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APPENDIX

APPENDIX A

When to use patient report form (form 506)

1. Use the patient report for patients confirmed or suspected to have a reportable disease under epidemiologic Surveillance.
2. One patient report is used for one patient and one disease. If a patient suffer from 2 diseases under epidemiologic Surveillance at the same time, two report from 506 are needed, for example Malaria and Diarrhea. One report from 506 is for malaria and the other for diarrhea.
3. In case of measles along with other disease, make a report with one report from 506 mentioned measles with complicating disease, Diarrhea.
4. For the ease that a physician diagnoses for R/O (rated out)
 - a) If the disease is under epidemiologic surveillance the first disease is supposed to be reported for example DHF R/O malaria. DHF is reported because the symptom indicates DHF more than malaria.
 - b) If the former disease is excluded from epidemiologic surveillance but the latter is under epidemiologic surveillance, the latter disease is required to be reported for example URI R/O Pneumonia. Pneumonia is needed to be reported because URI is not the disease to be observed, So it is recommended that Pneumonia, which is under of epidemiologic surveillance, be reported instead.
5. For other diseases except printed in report form 506, if any disease is found to happen out of ordinary, make a report on other diseases (mention) for example....., make a report on other diseases (mention).....

6. If there is dangerous infectious diseases such as severe diarrhea or there is epidemic, urgently report must be sent to the provincial public health office and report form 506 will be forwarded later.

The Method of How to Make a Patient Report. (form 506)

- 1)Disease: Mark x in the box next to the name of only one disease to make a report. If there is other disease (mention), indicate the disease, system ... etc which relates.
- 2)Patient's name: Mention name and surname of the patient with initial like junior Mr. , junior Miss, Mr. , Mrs. , Miss for instance.
- 3)H. N.: Mention the number of the patient (general Health Number) and the name of the hospital that is registered as a treatment place.
- 4)Name of father/mother/guardian (For the young under 15):
Mention name and surname so that it is convenient to follow.
- 5)Gender: Male/Female Mark x in the box.
- 6)Age/Year: Mention full age by year of the patient who is more than one year old. Month:
Mention the month age in case the patient is 1-11 mouths old.
- 7)Day: Mention day age in ease the patient is 0-27 days (Under 28 days)
- 8)Marital Status:
Single, married, divorce separated mark x in the box. []
- 9)Race: Thai/Chinese/others (mention) Mark x in the box. [] If mark x in others' box, indicate the race.
- 10)Occupation: Mention occupation and position or duty of the patient. If

the patient is under 15 years of age and is not a student, indicate the occupation of father/mother/guardian

- 11) The place where the patient first gets sick: House number (mention house number), Street (mention the name), village (mention number of the village), sub district (mention the name), district (mention the name, Province mention the name) which is the place where the patient stay on happening to get sick/showing symptom, not the address from ID card or the birthplace address.
- 12) Neighborhood: Mention the significant place in the neighborhood so that it is convenient to search and follow.
- 13) Date getting sick: The date that the patient starts showing the sign/symptom.
- 14) Date patient found: The date that the public health services fined the patient and gives the treatment or the date that the patient comes for treatment at that service office.
- 15) Place for Treatment mark x in the box:

<input type="checkbox"/> Central hospital	<input type="checkbox"/> general hospital
<input type="checkbox"/> community hospital	<input type="checkbox"/> official clinic
<input type="checkbox"/> health station	<input type="checkbox"/> official hospital in Bangkok
<input type="checkbox"/> clinic/private hospital home	
- 16) Type of patient mark x in the box:

<input type="checkbox"/> Out – Patient	<input type="checkbox"/> In patient
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- 17) Patient Condition mark x in the box to show the patient condition at the time the report is being made.:

- recovering dead
 being treated not tem own
 living

18) Death date:

Date Month Year

19) Name of the reporter:

Mention the name of the officer who makes the report of this patient.

20) Work Place:

Mention the office site of the officer who makes the report of this patient.

21) Province:

Mention the province where the office of the officer who makes the report forms of this patient situated. Do not use abbreviation.

22) Date the report is being made:

Mention date, month, and year that the officer is making this patient's report form.

23) Date the District Health office receives the report:

Mention Date, Month, and Year that the form of this patient's report is received.

24) Date the Provincial Health Office receives the report:

Mention Date, Month, and Year that the form of this patient's report is received.

25) Date the Epidemiologic Office receives the report:

Mention Date, Month, Year the form of this patient's report is received.

