An Overview of the Cohort Review Summary Form

A Guide to Understanding the Cohort Review Summary Form

Sandra A. Morris, MPH

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Purpose of the Cohort Review Summary Form

- Provides quantitative data on all counted cases and contacts within a specified cohort period
- Allows local programs to compare case management performance on a quarterly and annual basis
- Allows DSHS to review local TB programs' case management performance

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Overview

- Red triangles Δ provide instructions to complete each section of the form.

- Drop down arrows located at the top of the form and in Section G allow the user to select the appropriate response such as the name of the local health department and/or cohort quarter.

Overview

- Users complete areas that are <u>not</u> shaded
- Grey-shaded areas cannot be changed
- Formulas calculate the percentages including the death, cohort failure and infection rates

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Explanation of Key Areas
Part I

- Indicate in the numbered areas of Section F i.e. still on treatment, etc., the number of cases that did not complete treatment based on the options provided

- The spreadsheet will calculate the sum of cases in Section F (1-7) that did not complete treatment

Explanation of Key Areas
Part I

- Record in Section G, the number of cases indicated in the previous cohort as "likely to complete" that completed treatment.

- Select in Section G, the appropriate quarter from the drop-down box

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Explanation of Key Areas Part II

- Part II requires a total number of all contacts identified for all cases within that reporting cohort period including the total evaluated, etc.
- Be sure to include in Section L the number of contacts that started treatment who were recent converters, children $\leq$ 5 years of age and/or known HIV-positive

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Explanation of Key Areas
Part II

If there are contacts that fall in more than one category in Section L, please select the highest risk category. For example, a contact identified as a recent converter and a child $\leq$ 5 years of age, select child $\leq$ 5 years of age.

Explanation of Key Areas
Part II

Be sure to document in Section M the number of high risk contacts i.e. HIV (+), etc. completing treatment for LTBI that are reflected as starting treatment in Section L.

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Explanation of Key Areas
Part II

- In Section Q, select an option that closely corresponds to each contact not completing treatment

- Reminder: Complete Section R <u>and</u> Section S

Points to Remember

The triangles Δ provide at-your-finger-tip instructions to complete the Cohort Review Summary Form

Points to Remember

The Cohort Review Summary Form should reflect the total number of all counted cases and contacts reported during the cohort period. This includes all pulmonary, extra-pulmonary and clinical cases. <u>The exception</u>: cases counted outside your jurisdiction.

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Points to Remember

- All contacts identified to each counted case must be reported on the Cohort Review Summary Form
- The Cohort Review Summary Form must be submitted to DSHS Central Office no later than the date indicated in the Cohort Review Policy
- A supplemental instruction sheet for the Cohort Review Summary Form is available online at http://www.texastb.org

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Contact Information

Sandra Morris

Manager, Communicable Disease Control Group

Telephone: 512/533-3128

Email: sandraa.morris@dshs.state.tx.us

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