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 **BASICS**

BASICS PEDIATRIC HIV TOOLKIT

ACTION PLANNING MATRIX FOR PEDIATRIC HIV AND AIDS



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BASICS (Basic Support for Institutionalizing Child Survival) is a global project to assist developing countries in reducing infant and child mortality through the implementation of proven health interventions. BASICS is funded by the U.S. Agency for International Development (contract no. GHA-I-00-04-00002-00) and implemented by the Partnership for Child Health Care, Inc., comprised of the Academy for Educational Development, John Snow, Inc., and Management Sciences for Health. Subcontractors include the Manoff Group, Inc., the Program for Appropriate Technology in Health, and Save the Children Federation, Inc.

INSTRUCTIONS FOR FILLING THE ACTION PLANNING MATRIX

1. Remember to:
 - (i) Write the name of your District on the left hand side of the form
 - (ii) Write the name of your facility-Health Center, Hospital, Community or NGO on the right hand side
 - (iii) Fill in the date for the planning
2. Interventions: There are six principal interventions listed on the left hand side of the form. These are:
 - (i) Identification of children who are exposed and infected with HIV
 - (ii) Provision of Cotrimoxazole to children exposed and infected with HIV
 - (iii) Referral and follow up of pediatric HIV patients at the facility or community
 - (iv) Monitoring of planned activities
 - (v) Provide Supervision and Mentorship for identified activities
 - (vi) Report of activities carried out at the facility/community or NGO.
3. Specific Indicators: These are found at the top row of the action planning form. Starting from identification, work through the rows to fill in the following on the form:
 - (i) List the places or service sites where you can utilize to identify children in your setting. E.g. VCT, PMTCT, OVC, HBM, Community etc.
 - (ii) What activities will be carried out to help you identify the HIV exposed and infected children in your setting? E.g. Sensitization of the staff, community mobilization, training in specific areas, etc
 - (iii) Who will be the target audience for this activity? List as many as might apply.
 - (iv) How many people will be targeted for this activity? List these according to the target audience already identified.
 - (v) Who within your unit should be responsible for this activity. One person should be identified for the execution of this activity. A deputy might also be suggested should the primary person not be available.
 - (vi) List the support you think you might require to be able to carry out the activities that will assist you to identify exposed and infect children with HIV at that site. If there are specific Partners known to support such activities, indicated these accordingly. E.g. IEC materials, Guideline and protocols, job aids and tools, etc
 - (vii) When do you propose to commence the activities that have been identified, and subsequently how often will this activity be carried out? E.g. Commence in January, and continued every month, or every quarter or twice a year, or yearly.
 - (viii) Estimate the budget required to implement the listed activities.
4. Fill in the similar fashion as in #3 i-viii for the remaining 5 interventions.
5. At the end , make a sum total of the funding you might require to execute these activities at your facility, community or NGO

6. Feel Free To Ask Questions
7. Facilitators are available to assist you.
8. Write clearly and legibly on the form
9. Fill the action plan matrix in duplicate. Keep one copy for your reference and submit the other to the Facilitators
10. Fill the evaluation form and submit to the facilitators. We will like to know how to improve the working sessions.

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NAME OF DISTRICT:					NAME OF FACILITY:				
Key Intervention	Targeted Service Point	Specific Activities	Target Audience	# of participants	Responsible person/Roles	Support Required	Due Date	Budget	
List the major areas of intervention to address missed opportunities for	List all that apply in your district. E.g. ANC, PMTCT, VCT, Nutrition, HBC, OVC, ART, TB/HIV, IMCI, MCH etc	E.g. Creating awareness among HCWs, Community mobilization, Provision of guidelines and protocol, Training, tools and job aids,	E.g. HCWs, Comm HWs, Community leaders, Parents/Caregivers, PLWHA, and partners	Estimate the number for each cadre	Identify who will carry out this activity	Identify what specific support you need and who should support that need.	Set a date that this activity is to be achieved	Estimate what budget will be required to carry out this activity	
1 Identification of infants and children exposed and infected with HIV	1	1	1						
	2	2	2						
	3	3	3						
	4	4	4						
	5	5	5						
2 Providing cotrimoxazole prophylaxis to HIV exposed and infected children	1	1	1						
	2	2	2						
	3	3	3						
	4	4	4						
	5	5	5						

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NAME OF DISTRICT:		NAME OF FACILITY:							
	Key Intervention	Targeted Service Point	Specific Activities	Target Audience	# of participants	Responsible person/Roles	Support Required	Due Date	Budget
3	Conducting and tracking Referrals (for staging and treatment) for infants and children exposed and infected with HIV								
		1	1	1					
		2	2	2					
		3	3	3					
		4	4	4					
		5	5	5					
4	Monitoring interventions and specified activities for pediatric HIV care and support								
		1	1	1					
		2	2	2					
		3	3	3					
		4	4	4					
		5	5	5					

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