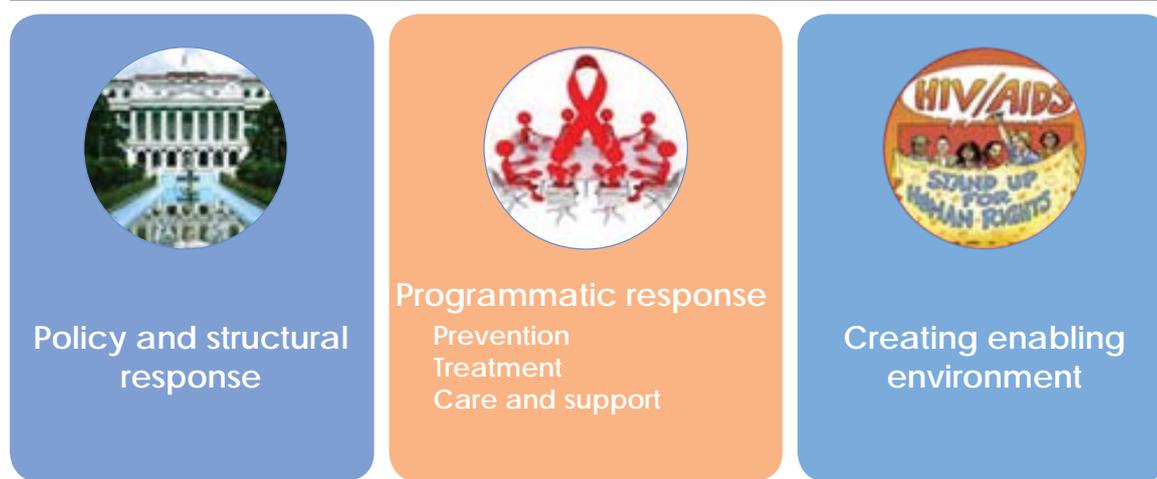


Figure 4: Strengthening of National Response to HIV epidemic in Nepal

Policy and Structural Response

The national response to HIV is guided by “National Policy on HIV and STI, 2011” and “National HIV/AIDS Strategy 2011–2016”, which use the principles of universal access, that is, using a rights-based approach and encompassing a multi-sectoral approach to combat the epidemic. Since tracking of HIV in 1988, the government has come up with policy guidelines starting from the first national AIDS prevention and control programme in 1988 to the fourth rounds of National HIV/AIDS Strategy, 2011-2016 (Table-1). The principle policy guidance is to respond to the epidemic in comprehensive aspects through integrated approach by all relevant stakeholders including the government, non-government organizations, donors and infected and affected communities with the common objective.

At the apex level, National AIDS Council (NAC), chaired by the Rt. Honourable Prime Minister, is leading the overall national response to the HIV epidemic in the country³. The Ministry of Health and Population (MoHP) is responsible for the overall health sector response, policy guidance, planning and

Table 1: Chronology of National Response to HIV epidemic in Nepal

Years	Response efforts
1988	First national AIDS prevention and control programme
1990-1992	First medium term plan
1993	National policy on blood safety
1993-1997	Second medium term plan
1995	National policy of HIV and AIDS
1997-2001	Strategic plan for HIV and AIDS prevention
2002-2006	National HIV/AIDS Strategy
2006-2011	National HIV/AIDS Strategy
2011	National Policy on HIV and STI, 2011
2011-2016	National HIV/AIDS Strategy
2014-2016	Nepal HIV Investment Plan

³ Ministry of Health and Population (2011) National Policy on HIV and STI, 2011



monitoring of the epidemic at the national level. Currently, the national response is passing through the Nepal Health Sector Programme II (NHSP-II, 2010-2015). Within MoHP, National Centre for AIDS and STD Control (NCASC), is leading the overall planning, providing implementation guidance, programme implementation (of prevention, treatment, care and support interventions) and monitoring of HIV response. HIV/AIDS and STI Control Board (HSCB) has envisioned acting as a secretariat of NAC, where the greater policy guidance to the various ministries for multi-sectoral response to the epidemic and monitoring of national response has been designed. District AIDS Coordination Committees (DACCs) has been structured to lead the overall HIV response at the local level (district and below), wherein District Health Offices/ District Public Health Offices act as secretariat of DACCs (Figure 5).

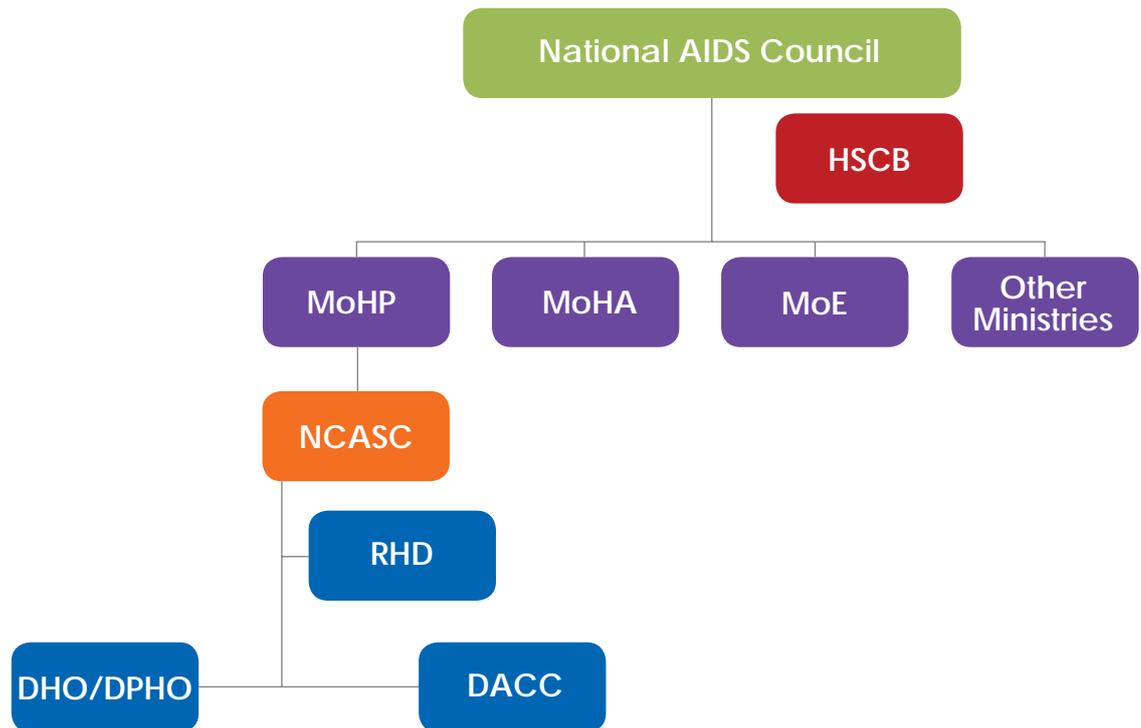


Figure 5: Structural response to HIV epidemic in Nepal

Programmatic Response

National HIV/AIDS Strategy (2011-2016), has prioritized national response in three programmatic areas:

- ▶ **Prevention of HIV:** reduce new HIV infections by 50% by 2016 (including virtual elimination of paediatric HIV infections), compared to 2010;
- ▶ **Treatment with high quality life extending antiretroviral drugs:** reduce HIV-related deaths by 25% by 2016, compared to 2010 baseline; and
- ▶ **Care and support services for infected and affected individuals and communities:** provide comprehensive and linked services at all levels of the health care delivery system, from primary and secondary to tertiary care and community and home-based care.

The programmatic response will be delivered in a comprehensive package that integrate and/or establish strong linkages of HIV services with Tuberculosis (TB), sexual & reproductive health, family planning, antenatal care, child birth, newborn and postpartum care. The service delivery will be ensured to cover the total continuum of prevention to treatment, care and support services (Figure 6).

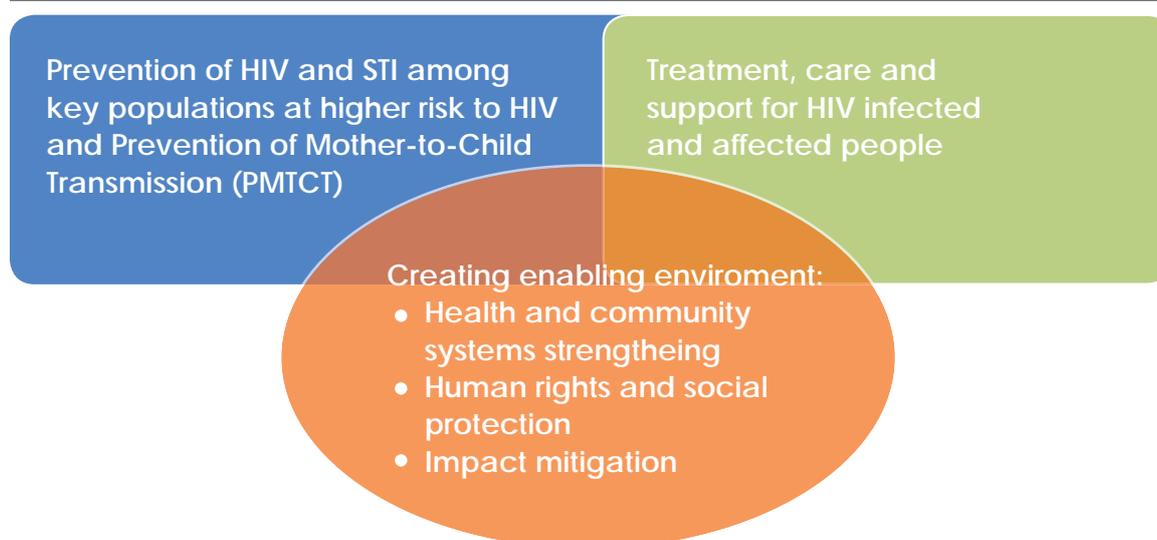


Figure 6: Continuum of Prevention to Treatment, Care and Support

Enabling environment

To sustain the efforts made so far and to improve the access and coverage of prevention, treatment, care and support services, the national strategy has taken a wide range of approaches for creating enablers for strengthening of the national response such as health system, community system, human rights, social protection, legal reforms and impact mitigation⁴.

1.3 Why Monitor the National Response?

Monitoring and evaluation (M&E) of national response is a critical management tool to understand the status of epidemic, track the resources, measure performance, justify results (especially outcomes and impacts), identify gaps, prioritize areas of improvement, mobilize and allocate resources, improve implementation efforts, formulate new policies and strategies, make informed decisions and understand the value for money. Adoption of appropriate monitoring and evaluation systems tools and approaches is an essential core of the response that helps comprehend the following dimensions to the HIV epidemic:

- ▶ Understand the nature and status of the epidemic
- ▶ Progress against interventions set
- ▶ Effect of having those interventions
- ▶ Programme improvement through policy and programming reforms
- ▶ Meet national and international reporting commitments
- ▶ Ensuring the right to money (efficiency of money spent)
- ▶ Express the accountability of the response to people, government and donors (demonstrate transparency)

There is a need of a clearly defined National Monitoring and Evaluation guidelines for all stakeholders contributing towards the national HIV response. In order to ensure generation of the adequacy and high quality strategic information products following standard policy frameworks, processes, procedures and institutionalized mechanisms.

1.4 Objectives of the National Monitoring and Evaluation Guidelines

The National M&E Guidelines aims to:

- ▶ standardize the national M&E systems, tool and approaches at all levels for all by ensuring compliance to established policies and ensuring quality of the SI products generated for evidence and informed policy reforms and advocacy;
- ▶ provide guidance to all relevant stakeholders on M&E roles and functions while supporting the national response to HIV in Nepal;

⁴ NCASC (2011) National HIV/AIDS Strategy, 2011–2016, December 2011.

- ▶ guide users on data flow, data sources, data collection, analysis, reporting, SI products and use of information for measuring the performance and improving the interventions;
- ▶ guide to address the key questions related to the national HIV response:
 - Are we doing the right things (Quality)?
 - Are we doing them right (Effectiveness)?
 - Are we doing them on a scale that is large enough (Coverage)?
 - Are we making a difference (Outcome/Impact)?

1.5 Intended Guidelines User

These guidelines are intended for all stakeholders that are engaged in HIV and STI-related interventions in the country at local, district, regional and national levels. They include

- ▶ Programme managers and implementers from government, non-government organizations and private sectors
- ▶ Policy makers and programme designers
- ▶ Researchers and evaluators
- ▶ External development partners (EDPs)



Chapter

2

STRATEGIC INFORMATION PRINCIPLES

2.1 National Monitoring and Evaluation Policies

The National Guidelines on M&E of HIV response is guided by key M&E policies and requirements set by the Government of Nepal, through the National Planning Commission (NPC), that has outlined and adopted the results-based monitoring and evaluation (RBME) system with log-frame, M&E plan and the result-based evaluation approaches. The NPC also delineated that the evaluation should be conducted independently and preferably by a third party to get unbiased findings and recommendations for further improvement⁵. Likewise, NHSP-II (2010-2015) has duly recognized and directed the use of Health Management Information System (HMIS) and tools particularly for routine programme monitoring. NHSP-II has also guided to conduct the Trimester Reviews and Joint Annual Review (JAR) using log-frame and indicator matrix (NHSP-II) for the M&E of health programmes in Nepal⁶.

2.2 Fundamental Principles of Monitoring and Evaluation

There are five M&E basic principles which forms the foundation of the three focus areas of HIV response, i.e. Prevention, treatment, care and support. The application of these basic principles helps add significant value towards all national response programmes. These principles are (www.stepstoolkit.org):

- ▶ Learning approach
- ▶ M&E as an integral part of overall programme planning cycle
- ▶ Partnership and stakeholders' engagement
- ▶ Quantitative and qualitative approaches
- ▶ Time-bound approach

2.3 Three Ones Principles

The "Three Ones Principles" and its practicality in Nepal's response to HIV epidemic include:

- ▶ One national AIDS coordinating authority, with a broad-based multi-sectoral mandate – HIV/AIDS, STI Control Board.
- ▶ One agreed AIDS action framework that provides the basis for coordinating the work of all partners – National HIV/AIDS Strategy, 2011-2016.
- ▶ One agreed country-level monitoring and evaluation system – National Guidelines on M&E of HIV Response in Nepal, 2012.

The National M&E Guidelines 2012 clearly defines M&E systems, tools and rules that guide data flow of HIV response. A single M&E framework is recommended to collect, analyze and apply M&E data rather than to use multiple parallel systems that reduces reporting burden. Therefore, the M&E of HIV interventions has adopted the ONE national M&E framework in Nepal.

⁵ National Planning Commission (2010) Results Based Monitoring and Evaluation Guidelines, 2067 (2010)

⁶ Ministry of Health and Population (2012) M&E Framework Nepal Health Sector Programme II, 2010-2015, Ministry of Health and Population, Kathmandu, Nepal, April 2012





2.4 Principle of Accountability

The National M&E Guidelines also recognizes the principle of accountability with following considerations:

- ▶ M&E as the basis of expressing overall accountability of national response
- ▶ Following the Paris Declaration on Aid effectiveness and ACCRA Agenda for Action
- ▶ Performance-based programming (particular to the Global Fund)

2.5 Functional M&E Systems Principles

Nepal utilizes a holistic approach to establish a functional M&E system comprising of 12 components: (1) organisational structures with HIV M&E functions, (2) human resources capacity for HIV M&E, (3) partnerships to plan, coordinate and manage the HIV M&E system, (4) national multi-sectoral HIV M&E plan, (5) annual cost of national HIV M&E work plan, (6) advocacy, communications and culture for HIV M&E, (7) routine HIV programme monitoring, (8) surveys and surveillance, (9) national and sub-national HIV databases, (10) supportive supervision and data auditing, (11) HIV evaluation and research and (12) data dissemination and use (Figure 7).

According to UNAIDS, a fully functional M&E system is one which fully integrates the 12 components and follows the three tiers of “people, partnership and planning”, “collecting, verifying and analysing data” and “using data for decision making” as depicted in Figure 7 below.

These guidelines fully incorporates these principles, primarily in M&E costing and capacity development framework as described in the succeeding chapters.

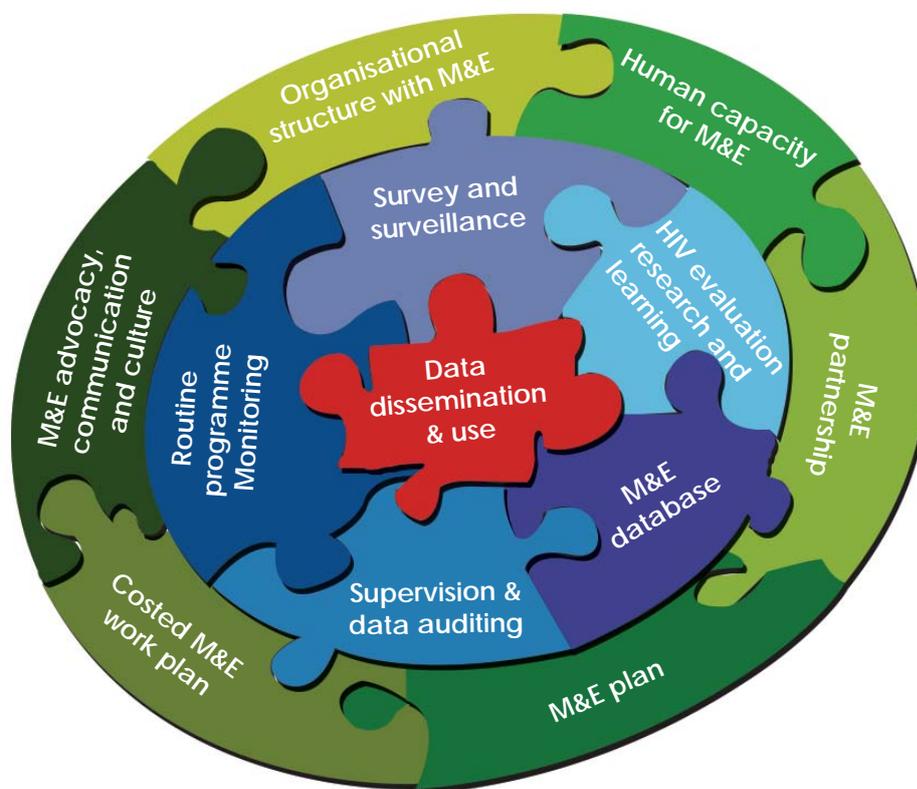


Figure 7: Principles of Functional M&E System (The 12 Component Approach)

7 UNAIDS (2008) *Organizing Framework for a Functional National HIV Monitoring and Evaluation System*. Geneva: UNAIDS. Available at: http://www.unaids.org/en/media/unaids/contentassets/documents/document/2010/1_MERG_Assessment_12_Components_ME_System.pdf [Accessed on 27 May 2012]

Chapter 3

NATIONAL MONITORING AND EVALUATION FRAMEWORK

3.1 Synergy with National HIV/AIDS Strategy and Health System Strengthening

Within the overall health sector goals envisioned by the NHSP-II, the National HIV/AIDS Strategy, 2011-2016 has defined goals and objectives for national HIV response in the country following the national strategic goals formulated by the National M&E Guidelines. Hierarchical linkage of HIV M&E systems with national and global frameworks is displayed in Figure 8 below.

National Development Plan of the Government of Nepal			
<ul style="list-style-type: none"> • Reduce Poverty • Achieve Millennium Development Goals 	Nepal Health Sector Programme-II		
	<ul style="list-style-type: none"> • Achieve Millennium Development Goals • Universal coverage to Essential Health Care Services free against catastrophic health expenditure 	National HIV/AIDS Strategy 2011-2016	
		<ul style="list-style-type: none"> • Reduce new HIV infections 	<ul style="list-style-type: none"> • Reduce AIDS related deaths

Source: NSP 2011-2016

Figure 8: Linkage of National HIV/AIDS Strategy (2011-2016), with overall National Development Plans

The linkage between the National HIV/AIDS Strategic results and national M&E framework (hybrid of logical framework and results framework) is delineated and shown in Figure 9 below.

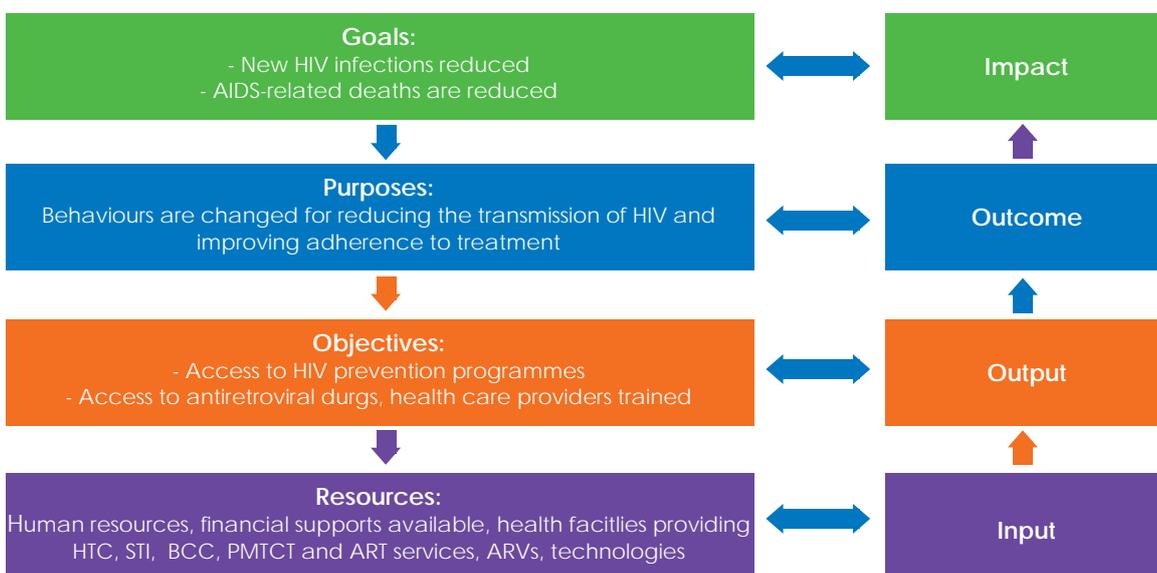


Figure 9: Linkage between HIV/AIDS Strategic results and M&E framework





3.2 Integrated Monitoring and Evaluation Framework of National Response in Nepal

An integrated M&E framework is outlined to measure the strategic results of National HIV/AIDS Strategy (2011-2016), in line with the priority goals of the NHSP-II. The strategic results framework envisioned by the strategy are well accounted in preparing the National M&E Guidelines in congruence with the log-frame approach of NPC RBME. The basis of selecting indicators presented in this log frame is the key element of a national response monitoring system. However, these indicators provide only essential information about potentially very complex interventions and issues associated with HIV response.

These guidelines already sets a basis for conducting special surveys, research and respective programme evaluation. However for effective programme management additional source of information using a variety of methods are also required.

The selected national indicators assist to track progress against national strategic goals and objectives; are representational across the programmatic areas (prevention, treatment, care and support) and help to measure progress and change along RBME log frame.

To meet the first national strategic goal, a total of 20 indicators are selected. Similarly for goal two, 17 indicators are chosen. Likewise, to measure the achievement of cross-cutting strategies, 8 key indicators have been included in the Integrated M&E framework. The indicators are summarized below in Table 2:

Table 2: Indicators by programme strategies, health system components and level of results

Indicators by level of results	Indicators by programme strategies	Indicators by health system components
<ul style="list-style-type: none"> • Impact: 4 • Outcome: 6 • Output: 27 • Process: 2 • Input: 2 	<ul style="list-style-type: none"> • Prevention: 20 • Treatment care and support: 15 • Health system strengthening: 6 	<ul style="list-style-type: none"> • Governance and leadership: 2 • Financing: 1 • Health information: 1 • Human resource for health: 1 • HIV supply and commodities: 1 • Service delivery: 35

In the same manner, status of the epidemic and the national response to contain the spread of HIV will be measured at various levels of the result-based M&E log frame. There are 4 impact indicators included in the M&E framework, 6 indicators for outcomes, 27 indicators for outputs, 2 indicators for process and 2 indicators for inputs as shown in Table 2 and Table 3.

