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| **Country COVID-19 intra-action review (IAR)****Final report template: Pillar 10, COVID-19 vaccination****28 April 2021** |  |

COUNTRY COVID-19 INTRA-ACTION REVIEW (IAR)

 COVID-19 VACCINATION

REPORT

[COUNTRY]

[LOCATION, DD/MM/YYYY]

* *This template should be used by the designated report writer to highlight the key findings and recommendations arising from the review, instead of a duplication of the content of the note-taking template.*
* *This report should preferably be kept as short and concise as possible. Additional background, contextual information, as well as tables from the note-taking templates. should be moved to the annexes.*
* *This report should be shared with participants for their comments to ensure information are accurately captured before validation by senior management.*

*Countries are encouraged to share their IAR findings through their final report by using this template or part of their IAR findings through their exemplar stories (see tool n°10).*

*We encourage countries to share their IAR final report or exemplar stories with other countries, WHO and partners to enable peer-to-peer learning of best practices or new capacities implemented in the country, via their own ministry website or others such as WHO’s COVID-19 Partners Platform, WHO’s Strategic Partnership Portal, etc.*

***Do not hesitate to contact your WHO country office or regional office for technical assistance.***

# EXECUTIVE SUMMARY

*Provide an overview of the* ***key findings, recommendations*** *and* ***way forward*** *for implementing the recommendations.*

# CONTEXT OF THE COVID-19 RESPONSE AND OBJECTIVES OF THE IAR

*2.1 Context of the COVID-19 situation and response*

*2.2. Objectives: overall objective and specific objectives (if applicable)*

# METHODOLOGY OF THE IAR

|  |  |
| --- | --- |
| **Date(s) of the IAR activity** | DD/MM/YYYY |
| **Location(s)** | Country: …………..……………….Province/State: …………..……….City: ……………………………..…. |
| **Set-up** | [ ]  Online[ ]  Onsite[ ]  Mixed (online and onsite) |
| **Participating institutions and entities** | *(Please list the main participating institutions and entities here and attach the full list of participants to the Annex)* |
| **Total number of participants and observers (if applicable)** |  |
| **Period covered by the review** | (DD/MM/YYYY - DD/MM/YYYY) |
| **Response pillar(s) reviewed**  | [x]  COVID-19 vaccination |

# FINDINGS

*This is the key part of the report. Present the findings of the review and the prioritized course of actions to strengthen the response to the ongoing COVID-19 pandemic.*

*Focus on the root causes that explain why best practices and challenges occurred. Actions should be recommended for institutionalizing and maintaining best practices, as well as for addressing challenges. Findings can be presented as dot points in a tabular form (as below) or as a summary text based on your preference.*

|  |
| --- |
| 10.A Regulatory Preparedness |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.B Planning, Coordination, & Service Delivery |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators**  |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.C Funding |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| --- |
| 10.D Supply Chain & Waste Management  |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators** |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.E Human Resource Management & Training |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators** |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.F Vaccine Acceptance & Demand  |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators** |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.G Vaccine Safety  |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators** |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

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| 10.H Monitoring & Evaluation  |
| **Observations** |
| Best practices | * ….
* ….
* ….
* ….
 |
| Challenges | * ….
* ….
* ….
* ….
 |
| **Key indicators** |
| 1. Key indicators reviewed during IAR
	* ….
	* ….
	* ….
 |
| **Prioritized actions** |
| 1. For immediate implementation:
	* ….
	* ….
	* ….
2. For mid to long-term implementation to improve the response to the ongoing COVID-19 outbreak:
	* ….
	* ….
	* ….
 |

# THE WAY FORWARD

*Overall best practices from the country’s implementation of COVID-19 vaccine (top 3-5):*

* *…*
* *…*
* *…*

*Overall key challenges from the country’s implementation of COVID-19 vaccine (top 3-5):*

* *…*
* *…*
* *…*

*The most important piece of advice you would give another country just starting their program:*

*Action plan – describe the priority activities (based on program evaluation areas from above) needed to strengthen the country’s COVID-19 immunization programme with identifed focal points and timelines:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PRIORITIZED ACTIONS** | **TIMELINE & DESIRED DATE FOR COMPLETION** | **RESPONSIBLE FOCAL POINT** | **ESTIMATED BUDGET AND FINANCIAL SOURCE** | **REQUIRED SUPPORT** | **INDICATORS** |
| 1. Prioritized actions for immediate implementation (3-5 items):
 |
| 1. |  |  |  |  |  |  |
|  |  |
|  |  |
| 2. |  |  |  |  |  |  |
|  |  |
|  |  |
| 3. |  |  |  |  |  |  |
|  |  |
|  |  |
| … | … |  |  |  |  |  |
|  |  |
|  |  |
| 1. Prioritized actions for mid to long-term implementation (3-5 items)
 |
| 1. |  |  |  |  |  |  |
|  |  |
|  |  |
| 2. |  |  |  |  |  |  |
|  |  |
|  |  |
| 3. |  |  |  |  |  |  |
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|  |  |
| … |  |  |  |  |  |  |
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*Describe the* ***strategy for implementing the activities*** *identified during the IAR, such as:*

* *Establishing an IAR Follow-up Team and designating their roles and responsibilities;*
* *Outlining the process to document and monitor progress in implementing the IAR recommendations;*
* *Describing approaches to best engage the senior leadership team throughout the entire process.*

# ANNEXES

* *Annex 1: List of participants and Intra-Action Review (IAR) team*
* *Annex 2: Agenda of the review*
* *Annex 3: Completed note taking template*

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