# Information Sheet

**NAME OF INSTITUTION**

**Study Title**: **Costing the delivery of tuberculosis services in Country name from a health systems’ perspective**

**Lay Title:** Examining how much it costs to deliver tuberculosis services in Country name

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| *Lead institutions* | *Investigator* |
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| *Other Institutions* |  |
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**Who is carrying out this study and what is this study about?**

This study is being carried out by name of lead institutionwith the Ministry of Health’s (MOH) National Tuberculosis Programme (NTP), in collaboration with collaborator name (PI name is the Principal Investigator).

(Briefly describe lead institution).

Our researchers are visiting health facilities providing services for Tuberculosis (TB), to estimate the costs of providing these services. The aim of this research is to provide a comprehensive set of unit costs for TB services in Country name. This cross-sectional survey involves (insert # facilities) healthcare facilities in Country name sampled from private (for-profit and non-profit) and public facilities of different service levels. Your facility is one of those selected through a two-stage stratified cluster sampling process. The study will involve interviews with key staff members (between 3 and 5 individuals) in your facility, document reviews, observations and timesheets filled in by some of these staff members.

**Why do you want to talk to the staff and what does it involve?**

This study would involve key members of clinical staff. We would like to ask a number of questions about the running costs of providing TB services, the activities that the staff are involved in with regards to TB care, and how much time is taken up by each activity.

If you agree to participate in this research, trained research assistants will perform the following:

* We will ask some questions about the clinical staff’s knowledge and experiences with managing patients with TB, the training and supervision that they have received, and the challenges that they encountered while managing TB.
* In order to value the type and quantities of inputs used in the staff’s daily clinical duties, we will review your facility’s project reports, financial and expenditure records, with the consent of the facility in-charge.
* We would also like to observe the staff as they carry out their daily clinical duties, in order to understand how much time in general it takes to conduct these activities. The observations will involve being present at the facility and observing and making notes about the conduct of various TB services provided. We will not be present during patient consultations but record the length of time of the consultation by observing from a common area adjacent to the consultation area.
* We would also like the staff to complete a timesheet that covers their activities during their working hours over the period of one week in order to have information on time spent on various activities.

**Are there any risks or disadvantages to participation?**

There is no major risk in participating in this study. The interview will take about 60 minutes, while the observations will be conducted over a working day. We will not record the interview or the observations, but we will take detailed notes. All responses and observations will be treated confidentially.

The study participants may be uncertain whether they have the correct answers to some of the questions and this may make them feel uncomfortable. The participants are free to refuse to answer any questions. **Are there any advantages to participation?**

There are no individual benefits to taking part. In talking to us however, the study participants will directly help the National Tuberculosis Programme (NTP) improve its services, and will help to plan its spending over the medium term. The overall data collected may also help National TB Programmes in other countries estimate the costs of their TB services, and plan better for their resources.

**Who will have access to the information obtained?**

All of our documents are stored securely in locked cabinets and on password protected computers. The interview will not bear any names; this way the responses will be anonymous. Information on the workload and typical resources used in the process of providing TB services will be aggregated into a total estimate of the unit cost per TB episode.

The knowledge gained from this research will be shared in summary form, without revealing individuals’ identities, with all participating facilities, the TBL and collaborating institutions, and the wider scientific community, for instance through policy briefs and scientific publications.

In order to do this study, we will also share anonymized individual information we collect or generate with the Global Health Cost Consortium in ways that do not reveal individual participants’ identities. The cost data from this project will be incorporated in the web-based GHCC platform to improve extrapolations of cost across settings undertaken by the GHCC.

**Who has allowed this research to take place?**

All research at AHRI has to be approved before it begins by several institutional, national and international committees who look carefully at planned work. They must agree that the research is important, relevant to Ethiopia and follows nationally and internationally agreed research guidelines. This includes ensuring that all participants’ safety and rights are respected.

**What will happen if I refuse to participate?**

All participation in research is voluntary. The staff are free to decide if they want to take part or not. If they do agree to participate, they can change their mind at any time without any consequences and without the need to give a reason.

**What if I have any questions?**

You are free to ask me any question about this research. If you have any further questions about the study, you are free to contact the research team using the contacts below:

Name, address, and contact information of lead at the research institute xxx, Telephone: +xxx, Email: xxx@yyy.com

**If you want to ask someone independent anything about this research, please contact:**

Name, address, and contact information of the ethics lead at the research institute xxx, Telephone: +xxx, Email: xxx@yyy.com