- ▶ Impact IM
- ▶ Outcome OC
- ▶ Output OP
- ▶ Process PR
- ▶ Input IP

Table 3: Integrated National Monitoring and Evaluation Framework of National Response to HIV Epidemic in Nepal, 2011-2016

Results chain	Indicator no	Indicator type	Indicators	Methods of data collection	Responsible for collecting data	Frequency of collecting data
Vision:			Nepal will become a place where new HIV infection are rare and when they do occur, every person will have access to high quality, life extending care without any form of discrimination			
Overall Goal:			To achieve universal access to HIV prevention, treatment, care and support			
Goal 1:			The incidence of HIV is halved by 2016 compared to 2010 (Target 1 of National HIV/AIDS Strategic Result Framework)			
Purpose 1.1:	1	Impact	HIV prevalence in the population aged 15-24	EPP/Spectrum modeling	NCASC	Annually
	2	Impact	Percentage of key populations at higher risk (sex workers, men who have sex with men and male labour migrants) who are HIV-infected	IBBS surveys	NCASC	2-3 years
	5	Outcome	Percentage of men reporting the use of condom the last time they had anal sex with a male partner	IBBS surveys	NCASC	2 years
	6	Outcome	Percentage of female and male sex workers reporting the use of a condom with their most recent client	IBBS surveys	NCASC	2-3 years
	7	Outcome	Percentage of migrants aged 15-49 reporting the use of condom the last time they had sex with non-regular sexual partner	IBBS surveys	NCASC	2-3 years
	11	Output	Percentage of key populations at higher risk (sex workers, men who have sex with men and male labour migrants) who received HIV test in the last 12 months and who know their results	Routine programme data & IBBS surveys	SDP, NCASC	Monthly/ Trimester, 2-3 years
	12	Output	Percentage of key populations at higher risk (sex workers, men who have sex with men, male labour migrants) reached with HIV prevention programme	IBBS surveys	NCASC	2-3 years
	12	Output	Percentage of key populations at higher risk (sex workers, men who have sex with men, male labour migrants) reached with HIV prevention programme	Routine programme data	SDPs, NCASC	Monthly/ Trimester
	13	Output	Percentage of key populations at higher risk (sex workers, men who have sex with men and male labour migrants) who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission	IBBS surveys	NCASC	2-3 years
	14	Output	Number of sexually transmitted infections diagnosed and treated (by age, sex and key population at higher risk to HIV)	Routine programme data	SDPs, NCASC	Monthly/trimester
	15	Output	Number (and percentage) of women accessing antenatal care (ANC) services who were screened for syphilis and treated	Routine programme data	SDPs, FHD, NCASC	Monthly/ Trimester



Results chain	Indicator no	Indicator type	Indicators	Methods of data collection	Responsible for collecting data	Frequency of collecting data
Purpose 1.2:	Reduction of HIV through injecting drugs					
	2	Impact	Percentage of people who inject drug are HIV-infected	IBBS Surveys	NCASC	2 years
	8	Outcome	Percentage of people who inject drugs reporting the use of sterile injecting equipment the last time they injected	IBBS Surveys	NCASC	2 years
	9	Outcome	Percentage of people who inject drugs who report the use of condom at last sexual intercourse	IBBS Surveys	NCASC	2 years
	12	Output	Number (and percentage) of people who inject drug reached with HIV prevention programme	Routine programme data	SDPs, NCASC	Trimester
	13	Output	Percentage of injecting drug users who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission	IBBS Surveys	NCASC	2 years
Purpose 1.3:	11	Output	Number (and percentage) of injecting drug users who received an HIV test in the last 12 months and who know their results	Routine programme data & IBBS surveys	SDP, NCASC	2 years
	16	Output	Number (and percentage) of people who inject drugs currently on Opioid Substitution Therapy (who have been on OST continuously for the past 12 months as well as PWIDs newly enrolled in OST programme for the last 4 months)	Routine programme data	SDPs, NCASC	Monthly
	Reduction of vertical (mother-to-child) transmission of HIV					
	3	Impact	Percentage of infants born to HIV infected mothers who are infected	EPP/Spectrum modeling	NCASC	Annually
	17	output	Percentage of HIV+ve pregnant women who received a complete course of antiretroviral to reduce the risk of mother-to-child transmission of HIV	Routine programme monitoring data	SDPs, NCASC	Monthly/ Trimester
18	output	Number (and percentage) of infants born to HIV-infected women receiving a virological test for HIV within 2 months of birth	Routine programme monitoring data	SDPs, NCASC	Monthly/ Trimester	
19	output	Percentage of infants born to HIV infected women by their feeding practices (exclusive breastfeeding, replacement feeding, mixed feeding/other) at DPT3 visit	Routine programme monitoring data	SDPs, NCASC	Monthly/ Trimester	

Results chain	Indicator no	Indicator type	Indicators	Methods of data collection	Responsible for collecting data	Frequency of collecting data
Purpose 1.4:	Reduction of blood-borne transmission of HIV		Percentage of donated blood units screened for HIV in a quality assured manner	Routine programme data	SDPs, NCASC	Trimester
	20	Output				
Purpose 1.5:	Creation of enabling environment in HIV Prevention		Percentage of health workers both women and men expressing accepting attitude towards people living with HIV (This indicator will also measure the progress on purpose 2.5)	Special surveys	NCASC	Annually
	10	Outcome				
Goal 2:	By 2016, the AIDS-related deaths are reduced by 25% compared to 2010 (Target 1 of National HIV/AIDS Strategic Result Framework)					
Purpose 2.1:	4	Impact	Percentage of adults and children with HIV known to be on treatment 12, 24 and 36 months after initiation of antiretroviral therapy	Routine programme monitoring data	SDPs, NCASC	Annually
	People living with HIV received prophylaxis for opportunistic infections and treatment of common co-infections according to national guidelines					
Purpose 2.1:	21	Output	Percentage of people enrolled in HIV care and treatment who received cotrimoxazole prophylaxis in the last 12 months	Routine programme monitoring data	SDSP, NCASC	Monthly
	22	Output	Percentage of adults and children living with HIV enrolled in HIV care (currently) received diagnosis and treatment of opportunistic infections	Routine programme monitoring data	SDSP, NCASC	Monthly
Purpose 2.2:	Adults and children living with HIV eligible for antiretroviral received it					
	23	output	Number (and percentage) of eligible adults and children currently receiving antiretroviral therapy	Routine programme monitoring data and EPP/ Spectrum modeling	NCASC	Monthly
24	output	Percentage of people starting antiretroviral therapy who picked up all prescribed antiretroviral drugs on time	Routine programme monitoring data	SDPs	Monthly	
25	output	Percentage of health facilities dispensing antiretroviral therapy that have experienced a stock-out of at least one required antiretroviral drug in the last 12 months	Routine programme monitoring data	SDPs, NCASC	Trimester	





Results chain	Indicator no	Indicator type	Indicators	Methods of data collection	Responsible for collecting data	Frequency of collecting data
Purpose 2.3:	Adults and children with HIV associated co-infections (TB) received treatment of co-infection management					
	26	Output	Number (and percentage) of adults and children enrolled in HIV care who had their TB status assessed and recorded during last visit (among all adults and children enrolled in HIV care in the reporting period)	Routine programme monitoring data	SDPs	Monthly
	27	Output	Percentage of estimated HIV-positive incident TB cases that received treatment for both TB and HIV	Routine programme monitoring data	NCASC	Annually
	28	Output	Number (and percentage) of adults and children newly enrolled in HIV care who start treatment for latent TB infection (isoniazid preventive therapy) among the total number of adults and children newly enrolled in HIV care over a given time period	Routine programme monitoring data	NTC, NCASC	Annually
	29	Output	Number (and percentage) of TB patients who had tested for HIV and test results are mentioned in the TB register	Routine programme monitoring data	NTC, NCASC	Monthly/ Trimester, Annually
Purpose 2.4:	PLHIV received care and support services according to their needs					
	30	Output	Number (and percentage) of adults and children living with HIV who received care and support services outside facilities (This indicator also measure the progress of purpose 2.5)	Routine programme data	SDPs, NCASC	Monthly/ Trimester
	31	Output	Number (and percentage) of (currently identified) PLHIV who received at least one home visit and/or palliative care service in last 12 months	Routine programme data	SDPs, NCASC	Monthly/ Trimester
	32	Output	Number (and percentage) of people living with HIV benefiting from nutritional support in the last 12 months	Routine programme data	SDPs, NCASC	Monthly/ Trimester
	33	Output	Number (and percentage) of children affected by AIDS (CABA) received minimum package of care and support services as defined in the national guidelines on CABA	Routine programme data	SDPs, NCASC	Monthly/ Trimester
	34	Output	Ratio of school attendance of orphans (AIDS orphans) to school attendance of non-orphans aged 10-14 years	Special surveys	NCASC, MoHP	Annually
Purpose 2.5:	PLHIV received impact mitigation support (social protection)					
	35	Output	Number of cases of stigma and discrimination among PLHIV reported at districts	Routine programme data	DACC	Monthly/ Trimester/ Annually

Results chain	Indicator no	Indicator type	Indicators	Methods of data collection	Responsible for collecting data	Frequency of collecting data
Purpose 3: Cross-cutting strategies (Health system and community system strengthening)						
HSS - service delivery	40	Input	Number of facilities providing (and upgraded) (i) HIV testing and counseling services, (ii) PMTCT services and (iii) ART services	Routine programme data	DACC	Monthly/ Trimester/ Annually
HSS - leadership and governance	36	Process	Number of districts submitting (to RHDs and NCASC) annual HIV/AIDS response review reports	Routine programme data	DACC	Annually
HSS - Information system	37	Process	Number of districts reporting (to RHDs and NCASC) relevant indicators as defined in the National M&E Guidelines on HIV Response in Nepal	Routine programme data	NCASC	Monthly/ Trimester/ Annually
HSS - Human resource for health	38	Output	Number of health care providers trained in the past 12 months on (i) HIV testing and counseling, (ii) PMTCT, (iii) clinical management of HIV and (iv) M&E of HIV response	Routine programme data	RHDs, NCASC	Trimester/ Annually
HSS – Financing	41	Input	Percentage of government fund allocation to national response to HIV	National AIDS Spending Assessment	NCASC, MoHP	Annually/ Biannually
Community System Strengthening	39	Output	Number of community-based organization with staffs and/or volunteers received training/retraining on organizational management, leadership and/or accountability in the last one year	Routine programme data	DACC	Trimester/ Annually

Chapter

4

NATIONAL HIV/AIDS MONITORING & EVALUATION SYSTEMS, COMPONENTS AND TOOLS

4.1 National Monitoring and Evaluation Systems

National HIV/AIDS M&E system includes people, policies, structure and processes as that are currently in place and/or will be put in during the course of implementing this guidelines (2011-2016). Overall, M&E systems, components and tools that are essential for the effective monitoring of the national response to HIV in Nepal are illustrated below.

M&E allows tracking the implementation of planned activities in terms of input, output and the outcome within a coherent framework. It also helps the managers to allocate resources, assess performance and demonstrate impact. An effective monitoring and evaluation system can capture data in an organized and cost-effective way that will contribute to more efficient allocation of resources for the disease specific activities. Therefore, it is important that monitoring and evaluation should be integrated in an overall evidenced-based planning system at district, regional and national levels. M&E are two functions that provide different but yet a complimentary types of information.

Monitoring is a continuous process of collecting and analyzing qualitative and quantitative data to track the progress of programmes. Monitoring assess the extent to which the input deliveries and whether work schedule and other required actions are proceeding according to plans. Monitoring is a process aimed at ensuring that activities are on the right track and in case of deviation appropriate corrective actions can be instituted. Managers depend on the resulting parameters to determine which areas require greater effort and thereby, may contribute to an improved response.

Evaluation is a periodic assessment of on-going or completed programmes. It links a particular output or outcome directly to particular intervention. The aim is to determine the relevance, efficiency, effectiveness, impact and sustainability of the interventions. Evaluation explores deeper at explaining the cause and effect and other wider issues about the interventions. Evaluation helps to deal with problems that monitoring is not able to address. At the same time, monitoring data is often necessary to conduct successful evaluation. Evaluation helps programme managers determine the value of particular program. In addition to measuring impact, it is important to evaluate the coverage rates of both prevention and treatment interventions undertaken at the district and community level.

The national M&E system of HIV interventions in Nepal has been defined in terms of the following broad areas:

1. M&E related policies governed for HIV response in Nepal
2. M&E structure
3. Human resource for M&E
4. Data flow (responsibility and frequency)
5. Essential M&E process (reviews)

4.1.1 M&E related policies governed for HIV response in Nepal: The M&E related policies are illustrated in chapter 2 the sub-headings 2.1 and 2.3.

4.1.2 Monitoring and Evaluation Structure: Overall M&E structure of national response to HIV in Nepal has been described at three levels as depicted below in Table 4. This M&E plan has envisioned





strengthening M&E at local level led by DACC; as well as the role of Regional Health Directorate (RHDs) for providing effective supervision and monitoring support to districts and regularly reviewing the interventions at the regional level using routine programme data.

Table 4: Levels of M&E structures of national response to HIV in Nepal

Level of M&E structures	Key organizations	Key M& E roles
1) National level	<ul style="list-style-type: none"> National AIDS Council (NAC) MoHP/NCASC HMIS 	<ul style="list-style-type: none"> The National AIDS Council (NAC) chairs the overall multi-sectoral M&E functions of national response in Nepal. HIV and STI Control Board will provide secretariat role to NAC. NCASC co-ordinates and leads M&E of HIV & AIDS under the MoHP HMIS is a system of recording and reporting of all routine health sector information, including HIV
2) Regional level	<ul style="list-style-type: none"> Regional Health Directorates 	<ul style="list-style-type: none"> RHDs exercise the M&E functions of the respective districts of in the region, particularly providing supportive monitoring to districts and regional level review of national response
3) District level	<ul style="list-style-type: none"> District AIDS Co-ordination Committee (DACC) DHO/DPHO 	<ul style="list-style-type: none"> DACC has a central role of M&E of local level response to HIV – district and below. Monitoring of service delivery points in the district and below is one of the key functions of DACC. DHO/DPHO functions as the secretariat of DACC.

4.1.3 Human Resource for M&E: This M&E plan has envisioned the followings human resources to exercise the M&E functions of the national response to HIV in Nepal (Table 5).

Table 5: Human resource at various levels for M&E functions of national response to HIV in Nepal

Level of M&E structures	M&E Staffs
1) National level	<ul style="list-style-type: none"> NAC: NCASC: <ul style="list-style-type: none"> Senior Strategic Information Advisor - 1 Surveillance and Research Specialist - 1 Surveillance and Research Associate - 1 M&E Specialists - 2 M&E Associates - 2 Research Officer - 1 Data/MIS Associate - 1 HMIS: <ul style="list-style-type: none"> M&E staff members of NCASC are to be shifted for HMIS upon functional integration of M&E functions of NCASC.
2) Regional level	<ul style="list-style-type: none"> RHD: <ul style="list-style-type: none"> Regional Statistical Officers - 5 Regional HIV/AIDS Coordinators - 5
3) District level	<ul style="list-style-type: none"> DACC: <ul style="list-style-type: none"> DACC Coordinators - 50 DHOs/DPHOs: <ul style="list-style-type: none"> District Statistical Assistants/Officers - 75 District HIV/AIDS focal points - 75

4.1.4 Data flow and feedback: Recognizing that the inconsistency in the data flow at any one level affects the quality of overall information on programme status, it is extremely important to have constant and consistent flow of information at different stages of programme implementation for regular progress update, data verification and data accuracy. Keeping in mind the importance of timely recording and reporting, there exists a strong and reliable information flow system at different levels within the programme to complement the overall M&E system. The data flow system ensures that the information flow from one stage to another is reliable, realistic, complete and verified (at the source or at different levels mechanism).

Data flow and feedback mechanism displays upward and downward flow of information system for both routine/regular and periodic data to cover all sorts of HIV-related data hooked-up at



SI Unit of NCASC. At the national level, smooth linkages must be maintained between HMIS and SI unit of NACSC to share relevant HIV/AIDS data and prepare a national HIV/AIDS data bank at NCASC, which in the long-run shall be handled by the HMIS.

4.1.4.1 Routine programme monitoring data flow at district level

Routine HIV-related data generated at the health facility level i.e. ANC, STI Clinics, Antiretroviral Therapy (ART) sites, HTC, TB clinics, Hospitals, Health Centres, Health Posts, Sub-Health Posts, Private Hospitals and Blood Banks shall be reported to their respective DACC as part of the health facility based routine reporting system. District (Public) Health Office (D(P)HO) will house the secretariat of DACC. Similarly, all multi-sectoral HIV programme response data generated by different government line agencies, NGOs, CBOs and private sector, shall report to the DACC. The DACCs shall compile data and send respective data according to prescribed reporting forms to NCASC and HMIS at the national level and also provide a copy to the RHDs. Upward blue coloured arrows show reporting and downward red coloured arrows denote feedback. Data flow system is displayed in Figure 5.

4.1.4.2 Flow of other periodic data into national M&E structure

While the periodic data on HIV is generated through population based surveys, the special programme evaluations shall be coordinated directly by NCASC at the central level. Periodic data collection tools approaches include National Commitments and Policy Instruments (NCPI), Demographic and Health Surveys (DHS), the Multiple Indicator Cluster Surveys (MICS), the Reproductive Health Surveys (RHS), the Sexual Behavior Surveys (SBS), Behavioral Surveillance Surveys (BSS), HIV Sero-surveillance Survey (HSS) and Integrated Biological and Behavioural Surveillance (IBBS) Surveys, Nepal Living Standard Surveys, Adolescent and Youth Surveys.

4.1.4.3 Data Feedback channels and methods

Feedback on received data is critical for reporting because it is a living and reciprocal system. Prompt and timely feedback will also encourage reporters to submit their reports on time. This guideline, thus, clearly delineates data flow and feedback mechanism following the same chain of command depicted in the data flow and feedback chart with blue and red arrows. From the central level, NCASC shall provide feedback to the regions and districts at the service delivery level. The districts shall provide feedback to the respective SDPs (Figure 10).

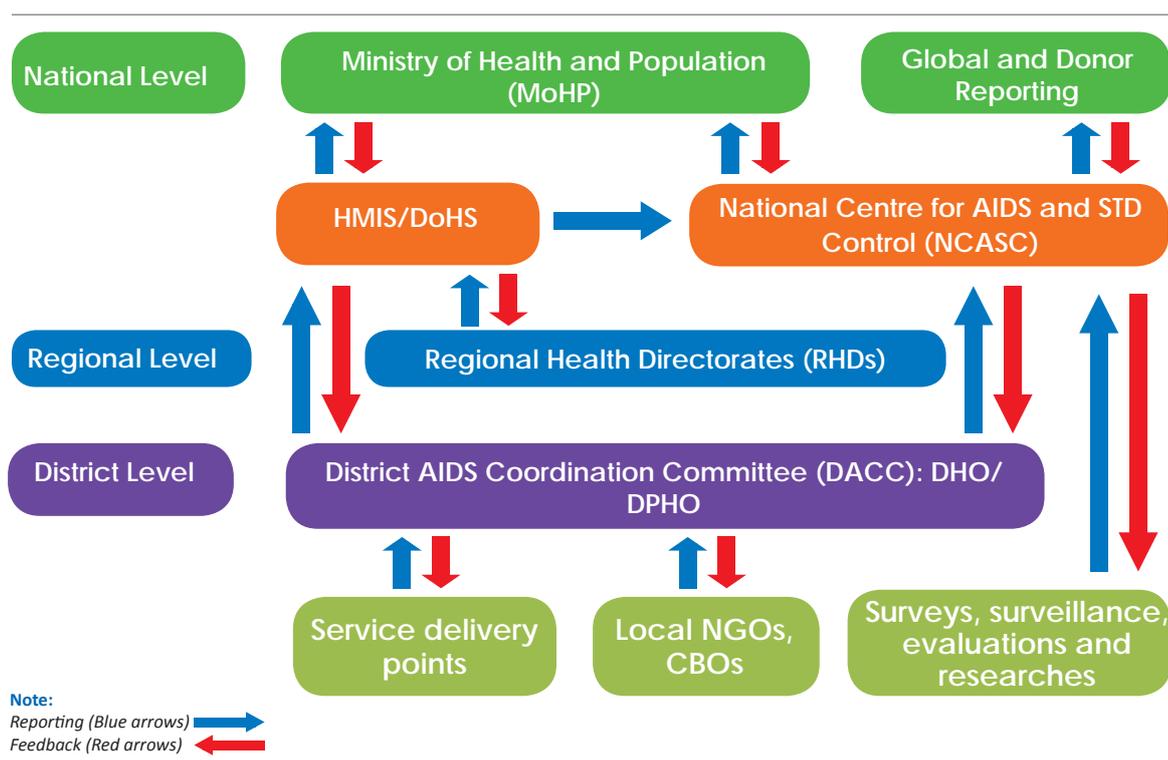


Figure 10: Routine HIV data flow in national M&E structure in Nepal



Mechanisms of data feedback will follow the same channel of data flow with reverse arrow (red colour) for providing feedback. Methods of feedback suggested are: verbal feedback on list or through telephone/facsimile and/or email, formal written feedbacks, management letters and appreciation letters etc.

4.1.4.3.1 Data flow Pyramid: Data flow upwards from facility level to district, from district to regional and central level and from national level to international levels. At the apex level, all HIV-related data collected through HMIS and NCASC are shared mutually at the central level; and NCASC maintains HIV data bank to report to MoHP and to various global commitments such as the United Nations' high level political commitment and donors (i.e. Global Fund). Few indicators are required to report at the international level and some selected indicators at national (mostly outcome and impact with a little output indicators) are required while many indicators are required at the project level including the input used and activity performed and outputs produced. The pyramid below shows the volume of data flow at various levels (Figure 11).

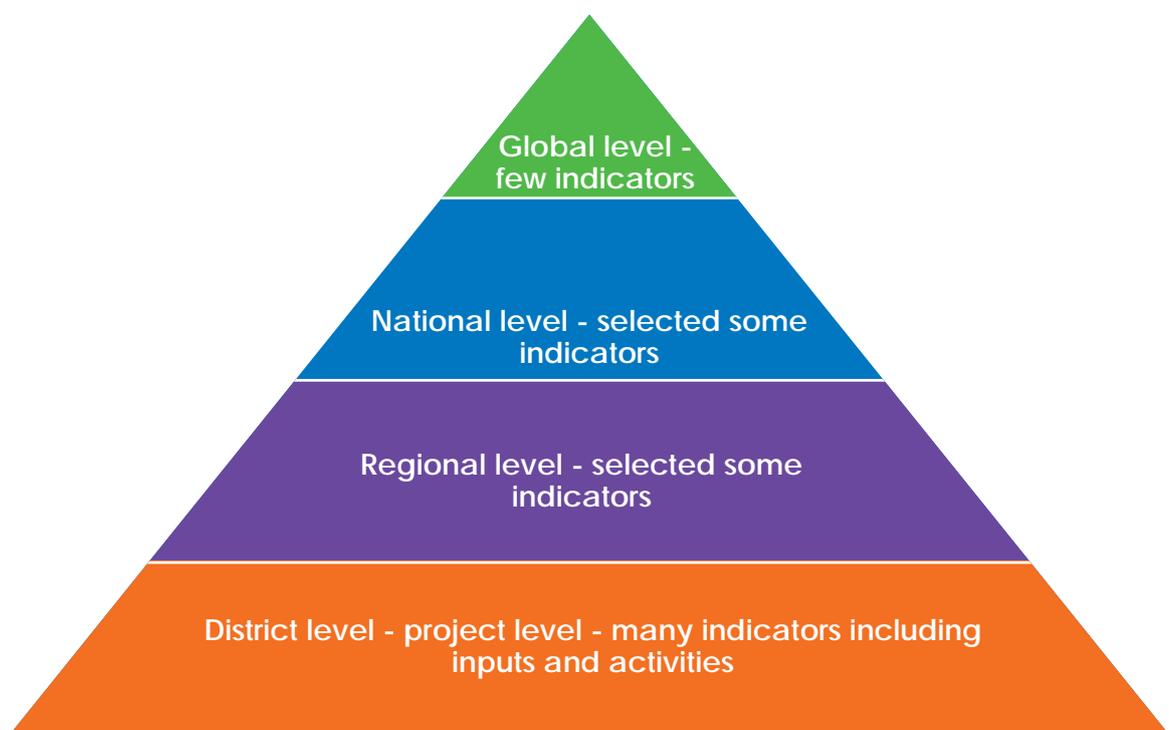


Figure 11: Data pyramid: data flow at various levels

4.1.5 Essential Monitoring and Evaluation Process (reviews)

4.1.5.1 Participatory process: M&E of key programme areas will be done through programme reviews at district, regional and national level on a periodic basis throughout National Strategic Plan during the period of five years-monthly, trimester, annually facilitated by NCASC SI unit staffs in collaboration with respective programme areas.

4.1.5.2 On-site Joint Monitoring Process: This National M&E Guidelines emphasizes on the joint monitoring approach both at intra units of NCASC and inter agency – NCASC and External Development Partners (EDPs).

4.1.5.3 Intra agency joint monitoring: At this level, this is strongly suggested that NCASC key units like Prevention, Treatment Care and Support, Admin & Finance and SI units conduct joint monitoring visits at local level and discuss available data with reference to programme and financial performance at the central level. This mechanism will help develop inter-dependence amongst NCASC units to effectively deliver services and achieve the NSP targets.



4.1.5.4 Inter agency joint monitoring: Equally important is the practice of joint monitoring by NCASC and EDPs and by EDPs alone. Joint monitoring (field visit and data discussion at central level) by NCASC staff along with Strategic Information Technical Working Group (SITWG) members is recommended. This will enhance data quality, build trust among key players, help mobilize resources and provide an opportunity of learning and replicating the best practices to achieve goals.

4.1.5.5 Independent review process: This ensures unbiased review of the progress on key programme areas outlined in the National HIV/AIDS Strategy (2011-2016) by independent review group (IRG) and/or individuals at three intervals- Annual Progress Review (APR) every year from 2012-2016; Mid-term Review (MTR) at the middle stage and final evaluation by the end of implementation of the national strategy respectively.

Recommendations of all these reviews will help stimulate programmes to expedite service delivery and improve programme implementations.

4.2 Components of Strategic Information

In order to understand the bigger picture of the HIV epidemic and national response mechanism comprehensive strategic information is essential which will be generated through four SI components: surveillance, research and monitoring & programme evaluation as reflected in Figure 12 below.