26) 507 Report Form is completed at the local health center to correct any errors in the original form 506. For example, the original report from 506 might report malaria, but it is later determined that the correct diagnosis is dengue fever. A 507 Form showing this change would be completed and sent. The 507 form is very important since it makes the data on epidemiologic surveillance more reliable and accurate. In 2004, there were no 507 forms submitted by the 25 health centers to the district office. Therefore, the proposed research will not consider form 507

APPENDIX BNo. **QUESTIONNAIRE****Title**

Factors Related to Quality of Epidemiologic Surveillance Data (Report Form 506) from Health Centers in Muang District, Nakhonsithammarat Province.

Objective

1. To study patient characteristics, health center characteristics, location and time which relate with quality of data in epidemiologic surveillance report at health centers in Muang District, Nakhonsrithammarat Province
2. This questionnaire for Public Health Official who works at health center and responsible for epidemiologic work..
3. Questionnaire will take about 20 minutes to complete. There are no other tests, no risks to health. The research will help improve the disease reporting system, and will benefit public health in Thailand.

This questionnaire included:

Part 1: Personal data

Part 2: Knowledge questionnaire

Part 3: Questionnaire on attitude towards epidemiologic reporting system.

Part 4: Noting on quality of data in its accuracy, completion and promptness

Part 5: Problems and suggestions.

The purposes, benefits, and risks of this research study have been explained to me, and I understood the explanation. I agree to participate in this study.

Signature

Date

Questionnaire for health center personnel responsible for completing report from 506 (Note: The study period is 2004. The responsible health center personnel who were interviewed were the same as those in 2004 in all 25 studied health centers.)

Topic: Factors related to the quality of the data on reporting the disease which must be under surveillance in Health Station Level Muang District Nakhon Si Thammarat Province.

Part 1.: General Information

Put a cross (x) in a box next to the proper information or fill in the blanks. provided which suits to the realities.

1. Gender Male Female
2. Age: years (exact)
3. Marital Status:

 Single Married Widow/Divorce/Separate
4. The Highest Educational Certificate in Public Health:

 Lower than bachelor Bachelor

 Higher than bachelor Other fields
5. Income Baht (exact)
6. Birth place(exact)

Part 2: Working and Environmental Data Put a cross (x) in a box [] next to the proper information or fill in the blanks provided due to the realities.

1. Your Working position:

Community Public Health Official

Public Health Administrative Official

Public Health Academic

Technical Nurse

Professional nurse

Others (mention):

2. The period of time you have been working in the Ministry of Public Health is years months. (Dated up to 31 December 2004)

3. The period of time you have responsibility for completing and sending report from 506 and 507 is ... years ... months. (Dated up to 31 December 2004)

4. You have been working in this Health Station since date month
..... year

5. Other than epidemiologic surveillance, the number of additional tasks for which you are responsible is tasks

6. Have you ever been trained in the epidemiologic surveillance reporting system?

Yes No

7. The total number of staff at your health center is

..... people

8. The distance from Health Station to the District Public Health Office is
..... Kilometers.
9. Has this Health Station used the computer to process the data on
Epidemiologic Surveillance (including report from 506 and 507)?
- No
- Yes, Since Month..... Year.....
10. Method in submitting report form
- Submit report by floppy disk
- Submit report as paper copy
11. Supporting activities in implementation
- Yes
- No
12. Receiving supervision on epidemiology
- Yes
- No
13. Transportation and communication
- Good
- Poor

Part 3: The data on the knowledge about making the reports from Epidemiologic Surveillance with the patient report forms. (report form 506)

Section 1. Put a cross (x) on the only one alternative which is the correct answer.

1. The promptness of sending report from 506s counted on
 - a. the date when the patient starts falling ill.
 - b. the date when the patient comes to the Health Station for service.
 - c. the date when the patient has the most severe symptom.
 - d. any date.
2. If a patient suffers from 2 Epidemiologic diseases at the same time for example Malaria and Diarrhea, how should you write form 506?
 - a. Write on a report from 506 and put a cross (x) before Malaria and Diarrhea.
 - b. Write on two report forms 506 and put a cross (x) before malaria on one form and put a cross (x) before Diarrhea on the other form.
 - c. Write on a report from 506 and put a cross (x) before Malaria and write c Diarrhea behind.
 - d. Write on a report from 506 and put a cross (x) before Diarrhea and write c Malaria behind.
3. When a patient suffers from measles and Diarrhea, how will you write form 506?
 - a. Write on a report from 506 and put a cross (x) before Measles and Diarrhea.
 - b. Write on two report forms 506 and put a cross (x) before Measles and

