



# Protocol of Agreement Establishment of the Surveillance Unit at Liver Research and Services Center

September 15

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This protocol is between Ministry of Health and Population (MOHP) and Assiut University Faculty of Medicine – Department of Public Health to establish a Surveillance Unit for Communicable Diseases Linked with the National Surveillance System

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Assiut University  
Faculty of Medicine



Ministry of Health  
and Population

### Protocol of Agreement

#### Establishment of the Surveillance Unit at Liver Research and Services Center

#### Background on National Surveillance System of Egypt (NEDSS) for communicable diseases

The National Surveillance System for Communicable Disease is one of the main public health functions and has been established in the MOHP since the year 2001. It is a system of continuous data collection, analysis, interpretation, and reporting that monitors the health status of the population and guides decisions by the public health authorities for prevention and control of diseases. Currently 27 diseases are under the surveillance system grouped into 3 groups. This classification is based on the timing of reporting incidents that is required by the surveillance system. Until now only MOHP outlets (hospitals and other service units) are included in the system. The plans of the NEDSS is to include other outlets of other organizations e.g. university, hospitals, private sector, Army hospitals, and Police Hospitals etc. in its system. Assiut was chosen to be the first university to start to work with in establishing a surveillance unit. Currently, there is also sentinel surveillance on hepatitis conducted in five governorates with collaboration with the National Committee of Viral Hepatitis, CDC and WHO.

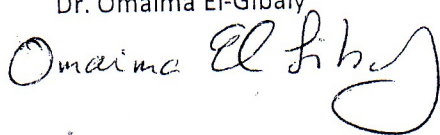
- This protocol is between Ministry of Health and Population (MOHP) and Assiut University Faculty of Medicine – Department of Public Health to establish a Surveillance Unit for Communicable Diseases Linked with the National Surveillance System.
  - The following are points of agreements:
  - **Setting:** Provision of an office space for the unit in the 2<sup>nd</sup> floor of the liver services and research center.
  - **Equipment requirements:** computers, and printer as well as furniture will be provided by Faculty of Medicine. Internet and telephone lines are essential and are provided by the university in the setting. MOHP will be responsible for the maintenance and regular updating of the software of the system.
  - **Manpower requirements:** A data entry person and public health professional from the department of public health, as well as a supervising faculty (Director of the preventive services at liver research and services center) will be responsible in the main unit. Other

manpower needs will be nursing or assisting nurse staff at the central clinical pathology laboratory. Numbers will depend on the number of reported cases daily; provisionally we'll start with two.

- **Standard operating procedures (SOP)** for the unit and job description for each personnel category will be prepared and revised jointly with the MOHP.
- **Training of manpower** will be the responsibility of the MOHP.
- Although the final goal is reporting from all Assiut University Hospitals, the start will be in the clinical pathology central laboratory that serves inpatients of the main hospital only. Extension to other Hospitals (Children's, Women's, El-Raghy, Neuro and etc.) will come in later stages.
- Provision of hard copies of the NEDSS guidelines and updating of the guidelines will be through the MOHP.
- A provisional agreement to include Assiut in the sentinel surveillance of hepatitis program is requested from the MOHP.
- The unit supervisor will be included in the monthly meetings of the surveillance unit in Assiut directorate and in central meetings in Cairo when needed.
- A time plan is attached with this protocol to guide implementation of activity.
- A monthly report on the achievements of the unit will be disseminated to the following:
  - Assiut University Hospital Director
  - Director of Epidemiology and Surveillance unit
  - Director of Liver Research and Services Center
  - Head of the department of Public Health to be included in the Department Council monthly meeting
  - Directorate of Health Director in Assiut

Liver Research and Services Center  
Preventives Services Unit

Dr. Omaima El-Gibaly



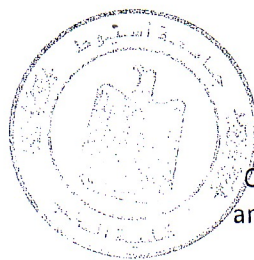
Dean of the faculty of Medicine  
Assiut University



Dr. Ahmad M. Makhlouf

Director of Epidemiology and  
Surveillance unit

Dr. Samir Refaey



Chief of preventive affairs  
and endemic Disease sector

Dr. AmrKandeel