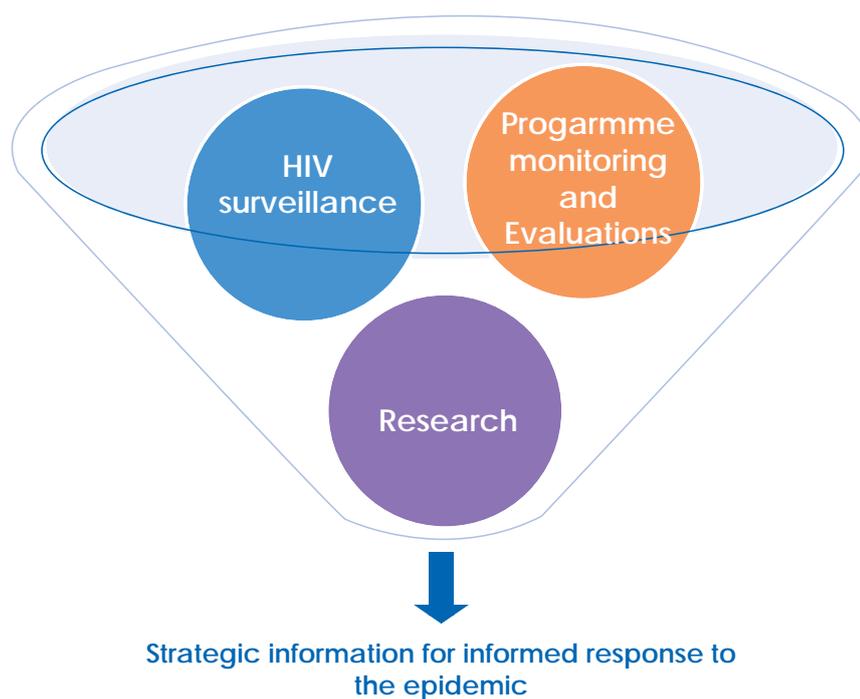


Figure 12: Strategic information components

Surveillance

To understand the HIV epidemic, surveillance is required. Overall, the goal of national surveillance plan is to generate information on HIV cases, new HIV infections and behaviours and characteristics of key population at higher risk and thereby, track the epidemic and catalyze HIV prevention programmes where it is most needed. HIV surveillance enhances efforts to prevent HIV transmission, improve allocation of resources for treatment services. To support with this, the National HIV and STI Surveillance Guidelines and Plan⁸ has been prepared. NCASC is taking the lead in strengthening overall HIV surveillance in Nepal which is primarily focused on the second generation surveillance including surveillance of HIV drug resistance and monitoring early warning indicators.

⁸ NCASC (2012) National Guidelines on Surveillance of HIV and STI in Nepal, 2012



Research

Research is needed to further understand the underlying causes and driving forces of HIV and explain the behavioural patterns of the people especially amongst high risk groups in the Nepali context with reference to the HIV epidemic. For this purpose National HIV Research Agenda⁹ has been developed.

Programme Monitoring

Programme monitoring is required to measure performance, improve efficiency, track resources and guide programme improvement. NCASC collects routine programme data on HTC, STI, BCC, ART/OI and PMTCT through trimester reports that are generated at facility level, compiled at district level and verified, analyzed and reported by the DACC. Routine programme monitoring by DACC and NCASC is up-dated and standardized which allows trimester reporting in the form of paper-based reports as well as electronic data files. Over the next few years an increasing number of facilities will switch to trimester reporting in the form of electronic data files that can be easily transferred to and incorporated into district and national level database.

Evaluation

Programme evaluation informs us whether the programme has achieved its objectives and helps measure programme effectiveness, relevance, results, sustainability. Evaluation also helps identify lessons learned and its implementation and understand the challenges and possible solutions. For more information, an evaluation framework is presented below in chapter VI.

4.3 Monitoring and Evaluation Tools (M&E Toolkit)

To ensure the M&E functions are practiced at various level of national response to HIV, it is critical to have a minimum of defined M&E toolkit at each level. These guidelines have outlined the following M&E toolkit as shown in Table 6.

Table 6: M&E toolkit for various levels

Levels for M&E functions	M&E toolkits
National level: NCASC	<ol style="list-style-type: none"> 1) National M&E framework, plan and guidelines 2) National M&E work plan 3) National HIV and STI surveillance plan and guidelines and training curricula 4) National HIV research agenda and plan 5) National M&E capacity assessment plan and guidelines 6) Recording and reporting forms for various programmes 7) M&E training curricula 8) National HIV database 9) Job aids on M&E recording and reporting for responsible staff members 10) National SI calendar 11) SI products – annual reports, factsheets, web updates, district AIDS profile, etc. 12) Surveillance and research reports 13) Programme monitoring checklists, including feedback systems 14) Programme review guidelines and tools 15) Software such as EPP, Spectrum, AEM, etc.
Regional level: RHD	<ol style="list-style-type: none"> 1) National M&E framework, plan and guidelines 2) Regional M&E work plan 3) National HIV and STI surveillance plan and guidelines and training curricula 4) National HIV database 5) Reporting forms for various programmes 6) M&E training curricula 7) Job aids on M&E recording and reporting for responsible staff members 8) National SI Calendar 9) SI Products – annual reports, factsheets, web updates, etc. 10) Programme monitoring checklists, including feedback systems

⁹ NCASC (2012) National HIV Research Agenda, 2012



Levels for M&E functions	M&E toolkits
District level: DACC, DHO/DPHO	<ol style="list-style-type: none"> 1) National M&E framework, plan and guidelines 2) M&E work plan 3) Recording and reporting forms for various programmes 4) National HIV database 5) Job aids on M&E recording and reporting for responsible staff members 6) National SI calendar 7) District AIDS profile 8) Programme monitoring checklists, including feedback systems
Service sites level:	
HIV testing and counselling (HTC) sites	<ol style="list-style-type: none"> 1) Recording and reporting forms for HIV testing and counseling (HTC), including HIV case report 2) Job aids on HTC recording and reporting 3) National HIV database
Sexually Transmitted Infections (STI) sites	<ol style="list-style-type: none"> 1) Recording and reporting forms for STI diagnosis and treatment 2) Job aids on STI recording and reporting 3) National HIV database
Targeted prevention Interventions among key populations	<ol style="list-style-type: none"> 1) Recording and reporting forms for BCC interventions 2) Recording reporting forms for OST services 3) Job aids on BCC interventions recording & reporting 4) National HIV database
PMTCT	<ol style="list-style-type: none"> 1) Recording and reporting forms for PMTCT 2) Job aids on PMTCT recording and reporting 3) National HIV database
Blood safety	<ol style="list-style-type: none"> 1) Recording and reporting forms for blood safety programme (NRCS) 2) Job aids on blood safety recording and reporting
ART and OI, including TB assessment among PLHIV	<ol style="list-style-type: none"> 3) Recording and reporting forms for ART and OI 4) TB assessment among PLHIV enrolled in HIV care recording and reporting 5) Job aids on ART and OI recording and reporting 6) National HIV database
Community Care Centres (CCC)	<ol style="list-style-type: none"> 1) Recording and reporting forms for CCC 2) Job aids on CCC recording and reporting 3) National HIV database
Community and Home Based Care (CHBC)	<ol style="list-style-type: none"> 1) Recording and reporting forms for CHBC 2) Job aids on CHBC recording and reporting 3) National HIV database
Training (HSS and CSS)	<ol style="list-style-type: none"> 1) Training records and reports 2) National HIV training database

Chapter

5

DATA COLLECTION, ANALYSIS AND REPORTING

Collection of appropriate data is essential for various result areas to monitor the national response. Therefore, these guidelines have added more indicators to measure the performance in addition to the indicators presented in the national HIV/AIDS strategic result framework. This balances between the performance and outcome/impact monitoring. Performance measurement will be done through routine reporting while outcome and impacts will be measured through surveys and surveillance.

Nepal has adopted a multiple approach for collecting the data needed for the M&E of the HIV programs in the country. The various components of the data collection system, potential data flow and use of the data are depicted in Figure 13. Data are mainly collected from routine programmes, second generation surveillance, qualitative and behavioural surveys and operational research. NCASC utilizes such data for HIV, ART estimation, resource allocation, reports, preparing communication materials and media advocacy. NCASC also uses these data for improving programme implementation, strategic policy planning, reviewing national response to HIV and AIDS. The ultimate purpose of data generated from this system is to use it in planning, programming and reviewing of the response and policy formulation. The detail of surveillance and research related data are explained in the Surveillance Guidelines 2012. However, these guidelines talk about the programme data in detail in terms of data collection, types, source and data flow in the section below.

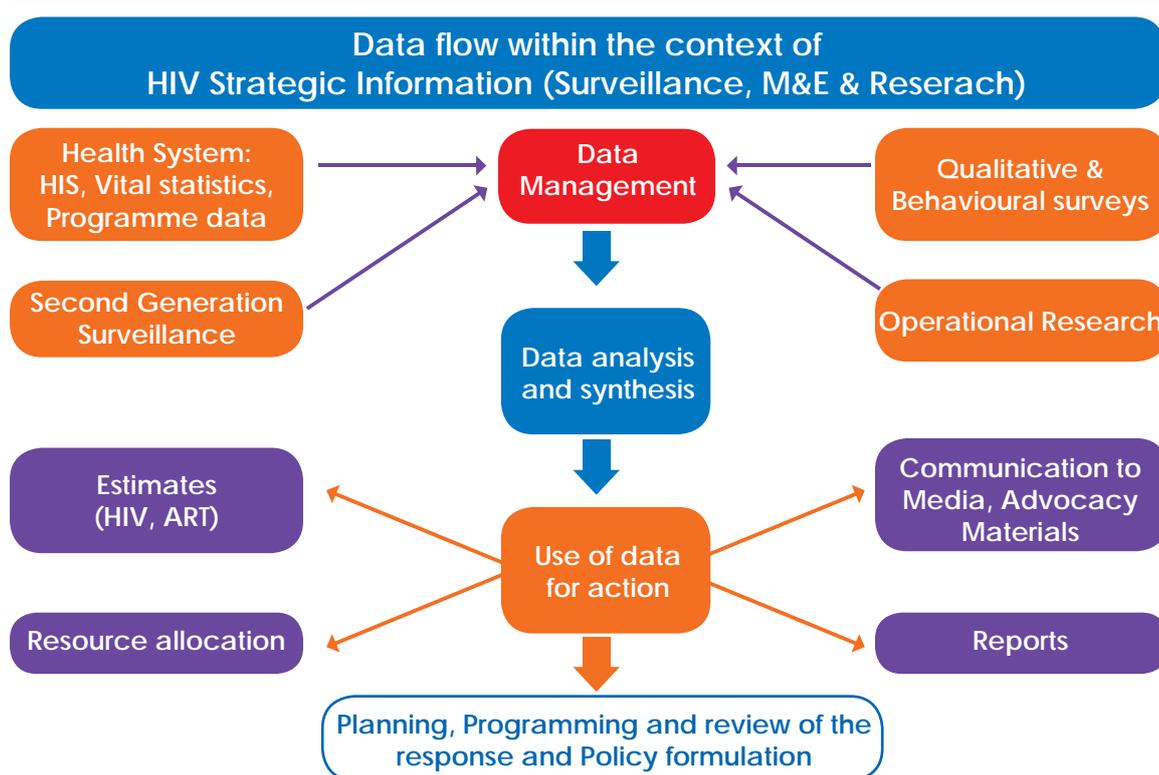


Figure 13: Data flow within the context of HIV strategic information (HIV surveillance, M&E and research)





5.1 Data Collection

Routine HIV-related data generated at the health facility level by ANC clinics, STI clinics, ART sites, HCT (VCT and PICT), TB clinics, Hospitals, Health Centres, Health Posts, Sub-Health Posts, Private Hospitals and Blood Banks shall be reported to their respective DACC following online reporting or manual reporting on a monthly basis.

Similarly, all multi-sectoral HIV programme response data generated by different government line agencies, I/NGOs, CBOs and private sector, shall report to the DACC following online reporting or manual reporting as prescribed by NCASC on a monthly basis. This arrangement will promote harmonization across the sectors and help reduce monitoring cost. The DACCs shall compile data and send respective data accordingly to the prescribed reporting forms to NCASC. Few indicators on HIV and AIDS as defined in the HMIS reporting forms shall be reported to HMIS at MOHP. The same reports shall also be copied to the RHDs on a trimester basis for quick supervision and feedback.

In future, the programme is expected to have the vertical system that will be integrated into HMIS. Although HMIS is well positioned and functional there is yet an urgency of gathering comprehensive data on HIV response. Collecting different types of information also provides an opportunity to complement prevention, treatment, care and support services, as well as to monitor the impact of the services. Also it is imperative to collect routine data on an integrated framework to provide a holistic picture of prevention, treatment and care and support and enable better policy planning and programming at the national, regional and local levels for improving programme implementation.

To meet the specific needs of the respective programmes and agencies, they may collect additional information with the knowledge of the NCASC at the national level and the DACCs at the district levels.

5.1.1 Unique coding system

A unique coding system will be designed and used across all service sites and by all partners implementing HIV response interventions in Nepal. This unique coding system will also be periodically reviewed and revised as need. The unique coding system aims to (i) provide standardized unique registration number (data number) to all service sites and clients served, (ii) assess the extent of repetition to services by the clients, (iii) ensure linkage to various services through unique coding and (iv) support further analysis of HIV data (data with uniformity) at all levels and programme components.

5.2 Data Management

The NCASC shall continue managing data and serve as the national HIV and AIDS data center. It is essential that necessary data are acquired, validated, stored, protected and processed on defined intervals by skilled personnel. The data management system shall assure accessibility, reliability and timeliness of data to satisfy the needs of the data users. For this, an effective system for data management is envisioned that includes all activities associated with data other than the direct use of the data, such as:

- ▶ Data collection and organization
- ▶ Ensuring confidentiality of data
- ▶ Data security
- ▶ Data synchronization
- ▶ Data sharing or publishing
- ▶ Archiving data for long-term preservation (storage)

NCASC envisions to establish itself as a “HIV databank” for all HIV-related data generated through (a) routine data from health systems (HMIS) – epidemiological data, viral case reports, routine programme data; (b) surveillance – HIV, STI case report, HSS, BSS, IBBS, surveys; and (c) research – operational researches and programme evaluations. Data management from surveillance and research are explained in separate guidelines (National Guidelines on Surveillance of HIV and STI,



2012 and National HIV Research Agenda, 2012). These guidelines, therefore, guides the management of programme monitoring data.

For the data management of programme monitoring data of all components, NCASC has developed standard recording and reporting tools with job aids. The first-hand information i.e. client's level information are to be recorded in the standard registers by service sites. Based on the information recorded, service sites prepare the monthly report in the standard monthly report and sends to DACC on a monthly basis. After data verification, DACC sends the reports to NCASC using either an electronic system or a paper based system.

Once NCASC receives the data, the information is stored in the national HIV data bank (database). This database has been established by NCASC to store and manage all routine HIV and STI-related data. Data are derived from different sources and transferred into the national database for the data users. However, the current electronic database system has limitation that needs upgrading or replacement with new versatile database system to be designed and adopted. Interestingly, some partner organizations such as FHI 360 (under USAID-funded Saath-Saath Project) has started managing HIV and AIDS data using the geographical information system (GIS) which could be adopted by NCASC as well.

5.3 Data Analysis and Interpretation

Key indicators to monitor the national response to HIV need to be tracked at regular intervals at different levels as per the requirement and its use. Data analysis is all about examining whether the objectives of the programmes have been achieved and supported by the level of indicators measured. Usually analysis is to be carried out to track the epidemic trends, comparison of results of/ by indicators for performance measurement (targets vs. achievements) over the time and to guide for the improvement of programme. Key indicators as analyzed at service sites are also required to be analyzed at district level after reports from service sites are received. Further the results of analysis are to be used for producing reports.

The following are sample questions that programmes can use to evaluate ongoing efforts and make improvements:

- ▶ Is the programme out and running?
- ▶ Is it progressing as planned?
- ▶ Does it reach out to those to whom it was intended?
- ▶ Is there any change over time?
- ▶ Do those reached by the programme differ from those not reached (e.g. in behaviour)?
- ▶ Is there any evidence of impact?

Data analysis is not completed unless it is interpreted and used. Data interpretation essentially transforms the analysis into a complete story. It is the "voice" behind the numbers. It tells us what the numbers mean. The interpretation of data can help to make decisions. However, caution should be taken as to know what our data is saying. We should not make assumptions (or, at least clearly state them if you do) and we should not generalize when data only shows the situation among the people who gave the information. Few questions, for instance, that may be used for the interpretation of data is given below:

- ▶ Who do these data represent?
- ▶ What is this data telling me?
 - Are more people coming to the clinic?
 - Are more people taking HIV tests?
 - Do we need more outreach volunteers?
- ▶ Sometimes, interpretation leads to more questions.
 - Why are more people coming to our clinic?
 - Is my programme failing? Why are more people testing positive?

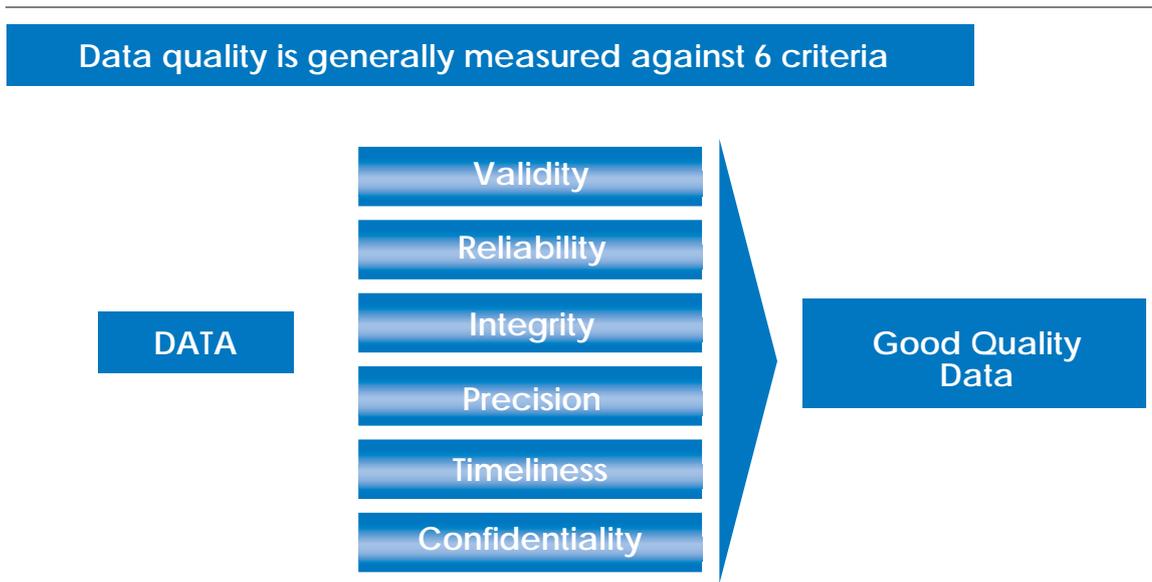


Figure 14: Six criteria for measuring data quality

5.4 Data Quality Assurance Mechanism

Data quality refers to the worth and accuracy of the information collected as well as the reflection of programme activities. It reflects true performance and verifies that the data management process is of a high standard. Assured data quality is required to make informed decisions based on the facts and figures to reasonably assess whether the service providers meet as agreed upon standards of prevention, treatment, care and support services as against NSP targets and to tell the true picture of HIV in-depth and mobilize resources accordingly. Each set of data is considered a good quality data if it successfully passes through the screening through the six quality gauge: validity, reliability, integrity, precision, timeliness and confidentiality as shown in Figure 14. The six criteria are defined in Table 7.

Table 7: Six traits of data quality

Quality traits	Definitions
1. Validity	Data clearly, directly and adequately represent the result that it was intended to be measured
2. Reliability	Reliability is a process through which we will get same results if the procedure is repeated over and over again.
3. Integrity	The data are protected from deliberate bias or manipulation for political or personal reasons.
4. Precision	The data have sufficient detail.
5. Timeliness	Data are up-to-date (current) and information is available on time.
6. Confidentiality	Clients are assured that their data will be maintained according to national and/or international standards for data.

NCASC will ensure assessment of data quality in terms of the validity, reliability and completeness of recording and reporting using national HIV data validation and analysis protocol on a trimestrial and annual basis. This tool provides guidance and standards for data quality assurance at various levels by service components.

Key methods and approaches for data quality assurance in M&E of HIV response

NCASC facilitates the data reporters at national, regional, district and facility level using the following approaches for ensuring data quality:

Data verification: NCASC developed the data verification protocol in 2010. According to the protocol, data verification should be done at three levels: (1) service sites, (2) district level and (3) national level.



Data verification at service sites: Before sending the report to the higher levels all the report should be verified to check if any errors or inconsistencies are in the reports and then approved by the office in-charge after verifying the reports at SDP level.

Data verification at district level: At district level, DACC (DPHO/DHO) is responsible for managing HIV response statistics collected from different service sites.

Data verification at RHD and national level: At the RHD and national level data inconsistency should be checked and if any fault noticed it should be asked to DACC and clarified.

Data Quality Assessment (DQA)

Data quality Assessment (DQA) is a participatory exercise that verifies the output level indicators with the evidences and also looks into strengthening M&E systems at service site with adequate technical support from NCASC. Based on the national DQA protocol, selected service sites will be assessed for data quality. Similar assessment will be conducted at national level as well. Since the number of sites is large, sampling for DQA needs to follow a systematic randomization. NCASC will provide the sample of sites selected for DQA every year. Other methods and approaches for ensuring the data quality assurance are providing supportive supervision of sites and distance monitoring including timely reporting of records.

Supportive monitoring visits: Field visit as well as distance monitoring needs to be regularly done as validation mechanisms with emphasis on observing the progress being made at all level. Field visits will also provide an opportunity to engage directly with the local level stakeholders. The focus of the field visit will be: To support the site to manage the program, data verification of the reported number, to ensure the standard forms/formats are in use for recording/reporting and to ensure national guidelines and procedures are maintained for HTC, STI, BCC, PMTCT, ART/OI, CCC and CHBC services including training for health care providers.

Distance monitoring: Often distance monitoring is done through the use of technology such as telephonic communication, facsimile reports and feedback and web-based monitoring of data reported and/or uploaded by service sites. This kind of monitoring has been practiced at various level particularly requesting for reports (programmatic and financial) and communication of programmatic activities and field visits programme. These guidelines suggest documenting the process, results and recommendations of the distance monitoring of interventions. This is very useful and critical to ensure the quality of data is reported particularly in difficult situations and also in the situation where staffs on M&E for onsite data verification are few.

Social audit: Social audit is considered as one of the key approaches for ensuring data quality especially from the perspective of ultimate beneficiaries of the interventions of HIV response at the communities. These guidelines recommend engaging the infected and affected individuals, communities and community leaders in the review of national response to HIV at district and community levels and also aims the same at regional and national level reviews.

Joint Monitoring: Joint monitoring should be done through various programme components (programme, monitoring & evaluation, supply chain management and finance) and team of mix stakeholders (the government, programme managers, component programme officers, donors, representatives for civil society networks and beneficiaries) in regular interval. This kind of joint monitoring ensures the data quality from various perspectives by programme and stakeholders. These guidelines recommend the joint monitoring in selected sites in regular intervals and ensuring the documentation and sharing of the joint monitoring reports.

Reporting Mechanism

Reporting must be done for accountability, satisfaction, programme improvement and for resource mobilization. Routine reporting of the regular data shall be done through following the given data flow mechanism using the specific prescribed forms. NCASC in consultation with the Strategic Information Technical Working Group (SITWG) and key stakeholders will revise existing data reporting forms both for health facility based routine reporting and response based multi-sectoral reporting as



and when needed. Thereafter, NCASC will train key stakeholders on data reporting using the revised forms. Reporting shall be done at three levels as follows (Table 8).

Table 8: Recording & reporting forms, frequency and responsibilities of routine monitoring

Service components	Recording forms	Reporting forms	Reporting frequency	Reporting deadline	Reporting responsibility		
HTC	HTC register	Monthly HTC reporting form	Monthly	Within the 7th day of successive month	HTC sites		
STI	STI register	STI reporting form	Monthly		STI sites		
Targeted prevention interventions among key populations	TI register	TI reporting form	Monthly		Within the 7th day of successive month	TI-BCC Implementing Partners OST sites	
	OST register	OST reporting form					
PMTCT	PMTCT register	PMTCT reporting form	Monthly			PMTCT sites	
ART	Pre-ART and ART registers	ART reporting form	Monthly			ART sites	
OI	OI register	OI reporting form	Monthly			Within the 7th day of successive month	ART/OI sites
	TB assessment form	TB assessment report					
CCC	CCC register	CCC reporting form	Monthly	CCCs			
CHBC	CHBC register	CHBC reporting form	Monthly	CHBC sites			
DACC	Report from service sites to DACC	DACC reporting form (To be updated)	Trimester wise	Within the 15th day of the successive month	DACCs (DHOs/DPHOs)		

All the service providers operating in the respective districts shall report their programme reports on a monthly basis to their DACC (DHO/DPHO) within one week (7 days) of the lapse of the previous month. Service provider needs to ensure that right data are collected in standard recording and reporting templates, compiled, verified and administratively approved before passing on the reports.

DACC (DHO/DPHO) will collect, verify, check quality, analyze and review data at district level on a trimester basis and shall report to NCASC with a cc to RHDs within two weeks (15 days) upon lapse of the previous quarter.

NCASC and respective stakeholders shall prepare HIV response monitoring annual progress report (APR) and share amongst key stakeholders within one month of the lapse of the previous year.

Chapter

6

EVALUATION OF HIV RESPONSE

6.1 Definition

Evaluation is the systematic collection of information about the activities, characteristics and outcomes of a specific programme to determine its merit or worth. If a programme is judged to be of merit, it is also important to determine whether it is worth its cost. Evaluation provides credible information for improving programmes, identifying lessons learned and informing decisions about future resource allocation. The investigation of any public health problem begins with asking fundamental questions:

- ▶ What is the nature of the problem, who is it affecting (the population, sub-population, groups) and what is the extent of it/ the prevalence rate, incidence rate?
- ▶ What factors are contributing to the problem/ the driving forces of HIV?
- ▶ What can be done to alleviate it / HIV response plan?

Once an appropriate programmatic response has been determined, questions are then focused on:

- ▶ Is the programme working? (effectiveness)
- ▶ Is the programme reaching enough people to reduce the problem (coverage) or ideally eliminate it? (impact)

There are several definitions of evaluation adopted by different institutions and programs. For the purpose of these guidelines, the term evaluation is operationalized as "Evaluation is the systematic investigation of the HIV response program's efforts in terms of its merit (quality of service delivery and efficiency), significance (coverage, relevance), effects-changes (outcome and impact) and the worth (value for money- cost-effectiveness, sustainability)"¹⁰.