- put a cross (x) before Diarrhea on the other form.
- c. Write on a report from 506 and put a cross (x) before Measles, and write Diarrhea on the line mention complicating disease
 - d. Write on a report from 506 and put a cross (x) before Diarrhea and write c measles behind.
4. How to write a patient's name?
- a. Identify the name and surname of a patient with initial like Junior Mr. , Junior Miss. , etc.
 - b. Identify the name and surname of a patient with special initial like Junior Mr., Junior Miss and Miss.
 - c. Identify the name and surname of a patient with special initial Junior Mr. and Junior Miss.
 - d. Identify the name and surname of a patient. It doesn't make any difference whether the initial is written or not.
5. If you find any diseases, other than printed on form 506, occurring inordinately a lot for example Triangular open wound, how will you write form 506?
- a. Put cross (x) before "other diseases" (mention) Triangular open wound.
 - b. Put cross (x) before "other diseases" but you don't have to mention Triangular open wound.
 - c. Writing report from 506 is not needed.
 - d. Both a and b are c correct.
6. When there is a patient, aged 17, with acute muscle fatigue coming to the

Health Station, how will you treat him?

- a. Give him treatment but no need to write form 506.
 - b. Give him treatment and write report from 506 and submit normally.
 - c. Give no treatment but send him to a hospital immediately.
 - d. Give him treatment and report District Public Health Office Urgently.
7. Disease Code 65 in report from 506 refers to which disease?
- a. AIDS
 - b. Acute muscle fatigue in the patient under 15.
 - c. Acute muscle fatigue in the patient under 18.
 - d. Poisoning from pesticide.

Section 2: Put a Tick (/) before each true statement and put a cross (x) before each false statement.

- 8. Health station must collect report forms 506 and submit then to District Public Health Office every end of the month.
- 9. A patient who has taken insecticide to commit suicide comes for treatment at Health Station; there is no need to write report from 506 card.
- 10. In physical check-up service at school, when a student is found to be sick from the disease under Epidemiologic Surveillance, there is no need to record in form 506.
- 11. On finding a patient allergic to insecticide coming for treatment at Health Station, there is no need to write form 506.
- 12. A patient suffers from more than one diseases under Epidemiologic Surveillance at the some time, write only one form 506.
- 13. When a patient who has taken poisonous mushroom comes for treatment at Health Station, writing report from 506 is needed.
- 14. When you find the AIDS patient, you must write report from 506 immediately.
- 15. The date starting to get sick and the date that a patient is found can be considered the same because there is no difference in Epidemiologic Surveillance.

Part 4: Point of View on reporting the disease under Epidemiologic Surveillance with the patient report card (form 506) Put a Tick (/) in the column exactly right to your opinion in reality.

No.	Questions	Strongly Agree	Agree	Not sure	Disagree	Strongly disagree
1.	Making report from 506 takes a lot of time.					
2.	Making report from 506 has difficult steps. This makes you feel desperate.					
3.	Making report from 506 has no effect on Epidemiologic Control.					
4.	Making report from 506 bring you broad knowledge					
5.	You feel glad to continue doing this job.					
6.	Making report from 506 causes you to work more carefully and deliberately.					
7.	You cannot make use of form 506.					
8.	Data from report from 506 can slightly be used as Public Health Work Report Presentation					
9.	Making report from 506 brings about the data that can be largely used to develop Public Health Work.					

No.	Questions	Strongly Agree	Agree	Not sure	Disagree	Strongly disagree
10.	My colleagues don't help me in making form 506.					
11.	Making report from 506 eases you to be more enthusiastic in working for Community Public Health.					
12.	Data from report from 506 can be used to plan Public Health Work.					
13.	Form in the report that the maker can really make use of it.					
14.	I would like report from 506 to be quit in order to reduce the Public Health staff's burden in Health Station					
15.	Making report from 506 exploits a lot of time, which should be spent on serving the people.					

DATA SUMMARY

ACCURACY

No. 506 From	Variable								Remark
	1	2	3	4	5	6	7	8	
total									

1. Patient's name

2. Disease

3. sex

4. Age

5. Occupation

6. The place where the patient first gets sick

7. Date getting sick

8. Date patient found

CURRICULUM VITAE

Name Mr. Sarote Teerakul
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Educational Background

1993 Certificate in Public Health (Southern region college of Public Health, Yala Province)
2000 Bachelor of Public health
(Prince of Songkhla University)
2006 Master of Public Health (M.P.H.)
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Position Health Academic level 5

Work Place Nakhon Si Thammarat Province Public Health Office.