This is thus of great essence to realize that the qualitative and quantitative evaluation approaches will be employed to measure the results and quality of service delivery of the programmatic areas, measure relevance and change effects generated by the programme interventions at outcome and impact levels and measure the worth (cost effectiveness) of the programs. Generally speaking, evaluation investigates beyond monitoring. A generic HIV evaluation needs investigation on the following key questions:

- ▶ What is the nature of the HIV epidemic?
- ▶ Who is infected and affected (which population groups) and what is the extent of the problem (prevalence, stigma, socio-economic consequences)?
- ▶ What factors are contributing to the problem?
- ▶ What can be done to minimize the spread of HIV, reduce AIDS related deaths and mitigate stigma and discrimination against PLHIV?

Evaluation questions illustrated above are broad-based, therefore, it is suggested that each specific evaluation exercise must explore additional areas of investigation depending on their respective programme focus and the need for evaluation.





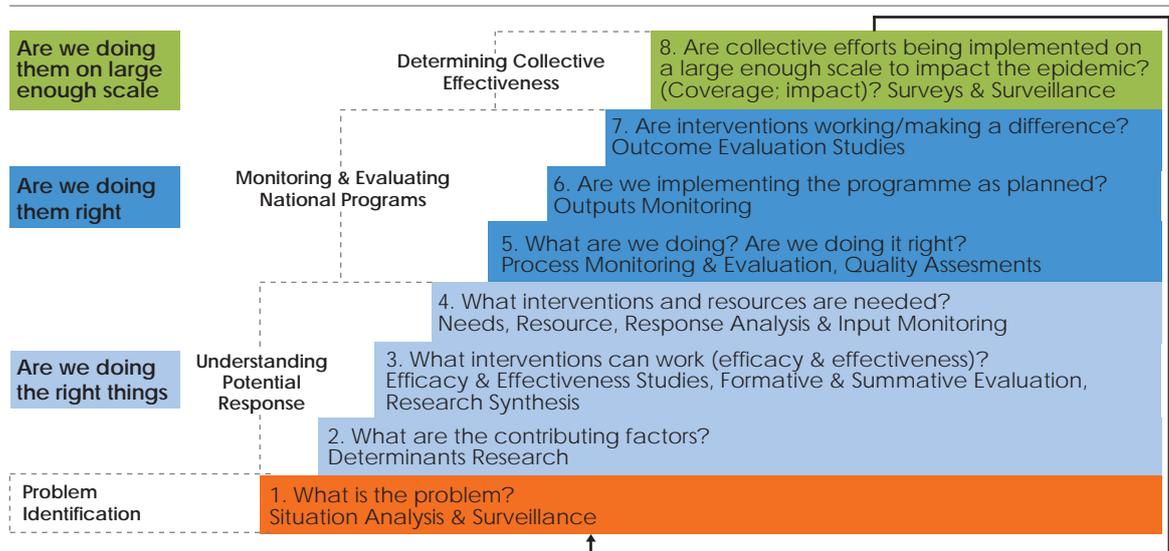
6.2 Evaluation Approach

There are many types of evaluation approaches starting from simple programme cycle approach to more complex scientific – experimental approaches conducted for a particular purpose. To be more practical, these guidelines adopt the following approaches for measuring the goals and the purposes of the NSP:

- ▶ Public health approach
- ▶ National HIV/AIDS Strategy cycle approach - NSP cycle
- ▶ Programme management approach

Public health approach

Globally adopted, the public health approach to evaluation has been adopted in these guidelines. The public health approach¹¹ mainly illustrates a four stage evaluation functions that includes: i. Identify HIV & AIDS problems through situation analysis and surveillance; ii. Understand response mechanism – process evaluation; iii. Evaluate national programs - Coverage and outcome evaluation; iv. Understand collective effectiveness – Impact evaluation. The following self-explanatory diagram provides more information on the public health approach of evaluation as shown in Figure 15.



Source: Rugg D, Carael M, Boerma T, Novak J. Global advances in monitoring and evaluation of HIV/AIDS: from AIDS case reporting to programme improvement. In: *Global Advances in Monitoring and Evaluation of HIV/AIDS*, Rugg D, Peersman G, Carael M (Eds). *New Directions for Evaluation*, 2004; 103:33-48

Figure 15: A Public Health Questions Approach to HIV Monitoring and Evaluation

NSP cycle approach

To measure the merits, effects and worth of overall NSP and its programmatic areas such as prevention, treatment, care and support and cross cutting issues, there will be internal and external evaluations which will be conducted during the NSP period following the NSP cycle such as situation analysis during NSP formulation; APR during implementation on an annual basis; MTR at the middle of the NSP implementation; and final evaluation towards the end of the NSP period. Evaluation plan by NSP cycle and programme management approaches is presented in Table 9.

Annual Progress Review (APR) and Joint Annual Review (JAR): The NCASC has been organizing annual reviews which shall be continued during the new NSP cycle for the three programmatic areas (Prevention, treatment, care and support). Annual reviews will be done by the respective programme staff facilitated by M&E Unit of NCASC on an annual basis in all the regions.

¹¹ UNAIDS, *Strategic Information for HIV/AIDS*
http://www.usaid.gov/our_work/global_health/aids/TechAreas/multisectoral/strategic.html



Mid-Term Review (MTR): At the middle stage of the NSP period (2011-2016), there will be one mid-term evaluation conducted by a group of independent evaluators to be engaged by the NCASC somewhere in late 2013 to early 2014.

Final Evaluation: Final evaluation of the NSP will be done by a team of independent evaluators towards the end of 2015 to assess the effectiveness of the NSP, lessons learned and find out the best way forward for the next cycle of the NSP.

Table 9: Evaluation Plan for National Response to HIV in Nepal, 2012-2016

Programmatic/ thematic areas	Evaluation types and methods	Frequency
NSP	APR, MTR and Final evaluation	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • MTR – Once at the end of the NSP period • Systematic review of HIV and AIDS related researches/ evaluations/studies in Nepal – Every two years
HTC and STI	APR, MTR and effectiveness evaluation	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Effectiveness evaluation -twice during NSP period
Targeted Prevention Interventions: TI and BCCI	APR, MTR, Behavioural survey on condom use, stigma & discrimination, ethnographic study, effectiveness evaluation of BCC strategies and approaches	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Behavioural survey on condom use, stigma & discrimination - twice during NSP period • Ethnographic study – twice during NSP period • Effectiveness evaluation of BCC strategies - twice during NSP period • Impact evaluation of interventions once during NSP period
PMTCT	APR, MTR, Impact evaluation	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Impact evaluation - twice during NSP period • Cost-effectiveness of institutional vs. community based models
ART	APR, MTR, Impact/ outcome evaluation	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Impact/outcome evaluation - twice during NSP period • Impact assessment, adherence- twice during NSP period
CCC	APR, MTR, client survey – effectiveness of CCC and Satisfaction	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Client survey - twice during NSP period
CHBC	APR, MTR, client survey	<ul style="list-style-type: none"> • APR – Annually • MTR – Once at the middle of the NSP period • Client survey - Once during NSP period
Training	Knowledge and effectiveness	<ul style="list-style-type: none"> • Knowledge –Assessment of the participants' knowledge shall be done during the training sessions • Effectiveness – Effectiveness of the knowledge and skills gained at the training shall be assessed through the training effectiveness evaluated - twice during NSP period

Programme management approach

From the programme management perspective it is imperative for the programme manager to know what is the status of his/her programme in terms of its coverage, efficiency, quality of services and effectiveness (Are the programme interventions producing results to meet the objective?). What type of evaluation is needed for specific programme evaluation?¹² Would it be determined by the area of investigation based on the problem that has occurred in a particular programme or by what we want to know about that programme? The following self-explanatory table provides a basis for choosing the type of evaluation corresponding to the specific area of investigation at a particular stage of the programme cycle (Table 10).

¹² Evaluation a Systemic Approach, 7th edition by Peter Rossi, Mark W. Lipsey & Howard E. Freeman, 2004)



Table 10: Types of Evaluations Required at Different Stage of Programme

Programme Stage	Key Areas of Investigation and Guiding Questions	Types of Evaluation Methodology
1. Pre-planning stage - Identification of problems/ needs	To what extent are the needs of the target group met? What else is needed to meet their needs?	Needs assessment
2. Goal setting stage - Determination of goals at programme formulation stage	What must be done to meet those needs and standards?	Needs assessment
3. Programme design Stage - Design of problem alternatives	What services could be used to produce the desired change?	Programme logic and theory
4. Programme selection Stage - Selection of alternatives	Which of the programme approaches is the best?	Formative evaluation
5. Programme implementation Stage - Programme implementation	How should the programme be put into operation?	On-going evaluation
6. Programme implementation Stage - Programme operation	Is the programme operating as planned? What has constrained the smooth functioning (blockages) of the programme implementation?	Process evaluation Operational research
7. Programme implementation Stage - Programme outcomes	Is the programme having the desired effect?	Outcome evaluation
8. Programme implementation Stage - Programme impacts - efficiency	Is the programme efficient and sustainable?	Impact evaluation

6.3 Generic Steps of Evaluation

Before conducting evaluations, we must make sure that appropriate evaluation steps are followed and necessary preparations are made accordingly. Learning from the Center for Disease Control (CDC)¹³, this National M&E Guidelines adopts the six steps of evaluation with four broad categories of the evaluation standards as illustrated in Figure 16 below.

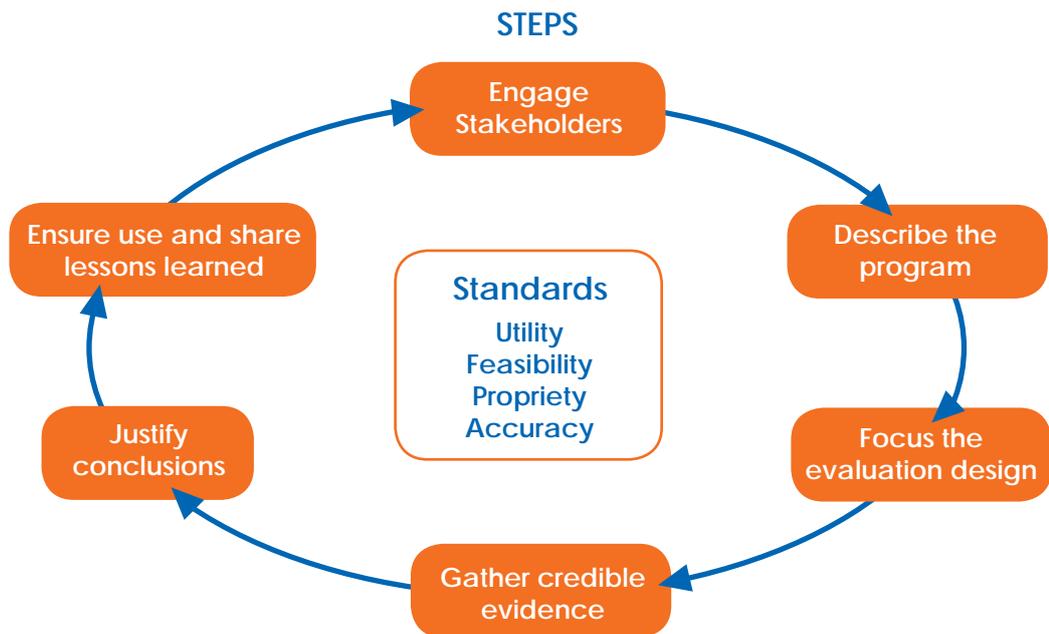


Figure 16: Steps of Evaluation of Public Health Programmes

13 CDC. Programme Evaluation Steps. Available at: <http://www.cdc.gov/eval/steps/index.htm>.



Step-1: Engage relevant stakeholders (ensuring avoidance of participation bias) – Meaningful engagement of the key stakeholders is the first and foremost requirement of evaluation process. Key stakeholders of a typical programme are the programme staff, donors/funding agency representatives, operations staff, primary users of the evaluation and representative of the beneficiaries. They should identify budget, prepare TOR and form a reference group.

Step-2: Describe the program – This step further justifies evaluation needs and the requirements to be met by the evaluation, expected effects, activities, resources, stage, context and logic model, recruitment of the consultant(s).

Step-3: Focus on the course of the evaluation, design evaluation methods/procedures and scope of work - To assess the issues of greatest concern to stakeholders while using time and resources as efficiently as possible. Think of the purpose, users, uses, questions, methods and agreements.

Step-4: Gather credible evidence – At this stage the evaluator collects evidence to strengthen evaluation judgments and the recommendations using defined indicators, sources, quality, quantity and logistics.

Step-5: Justify conclusions - Justify conclusions on the basis of evidence using these five elements: standards, analysis/synthesis, interpretation, judgment and recommendations.

Step-6: Ensure use and share lessons learned – Upon completion of the evaluation it should be disseminated to the key stakeholders and the users.

6.4 Evaluation Support System

The NCASC shall provide necessary technical support for HIV and AIDS evaluation. This is important to note that the evaluation problems and the type of evaluation presented in the table above is just a guide in a situation where any programme or the implementing agencies faced other problems they might choose evaluation methods beyond what has been presented above corresponding to their nature of the problem and/or the need of evaluation. The SI unit of the NCASC will provide necessary technical support on evaluation to the partner organization. Any HIV and AIDS-related evaluation or research study to be conducted in the country should be brought to the knowledge of the NCASC.

Chapter

7

HIV DATA DISSEMINATION MECHANISM, INFORMATION PRODUCTS AND ITS USE

7.1 Mechanism of HIV Data Dissemination

Dissemination of HIV data and related information to the policy planners, programme managers, donors, stakeholders, communities, media and general people is imperative in order to gain commitments for improved response to HIV epidemic and as well to express the accountability for the commitments made. Following are the key strategies recommended as the mechanism for HIV data dissemination:

Data sharing/dissemination meetings

HIV and STI data will also be disseminated through special meetings called for data sharing and dissemination. For example, NCASC conducts data sharing meetings while submitting reports to global commitments (UNGASS and UA reports).

National and international conferences, seminars

It is an opportunity to share the data (in the form of reports, presentation and factsheets) through relevant national and international conferences, seminars and workshops for wider range of scientific audiences, policy makers, implementers, donors and media.

Media release and media ads

Media release will be prepared on a trimester basis and shared with media to inform the general population on HIV-related issues as news coverage. Likewise, substantial media advertisements will also be made to inform the people.

National AIDS Research Library (resource centre)

NCASC has established National AIDS Research Library as a resource center which will be updated with HIV-related resources for latest reports and information.

Contribute to global and regional and HIV database (HIV and AIDS Data Hub for Asia Pacific, UNAIDS and WHO Reporting)

NCASC will update the updated data on HIV and STI to HIV and AIDS Data Hub for Asia and the Pacific regularly. Also, HIV data will be contributed to prepare global reports facilitated by UNAIDS and WHO annually as per the template provided.

Web updates

Individuals can visit NCASC's website (www.ncasc.gov.np) to obtain updated information and data related to HIV and STI.

Data use advocacy sessions

Use of data is more important than generating and reporting data. During the current period of NSP, NCASC will expedite its data use for advocacy at various levels: national, regional, district and local level.





7.2 Products

Followings are the key SI products for HIV data dissemination and advocacy use:

- ▶ Annual Progress Report on National Response to HIV (NCASC Annual Report)
- ▶ Trimester Review (Progress) reports
- ▶ Monthly Fact Sheets
- ▶ Annual Epidemiological and Programme Fact Sheets
- ▶ Annual Surveillance Report
- ▶ Continue National SI Review – Six Monthly and Annually
- ▶ IBBS Survey Reports, including factsheets
- ▶ Annual Report of Department of Health Services (HIV/AIDS Chapter)
- ▶ Nepal Country Progress Report for UNGASS and UA Progress Report
- ▶ MDG Progress Reports (Goals: 4, 5 and 6)
- ▶ Estimation and Projection Reports
- ▶ Reports of various researches
- ▶ District AIDS Profile (and Annual Report of District AIDS Coordination Committees)
- ▶ Presentations slides/working papers/abstracts in National and International Conferences and workshops
- ▶ Updates of National AIDS Research Library
- ▶ AIDS data hub – Nepal Country Profile (PPT Slides)
- ▶ WHO SEARO HIV/AIDS Situation Report (Nepal Chapter)
- ▶ National SI calendar

7.3 Data Use

7.3.1 Identify the users of data

This is always important to identify the users of the data before collecting the data. The users of HIV and AIDS data are individuals who implement the programmes, make decisions, develop policies and plans, formulate advocacy messages, provide support services (including technical and financial) and do further research for academic purposes or so.

7.3.2 Internal use of data

Data are used for internal and external purposes. Data used within the M&E unit and the organization that collects data are said to be internal use of data. NCASC used the data for the following purposes:

- ▶ Performance monitoring
- ▶ Results (outcome and impact) assessment
- ▶ Prepare reports and meet reporting requirements
- ▶ Improve programme implementation
- ▶ HIV infections estimations and projections
- ▶ Needs calculation, target setting and quantifications of HIV-related commodities and supplies
- ▶ Review of national response by component, strategic planning and allocate resources
- ▶ Information generation for programme improvement and public message

7.3.3 External / public use of HIV data

External or public use of data is vital to effectively mitigate the effects of HIV in the country. Several institutions and individuals make use of data for the following purposes:

- ▶ Justify value of money (tracking the return on investments made)
- ▶ Scientific and academic researches
- ▶ Express accountability – donors, government and people
- ▶ Evaluation – effectiveness, quality and coverage
- ▶ Policy reforms and strategic planning
- ▶ Resource mobilization on national response to HIV epidemic
- ▶ Project development for HIV and AIDS impact mitigation

Chapter

8

MONITORING AND EVALUATION COORDINATION AND IMPLEMENTATION FRAMEWORK

For the successful implementation of M&E plans following the guidelines outlined in this document, it is essential to set up and strengthen the M&E coordination mechanism at all levels.

M&E Coordination Mechanisms and Responsibilities

M&E coordination at national, regional and district level is essential to effectively monitor HIV response programs, ensure one M&E framework, assure data quality, provide timely information to decision-makers and the users of data, develop partnership amongst various stakeholders, entrust mutual ownership and accountability and simultaneously build M&E capacity of the related stakeholders at all levels.

National level M&E coordination

In Nepal, NAC, under the chairmanship of the Prime Minister, oversees the overall national HIV response. To coordinate the multi-sectoral response, the HIV and STI Control Board (HSCB) was formed as a secretariat of the NAC.

NCASC, under MoHP, is responsible for setting up and implementing the overall M&E functions (12 components of functional M&E systems) of all the activities planned, implemented and reviewed under MoHP (National Policy on HIV and STI, 2011). The NCASC coordinates the overall HIV response activities through central, regional, zonal and district level health structures, district public health offices, health centres, health posts, sub health posts and female community health volunteers. To ensure the technical coordination of M&E functions at national level, the HIV SITWG will play the following M&E coordination roles:

- ▶ Update the TOR for the SI-TWG and continue seeking technical inputs on important SI activities, processes and products;
- ▶ Provide effective, timely and relevant information to decision makers and stakeholders on the progress and constraints of the national response to enhance informed decision making and improve programs;
- ▶ Mobilize and allocate resources to strengthen decentralized M&E system;
- ▶ Establish an institutionalized network with key line ministries, civil society and private sector and external development partners on HIV multi-sectoral M&E towards one national M&E framework;
- ▶ Provide technical guidance to strengthen M&E capacity among key stakeholders on systematic collection, processing and analysis of data at various levels, assure data quality, standardize M&E methodologies and tools across multiple actors at various programme levels;
- ▶ Analyze and use of data for HIV, ART estimation, resource allocation, reporting, preparing communication materials and media advocacy. NCASC also makes use of data for improving programme implementation, strategic policy planning, review national response to HIV and AIDS;
- ▶ Build M&E capacity of all related stakeholders in the country; and
- ▶ Provide supportive supervision and feedback

Regional/State level M&E coordination

In Nepal, regional M&E coordination of HIV response still needs further strengthening. However, NCASC has recently deployed one regional HIV/AIDS Officer in all the regions to coordinate HIV response in the respective region including coordination of M&E functions. The NCASC will build the regional M&E capacity and provide necessary technical support to the regional directorate for health in all the regions to effectively coordinate and monitor HIV response. Regions will play the following M&E coordination roles:





- ▶ Compile and prepare regional reports.
- ▶ Report to NCASC and provide feedback to the districts;
- ▶ Coordinate and institutionalize regional network with key stakeholders covering civil society and private sectors related to HIV;
- ▶ Guidance to the D(P)HOs, DACCs to implement the programmes and follow the national guidelines;
- ▶ Provide supportive supervision to the districts and service delivery sites; and
- ▶ Seek technical and other support from NCASC

District level M&E coordination

The Local Self Governance Act (1998) and by-laws (1999) allow District Development Committees (DDCs) to take the leadership in establishing multi-sectoral HIV response plan and review its progress through DACC which comprises of the D(P)HO, public sector, private sector and non-state actors (civic societies). The DACC play a crucial role in mobilizing health sector and NGOs in implementing and monitoring HIV-related activities in a coordinated way. The National HIV/AIDS Strategy (2011-2016) has identified the following key roles of the DACC in accordance with the DACC Guidelines (2008):

- ▶ Collect, compile and prepare district reports;
- ▶ Report to NCASC and give feedback to service sites;
- ▶ Review HIV/STI data on a routine basis;
- ▶ Ensure participatory approach through social audit; and
- ▶ Provide M&E support to the service sites and seek M&E technical assistance from the NCASC and the RHD to some extent

8.1 Technical Support

This Guideline envisioned to seek necessary M&E technical support from various technical agencies such as WHO, UNICEF, UNDP, UNFPA, UNAIDS, USAID, the World Bank, FHI 360 etc. at the required time. National HIV-Strategic Information Technical Working Group (SI-TWG) formed under the leadership of NCASC Director will provide hands on technical assistance on the specific agenda and/or questions related to HIV M&E, surveillance and research.

8.2 Partnership and Roles

M&E is a multi-sectoral function, therefore, it is the responsibility of every organization to what they have been doing in the field of HIV, keep the records and report to the established national mechanism which is at present NCASC. The multi-sectoral agencies engaged in HIV response programs will collect data of their respective programs and report to the respective DACC where the programme has been implemented on a monthly basis following the electronic or manual approach. Specific roles of the key stakeholders are specified in the Table 11 below.

Table 11: M&E Roles and Responsibilities of Key Stakeholders

Key Stakeholders	M&E Roles
Ministry of Health and Population	Overall leadership on M&E of national response to HIV in Nepal (through NCASC)
Ministry of Education	<ul style="list-style-type: none"> • Monitoring and evaluation by incorporating defined indicators in routine monitoring forms and report to the respective DACC. • Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Ministry of Local Development	<ul style="list-style-type: none"> • Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC • Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Ministry of Women, Children and Social Welfare	<ul style="list-style-type: none"> • Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC • Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions



Key Stakeholders	M&E Roles
Ministry of Tourism	<ul style="list-style-type: none"> Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Ministry of Home Affairs	<ul style="list-style-type: none"> Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Nepal Police	<ul style="list-style-type: none"> Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Ministry of Labour and Transport	<ul style="list-style-type: none"> Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Ministry of Youth and Sports	<ul style="list-style-type: none"> Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions
Private Sector	<ul style="list-style-type: none"> Private sectors include organized business motive organizations such as FNCCI, Bankers Associations, Hotel Association etc. HIV response programmes and fulfill the following M&E roles: Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC. Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions.
Media	<ul style="list-style-type: none"> Disseminate HIV and AIDS related information released by the NCASC to the general public. Display media advertisements issued by NCASC
CSOs (including networks, local NGOs, CBO)	<ul style="list-style-type: none"> CSOs are important players in HIV response especially at community level that so why their role in M&E vital and should play the following roles: Monitoring and evaluation by incorporating define indicator in routine monitoring forms and report to the respective DACC. Seek M&E technical capacity building support from NCASC to effectively monitor HIV response interventions.
External Development Partners (EDPs)	<ul style="list-style-type: none"> Main role of the EDPs in M&E is to mobilize technical and financial resources for strengthening the national M&E system and suggest international best practices in M&E Strengthen national M&E capacity and provide technical assistance for coordinated, harmonized and evidence based information generation, dissemination and use Help coordinate national M&E system Build capacity of the NCASC at various areas of M&E in line with the 12 components of a functional M&E system including the exposure of the M&E staff to national and international, training, workshop, seminars and observation studies.

Chapter

9

MONITORING AND EVALUATION CAPACITY BUILDING FRAMEWORK

9.1 Monitoring and Evaluation Capacity Development

Sustained capacity for M&E of HIV response programmes at the national, regional and local levels is essential to generate quality strategic information on a timely basis. Strong M&E system provides relevant data to make policy decisions; implement planning and reporting for accountability; enable programme improvement and strategic planning; and support accessible and targeted programme service delivery for high-risk populations.

Widely accepted definition of capacity development from UNDP is relevant and hence adopted in the context of M&E capacity development of HIV response in Nepal. The United Nations Development Programme (UNDP) has defined “capacity” as “the ability of individuals, institutions and societies to perform functions, solve problems and set and achieve objectives in a sustainable manner”. The terms “capacity building” or “capacity development” describes the task of establishing human and institutional capacity. To effectively support capacity development, it requires identifying what key capacities do already exist and what additional capacities may be needed to achieve the set goals of National HIV/AIDS Strategy (2011-2016).

Monitoring and Evaluation Capacity Assessment

Starting point of capacity development is the identification of the capacity gaps through capacity assessment to estimate the existing “capacity assets” and the future “capacity needs”. To clearly understand the capacity gap, M&E capacity assessment of NCASC, RHDs, DACCs and that of the key stakeholders needs to be done by applying specific assessment tools.

Capacity assessment/development approaches

Capacity assessment is an analysis of desired capacities against existing capacities and offers a systematic way of gathering data and information on capacity assets and needs. Conducted during the initial stages of development planning, a capacity assessment serves to provide inputs for formulating a capacity development response that addresses those capacities that could be strengthened and that optimizes existing capacities that are already strong and well founded.

There are several approach of capacity assessment developed and applied by many organizations around the globe, however, most suitable to this context is the UNDP’s capacity development process which could be applied in line with the UNAIDS’s – 12 components of a functional M&E systems.

Steps of capacity development

Stepwise approach of capacity development is suggested in a sequential manner starting from engaging key stakeholders, developing capacity assessment tool and assessing the capacity, formulating capacity development plan, implementing capacity development plan, monitoring and evaluating the capacity implementation plan. Adopted from UNDP, the capacity development process is diagrammatically represented below (Figure 17).



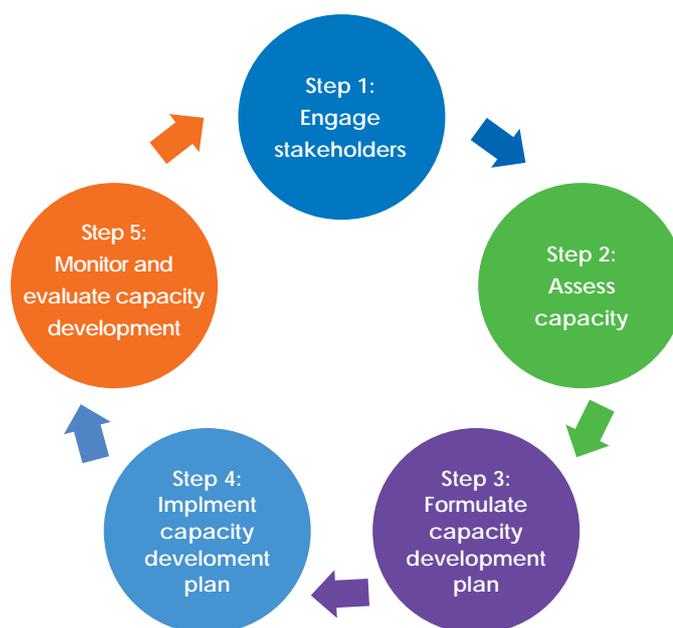


Figure 17: M&E Capacity Development Process

9.2 M&E Capacity Development Plan

The capacity development plan should be determined by the findings of the capacity assessment. NCASC and key stakeholders have recently assessed M&E capacity (MESS, 2011) based on its findings the M&E capacity development plan should be built and updated through subsequent capacity assessment every two years and then adjustments need to be made in the capacity development plan accordingly. Broadly, the M&E capacity development areas are recognized as followings (Table 12):

Table 12: Key areas of M&E capacity development

Level and organization	Capacity building areas
National level:	
NCASC	<ul style="list-style-type: none"> • Update guidelines and tools for M&E, surveillance and research • Management and analysis of routine data • Use of data for programme improvement • Production of SI products such as policy brief, annual reports, surveillance reports • Target setting, quantification and forecasting • Epidemic analysis and modeling • Evaluation of interventions including targeted interventions, PMTCT, ART • Research, particularly operational research, writing scientific papers and reports • Data quality assurance and improvement • Statistical software – SPSS, SAS, Epi-data, GIS • Technical update while monitoring at field
PRs (Save the Children, FPAN)	<ul style="list-style-type: none"> • Management and analysis of routine data • Data quality assurance and improvement
Other key partners at national level (FHI 360, CARE International)	<ul style="list-style-type: none"> • Management and analysis of routine data • Advocacy and use of data for programme improvement • Epidemic analysis and modeling • Programme evaluations • Operational research and writing of scientific papers and reports
Line ministries	<ul style="list-style-type: none"> • Collection, management, analysis and use of HIV data for mainstreaming of HIV response into broader development programme
National networks related to HIV in Nepal	<ul style="list-style-type: none"> • Basics of M&E and fundamentals of research and surveillance • Use of data for advocacy and community system strengthening • Generating and using of evidence for interventions design
Regions	

Level and organization	Capacity building areas
RHDs	<ul style="list-style-type: none"> • Management and analysis of routine data • Use of data for programme improvement • Data quality assurance and improvement • Technical update while monitoring at field • Regional level programme reviews (routine) and reporting
Districts/DACC	<ul style="list-style-type: none"> • Data management and analysis of routine data • Use of data for programme improvement at local level • Data quality assurance • Programme monitoring • District level reviews and reporting
NGOs implementing interventions	<ul style="list-style-type: none"> • Basics of M&E of related programmes • Collection and management of routine data • Progress reporting • Documenting best practices and lessons learned



Chapter 10

MONITORING OF STRATEGIC INFORMATION (M&E FUNCTIONS)

This chapter refers to the “M&E of M&E” and gives thought to track SI system of NCASC in terms of universally recognized M&E standards, specific progress and key SI performance areas.

Effective M&E system provides managers and decision makers with adequate information that they need to make right decisions; provide early warning of problematic activities and processes that need immediate corrective actions to improve implementation; build understanding and capacitate, motivate and stimulate learning among those involved in the project; and assess progress and thus enable accountability in the requirements to be met (USAID, 2011). Simultaneously, monitoring of the M&E functions is also essentially required to judge the performance of M&E itself.

Usually, M&E looks outwards to measure the performance and results of other programs, nevertheless, this chapter refers to the “M&E of M&E” and presents a comprehensive checklist of key M&E functions to be monitored on an annual basis. These guidelines thus equally recognize the importance of monitoring of M&E to track the performance of the strategic information system of the NCASC. Key areas to be monitored include operational M&E standards, progress reviews, information products and punctuality of meeting the deadlines as discussed below:

10.1 Operational M&E Standards

The M&E standards define the key elements and expected level of performance for conducting designing, monitoring and evaluation of the M&E functions. Key standards address the organizational environment in which M&E takes place, policies and guidelines, human and financial resources for M&E, coordination mechanism and strategic information components.

10.2 Review of Strategic Information Progress

Functionality of the M&E is also measured through the quality and quantity of data it produces, effectively managing and supplying data to the users as and when required. SI unit can measure its own progress on a monthly, trimester and annual basis.

Monthly and Trimester Review Meetings

Monthly meetings are held to discuss the received data on the month, give feedback to those who reported and do follow-up to those who did not report. Monthly meetings shall be held both at national and district levels with necessary feedback and follow-ups.

Trimester review meetings are important to review trimester progress as against the set targets and resources allocated.

Annual Review Meeting

Annual review is imperative to see the progress with reference to the planned activities and annual budget plan. Annual meeting held with key stakeholders, including external development partners ensure ownership of the annual achievements and help mobilize resources for the next year. Joint annual review meeting also provides a forum to monitor progress with reference to NSP targets on an annual basis both at national and district levels.





External review (independent review of M&E systems and functions)

This is also equally important to see to it that the M&E functions are reviewed by the third party (external and/or independent party) so that the biases of routine M&E that are likely to happen will be minimized and reviewed providing references as recommendations for strengthening of M&E up to the international standards of practice.

10.3 Update Tools and Database (guidelines, reporting tools, action plans)

Performance of the SI unit is also viewed from the tools, guidelines and action plans it prepares to efficiently monitor national response to HIV. The timely updated guidelines, reporting tools and action plans that are fully transferred to service sites level are proof of very rigorous M&E systems in place. These guidelines recommend checking these frequently.

10.4 Evidence of the SI products

Strategic Information Unit of NCASC and M&E sections of respective M&E authorities should also be able to show the evidence of various strategic information products that need to be prepared and shared with stakeholders to improve programme implementation and make informed decisions.

10.5 Meeting Deadlines of Reporting Frameworks

Efficiency and practicality of the SI Unit of NCASC and respective section of M&E authorities to produce required quality reports by meeting the given deadlines is directly reflected and shall be measured through the performance of the strategic unit of NCASC.

Chapter

11

COSTED MONITORING AND EVALUATION PLAN

Monitoring and evaluation plan is aligned with the overall developmental perspectives of the Medium Term Development Plan, NHSP-II and NSP-IV. The 12 components approach of the functional M&E system is adopted as a guiding principle of the costed M&E plan. The total estimated cost for the M&E functions for the next five years (2012-2016) is US\$12.43 million. Costing of the activities is estimated on the basis of 2012 as a base year. It is assumed that the cost will rise by 10% per annum. The another basis of estimation is the conversion rate of NRs 80 = 1 US dollar. The summary of the costed M&E plan by 12 components is displayed below (Table-13).

Table 13: Summary of Multi-Year Costed M&E Plan (2012-2016), estimated at NRs 80=1USD.

No	M&E Components	2012	2013	2014	2015	2016	Total
1	Organizational Structures with M&E Functions	468,575	535,433	566,976	643,674	686,041	2,900,699
2	Human capacity	484,550	230,425	492,850	280,655	56,173	1,544,653
3	Partnerships and Coordination	23,700	32,700	32,700	33,000	33,200	155,300
4	National Multi-Sectoral M&E Plan/Resources	55,000	-	52,000	-	58,800	165,800
5	Annual Costed M&E Work Plan	6,000	6,600	7,260	7,986	8,785	36,631
6	M&E Advocacy, Communication	16,850	25,310	18,710	30,496	21,971	113,337
7	Routine HIV Programme Monitoring	382,710	458,010	525,960	495,058	558,582	2,420,319
8	Surveys and Surveillance	398,810	617,110	848,770	414,016	463,737	2,742,443
9	National and Sub-national HIV Databases	320,000	133,000	48,000	98,000	48,000	647,000
10	Supportive Supervision and Data Auditing	49,625	55,475	56,285	60,326	61,621	283,332
11	HIV Evaluation and Research	28,500	382,000	268,000	167,500	286,000	1,132,000
12	Data Dissemination and Use	89,525	60,450	81,180	69,073	85,450	385,678
	Total	2,323,845	2,536,513	2,998,691	2,299,783	2,368,359	12,527,191

Note: Cost assumption with 10 % increment per annum

Brief description of the budget by 12 M&E components

1. Organizational Structures with M&E Functions

In order to establish and maintain a network of organizations responsible for HIV M&E at the national, sub-national and service-delivery levels essential costing of the manpower is proposed. The following table shows year-wise human resources cost of the NCASC at national, regional and district level. However, the organization cost of the key partners such as FHI 360, FPAN, Save the Children and other EDPs and stakeholder is not included (Table 14).



**Table 14: Operational Cost (Staff)**

Activities	2012	2013	2014	2015	2016	Total (USD)
Operational Cost - Staff						
NCASC	203,938	224,331	246,764	271,441	298,585	1,245,059
Save the Children	55,250	60,775	66,853	73,538	80,892	33,7307
Family Planning Association of Nepal	31,044	34,148	37,563	41,320	45,452	189,527
FHI 360	107,250	117,975	129,773	142,750	157,025	654,772
Staff at Regional Level (RHDs)	22,344	24,578	27,036	29,740	32,713	136,411
Staff at District Level (DACC -DHO/DPHO)	48,750	53,625	58,988	64,886	71,375	297,624
Capacity assessment of M&E system	0	20,000	0	20,000	0	40,000
Total	468,575	535,433	566,976	643,674	686,041	2,900,699

2. Human capacity

Developing human capacity and their retention is the top most priority to carry out the M&E functions. Therefore, these guidelines propose a series of national and international trainings, workshops and study for NCASC staffs. Likewise, trainings for the national partners, regional, district and SDP level stakeholders both from public and civic societies and M&E capacity assessment and update capacity assessment plan at national, regional and district levels are well considered.

Table 15: Capacity development cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Training of NCASC Staff	2,800	26,600	2,800	26,600	0	58,800
Training of National Partners	10,000	28,000	10,000	28,000	0	76,000
Training of Regional Staff	9,000	18,750	9,000	18,750	0	55,500
Training of District M&E focal persons & DACC members and SDPs	270,000	118,125	270,000	118,125	0	776,250
Training of NGO Outreach and M&E/ Focal point from other ministries	30,500	0	30,500	0	0	61,000
International workshops, conferences, seminars (International AIDS Conference and ICAAP)	30,000	33,000	36,300	39,930	43,923	183,153
Sponsoring of M&E staff for higher studies (Masters' degree)	120,000	700	120,00	44,000		284,700
GIS training at National Level	5,000	0	6,000	0	7,000	18,000
For M&E, Surveillance & Research and other training activities	7,250	5,250	8,250	5,250	5,250	31,250
Total	484,550	230,425	492,850	280,655	56,173	1,544,653

3. Partnerships and Coordination

Stakeholder engagement and management is a key to success, therefore, this guidelines emphasizes on a coordinated approach with all related stakeholders. NCASC will continue its on-going practice of establishing and maintaining smooth working and strategic relationship with concerned partners within the country and outside the country /international stakeholders. Costing for the partnership, coordination and TWG meetings is estimated (Table 16).

Table 16: Partnerships and Coordination cost

Activities	2012	2013	2014	2015	2016	Total (USD)
M&E coordination meetings at national level	1,200	1,200	1,200	1,200	1,200	6,000
District level coordination meeting	21,000	30,000	30,000	30,000	30,000	141,000
Annual SI retreat	1,500	1,500	1,500	1,800	2,000	
Total	23,700	32,700	32,700	33,000	33,200	1,55,300



4. National Multi-Sectoral M&E Plan/Resources

In order to develop and regularly update a national M&E plan, identification of data needs, national standardized indicators, data collection procedures and tools including the roles and responsibilities for implementation of a functional national HIV M&E system, cost is allocated as presented in the Table 17 below.

Table 17: National multi-Sectoral M&E plan/resources cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Develop and regularly update a national M&E plan including identified data needs, national standardized indicators, data collection procedures and tools and roles and responsibilities for implementation of a functional national HIV M&E system.	20,000					
Review and update of national M&E framework guidelines and plan (2012-2016) including workshops and printing			18,000		19,800	37,800
Surveillance plan and guidelines including workshops and printing	15,000				25,000	40,000
Review and update of national surveillance plan (2012-2016) including workshops and printing			24,000			24,000
Preparation of national HIV research agenda (2012-2016) including workshops and printing	20,000					20,000
Review and update of national HIV research agenda (2012-2016) including workshops and printing			10,000		14,000	24,000
Total	55,000	0	52,000	0	58,800	165,800

5. Annual costed M&E work plan

NCASC will continue participatory annual M&E planning process with key stakeholders. So, costing for preparing annual M&E work plan is estimated and presented below (Table 18).

Table 18: Annual costed M&E work plan cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Preparation of costed annual plan of work (APW)	6,000	6,600	7,260	7,986	8,784.6	36,631
Total	6,000	6,600	7,260	7,986	8,784.6	36,631

6. M&E Advocacy, Communication

M&E advocacy is an essential M&E function to ensure that the decision makers and the programme managers have informed knowledge and commitment to HIV M&E and its M&E system. These guidelines, thus, propose activities costing for M&E advocacy, policy briefs, journals and media release, information orientation and web-updates for users (Table 19).

Table 19: M&E advocacy, communication cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Staff support for Knowledge sharing portal	6,000	6,000	7,260	7,986	8,785	36,031
Planning meetings for M&E advocacy	3,000	3,000	3,000	3,000	3,300	15,300
Data use advocacy workshop		8,000		10,400		18,400
Procurement of national and international journals related to HIV and STI	1,600	1,760	1,600	1,760	1,936	8,656
Workshop for preparation of policy briefs, press/media release, factsheets, abstracts, PPTs	3,000	3,300	3,600	3,900	4,200	18,000

**Table 19: Contd...**

Activities	2012	2013	2014	2015	2016	Total (USD)
HIV journal club in Nepal	1,800	1,800	1,800	1,800	1,800	9,000
Routine Orientation to key partners on key national guidelines/SOPs	450	450	450	450	450	2,250
Web site update	1,000	1,000	1,000	1,200	1,500	5,700
Total	16,850	25,310	18,710	30,496	21,971	113,337

7. Routine Programme Monitoring

Routine programme monitoring is a vital M&E function to produce high quality data on a timely basis. That is why, these guidelines have well taken important activities into account. The key costed activities under routine programme monitoring include: Review and update routine recording & reporting tool including printing, Development of unique coding system, Annual M&E Programme reviews at national, regional and district levels, Supportive monitoring visits by central level in each region, Joint Monitoring visit with EDPs Social auditing and ART cohort analysis (Table 20).

Table 20: Routine programme monitoring cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Review and update routine recording & reporting tool including printing	30,000		30,000		30,000	90,000
Development of Unique coding system	1,500					1,500
Review and update of Unique coding system			3,000			
Routine M&E reviews and mentoring (system and tools)						
Regional level	30,000	32,500	32,500	35,000	35,000	165,000
National level	8,000	8,000	8,000	9,000	9,000	42,000
Data verification and analysis workshop at district level	210,000	300,000	300,000	300,000	300,000	1,410,000
Annual data verification/triangulation and analysis workshop at national level	6,000	6,000	6,000	6,000	6,000	30,000
Supportive monitoring visits by central level in each region	5,000	5,500	5,550	6,105	6,715	28,871
Update of routine recording and reporting templates	2,500		3,500			
Printing of recording and reporting templates /registers /reporting forms (TI/ BCC, HTC, STI, PMTCT, ART, OI, CHBC, CCC and DACC)	12,210	12,210	12,210	13,283	14,355	64,268
Joint Monitoring visit with EDPs		1,000	1,100	1,210	6,655	9,965
Social auditing	3,000	3,300	3,600	3,960	4,356	18,216
ART cohort analysis	1,500	1,500	1,500	1,500	1,500	7,500
District, regional and national level annual programme reviews	73,000	88,000	119,000	119,000	145,000	544,000
Total	382,710	458,010	525,960	495,057	558,582	2,420,319

8. Surveys and Surveillance

In view of the epidemiological and survey based HIV/AIDS information, surveys and surveillance are the key M&E functions to produce timely and high quality data through a number of methods such as IBBS Survey, HIV Sentinel Surveillance, STI Sentinel surveillance, BSS, Mapping and size estimation of high risk groups, Estimation and projection (epidemic analysis and modeling), HIV drug resistance surveillance, Data management and analysis. Therefore, these important activities are costed and proposed to carry across the years as presented below (Table 21).

**Table 21: Surveys and surveillance cost**

Activities	2012	2013	2014	2015	2016	Total (USD)
IBBS Survey among key populations at higher risk						
IBBS Survey among PWIDs	90,000	90,000	90,000	90,000	90,000	450,000
IBBS Survey among FSWs	45,000		90,000	45,000		180,000
IBBS Survey among Clients of FSWs		45,000			45,000	90,000
IBBS Survey among MSM						
Kathmandu	45,000		4,5000		45,000	135,000
Pokhara		45,000		45,000		90,000
Eastern terai			45,000			45,000
Western Terai			45,000			45,000
IBBS Survey among Male Migrants	45,000					45,000
Western hill districts			45,000		45,000	90,000
Mid and Far western hill districts			45,000		45,000	135,000
Central Hilly districts		45,000		45,000		90,000
HIV Sentinel Surveillance among						
ANC attendees (14 PMTCT sites)	21,000	11,550	12,705	13,976	15373	74,604
TB patients (6 regular sites)	9,000	9,900	10,890	11,970	13,177	54,946
STI patients (14 sites)	21,000	14,850	16,335	17,969	19,765	89,919
Development of training package and update	3000		3500		4,000	10,500
Training to sentinel sites	10,560	10,560	10,56	10,560	10,560	52,800
STI Sentinel surveillance						
FSWs (5 sites)	7,500	8,250	9,075	9,983	10,981	45,788
MSM/TG (5 sites)	7,500	8,250	9,075	9,983	10,981	45,788
Clients (5 Sites)	7,500	8,250	9,075	9,983	10,981	45,788
Migrants (5 sites)	7,500	8,250	9,075	9,983	109,81	45,788
ANC attendees (14 sites)						
BSS						
Uniform services		25,000				25,000
Prison population & trekking guides		25,000				25,000
Mapping of vulnerability and risk for HIV among selected populations		25,000				
Mapping and size estimation of high risk groups:						
PWIDs, FSWs, MSM/TG			140,000			140,000
CABA			25,000			25,000
Migrants & migration streams			35,000			35,000
Estimation and projection (epidemic analysis and modeling)	18,000	1,58,000	87,230	23,353	75,688	362,271
HIV drug resistance surveillance	10,000	73,000	15,000	65,000	5000	168,000
Data management and analysis	51,250	6,250	51,250	6,250	6,250	121,250
Total	398,810	617,110	848,770	414,016	463,736	2,742,443

9. National and Sub-national HIV Databases

In order to develop and maintain national and sub-national HIV databases that enable stakeholders to access relevant data for policy formulation and programme management and improvement, most essential activities such as database development, integrating GIS into database and providing GIS and database trainings to NCASC staff as well as staff of related stakeholders at national, regional and district/SDP levels is proposed and costed as displayed in the table below (Table 22).

**Table 22: National and sub-national HIV databases cost**

Activities	2012	2013	2014	2015	2016	Total (USD)
National database development and update using unique code system		30,000				30,000
Integrate GIS into database		15,000				15,000
Database training for national, regional, district and service delivery points		40,000		40,000		80,000
Up-scale national HIV/AIDS database software				10,000		10,000
Devise mechanism for onsite and online data entry by all service providers	320,000	48,000	48,000	48,000	48,000	512,000
Total	320,000	133,000	48,000	98,000	48,000	647,000

10. Supportive Supervision and Data Auditing

Data quality assurance activities are proposed to monitor data quality periodically and address any obstacles to producing high-quality data (i.e., data that are valid, reliable, comprehensive and timely). Some important costed activities in this regard include data quality training, data audit, data verification and supportive supervision as displayed below (Table 23).

Table 23: Supportive supervision and data auditing cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Updating of HIV data verification and audit protocol for different level of sites and printing		1,500		1,500		3,000
Data quality assessment training	14,000	14,000	14,000	14,000	14,000	70,000
Data quality assessment	6,000	6,600	7,260	7,986	8,785	36,631
On site data verification	7,500	8,250	9,075	9,982	10,981	45,788
Supporting supervision visits from districts to SDPs	5,250	8,250	9,075	9,983	10,981	43,538
Supportive monitoring visits by centre	16,875	16,875	16,875	16,875	16,875	84,375
Total	49,625	55,475	56,285	60,326	61,621	283,332

11. HIV Evaluation and Research

These guidelines have recognized the importance of HIV evaluation and research to meet the identified needs and enhance the use of evaluation and research findings for policy planning and improvement of programme implementation. Important evaluation and research activities identified and costed are: Development of evaluation protocol and preparation of evaluation training manual, Programme evaluation, development of research agenda and update, Systematic review, upgrade of national AIDS research library, cost effectiveness evaluation of HTC, BCCI, PMTCT, CHBC programme, Impact evaluation and client survey (CHBC and CCC), Evaluation of training effectiveness, ethnographic study, study on stigma and discrimination, Organization of national AIDS conferences, seminars and roundtable meeting for scientific discourse, Operational research, MTR and Final evaluation of the NSP as displayed below (Table 24).

Table 24: HIV evaluation and research cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Development of HIV evaluation protocol with involvement of relevant stakeholders and update		15,000		15,000		30,000
Development of HIV programme evaluation training manuals and training		15,000	15,000			30,000
Programme evaluation						
Targeted prevention interventions			30,000		30,000	60,000
HTC		15,000			15,000	30,000
STI		15,000			15,000	30,000
PMTCT		20,000		20,000		40,000



Table 24: Condt...

Activities	2012	2013	2014	2015	2016	Total (USD)
ART/OI		20,000			20,000	40,000
Care and Support (CHBC and CCC)		20,000			20,000	40,000
Effectiveness of nutritional support among PLHIV and PMTCT clients		20,000				20,000
ART adherence assessment		15,000		15,000		30,000
Systematic review to measure the effectiveness of key interventions through defined systematic research questions		30,000	60,000	60,000	30,000	180,000
Evaluation of training effectiveness		10,000		8,500		18,500
Mid-term evaluation of NSP			50,000			50,000
Final evaluation of NSP					50,000	50,000
CHBC and CCC client survey		20,000			20,000	40,000
Communicating research for policy reform and programme improvement	5,000	5,000	5,000	5,000	5,000	25,000
Research publications	5,000	5,000	5,000	5,000	5,000	25,000
Upgrade of national AIDS research library	1,5000					15,000
Ethnographic study key ethnic groups in the communities (e.g. Badi, Polyandry communities)		25,000	25,000			50,000
PLHIV Stigma Index Study		15,000	20,000			35,000
Cost electiveness of institutional vs. community based models - once in NSP period			15,000			15,000
Operational research		30,000	30,000	15,000	15,000	90,000
Operational research on linking FP HIV (PMTCT)		15,000				15,000
Stigma survey among Health workers		5,000	6,000	7,000	7,500	25,500
NASA		10,000		10,000		20,000
National AIDS Conference (4th and 5th)		50,000			50,000	100,000
Seminars	2,500	5,000	5,000	5,000	2,500	20,000
Round table meeting for scientific discourse	1,000	2,000	2,000	2,000	1,000	8,000
Total	28,500	382,000	268,000	167,500	286,000	1,112,000

12. Data Dissemination and Use

Data dissemination and data use are the essence of M&E system that virtually guide policy formulation and programme planning and improvement. For this purpose, production and distribution of various M&E reports, preparation of the fact sheets, district profiles and projections, web-updates and data dissemination workshops, meeting and media meet/release have been proposed and costed (Table 25).

Table 25: Data dissemination and use cost

Activities	2012	2013	2014	2015	2016	Total (USD)
Development of data dissemination/sharing protocol/mechanism, share, review and update		1,000		500		1,500
Conduct HIV data need assessment and update (Strategic Information)		2,500		2,500		5,000
Fact sheets development and production	12,000	12,000	12,000	12,000	12,000	60,000
Development of Annual reports, surveillance report, SI report, estimation and projection report	12,000	12,000	12,000	12,000	12,000	60,000
Printing of key SI products (reports)						
Annual reports	600	600	990	1,089	1,198	4,477
Surveillance report	300	300	330	363	399	1,692

**Table 25: Contd...**

Activities	2012	2013	2014	2015	2016	Total (USD)
SI reports	300	300	330	363	399	1,692
District AIDS Profile	3,500	5,000	3,850	4,235	4,659	21,244
Estimation and projection report	600	600	330	363	399	2,292
Data sharing/dissemination workshops at national level of which:						
Programmatic updates	2,000	2,000	2,000	2,400	3,000	11,400
Epi updates	1,000	1,000	1,000	1,200	1,500	5,700
Data sharing/dissemination workshops at regional level (Programmatic and epi updates)	25,000					25,000
Data sharing/dissemination workshops at district level	13,125	18,750	18,750	1,8750	18,750	88,125
Development of Nepal Country Progress Report	15,000		15,000		15,000	45,000
Printing of Nepal Country Progress Report	600		1,000			1,000
Sharing of Nepal Country Report with Report	1,500		1,500		1,500	1,500
Publication and sharing of HIV and STI related scientific papers in local and international journals	2,000	4,400	12,100	13,310	14,641	46,451
Total	89,525	60,450	81,180	69,073	85,450	385,678

Chapter

12

ANNEXES

Annex I: Indicator Reference Sheet

Goal 1: The incidence of HIV is halved by 2016 compared to 2010 (Target 1 of National HIV/AIDS Strategic Result Framework)

HIV prevalence in young people (IM-1)	
Indicator	Percentage of young people aged 15-24 who are living with HIV
Rationale/Purpose	
<p>It measures progress towards reducing HIV infection. The national response goal is to reduce HIV prevalence. See the difference between the cumulative numbers of people that have become infected with HIV up to this age minus the number who have died, expressed as a percentage of the total number alive at this age. At older ages, changes in HIV prevalence are slow to reflect changes in the rate of new infections (HIV incidence) because the average duration of infection is long. Furthermore, declines in HIV prevalence can reflect saturation of infection among those individuals who are most vulnerable and rising mortality rather than behaviour change. At young ages, trends in HIV prevalence are a better indication of recent trends in HIV incidence and risk behaviour.</p> <p>Thus, reductions in HIV incidence associated with genuine behaviour change should first become detectable in trends in HIV prevalence figures for 15–24 years old.</p>	
Numerator	Number of antenatal clinic attendees (aged 15–24) tested whose HIV test results are positive
Denominator	Number of antenatal clinic attendees (aged 15–24) tested for HIV
Data collection frequency	Annually
Data source/ Measurement Tool	EPP/Spectrum modeling
Method of measurement	This indicator is calculated using data from pregnant women attending antenatal clinics in HIV sentinel surveillance sites in the capital city, urban areas and rural areas. The sentinel surveillance sites used for the calculation of this indicator should remain constant to allow for the tracking of changes over time.
Disaggregation	Sex

Purpose 1.1: Reduction of sexual transmission of HIV

HIV prevalence in key populations (Sex workers, MSM, male migrants) (IM-2)	
Indicators	<ul style="list-style-type: none"> Percentage of sex workers who are HIV-infected Percentage of men who have sex with men who are HIV-infected Percentage of male labor migrants who are HIV-infected
Rationale/Purpose	
<p>It measures progress on reducing HIV prevalence among key population. Key populations typically have a higher HIV prevalence than the general population. Reducing prevalence among key population is a critical measure of a national-level response to HIV.</p>	
Numerator	Number of respondents who test positive for HIV
Denominator	Number of respondents tested for HIV
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	
<p>This indicator is calculated using data from HIV tests conducted among respondents in the IBBS survey. The survey sites used for the calculation of this indicator should remain constant to allow for the tracking of changes over time.</p>	
Disaggregation	Age (<25/25+)





Men who have sex with men (MSM): Condom use (OC - 5)	
Indicator	Percentage of men reporting the use of condom the last time they had anal sex with a male partner
Rationale/Purpose	It measures progress in preventing exposure to HIV among men who have unprotected anal sex with a male partner. Condoms can substantially reduce the risk of the sexual transmission of HIV. Consequently, consistent and correct condom use is important for men who have sex with men because of the high risk of HIV transmission during unprotected anal sex. In addition, men who have anal sex with other men may also have female partners who could become infected as well. Condom use with their most recent male partner is considered a reliable indicator of longer-term behaviour.
Numerator	Number of MSM who reported that a condom was used in the last time they had anal sex
Denominator	Number of MSM who reported having had anal sex with a male partner in the last 12 months
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	In IBBS survey of a sample of men who have sex with men, respondents are asked about sexual partnerships in the preceding 12 months, about anal sex within those partnerships and about condom use when they last had anal sex. Whenever possible, data for men who have sex with men should be collected through civil society organizations that have worked closely with this population in the field whenever possible. Access to MSM as well as the data collected from them must remain confidential.
Disaggregation	Age (<25/25+)

Sex workers: Condom use (OC-6)	
Indicator	Percentage of male and female sex workers reporting the use of a condom with their most recent client
Rationale/Purpose	It measures progress in preventing exposure to HIV among sex workers through unprotected sex with clients. Various factors increase the risk of exposure to HIV among sex workers including multiple and non-regular partners and more frequent sexual intercourse. However, sex workers can substantially reduce the risk of HIV transmission both from clients and to clients through consistent and correct condom use.
Numerator	Number of Sex workers who reported that a condom was used with their last client
Denominator	Number of Sex workers who reported having commercial sex in the last 12 months
Data collection frequency	2-3 years
Data source/ Measurement Tool	Integrated Biological and Behavioral Surveillance Survey (IBBS Survey)
Method of measurement	Respondents are asked the following question: Did you use a condom with your most recent client? Data for sex workers should be collected through civil society organizations that have worked closely with this population in the field whenever possible, access to Sex workers as well as the data collected from them must remain confidential.
Disaggregation	Sex and age (<25/25+)



Male Migrants: Condom use (OC- 7)	
Indicator	Percentage of male labor migrants aged 15-49 reporting the use of condom the last time they had sex with non-regular sexual partner
Rationale/Purpose	It measures progress in preventing exposure to HIV among male migrants through unprotected sex with sexual partners. Various factors increase the risk of exposure to HIV among male migrants including multiple, non-regular partners and more frequent sexual intercourse. However, male migrants can substantially reduce the risk of HIV transmission both from non-regular sexual partners through consistent and correct condom use.
Numerator	Number of male labor migrants who reported that a condom was used with their last non-regular sexual partners Or Number of respondents who reported having had more than one sexual partners in the last 12 months who also reported that a condom was used the last time they had sex.
Denominator	Number of male labor migrants who reported having sex with non - regular sexual partners in the last 12 months, or Number of respondents who reported having had more than one sexual partner in the last 12 months.
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	Respondents are asked whether or not they have ever had sexual intercourse with non-regular sex partner and if the answer is yes, they are asked: How many different people have you had sexual intercourse within the last 12 months? If more than one, the respondent is asked: Did you use a condom in the last time you had sexual intercourse?
Disaggregation	Age (<25/25+)

HIV testing in key populations (sex workers, people who inject drugs, MSM/TG, male migrants and general adult populations) (OP - 11)	
Indicator	<ul style="list-style-type: none"> • Number (and Percentage) of sex workers who received an HIV test in the past 12 months and know their results • Number (and Percentage) of men who have sex with men (MSM) and transgender people who received an HIV test in the past 12 months and know their results • Number (and Percentage) of male labor migrants that have received an HIV test in the past 12 months and know their results • Number (and percentage) of injecting drug users who received an HIV test in the last 12 months and who know their results • Number (and percentage) of general people who received and HIV test in the last 12 months and who know their results
Rationale/Purpose	It measures progress in implementing HIV testing and counseling among key populations. In order to protect themselves and to prevent infecting others, it is important for key populations to know their HIV status. Knowledge of one's status is also a critical factor in deciding to seek treatment.
Numerator	Number of key populations who have been tested for HIV during the last 12 months and who know their results. This is usually the adult populations aged 15+ years in the
Denominator	Number of key populations included in the sample (in calculating the proportions of key populated reached from HTC services) and it is the estimated number of key populations in the defined year and geographical areas (in calculating the proportions of key (adult) populations from routine HIV testing and counseling services.
Data collection frequency	(1) 2-3 years (from surveys) and (2) Monthly/trimester-wise/annually (from routine HTC programme monitoring data)
Data source/ Measurement Tool	IBBS Surveys
	(2) Routine programme monitoring data from HTC sites. The data are recorded at HTC registers by counselors and reported monthly by using HTC monthly reporting template.



Method of measurement	
<p>In the surveys, key population are asked the following questions:</p> <ol style="list-style-type: none"> 1. Have you been tested for HIV in the last 12 months? If 'yes', 2. I don't want to know the results but did you receive the results of that test? Data for sex workers should be collected through civil society organizations that have worked closely with this population in the field whenever possible. Access to sex workers as well as the data collected from them must remain confidential. <p>While reporting the progress against this indicator from routine programme monitoring data, the data is routinely collected from all HIV testing and counseling sites in the last reporting period. This counts the total number of adults who were pre-test counseled, tested for HIV and also received the test results (post-test counseled data).</p> <p>This indicator is calculated using data from HIV tests conducted among respondents in the IBBS surveys. The survey sites used for the calculation of this indicator should remain constant to allow for the tracking of changes over time. And, it is suggested to have round table meeting among surveillance team and programme officer implementing targeted interventions with routine programme monitoring data to discuss agreements and gaps between the survey findings and programme data.</p> <p>While the data are recorded from routine HTC, the data are recorded at HTC sites in HTC registers. The reports are made monthly using HTC monthly reporting template. There will be a separate report (attached with monthly HTC report) for HIV positive cases where detail of the cases are reflected.</p>	
Disaggregation	Sex and age (<25/25+)

HIV Prevention programs among key populations (sex workers, MSM, male migrants): (OP-12a)	
Indicator	Percentage of key populations (sex workers, MSM, male labor migrants) reached with HIV prevention programs
Rationale/Purpose	It measures progress in implementing basic elements of HIV prevention programs for key populations. Key populations are often difficult to reach with HIV prevention programs. However, in order to prevent the transmission of HIV among key populations as well as into the general population, it is important that they access these services.
Numerator	Number key populations who replied "yes" to both questions
Denominator	Total number of key populations surveyed
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	
<p>A) Key populations are asked the following questions:</p> <ol style="list-style-type: none"> 1. Do you know where to go if you wish to take an HIV test? 2. Have you been given condoms in the last twelve months? (e.g. through an outreach service, drop-in centre or sexual health clinic) <p>Scores for each of the individual questions—based on the same denominator—are required in addition to the score for the composite indicator. Whenever possible, data for sex workers should be collected through civil society organizations that have worked closely with this population in the field. Access to sex workers as well as the data collected from them must remain confidential.</p>	
Disaggregation	Sex and age (<25/25+)



HIV Prevention programs among key populations (sex workers, MSM, male migrants): (OP-12b)	
Indicator	Number (and percentage) of key populations (sex workers, MSM/ TG, male labor migrants) reached with HIV prevention programs (for both who enrolled for the first time and continuously on reach by the comprehensive prevention interventions).
Rationale/Purpose	Key populations at risks are often difficult to reach with HIV prevention programs. However, preventing the spread of HIV among these populations and among the general population requires that they access essential prevention services. This indicator aims to monitor coverage of targeted HIV prevention programs through routine programme monitoring data. It is calculated and reported separately for each population group at higher risks to HIV.
Numerator	Number of key populations at risk who have received a basic (minimum) package of targeted HIV prevention services
Denominator	Estimated number of the targeted key population at higher risk
Data collection frequency	Trimester/annually
Data source/ Measurement Tool	Routine programme monitoring data from targeted prevention intervention among key populations. The data are recorded Targeted Intervention (TI) registers and reported using TI monthly reporting template.
Method of measurement	<p>The data are to be collected through targeted HIV prevention interventions monitoring the reports of implementing partners on a regular basis. These records are compiled and aggregated to obtain an overall measure of the number of people reached by a prevention program. Implementers at the community level are arranged and instructed to collect accurate data and report regularly following the national standards and systems defined. The targeted prevention programme data include minimum of followings components of comprehensive programme:</p> <p>Basic (minimum) package of targeted HIV prevention services among FSWs: behaviour change communication (promoting safer behaviour through outreach and peer education approaches; provision of consumables (for eg. condoms as needed), counseling from outreach worker/social mobilizer/peer-educator or relevant trained service providers; and referral to another service or specialist as appropriate and as per the individual client need.</p> <p>Basic (minimum) package of targeted HIV prevention services among MSM and TG people: behaviour change communication (promoting safer behaviour through outreach and peer education approaches; provision of consumables (condoms and lubricants as needed), counseling from outreach worker/social mobilizer/peer-educator or relevant trained service providers; and referral to another service or specialist as appropriate and as per the individual client need.</p> <p>Basic (minimum) package of targeted HIV prevention services among male labor migrants and their spouses: behaviour change communication (promoting safer behaviour through outreach and peer education approaches; provision of consumables (condoms as needed), counseling from outreach worker/social mobilizer/peer-educator or relevant trained service providers; and referral to another service or specialist as appropriate and as per the individual client need.</p> <p>Other services such as HIV testing and counseling, diagnosis and treatment of sexually transmitted infections, stigma and discrimination reduction activities and in case of HIV positive, treatment of antiretroviral therapy and management of opportunity infections, including TB screening and treatment, care and support services are made available to all key populations at higher risk; and thus measured and monitored the progress through various indicators as mentioned in the M&E framework in this guidelines.</p> <p>For the calculation, the number of minimum services that an individual received will be counted as "reached" and by no means should diminish the importance of other relevant services provided at service delivery points.</p> <p>To track the extend of repetition of service by the same client from one and/or other service sites, a client's Unique Identification Code as in nationally defined recording templates qualifying the individual "clients served" will be implemented. This repetition factor is suggested to mention in each reporting so that actual number of clients serviced can be calculated in a regular interval annually. To match these number a national HIV database with all unique identification code is essential (thus all service provider will design and implement the database).</p> <p>To track the actual programme coverage (percentage of key populations reached through targeted prevention interventions), up-to-date population size estimates will be applied as denominator for each population group. In case of population size estimates are not available and/or reliable and thus, only the numerator will be reported to national level for this indicator.</p>
Disaggregation	Sex and age (<25/25+)



HIV Prevention programs among male migrants and their spouses (reached for the first time through outreach and peer education): (OP-12c)	
Indicator	Number (and percentage) of male labor migrants and their spouses reached for the first time through outreach and peer education services.
Rationale/Purpose	Migrants and their spouses are the biggest populations at higher risks in Nepal and often the most complex groups to cater the health service because of their mobility and cultural context. HIV prevention among migrants and their spouses is critical in order to contain the epidemic in Nepal. Improving access of prevention services, primarily through outreach and peer education approach are considered important tools to improve the coverage of targeted HIV prevention services.
Numerator	Number of male labour migrants who have received a basic (minimum) package of targeted HIV prevention services for the first time through outreach and peer education approach Number of male labour migrants who have received a basic (minimum) package of targeted HIV prevention services for the first time through outreach and peer education approach
Denominator	Number of the male labour migrants and number of spouses of male labour migrants
Data collection frequency	Trimester/annually
Data source/ Measurement Tool	Routine programme monitoring data from targeted prevention intervention among key populations. The data are recorded Targeted Intervention (TI) registers and reported using TI monthly reporting template.
Method of measurement	
<p>The data are to be collected through targeted HIV prevention interventions monitoring reports of implementing partners on a regular basis. These records are compiled and aggregated to obtain an overall measure of the number of people reached by a prevention program. Implementers at the community level are arranged and instructed to collect accurate data and report regularly following the national standards and systems defined. The targeted prevention programme is expected to reach among migrants and their spouses for the first time through outreach and peer education including the minimum of the followings:</p> <p>Behaviour change communication (promoting safer behaviour and educational materials) through outreach and peer education approaches; provision of consumables (condoms as needed); counseling from outreach worker/social mobilizer/peer-educator or relevant trained service providers; and referral to another service or specialist as appropriate and based on the individual client need.</p> <p>Other services such as HIV testing and counseling, diagnosis and treatment of sexually transmitted infections, stigma and discrimination reduction activities and in case of HIV positive, antiretroviral therapy and treatment and management of opportunistic infections, including TB screening and treatment, care and support services are made available to them; and thus measured and monitored the progress through various indicators as mentioned in the M&E framework in this guidelines.</p> <p>For the calculation, the number of minimum services that an individual received will be counted as "reached" and by no means should diminish the importance of other relevant services provided at service delivery points.</p> <p>To track the extend of repetition of service by the same client from one and/or other service sites, a client's Unique Identification Code as in nationally defined recording templates qualifying the individual "clients served" will be implemented. This repetition factor is suggested to mention in each reporting so that actual number of clients serviced can be calculated in a regular interval annually. To match these number a national HIV database with all unique identification code is essential (thus all service provider will design and implement the database).</p> <p>To track the actual programme coverage (percentage of male labour migrant and their spouses who reached targeted prevention interventions first time through outreach and peer education approaches), up-to-date population size estimates of migrants and their spouses are to be applied as denominator for each population group. In case of population size, estimates are not available and/or reliable, only the numerator will be reported to national level for this indicator.</p>	
Disaggregation	Sex and age (<25/25+)



Comprehensive knowledge among key populations (sex workers, MSM, male labor migrants): (OP-13)	
Indicator	<ul style="list-style-type: none"> Percentage of sex workers who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission Percentage of men having sex with men who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission Percentage of male migrants who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission
Rationale/Purpose	It measures progress towards universal knowledge of the essential facts about HIV transmission. HIV epidemics are perpetuated primarily through sexual transmission of infection to successive generations of young people. Sound knowledge about HIV is an essential pre-requisite, albeit, often an insufficient condition, for adoption of behaviors that reduce the risk of HIV transmission.
Numerator	Number of respondents who gave the correct answer to all five questions.
Denominator	Number of all respondents
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS-Surveys
Method of measurement	
<p>This indicator is constructed from responses to the following set of prompted questions.</p> <ol style="list-style-type: none"> Can the risk of HIV transmission be reduced by having sex with only one uninfected partner who has no other partners? Can a person reduce the risk of getting HIV by using a condom every time they have sex? Can a healthy-looking person have HIV? Can a person get HIV from mosquito bites? Can a person get HIV by sharing food with someone who is infected? <p>The first three questions should not be altered. Questions 4 and 5 ask about local misconceptions and may be replaced by the most common misconceptions. Examples include: "Can a person get HIV by hugging or shaking hands with a person who is infected?" and "Can a person get HIV through supernatural means?" Those who have never heard of HIV and AIDS should be excluded from the numerator but included in the denominator. An answer of "don't know" should be recorded as an incorrect answer. Scores for each of the individual questions (based on the same denominator) are required as well as the score for the composite indicator.</p>	
Disaggregation	Sex, Age (<25/25+)

Sexually transmitted infections – key populations (OP-14)	
Indicator	Number of sexually transmitted infections diagnosed and treated
Rationale/Purpose	The risk of HIV transmission is substantially increased when one or both partners in a sexual relationship have STI. Thus, the availability and utilization of services to treat and contain the spread of STI can reduce the rate of HIV transmission within a population. One of the cornerstones of HIV prevention is the total control of STI through comprehensive case management of patients with systematic treatment of STIs. Effective HIV prevention programs will aim to improve availability and expand the treatment of STIs, especially among those groups most at risk. This indicator also reflects investments in resources and training for STI care within the context of HIV prevention combined with efforts to ensure adequate supplies of drugs and other necessary materials to the care provision sites.
Numerator	Number of sexually transmitted infections diagnosed and treated
Denominator	NA
Data collection frequency	Trimesterly/ annually
Data source/ Measurement Tool	Routine programme data. If this is not feasible, sentinel surveillance, sero-prevalence surveys or other special studies may be used
Method of measurement	Analysis of STI daily registers, compiled report, STI drug consumption register
Disaggregation	Age, sex and the type of the STI syndromes



Sexually Transmitted Infections – ANC (OP-15)	
Indicator	Number (and percentage) of women accessing antenatal care (ANC) services who were screened for syphilis and treated
Rationale/Purpose	Evidence indicates that sexually transmitted infections including syphilis are associated with a higher risk of HIV infection. Syphilis testing and treatment can effectively prevent adverse pregnancy outcomes caused by maternal syphilis exposure and are the core intervention in congenital syphilis control. Congenital syphilis can be prevented if all pregnant women are tested and treated sufficiently early in pregnancy before poor outcomes in the fetus occur. Syphilis testing is part of the recommended basic antenatal services package, thus testing of antenatal care attendees for syphilis is also a marker of the quality of provision of essential antenatal care services.
Numerator	Number of women attending first visit ANC services who were tested for syphilis
Denominator	Number of women attending first visit ANC services
Data collection frequency	Trimesterly/Annually
Data source/ Measurement Tool	Routine programme data (from ANC registers of PMTCT and MNCH programmes at service sites), special surveys Ideally national programme records aggregated from health facility data should be used. However, if national programme data are not available, data from sentinel surveillance or special studies can be reported if it is felt to be representative of the national situation.
Method of measurement	All pregnant women should be tested (“screened”) for syphilis at their first antenatal care visit. If unable to distinguish the first visit from subsequent visits can still report data on this indicator, but should clearly comment on this difference when reporting the data. This indicator should be measured annually. Either non-treponemal tests that measure antigen antibody (e.g., VDRL or RPR) or treponemal tests that measure treponemal antibody (e.g., TPHA, TPPA, EIA or rapid treponemal tests) may be used for screening. For this indicator simply being tested by either type of test is sufficient.
Disaggregation	Age, urban and rural

Purpose 1.2: Reduction of HIV through injecting drug

HIV prevalence in people who inject drugs (IM-2)	
Indicator	Percentage of people who inject drugs who are living with HIV
Rationale/Purpose	It measures progress on reducing HIV prevalence among people who inject drugs. People who inject drugs typically have the highest HIV prevalence in countries with either concentrated or generalized epidemics. In many cases, prevalence among these populations can be more than double the prevalence among the general population. Reducing prevalence among people who inject drugs is a critical measure of a national-level response to HIV.
Numerator	Number of respondents who test positive for HIV
Denominator	Number of respondents tested for HIV
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	This indicator is calculated using data from HIV tests conducted among respondents in the IBBS survey. The survey sites used for the calculation of this indicator should remain constant to allow for the tracking of changes over time.
Disaggregation	Age (<25/25+)



People who inject drugs: Safe injecting practices (OC- 8)	
Indicator	Percentage of people who inject drugs reporting the use of sterile injecting equipment the last time they injected
Rationale/Purpose	
It measures progress in preventing injecting drug use-associated HIV transmission. Safer injecting and sexual practices among people who inject drugs are essential because: (i) the risk of HIV transmission from contaminated injecting equipment is extremely high; and (ii) people who inject drugs can spread HIV (e.g., through sexual transmission) to the wider population.	
Numerator	Number of respondents who report using sterile injecting equipment the last time they injected drugs
Denominator	Number of respondents who report injecting drugs in the last month
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	
Respondents are asked the following questions: 1. Have you injected drugs at any time in the last month? 2. If yes: The last time you injected drugs, did you use a sterile needle and syringe? Data for people who inject drugs should be collected through civil society organizations that have worked closely with this population in the field whenever possible. Access to people who inject drugs as well as the data collected from them must remain confidential	
Disaggregation	Age (<25/25+)

People who inject drugs: Condom use (OC-9)	
Indicator	Percentage of people who inject drugs reporting the use of a condom the last time they had sexual intercourse
Rationale/Purpose	
It measures progress in preventing sexual transmission of HIV among people who inject drugs. Safer injecting and sexual practices among people who inject drugs are essential because: (i) the risk of HIV transmission from contaminated injecting equipment is extremely high; and (ii) people who inject drugs can spread HIV (e.g. through sexual transmission) to the wider population.	
Numerator	Number of respondents who reported that a condom was used the last time they had sex.
Denominator	Number of respondents who report having injected drugs and having had sexual intercourse in the last month.
Data collection frequency	2-3 years
Data source/ Measurement Tool	IBBS Surveys
Method of measurement	
People who inject drugs are asked the following sequence of questions: 1. Have you injected drugs at any time in the last month? 2. If yes: Have you had sexual intercourse in the last month? 3. If the answer is yes for both 1 and 2: Did you use a condom when you last had sexual intercourse? Data for people who inject drugs should be collected through civil society organizations that have worked closely with this population in the field whenever possible. Access to survey respondents as well as the data collected from them must remain confidential	
Disaggregation	Age (<25/25+)

People who injects drugs: HIV testing and counseling (OP-11)	
Indicator	Number (and percentage) of injecting drug users who received an HIV test in the last 12 months and who know their results
Rationale/Purpose	
It measures progress in implementing HTC among key populations. In order to protect themselves and to prevent infecting others, it is important for key populations to know their HIV status. Knowledge of one's status is also a critical factor in deciding to seek treatment.	
Numerator	Number of key populations who have been tested for HIV during the last 12 months and who know their results. This is usually the adult populations aged 15+ years in the



Denominator	Number of key populations included in the sample (in calculating the proportions of key populations reached from HTC services) and it is the estimated number of key populations in the defined year and geographical areas (in calculating the proportions of key (adult) populations from routine HIV testing and counseling services).
Data collection frequency	(1) 2-3 years (from surveys) and (2) Monthly/trimester-wise/annually (from routine programme monitoring data)
Data source/ Measurement Tool	(1) IBBS Survey as well as (2) routine programme monitoring data from HTC sites. The routine data will be recorded at HTC registers and reported by HTC counselor using HTC monthly reporting template.
Method of measurement	In the surveys, key population are asked the following questions: 1. Have you been tested for HIV in the last 12 months? If 'yes', 2. I don't want to know the results, but did you receive the results of that test? Data for people who inject drugs should be collected through civil society organizations that have worked closely with this population in the field whenever possible. Access to people who inject drugs well as the data collected from them must remain confidential. While reporting the progress against this indicator from routine programme monitoring data, the data is routinely collected from all HIV testing and counseling sites in the last reporting period. This counts the total number of adults who were pre-test counseled and tested for HIV and thereby received the test results (post-test counseled data). This indicator is calculated using data from HIV tests conducted among respondents in the IBBS surveys. The survey sites used for the calculation of this indicator should remain constant to allow for the tracking of changes over time. And, it is suggested to have round table meeting among surveillance team and programme officer implementing targeted interventions with routine programme monitoring data to discuss agreements and gaps between the survey findings and programme data. While the data are recorded from routine HTC, the data are recorded at HTC sites in HTC registers. The reports are made monthly using HTC monthly reporting template. There will be a separate report (attached with monthly HTC report) for HIV positive cases where detail of the cases are reflected.
Disaggregation	Age (<25/25+)

People who inject drugs: Prevention programme (OP 12)	
Indicator	Percentage of people who inject drug reached with HIV prevention programs (both new enrolled and currently in the harm reduction programme) This is also defined as: Number of needles and syringes distributed per person who injects drugs per year by needle and syringe programmes
Rationale/Purpose	It measures progress in improving coverage of an essential HIV prevention service for people who inject drugs. Injecting drug is the main route of transmission for approximately 10% of HIV infections globally and 30% outside sub Saharan Africa. Preventing HIV transmission through injecting drug is one of the key challenges to reducing the burden of HIV. Needle and syringe programs (NSPs) are one of nine interventions in the WHO UNODC and UNAIDS comprehensive package for the prevention, treatment and care of HIV among people who inject drugs. NSPs have the greatest impact on HIV prevention for people who inject drugs and there is a proof of scientific evidence supporting its efficacy in preventing the spread of HIV. Thus, NSP and opioid substitution therapy (OST) among people who inject drugs are the two major harm reduction interventions along with other WHO UNODC and UNAIDS suggested prevention, care, treatment and support services. As suggested in the UNAIDS/WHO Guidelines of Global AIDS Response Progress (GARP) Reporting, 'number of syringes distributed per individual who inject drugs per year' has been defined as proxy indicator for monitoring the progress of harm reduction programme (also as a proxy of prevention programme coverage among PWID) in national response to HIV among PWIDs in Nepal.
Numerator	Number of needles and syringes distributed in past 12 months by NSP
Denominator	Estimated number of people who inject drugs
Data collection frequency	Monthly/trimester/annually
Data source/ Measurement Tool	Routine programme data from targeted prevention interventions among people who inject drugs. The data are recorded at TI registers and reported using TI monthly reporting template.



Method of measurement	
<p>Programme data used to count the number of syringes distributed (numerator) in a year by NSP. This will apply for both newly enrolled PWID and those who are reached by harm reduction programme.</p> <p>For the new as well as follow-up PWID, other than the clean needle and syringe, other prevention interventions provided are HTC, condom programming, treatment of STI, NSP, OST, PMTCT in case of pregnant female who inject drugs, ARV treatment, care and support services in case of HIV+ve PWIDs. These information are recorded through various indicators in the M&E framework in this M&E guidelines. However, for measurement of programme reach of harm reduction programme, the access to needle and syringe by NSP will be counted.</p> <p>Denominator is the estimated population size of the number of people who inject drugs.</p>	
Disaggregation	Age and sex

People who inject drugs: Comprehensive Knowledge (OP-13)	
Indicator	Percentage of people who inject drugs who both correctly identify ways of preventing the sexual transmission of HIV and who reject major misconceptions about HIV transmission
Rationale/Purpose	
<p>It measures progress towards universal knowledge of the essential facts about HIV transmission. HIV epidemics are perpetuated primarily through sexual transmission of infection to successive generations of young people. Sound knowledge about HIV is an essential pre-requisite, albeit, often an insufficient condition, for adoption of behaviors that reduce the risk of HIV transmission.</p>	
Numerator	Number of respondents who gave the correct answer to all five questions.
Denominator	Number of all respondents
Data collection frequency	2-3 years
Data source/ Measurement Tool	(IBBS Surveys
Method of measurement	
<p>This indicator is constructed from responses to the following set of prompted questions.</p> <ol style="list-style-type: none"> 1. Can the risk of HIV transmission be reduced by having sex with only one uninfected partner who has no other partners? 2. Can a person reduce the risk of getting HIV by using a condom every time they have sex? 3. Can a healthy-looking person have HIV? 4. Can a person get HIV from mosquito bites? 5. Can a person get HIV by sharing food with someone who is infected? <p>The first three questions should not be altered. Questions 4 and 5 ask about local misconceptions and may be replaced by the most common misconceptions. Examples include: "Can a person get HIV by hugging or shaking hands with a person who is infected?" and "Can a person get HIV through supernatural means?" Those who have never heard of HIV and AIDS should be excluded from the numerator but included in the denominator. An answer of "don't know" should be recorded as an incorrect answer. Scores for each of the individual questions (based on the same denominator) are required as well as the score for the composite indicator.</p>	
Disaggregation	Sex, Age (<25/25+)

People who injects drugs: Opioid substitution therapy (OST) - (OP-16)	
Indicator	Number (and percentage) of people who inject drugs currently on Opioid Substitution Therapy (OST) (who have been on OST continuously for the past 12 months as well as PWID newly enrolled in OST programme in the last 3 months)
Rationale/Purpose	
<p>Medication-assisted treatment programs have been demonstrated to be an effective HIV prevention strategy. Methadone maintenance therapy (MMT) is associated with reduced HIV risk behaviors including reduced frequency of injecting and sharing of injection equipment, reductions in the number of sex partners and exchanges of sex for drugs or money. Medication assisted therapy programme should be an access point for IDUs and the programme should refer and link to ARV treatment programs, PMTCT for female IDUs and a range of other prevention services.</p>	
Numerator	Number of PWID on opioid substitution therapy who have been on OST continuously for the past 12 months; and this must include the "number of PWID newly enrolled on OST programme for this last 3 months".



Denominator	Total number of estimated PWIDs
Data collection frequency	Monthly/Trimester
Data source/ Measurement Tool	Routine programme data from OST site. The data are recorded in OST register and reported using monthly OST reporting template.
Method of measurement	
<p>For the PWIDs who are currently on OST services, the numerator is generated by counting the total number of individuals who have been on treatment for at least 3 months since initiation of OST or medication-assisted treatment (e.g. using methadone or buprenorphine to treat drug dependency in order to reduce frequency of injections and potentially reduce other behavioral risk factors) at any point in time within the reporting period. The numerator should equal the number of adults who initiated and remain on OST or medication-assisted treatment for at least 3 months prior to the end of the reporting period. Adults who initiated or transferred in during the reporting period should be counted only if they have been on treatment for at least 3 months after initiation prior to the end of the reporting period. Count all individuals who complete at least 3 months of treatment even if they drop-out, die, or are otherwise lost to follow-up. Do not count individuals who initiate treatment too late in the reporting period to be able to reach a minimum of 3 months. These individuals will be counted in the next reporting period assuming they complete at least 3 months of treatment. For example: If an adult initiates his/her treatment in the last few months of reporting period, however, s/he does not complete at least 3 months in treatment before the end of the reporting period, then count this individual in the next reporting period. Rather this is newly enrolled case in the current reporting.</p> <p>For the PWID newly enrolled in OST services, the numerator is calculated by counting the number of PWIDs who have been newly enrolled on medication-assisted OST treatment (e.g. using methadone or buprenorphine to treat drug dependency in order to reduce frequency of injections and potentially reduce other behavioral risk factors) at any point in time within the reporting period. Adults who initiated or transferred in during the reporting period should be counted only if they have been on treatment for less than 3 months after initiation prior to the end of the reporting period. Count all individuals who were enrolled within last 3 months of treatment even if they drop-out, die, or are otherwise lost to follow-up. Do not count individuals who initiate treatment in current reporting period if s/he restarted treatment after dropping out in previous reporting period.</p> <p>The measurement will count all individuals who were enrolled within last 3 months of treatment even if they drop-out, die, or are otherwise lost to follow-up. It will no count individuals who initiate treatment in current reporting period if s/he restarted treatment after dropping out in previous reporting period.</p> <p>To improve the adherence, the clients will be monitored at least 3 times follow-up through social support unit team:</p> <p>Initial 15 days – provisional drop out Next 15 days – first two follow-ups will be made Next 60 days - 3rd follow-up will be done</p> <p>Thus, a total of 90 days follow-up will be made for any drop out client. Actions taken while following up the clients will be recorded by date of follow up mentioning the significance to adherence</p> <p>Explanation of denominator: It is simply the estimated number of PWID. It is to be estimated by specified method agreed among the experts in regular intervals.</p>	
Disaggregation	Age and sex

Purpose 1.3: Reduction of vertical (mother-to-child) transmission of HIV

Mother-to-child transmission of HIV - (IM - 3)	
Indicator	Percentage of infants born to HIV infected mothers who are infected
Rationale/Purpose	
<p>It measures progress towards eliminating mother-to-child transmission of HIV. Efforts have been made to increase access to interventions that can significantly reduce mother-to-child transmission including combination antiretroviral prophylactic and treatment regimens and strengthened infant-feeding counseling. It is important to assess the impact of PMTCT interventions in reducing new pediatric HIV infections through mother-to-child transmission. The percentage of children who are HIV-positive should decrease as the coverage of interventions for PMTCT and the use of more effective regimens increases.</p>	
Numerator	The numerator is the estimated number of children who will be newly infected with HIV due to mother-to-child transmission among children born in the previous 12 months to HIV-positive women



Denominator	Estimated number of HIV positive women who delivered in the previous 12 months
Data collection frequency	Annually
Data source/ Measurement Tool	EPP/Spectrum modeling. For this the needed data set and methodological update (if any) will be made available annually and so the modeling for estimation and projection.
Method of measurement	
<p>The mother-to-child transmission probability differs with the antiretroviral drug regimen received and infant-feeding practices. The transmission can be calculated by using the Spectrum model. The Spectrum computer programme uses the information on:</p> <p>a) distribution of HIV-positive pregnant women receiving different antiretroviral regimens prior to and during delivery (peripartum) by CD4 category of the mother</p> <p>b) distribution of women and children receiving antiretroviral after delivery (postpartum) by CD4 category of the mother</p> <p>c) percent of infants who are not breastfeeding in PMTCT programmes by age of the child</p> <p>d) mother-to-child transmission of HIV probabilities based on various categories of antiretroviral drug regimen and infant feeding practices</p> <p>The estimated national transmission rate is reported in the Children 0-14 years summary display in Spectrum. This variable can also be calculated using the variables in Spectrum on "New HIV infections" for children 0-14 years and 15 plus and dividing this by the variable "Women in need of PMTCT".</p>	
Disaggregation	Age and sex

Prevention of mother-to-child transmission of HIV – Complete course of antiretroviral (OP--17)	
Indicator	Percentage of HIV+ve pregnant women who received a complete course of antiretroviral to reduce the risk of mother-to-child transmission of HIV
Rationale/Purpose	
It measures progress in preventing mother-to-child transmission of HIV through the provision of antiretroviral drugs. This is one of the four main methods for the prevention of mother-to-child transmission, along with primary prevention of HIV for women of childbearing age, prevention of unintended pregnancies among women living with HIV and appropriate treatment, care and support for mothers living with HIV.	
Numerator	Number of HIV-infected pregnant women who received complete course of antiretroviral drugs during the past 12 months to reduce mother-to-child transmission
Denominator	Estimated number of HIV-positive pregnant women within the past 12 months.
Data collection frequency	Monthly/Trimester/Annually
Data source/ Measurement Tool	Routine programme data from PMTCT programme. The data for this are recorded at PMTCT registers and reported using PMTCT monthly reporting template.
Method of measurement	For the numerator: These records are aggregated from PMTCT registers, monthly programme reports For the denominator: The estimated number of HIV positive pregnant woman is to be calculated from EPP/Spectrum modeling.
Disaggregation	Age and rural, urban setting (suggested)

PMTCT : Early infant diagnosis (OP-18)	
Indicator definition	Number and percentage of infants born to HIV-infected women receiving a virological test for HIV within 2 months of birth
Rationale/Purpose	
It measures progress in the extent to which infants born to HIV-positive women are tested within the first 2 months of life to determine their HIV status and eligibility for ART, disaggregated by test results. Infants infected with HIV during pregnancy, delivery or early postpartum often die before they are recognized as having HIV infection. WHO recommends national programmes to establish the capacity to provide early virological testing of infants for HIV at 6 weeks, or as soon as possible thereafter to guide clinical decision-making at the earliest possible stage. HIV disease progression is rapid in children; they need to be put on treatment as early as possible.	
Numerator	Number of infants who received an HIV test within 2 months of birth, during the reporting period



Denominator	Number of HIV-positive pregnant women giving birth in the last 12 months
Data collection frequency	Periodically and annually
Data source/ Measurement Tool	Programme data from PMTCT programme. The data for this are recorded at PMTCT registers and reported using PMTCT monthly reporting template. The denominator will be obtained from Spectrum estimates.
Method of measurement	
For numerator: Infants tested should only be counted once. The numerator should only include the most recent test result for an infant tested in the first 2 months of life and not any earlier tests. For denominator: This is a proxy measure for number of infants born to HIV-infected women. This is to be calculated using a projection model – EPP/Spectrum	
Disaggregation	Age and sex

Prevention of mother-to-child transmission – Feeding practice (OP-19)	
Indicator	Percentage of infants born to HIV infected women by their feeding practices
Rationale/Purpose	
<p>Feeding of HIV-exposed infants, derived from 24-hour recall, measured at the time of the third dose of diphtheria, pertussis and tetanus (DPT3) vaccine, which is often around 3 months of age or at the closest visit after 3 months.</p> <p>HIV can be transmitted during breastfeeding even in settings where 100% of HIV-infected pregnant women receive either lifelong antiretroviral therapy or antiretroviral medicines as prophylaxis for the prevention of mother-to-child transmission of HIV. Mixed feeding before 6 months of age increases the risk for HIV transmission when compared with exclusive breastfeeding. WHO therefore recommends that when mothers known to be HIV-infected breastfeed, they should be given ARVs to reduce the risk of transmission and also exclusively breastfeed for the first 6 months, introduce complementary feeds from 6 months and continue breastfeeding until 12 months of age. Coverage with DPT3 vaccine close to the recommended age of 14 weeks is relatively high in most countries. It is proposed to collect data at this time because most infants are seen then and it is mid-way between birth and the time at which exclusive breastfeeding would stop making it comparable to the way that exclusive breastfeeding is usually reported for the general population in demographic and health surveys. Infant feeding practices can also be stratified using “percentage of HIV-exposed infants who are receiving replacement feeding at DPT3 visit” and the “percentage of HIV-exposed infants who are receiving mixed feeding at DPT3 visit”.</p>	
Numerator	Number of HIV-exposed infants who were breastfeeding by their feeding practices at DPT3 visit
Denominator	The denominator is the same for all three indicators (exclusive, replacement and mixed feeding): the number of HIV-exposed infants whose feeding practice has been assessed at a DPT3 visit
Data collection frequency	Monthly/ Trimester/Annually
Data source/ Measurement Tool	Routine programme data from PMTCT (mother-baby register) and Maternal health registers from ANC/maternity clinic of sites.
Method of measurement	
<p>The numerators are calculated from PMTCT registers and monthly reports.</p> <p>At each visit, the health-care provider should enquire about infant-feeding practices during the previous 24 hours by asking: “What did you give your infant to eat or drink yesterday during the day and during the night?” After each response, the health provider should ask: “Anything else?”</p> <p>The response will be recorded as exclusive breastfeeding, replacement feeding or mixed feeding. While this information is collected and recorded on the child health card (paediatric register) at every visit, providers should record it in the register only once, during the third visit for DPT vaccination.</p> <p>The denominator is calculated from the total number of exposed infants whose feeding was assessed. Exposed infants who did not attend facilities are not included in the denominator. All public, private and nongovernmental organization run health facilities that provide HIV-exposed infant follow-up services, should be included.</p> <p>In the case of community-based PMTCT, follow-up care for HIV-exposed infants has been integrated into community outreach services, data are to be collected at the community level and to be reported to the respective districts.</p>	
Disaggregation	Age and sex



Purpose 1.4: Reduction of blood-borne transmission of HIV

HIV transmission - Blood Safety (OP 20)	
Indicator	Percentage of donated blood units screened for HIV in a quality assured manner
Rationale/Purpose	
Blood safety programs aim to ensure that all blood units are screened for transfusion-transmissible infections including HIV and that only the units that do not react on screening tests are released for clinical use. Universal (100 percent) screening of donated blood for HIV and other transfusion-transmissible infections cannot be achieved without mechanisms to ensure quality and continuity in screening.	
Numerator	Number of donated blood units screened for HIV in blood centers or blood screening laboratories that have both: (1) followed documented standard operating procedures and (2) participated in an external quality assurance scheme
Denominator	Total number of blood units donated In this context, donation refers to any blood collected for the purposes of medical use. This includes all possible types of providers of blood, regardless of whether they receive remuneration or not. Examples of different categories of blood donors include: voluntary non-remunerated blood donor: an altruistic donor who gives blood freely and voluntarily without receiving money or any other form of payment; Family or replacement blood donor: a donor who gives blood when it is required by a member of the patient's family or community, which may involve a hidden paid donation system in which the patient's family pays the donor; Paid donor: a donor who gives blood for money or other form of payment; and Autologous donor: a patient who donates his or her blood to be stored and re-infused, if needed, during surgery
Data collection frequency	Trimester/Annually
Data source/ Measurement Tool	Blood Safety Programme Monitoring Tools. The data are recorded at blood transfusion unit of Nepal Red Cross Society and reported to NCASC trimesterly.
Method of measurement	
The following information is required to measure this indicator. 1. How many total blood units were donated? For each blood center and blood screening laboratory that screen donated blood for HIV: 2. How many units of blood were donated in each blood center or blood-screening laboratory? 3. How many donated units were screened in the blood center or blood-screening laboratory? 4. Does the blood center or blood-screening laboratory follow documented standard operating procedures for HIV screening? 5. Does the blood center or blood-screening laboratory participate in an external quality assessment scheme for HIV screening?	
Disaggregation	Geographical distribution (suggested)

Purpose 1.5: Creation of enabling environment in HIV Prevention

Expressing accepting attitude towards people living with HIV (OC- 10)	
Indicator	Percentage of health workers both women and men expressing accepting attitude towards people living with HIV
Rationale/Purpose:	
This indicator measures accepting attitudes toward people living with HIV among health workers. HIV-related stigma refers to unfavorable attitudes, beliefs and policies directed toward people living with HIV and their family members, close associates and communities. HIV-related stigma can reduce the effectiveness of programs and services designed for those living with HIV and those who are affected by the disease. This indicator provides a measure of the effectiveness of HIV awareness interventions among care providers and can highlight whether more needs to be done to counter HIV-related stigma.	
Numerator	Number of health workers both men and women who report accepting attitudes towards people living with HIV



Denominator	All respondents in the survey
Data collection frequency	Annually
Data source/ Measurement Tool	Special survey among health workers
Method of measurement	The numerator is calculated by first asking survey respondents a series of questions about people with HIV (based on an assessment tool for the survey).
Disaggregation	Age, sex and Job type

Goal 2: By 2016, the AIDS-related deaths are reduced by 25% compared to 2010 (Target 1 of National HIV/AIDS Strategic Result Framework)

Impact of HIV/AIDS - AIDS-related deaths (IM-4)	
Indicator	Percentage of adults and children with HIV known to be on treatment 12, 24 and 36 months after initiation of antiretroviral therapy
Rationale/Purpose	
It measures progress in increasing survival among infected adults and children by maintaining them on antiretroviral therapy. One of the goals of any antiretroviral therapy programme is to increase survival among infected individuals. It is important to understand why and how many people drop out of treatment programs. These data can be used to demonstrate the effectiveness of those programs and highlight obstacles to expanding and improving them.	
Numerator	Number of adults and children who are alive and on treatment at 12, 24 and 36 months after initiating treatment
Denominator	Total number of adults and children who initiated antiretroviral therapy who were expected to achieve 12, 24 and 36 months outcomes within the reporting period, including those who have died since starting therapy, those who have stopped therapy and those recorded as lost to follow-up at month 12, 24 and 36
Data collection frequency	Annually
Data source/ Measurement Tool	Routine programme monitoring data from HIV care sites (also known as ART sites). The data recorded in ART registered and reported annually the cohort reports.
Method of measurement	
Information on survival can be obtained from patient registers by tallying results for several monthly cohorts of same people each tabulated when on antiretroviral therapy for 12, 24 and 36 months. For a comprehensive understanding of survival, the following data must be collected.	
<ul style="list-style-type: none"> • Number of adults and children initiating antiretroviral therapy and the start date. • Number of adults and children who continue on antiretroviral therapy at 12, 24 and 36 months after initiating treatment. • Number of people who have stopped antiretroviral therapy, including those lost to follow-up and those who have died. 	
A proportion of people who have stopped treatment or were lost to follow-up may still be alive. However, since they are not continuously on treatment, they should not be included in the numerator. People who transfer between antiretroviral therapy programs and whose start date of treatment exists should be counted as continuously on treatment.	
Disaggregation	Sex (Male, Female) and age (0-14, 15+)



Purpose 2.1: People living with HIV received prophylaxis for opportunistic infections and treatment of common co-infections according to national guidelines

People living with HIV - Cotrimoxazole Prophylaxis (OP-21)	
Indicator	Percentage of people enrolled in HIV care and treatment who received cotrimoxazole prophylaxis in the last 12 months
Rationale/Purpose	Cotrimoxazole prophylaxis is a simple and cost-effective intervention that reduces the risk of opportunistic infections and mortality among children and adults living with HIV. WHO recommends administration of cotrimoxazole for adults living with HIV, including pregnant women, children living with HIV and infants exposed to HIV.
Numerator	Number of adults and children living with HIV enrolled in HIV care and receiving cotrimoxazole prophylaxis
Denominator	Estimated number of adults and children with HIV infection
Data collection frequency	Monthly/Annually
Data source/ Measurement Tool	Routine programme data from HIV care site (also known as ART sites). The data are recorded at Pre-ART registers as well as Opportunistic Infection (OI) registers. And it is reported monthly using OI monthly reporting template.
Method of measurement	
<p>Numerator: Individuals will be counted to be "receiving" cotrimoxazole prophylaxis if cotrimoxazole has been prescribed and obtained by the patient (provided by a programme or procured by the patient). Do not include HIV-exposed infants who have not yet been confirmed as HIV positive and are therefore not enrolled in HIV care. If individuals are served by more than one programme that might provide cotrimoxazole prophylaxis, the figure should be adjusted as needed so that the numerator represents only unique individuals receiving cotrimoxazole within the reporting period. People living with HIV receiving cotrimoxazole in both the private sector and the public sector should be included in the numerator where data for both are available.</p> <p>Denominator: The denominator is an estimation of the number of people living with HIV. It is calculated through the EPP/SPECTRUM model.</p>	
Disaggregation	Age, sex and locations

People living with HIV – Opportunistic infection management (OP -22)	
Indicator definition	Percentage of adults and children living with HIV enrolled in HIV care (currently) received diagnosis and treatment of opportunistic infections
Rationale/Purpose	
To assess progress towards providing treatment for opportunistic diseases. While the epidemic matures, increasing numbers of people for longer period will require anti-retroviral treatment. OI treatment along with Antiretroviral therapy has been shown to reduce mortality amongst those infected. OI treatment are recommended to be provided in conjunction with broader care and support services including counseling for family caregivers.	
Numerator	Number of adults and children living with HIV infection who are currently receiving OI treatment
Denominator	Number of PLHIV needing diagnosis and treatment of OIs
Data collection frequency	Monthly/Annually
Data source/ Measurement Tool	Routine programme data from HIV care sites. The data are recorded at OI registers and reported using monthly OI reporting template.
Method of measurement	
<p>For numerator, OI register and monthly reports are to be used as a primary source of data for PLHIV diagnosed and receiving OI treatment services. PLHIV might have multiple OIs and/or multiple episodes of the OIs in the reporting period. This is to be adjusted to calculate the number of PLHIV who received diagnosis and treatment of OIs in the reporting period.</p> <p>For denominator, targets are to be calculated based on the estimated number of PLHIV, morbidity of OIs, programme scale up plan and mortality patterns in the specific geographical regions for the reporting period.</p>	
Disaggregation	Age and sex



Purpose 2.2: Adults and children living with HIV eligible for antiretroviral received it

PLHIV (Adults and children) – Receiving Antiretroviral Therapy (OP-23)	
Indicator	Number and percentage of eligible adults and children currently receiving antiretroviral therapy
Rationale/Purpose	
To assess progress towards providing anti-retroviral therapy. An increasing numbers of people for longer period will require anti-retroviral treatment while the epidemic matures. Antiretroviral therapy has been shown to reduce mortality amongst those infected. Antiretroviral therapy are recommended to be provided in conjunction with broader care and support services including counseling for family caregivers. This is to increase the quality survival of PLHIV.	
Numerator	Number of adults and children with advanced HIV infection who are currently receiving therapy in accordance with the nationally approved treatment protocol
Denominator	Estimated number of adults and children needing ART
Data collection frequency	Monthly/Annually
Data source/ Measurement Tool	Routine programme data from HIV care sites (also known as ART sites). The data are recorded at ART registers and reported using monthly ART reporting template.
Method of measurement	
<p>The numerator can be generated by counting the number of adults and children who received antiretroviral combination therapy at the end of the reporting period. The numerator should equal the number of adults and children with advanced HIV infection who started antiretroviral treatment minus those patients who are not currently on treatment prior to the end of the reporting period. Patients who are currently not on treatment at the end of the reporting period, in other words, those who are excluded from the numerator, are patients who died, stopped treatment or are lost to follow-up.</p> <p>Some patients pick up several months of antiretroviral drugs at one visit, which could include antiretroviral drugs received for the last months of the reporting period, but not be recorded as visits for the last months in the patient register. Efforts should be made to account for these patients as they need to be included in the numerator.</p> <p>Antiretroviral therapy taken only for the purpose of prevention of mother-to-child transmission and post-exposure prophylaxis are not included in this indicator. HIV-infected pregnant women who are eligible for antiretroviral therapy and on antiretroviral therapy for their own treatment are included in this indicator.</p> <p>Patients receiving antiretroviral therapy in the private sector and public sector should be included in the numerator where data are available.</p> <p>Explanation of denominator:</p> <p>The denominator is generated by estimating the number of PLHIV requiring antiretroviral therapy. This is to be calculated using EPP/Spectrum modeling.</p> <p>Programme monitoring and HIV surveillance For the numerator: facility-based antiretroviral therapy registers or drug supply management systems. For the denominator: HIV prevalence estimation models such as Spectrum. For children the indicator should be further disaggregated by the ages <1, 1-4, 5-14 years where possible.</p>	
Disaggregation	Age, sex and duration of ARV consuming

PLHIV – Picking up all prescribed antiretroviral drugs on time (OP-24)	
Indicator	Percentage of people starting antiretroviral therapy who picked up all prescribed antiretroviral drugs on time
Rationale/Purpose	
<p>Developing simple and affordable ways of monitoring people after they initiate antiretroviral therapy has become a major public health priority. Since the central paradigm of antiretroviral therapy is suppression of viral replication and the costs of second-line regimens are higher than those of first-line regimens, monitoring efforts should largely focus on preserving the antiretroviral effectiveness of first-line combinations. Failure to identify people who are at high risk of future antiretroviral failure or who are currently on partly suppressive regimens may result in resistance to antiretroviral drugs, which has been associated with more rapid disease progression and death. Evaluating whether people have periods during which they have no antiretroviral drugs available through the extent to which they pick up antiretroviral drugs on time has been shown to be highly associated with antiretroviral failure and is one potentially useful and low-cost method of identifying people at high risk for failure. In addition, if more than 10 percent of people are picking up their antiretroviral drugs after their previously dispensed antiretroviral drugs run out, this may indicate that an underlying programmatic problem that affects the quality of services provided (such as the cost of drugs or clinic appointments, transport, clinic hours or a combination of issues) should be addressed.</p>	



Numerator	Number of people who have picked up all their prescribed antiretroviral drugs on time for two consecutive drug pick-ups after a selected month
Denominator	Number of people who picked up antiretroviral drugs during a selected period
Data collection frequency	Monthly/Annually
Data source/ Measurement Tool	Routine programme data from ART register/Drug dispensing registers
Method of measurement	
<p>On-time drug pick-up is defined as picking up antiretroviral drugs at each of the monitored pick-ups before the antiretroviral drugs previously dispensed would have been finished if taken according to schedule. Expected or scheduled pick-up dates should not be used to calculate this indicator. People who die or transfer out before the first drug pick-up after the selected month should be excluded from the numerator and the denominator. People who die or transfer out between the first and second drug pickups after the selected month should be classified according to whether their first drug pick-up was on time. Identifying the people who picked up antiretroviral drugs during the selected month is easy at sites with electronic or manual antiretroviral drug pick-up, pharmacy registers or dispensing records that include personal identifiers arranged sequentially by date. Data abstractors should record the following information for each patient who picked up antiretroviral drugs in the selected month:</p> <ul style="list-style-type: none"> • a patient identifier; • last antiretroviral drug pick-up date during the selected month (baseline pick-up); • two consecutive antiretroviral drug pick-up dates after the selected month (pick-up 1 and pick-up 2); • list of antiretroviral drugs including number of days, or pill number, number of pills in a dose and frequency of doses to be taken that were dispensed (or in hand on leaving the pharmacy) at the baseline pick-up and pick-up 1; • date of transfer out after baseline pick-up if two antiretroviral drug pick-ups were not recorded after the baseline pick-up; • date of death after baseline pick-up if two antiretroviral drug pick-ups were not recorded after the baseline pick-up; and • date of antiretroviral therapy stopped after the baseline pick-up (that is, a recorded decision by the person receiving antiretroviral therapy or physician that no more antiretroviral drugs should be dispensed) if two antiretroviral drug pickups were not recorded after the baseline pick-up. 	
Disaggregation	Age, sex, location and duration

Logistics – ARV Supply (OP-25)	
Indicator	Percentage of health facilities dispensing antiretroviral therapy that have experienced a stock-out of at least one required antiretroviral drug in the last 12 months
Rationale/Purpose	
<p>This indicator measures a key aspect of antiretroviral (ARV) drug supply management: whether health facilities dispensing ARV drugs have run out of stock of at least one required ARV in the last 12 months. As countries scale-up ART services, it is important to ensure that ARVs are available to those who need them. ART is a long term treatment strategy for people living with advanced HIV infection and treatment interruptions may lead to HIV drug resistance. Efficient supply management is needed to ensure that required ARVs do not run out of stock. A stock-out is defined as the complete absence of a required ARV drug at a delivery point for at least one day. Health facilities include public and private facilities, health centres and clinics (including TB centres), as well as health facilities that are run by faith-based or nongovernmental organizations.</p>	
Numerator	Number of health facilities dispensing ARVs that experienced one or more stock-outs of at least one required ARV drug in the last 12 months.
Denominator	Total number of health facilities dispensing ARVs
Data collection frequency	Bimonthly/Annually
Data source/ Measurement Tool	Programme records and Health facility surveys
Method of measurement	
<p>Information for this indicator is extracted from national ARV logistics management information system where details on ARV availability at the health facilities are available. Alternatively, the information may need to be captured through routine service tracking surveys of the health facilities. This information should be collected from both public and private ARV dispensing sites.</p>	
Disaggregation	Geographical regions



Purpose 2.3: Adults and children with HIV associated co-infections (TB) received treatment of co-infection management

PLHIV (Adults and children) – TB Assessment (OP-26)	
Indicator	Number (and percentage) of adults and children enrolled in HIV care who had their TB status assessed and recorded during last visit (among all adults and children enrolled in HIV care in the reporting period)
Rationale/Purpose	This indicator assesses activity intended to reduce the impact of TB among people living with HIV. It demonstrates the level of implementation of the recommendation that people living with HIV be screened for TB at diagnosis and at all follow-up visits.
Numerator	Number of adults and children enrolled in HIV care who had their TB status assessed and recorded during their last visit
Denominator	Total number of adults and children enrolled in HIV care in the reporting period
Data collection frequency	Trimester/Annually
Data source/ Measurement Tool	Routine programme data from recorded at Pre-ART and ART registers and reported monthly using ART reporting template.
Method of measurement	
<p>Data should be recorded routinely at every visit on the person's HIV care or antiretroviral therapy card and transferred onto the pre-antiretroviral therapy and antiretroviral therapy registers at all facilities providing routine HIV care. These data should be analyzed trimester annually and reported on the trimester cross-sectional reports to the national level. TB and HIV programs should collaborate to ensure that agreed criteria for identifying a person suspected of having TB and that the methods of TB screening used are consistent with TB control programme protocols.</p> <p>A suggested method of conducting the screening would be to ask clients living with HIV whether they are currently receiving TB treatment. If not, they are then asked about the key symptoms of TB disease (such as cough lasting more than two weeks, persistent fever, night sweats, unexplained weight loss and lymphadenopathy). A simple checklist could be used and any positive response would indicate that the individual may be suspected of having TB. If, on questioning, they are defined as suspected of having TB (in accordance with national protocols), treatment for latent TB infection should not be given and they should be investigated for TB (or referred to a TB service for investigation) and treated appropriately. Those found not to have TB should be offered six months of isoniazid preventive therapy.</p>	
Disaggregation	Age and sex

PLHIV (Adults and children) – Treatment for both HIV and TB (OP-27)	
Indicator	Percentage of estimated HIV-positive incident TB cases that received treatment for both TB and HIV
Rationale/Purpose	TB is one of the most common causes of morbidity and mortality among people living with HIV even those receiving antiretroviral therapy. Intensified TB case-finding and access to quality diagnosis and treatment of TB in accordance with international and national guidelines is essential for improving the quality and quantity of life for people living with HIV. A measure of the percentage of HIV-positive TB cases that access appropriate treatment for their TB and HIV is important.
Numerator	Number of adults with advanced HIV infection who received antiretroviral combination therapy in accordance with the nationally approved treatment protocol and who were started on TB treatment (in accordance with national TB programme guidelines), within the reporting year.
Denominator	Estimated number of incident TB cases in people living with HIV
Data collection frequency	Annually
Data source/ Measurement Tool	Routine programme data / ART registers and reports
Method of measurement	Numerator is collected from routine programme data Denominator is the estimates of incident TB cases among people living with HIV. This is estimated through indirect method, by WHO.
Disaggregation	Age, sex and geographical locations



PLHIV (Adults and children) – Isoniazid Preventive Therapy (OP-28)	
Indicator	Number (and percentage) of adults and children newly enrolled in HIV care who start treatment for latent TB infection (isoniazid preventive therapy) among the total number of adults and children newly enrolled in HIV care over a given time period
Rationale/Purpose	To ensure that eligible people living with HIV are given treatment for latent TB infection and thus to reduce the incidence of TB among people living with HIV.
Numerator	Total number of adults and children newly enrolled in HIV care who start (given at least one dose) isoniazid preventive therapy during the reporting period
Denominator	Total number of adults and children newly enrolled in HIV care during the reporting period
Data collection frequency	Monthly/Trimester/Annually
Data source/ Measurement Tool	Pre-ART and ART registers record the data and reported monthly using reporting template.
Method of measurement	
The data needed for this indicator are collected from pre-antiretroviral therapy and antiretroviral therapy registers at the HIV care service sites depending on where TB preventive therapy is to be administered. People living with HIV should have their TB status assessed. Those found not to have evidence of active TB will be offered TB preventive therapy according to nationally determined guidelines. All those accepting TB preventive therapy and receiving at least the first dose of treatment should be recorded. The report should be able to depict the number of new cases, continuing cases and completed cases on a regular basis.	
Disaggregation	Age and sex

TB patients – HIV testing and counseling (OP-29)	
Indicator	Number (and percentage) of TB patients tested for HIV and their test results are recorded in TB register.
Rationale/Purpose	
HIV testing among TB patients is one of key HIV prevention interventions in TB-HIV collaborative programs. It is aimed to tackle the double burden of TB and HIV among individual and population levels for achieving programme impact. HIV testing among TB patients allows timely detection of HIV among high risk TB patients; and if positive can be linked to HIV care and treatment programme immediately to minimize the damage. This can also be considered as an indicator to track the progress of service integration from perspectives of health system strengthening efforts.	
Numerator	Number of TB patients who tested for HIV and test results are recorded in TB register
Denominator	Total number TB patients diagnosed and registered in the TB register
Data collection frequency	Trimester-wise/annually
Data source/ Measurement Tool	Routine programme monitoring data from TB registers and reported using quarterly trimester reporting template.
Method of measurement	
The numerator of this indicator is calculated by counting the number of TB patients tested for HIV and the whether the test results are reflected in the TB register in the reporting period (trimester wise and annually). It is critical to note whether the testing of HIV is following the recommended test-algorithms (national HIV testing and counseling guidelines) in quality assured manner (national guidelines for laboratory quality assurance of HIV-related test). The denominator is calculated by counting the total number of TB patients diagnosed and registered in the TB register in same reporting period (usually trimester wise and annually).	
Disaggregation	Age and sex



Purpose 2.4: PLHIV received care and support services according to their needs

PLHIV - Care and support (OP-30)	
Indicator	Number of adults and children living with HIV who received care and support services outside facilities (CCC and CHBC)
Rationale/Purpose	
<p>Adults and children living with HIV should receive a comprehensive package of services to improve the quality of life, extend life and delay the need for antiretroviral therapy. Care and support programs can cover support including psychosocial, medical, nutritional, legal and other support of social protection. The goal is to provide services in different domains and to provide these services using a holistic approach from the time of HIV diagnosis. Many of these services are provided outside the formal health care system and take place at the household level and some at the community level. This indicator tracks information on the level of coverage and care and support provided outside facilities (at the household and community levels) to people living with HIV.</p>	
Numerator	Number of adults and children living with HIV who received at least one service from the essential package (regardless of the number of service provision episodes) outside a health facility during the reporting Period. This include new PLHIV enrolled in Community Care Center (CCC) and Community and Home-based Care (CHBC) services for the first time; as well as those PLHIV who enrolled previously in CCC and CHBC services (records are to be made knowing who are new and who are repeated clients).
Denominator	Not Applicable
Data collection frequency	Monthly/Trimester
Data source/ Measurement Tool	Routine programme monitoring data from CCC and CHBC services (CCC and CHBC registers)
Methods of measurement	
<p>To ensure quality care, all PLHIV should receive health care support for their illness regardless of whether that support takes place within a facility or outside of a facility.</p> <p>Package for CHBC consist of medical, psycho-social, spiritual and nutritional support, primarily for positive living, reducing stigma and discrimination if any, supporting for adherence to treatment.</p> <p>Package for CCC consist of positive prevention, infection prevention, linkage to social services, education, literacy, medical services, nutritional support and care and support.</p> <p>The numerator to be counted is a PLHIV who received at least one service from the essential package of services as defined in the national guidelines for the same. And the service must take place outside a health facility. For the purposes of reporting on this indicator "outside a facility" may refer to CCC and/or CHBC settings. CCC and CHBC registers are the primary tools to record the data. Services provided in primary, secondary or tertiary health facilities or hospitals should not be counted here.</p>	
Disaggregation	Age and sex

PLHIV - Care and support (HBC) (OP-31)	
Indicator	Number (and percentage) of (currently identified) PLHIV who received at least one home visit by care providers for care and support services (palliative care) in last 12 months
Rationale/Purpose	
<p>Care at home and communities is to increase the access to the services owned by the PLHIV and the communities and thus, improving the physical, mental, social and spiritual wellbeing of PLHIV. National CHBC is aimed to support families by providing home-based care, the services range from psychological support to help with nursing from training provision to home caregivers to income substitution for lost earnings. This indicator aims to provide a picture of the proportion of households touched by potentially HIV-related in capacity that are reached by CHBC programs.</p>	
Numerator	Number of PLHIV who received at least one home visit by care providers for care and support services (palliative care) in last 12 months
Denominator	Total number of PLHIV identified in the given geographical area in the reporting period.
Data collection frequency	Trimester/ Annually
Data source/ Measurement Tool	Routine programme data by CHBC Programme /Household Survey



Method of measurement	
This information is to be captured from CHBC registers and periodic reports. PLHIV who received at least one visit by the CHBC workers in the reporting period is to be counted. Denominator is the total number of identified PLHIV in the given geographical area. In the districts, this number is expected to be available from updated DACC progress report. Alternatively, this information can be captured through household surveys among PLHIV.	
Disaggregation	Age, sex and location

PLHIV - Care and support (Nutritional Support) (OP-32)	
Indicator	Number (and percentage) of people living with HIV benefiting from nutritional support in the last 12 months
Rationale/Purpose	
PLHIV are in need of nutritious food while they are on treatment and to gain good health status. Thus, ensuring food security of PLHIV and household with PLHIV is critical for the success of overall treatment and care programs because the target of food and nutrition security programs are PLHIV and households vulnerable to food insecurity. The purpose of this indicator is to determine (a) whether PLHIV and households with PLHIV are addressed with the food security and (b) whether they are benefiting from participation in these food and nutrition security programs.	
Numerator	Number of PLHIV receiving food and nutrition support (as defined in the national guidelines) at any point during 12 months
Denominator	Number of PLHIV identified during the same period
Data collection frequency	Monthly/ Trimester/Annually
Data source/ Measurement Tool	Routine programme data from HIV care sites (ART).
Method of measurement	
The indicator is measured using records from programs providing nutritional support services. When the number of PLHIV and HIV affected households receiving nutritional support services is being measured, the value of the indicator is the number of PLHIV and/or HIV affected covered by the services during the reporting period. When the percentage of PLHIV receiving services is being measured, the numerator is the number of PLHIV receiving nutritional support services at any point during the reporting period. The denominator is the number of PLHIV and/or HIV-affected households identified during the same period. The duration of the reporting period is determined by the facility/programme gathering the data. Frequency of measurement and reporting: This indicator is measured at the individual and/or household level. Programs may further decide to disaggregate the indicator based on categories that are relevant to their target groups and service types (ART, CHBC, CCC, or other specific nutritional support program) e.g. by geographic region or by type of food support received. The indicator may be disaggregated by the referral source where programs target clients through a referral process (for example, referrals from ART, PMTCT, CHBC or CCC).	
Disaggregation	Age, sex and programme type (suggested)

Care and Support - Children affected by AIDS (CABA) - (OP - 33)	
Indicator	Number (and percentage) of children affected by AIDS (CABA) received minimum package of care and support services as defined in the national guidelines for CABA in Nepal
Rationale/Purpose	
This measures the coverage of the care and support services with especial focus among CABA following the established national standards	
Numerator	Number of CABA reached with care and support services
Denominator	Estimated number of CABA in the given geographical area in the given time. Or Number of CABA registered in the given geographic area in the given time
Data collection frequency	Monthly/Trimester/Annually
Data source/ Measurement Tool	Routine programme data from HIV care sites (ART sites). DACC will record all the detail of CABA and support provided. The reports are made bi-monthly along with DACC reports.



Method of measurement	Check programme records of the service providers for finding out the number of children reached with care and support services. While the denominator can be recorded from the HIV testing facilities
Disaggregation	Age, sex gender classification and geographical location

Care and Support - AIDS orphans (OP-34)	
Indicator	Ratio of school attendance of orphans (AIDS orphans) to school attendance of non-orphans aged 10-14 years
Rationale/Purpose	
<p>It measures progress towards preventing relative disadvantage in school attendance among orphans versus non-orphans. The indicator is split up in two parts so comparisons can be made between orphans and non-orphans:</p> <ul style="list-style-type: none"> • Part A: current school attendance rate of orphans aged 10-14 years representing primary school age, secondary school age. • Part B: current school attendance rate of children aged 10-14 years primary school age, secondary school age both of whose parents are alive and who live with at least one parent. AIDS deaths in adults occur just at the time in their lives when they are forming families and bringing up children. <p>Orphanhood is frequently accompanied by prejudice and increased poverty factors that can jeopardize children's chances of completing school education and may lead to the adoption of survival strategies that increase vulnerability to HIV. It is important therefore to monitor the extent to which programme responding to HIV succeed in securing the educational opportunities of orphaned children.</p>	
Numerator	Part A: Number of children who have lost both parents and who attend school aged 10-14 years, primary school age, secondary school age Part B: Number of children both of whose parents are alive, who are living with at least one parent and who attend school aged 10-14 years, primary school age and secondary school age
Denominator	Part A: Number of children who have lost both parents Part B: Number of children both of whose parents are alive who are living with at least one parent
Data collection frequency	Annually
Data source/ Measurement Tool	Special surveys such as Demographic and Health Survey, Multiple Indicator Cluster Survey
Method of measurement	Population-based survey (Demographic and Health Survey, AIDS Indicator Survey, Multiple Indicator Cluster Survey or other representative survey). For every child aged 10-14 years, of primary school age and secondary school age, living in a household, a household member is asked: <ol style="list-style-type: none"> 1. Is this child's natural mother still alive? If yes, does she live in the household? 2. Is this child's natural father still alive? If yes, does he live in the household? 3. Did this child attend school at any time during the school year?
Disaggregation	Age, sex and attending grade in school

Purpose 2.5: PLHIV received impact mitigation support (social protection)

PLHIV – Social protection (OP-35)	
Indicator	Number of cases of stigma and discrimination among PLHIV reported at districts
Rationale/Purpose	This is one of the measures of social protection as well as the human rights issues duly recognized following the formal structural systems. This can be read as a reflection of impact mitigation as efforts among PLHIV in the communities
Numerator	Number of cases of stigma and discrimination among PLHIV reported at districts
Denominator	Not applicable
Data collection frequency	Monthly/Trimester/Annually (As and when cases are registered)
Data source/ Measurement Tool	Routine programme data from DACC. DACC is responsible for recording and reporting of cases stigma and discrimination in the districts. It is reported bi-monthly through DACC report.



Method of measurement	Numerator of this indicator is measured from the official records of DACC secretariat where such cases are reported at district administration office, district (public) health office, district police office, human rights office in the districts. Results can be tracked over the year and can be compared among districts.
Disaggregation	Age, sex and districts

Purpose 3: Cross-cutting strategies (Health system and community system strengthening)

Health System Strengthening – Service delivery (IP-40)	
Indicator definition	Number of facilities providing (and upgraded) (i) HIV testing and counseling services, (ii) PMTCT services and (iii) ART services
Rationale/Purpose	This indicator is aimed to measure the extent of availability of key services of national response to HIV such HTC, PMTCT and ART. These three services have been acknowledged as the priority and most representative proxy of the availability of priority services. Delivering of these services is critical to end the AIDS epidemic.
Numerator	Number of facilities providing (and upgraded) (i) HTC services, (ii) PMTCT services and (iii) ART services
Denominator	Not applicable. However, in case of the interest to knowing the percentage of health facilities providing (i) HTC services, (ii) PMTCT services and (iii) ART services, the denominator will be total number of registered health facilities (public and private) in the given year.
Data collection frequency	Annually
Data source/ Measurement Tool	This information is updated at DACC reports and reported annually. Also the indicator can be measured through annually service tracking survey conducted by Ministry of Health and Population
Method of measurement	For the numerator, the number of facilities that are provided (and upgraded) (i) HTC services, (ii) PMTCT services and (iii) ART services are to be counted in the given year. All the facilities providing such services and newly upgraded facilities with such services are to be cumulated at the end of the year. For the denominator, total number of health facilities both public and private registered up to the end of the reporting year.
Disaggregation	Type of services, type provider (public or private)

Health System Strengthening – Leadership and governance (PC-36)	
Indicator definition	Number of districts submitting (to Regional Health Directorates (RHDs) and NCASC) annual HIV/AIDS response review reports
Rationale/Purpose	This indicator measures the performance of the districts.
Numerator	Number of districts who submitted report to RHDs and NCASC on an annual basis
Denominator	Total number of districts
Data collection frequency	Annually
Data source/ Measurement Tool	Routine programme data from DACC. DACC is responsible for all district level review and report annually.
Method of measurement	Measure from the recorded registers of the RHD and NCASC wherein the received districts are registered.
Disaggregation	Regions and districts



Health System Strengthening – Information system (PC-37)	
Indicator definition	Number of districts reporting (to RHDs and NCASC) relevant indicators as defined in the national M&E framework of National Guidelines on M&E on HIV response in Nepal
Rationale/Purpose	This indicator measures the performance of the districts in terms of accountability to reporting.
Numerator	Number of districts reporting (to RHDs and NCASC) relevant indicators as defined in the national M&E framework of National Guidelines M&E on HIV Response in Nepal
Denominator	Not applicable
Data collection frequency	Bimonthly/ Trimester
Data source/ Measurement Tool	DACC report
Method of measurement	Measure from the DACC reports sent to RHD and NCASC wherein the received districts are registered.
Disaggregation	Districts

Health System Strengthening – Human resource for health (OP-38)	
Indicator	Number of health care providers trained in the past 12 months on (i) HTC, (ii) PMTCT, (iii) clinical management of HIV and (iv) M&E of HIV response
Rationale/Purpose	This indicator measure the capacity – knowledge and skills of the health care service providers in the field of (i) HTC, (ii) PMTCT, (iii) clinical management of HIV and (iv) M&E of HIV response.
Numerator	Number of health care service providers trained on (i) HTC, (ii) PMTCT, (iii) clinical management of HIV and (iv) M&E of HIV response
Denominator	Not applicable
Data collection frequency	Trimester/Annually
Data source/ Measurement Tool	Routine programme data on training on HIV/STI prevention and control, including critical enablers such as strategic information, health and community system strengthening, human rights and social protection. The data are recording in the national HIV training database and reported.
Method of measurement	Training providers records should be reviewed to measure the number of health care providers trained and the topics and duration of the trainings conducted in the field of (i) HTC, (ii) PMTCT, (iii) Clinical management of HIV and (iv) M&E of HIV response.
Disaggregation	Age, sex, staff position, educational level



Health System Strengthening – Financing (IP-41)	
Indicator	Percentage of government fund allocation to national response to HIV
Rationale/Purpose	This indicator is tracked to monitor the government commitment on HIV response. The accurate and consistent data on flow of funds spent on HIV response at the national level is critical to design for sustainable financing on HIV response.
Numerator	Total budget spent from the national government (expenditure on HIV response)
Denominator	Total budget planned (planned budget)
Data collection frequency	Every two years
Data source/ Measurement Tool	National AIDS Spending Assessment (NASA) and/or other sub-national health account Sub-NHA on HIV/AIDS)
Method of measurement	Actual expenditures classified by eight AIDS spending categories and by financing sources including public expenditure from its own sources (i.e. government revenues such as taxes) and from international sources: 1. Prevention, 2. Care and treatment, 3. Orphans and vulnerable children, 4. Programme management and administration strengthening, 5. Incentives for human resources, 6. Social protection and social services (excluding orphans and vulnerable children), 7. Enabling environment and community development, 8. Research (excluding operations research included under programme management). Three main groups of financing sources: 1. Domestic public, 2. International and 3. Domestic private
Disaggregation	Expenditure level (National, Regional, District)

Community System Strengthening (OP-39)	
Indicator definition	Number of community-based organizations (CBOs) with staffs and/or volunteers received training/retraining on organizational management, leadership and/or accountability in the last one year
Rationale/Purpose	Retention of the trained staff of the CBOs and the volunteers in the organizational management system measures the use of training for the purpose it was imparted.
Numerator	Number of CBO staff/volunteers trained
Denominator	Not applicable
Data collection frequency	Trimester/ Annually
Data source/ Measurement Tool	Routine programme data on training related to community system strengthening. The data are recorded at national HIV training database and reported.
Method of measurement	This could easily be measured from the records of training institutes from the register of the participants' attendance sheet and/or from the CBO's records of trained staff/volunteer as against total number of staff/volunteers engaged by the respective CBO and those who retained on the job after training.
Disaggregation	Age, sex, position and educational level



Ministry of Health and Population
National Centre for AIDS and STD Control
Teku, Kathmandu