

IBBA Round 2 Process Document Format for RDS Surveys

Name of the State: Nagaland
Name of the Districts: Phek and Wokha
Name of the RDS centers: Phek district: Phek town RDS center
Pfutsero RDS center
Wokha district: Merapani town RDS center
Wokha town RDS center
Survey Group: IDUs

Dates of Data collection (DD/MM/YYYY):

District	RDS center	Start Date	End date
Phek	Phek town	14 /05/ 2009	9 /07/ 2009
	Pfutsero	12 /05/ 2009	9 /07/ 2009
Wokha	Merapani town	20/05/2009	16/06/2009
	Wokha town	18/05/2009	19/06/2009

1. Give the eligibility criteria. If there were differences from IBBA 1, please specify the differences and the reasons for the same.

Respondents must be 18 years and above and be a male IDU with an injecting drugs history of one or more injection within the past six months.

There were no differences from IBBA 1.

2. Give Geographic Coverage. If there was any difference from IBBA 1, please specify and give reasons for the same.

Phek and Wokha district were covered during the survey. There was no difference between IBBA Round-1 and Round-2

3. Was the survey stopped at all and then restarted? If so, give dates during which it was stopped and reasons for the same.

There was not any incident of the survey stopped at all and then restarted in all the RDS centers

4. How did screeners ensure eligibility? Were there any issues/concerns about people who were not eligible coming to the center to participate? Please explain.

The screener being the first contact person with the respondents assess their age/injecting episodes according to the criteria. The 'screeners' are recruited from the community of the survey population because screening is a very critical activity in RDS operations and that requires relevant life experiences and knowledge of the survey populations that an individual not belonging to the key population may not have. The main role of the screener

is to determine that any respondent with a valid coupon is eligible by the definition of the survey population or not. He/she also administers the consent process.

After checking the validity of the coupons and keeping in view of the eligibility criteria as mentioned above (Sl. No 01), the screeners ensure eligibility by observing the physical appearance of the respondent for age and injecting marks.

In all the RDS centers, the eligibility of the IDUs was ensured through by asking some screening questions in the form of conversation like duration, price, doses, color, etc. Some of the questions were given as under:

- When did you last inject drugs?
- What did you last inject?
- In which part of your body do you usually inject?
- Can you show me where you last injected?
- How much (substance) do you usually buy, and how much does it cost?
- Did you participate in this survey earlier (in this centre or in some other centre)?
- For how long do you know the person who recruited you in this study? What is your relationship with this person?

There were cases of probable respondents coming to the RDS centre who:

- (a) Have not attended 18 years of age
- (b) Were oral users but not have injected drugs in the last six months

5. RDS venues:

Distri ct	Venue Name and Location	Operational days & Timing of the centre	Duration (Start and End Date) of Venue being Operational	Was the venue closed at any time during the survey? Give approx. duration
Phek	Hebron Phek, Near NAP Check Post.	Monday- Saturday (09:00 Am - 03:00 Pm)	14 /05/ 2009 - 09 /07/ 2009	No
	Hotel Zaniebu Pfutsero	Monday- Saturday (09:00 Am - 03:00 Pm)	12 th may - 09 th July 2009	No
Wokha	Merapani RDS Near Bethesda DIC, Merapani town	Monday- Saturday (09:00 Am - 03:00 Pm) (Flexible) Depending on the flow of respondent it open till late evening	20 th may - 23 rd June 2009	No
	Opp.MM hospital,wokha town	Monday- Saturday (09:00 Am - 06:00 Pm) (Flexible) Depending on the flow of respondent it open till late evening	18 th may - 23 rd June 2009	No

a. Describe if there were any issues with identifying venues.

No

b. If a particular venue was closed at any time during the survey or started later, explain why.

No

c. Were any of the venues very successful? Give reasons the team felt this venue worked well.

All of the IBBA -II RDS sites are considerably successful.

d. Did any of the venues have unusually low participation? If yes, explain the reasons.

No

e. If more than one venue was used, did crossover between the venues take place?

No, there was not any cross over incidents among RDS venues. One of the probable reasons, why the crossover had not taken place in any of the RDS venues could be because of the long distance between any two RDS centres and the hilly terrains between which make the respondents difficult to travel from one RDS centre to the other.

6 .Referral Clinics

District	RDS venue	Name and Location of the clinic	Number of people collected test results from the Clinic	Number of people referred to the clinic
Phek	Phek town	Eureka Life Foundation		
	Pfutsero town	Ruzukumie welfare society		
Wokha	Merapani town	Bethesda Youth Welfare Centre		
	Wokha town	AGAPE Youth Welfare Centre		

The respondents were told about the different services provided to them by the NGOs and NSACS. Different Referral cards were also shown and explained to them for their understanding. Referral were provided per need basis or requested by the respondents. No records were maintained for the same.

7. Seed Recruitment

a. Describe, in general, how seeds were identified including agencies that were involved. Which strategies worked best?

With the support of the ORCHID NGOs, seeds were identified and interviewed upon by the Research Agency team along with some staffs. The following steps were used:

- 1: Demarcate catchments of the proposed RDS centre, name different geographical areas/sites
- 2: Assess approximate size of survey population at each of the identified sites to be able to work out a rough proportion of each site to the total (known) population in the catchments of RDS centre
- 3: Identify diverse sub-groups of survey population based on locally suited behavioural / risk parameters / mode of operation
- 4: Assess selected (and diverse) demographic, socio-economic, ethnic, cultural and risk behaviour characteristics of large and small sites
- 5: Locally appropriate parameters for profiling seeds identified based on the findings from Round I survey.

They were recruited on the following basis:

- 1) Must be a male IDU
- 2) Must be 18 years and above
- 3) Must have injected drugs at least once or more within six months.
- 4) He should be mobile in terms of his drug use
- 5) He should be well known and accepted by his peers (IDU community).
- 6) According to their typology, Network size, Geo- settings etc.

Involvement of the Local NGOs during seed recruitment is a good strategy. There was no other strategy used other than the mentioned.

b. List the general profile characteristics on which seed profile varied and briefly reason for selecting that variable (e.g. "type of drug used because IDU networks may differ depending on the drugs they use")

Seeds were recruited with variations in their geographical settings, typology, and nature of drug use. Such variations was practiced in order to allow representatives from every villages/towns in the study and also to involve the hidden populations in the study. The different profiles of the seeds were given in the next question: c. Description of seeds.

c. Description of Seeds - Fill table below adding rows if needed.

Seed description of Phek district:

RDS venue	Seed Number	Profile of the seed (specify characteristics of individual seed)	Date of participation*	Was the seed able to recruit anyone to the survey?	Number of waves completed
Phek Town	01 (here referred to seed 05 in the coupon list)	Age 25, Ao Tribe, Class 10 Appeared, Unemployed, Single.	14/05/09	yes	
	02 (here referred to seed 06 in the coupon list)	Age 26, Puchurie Village, Unemployed, Class 9 pass, Single. Network size of 23 IDU.	14/05/09	yes	

	list)				
	03 (here referred to seed 07 in the coupon list)	Age 30, Poroba village, Unemployed, Single Network size of 20 IDU	14/05/09	yes	
	04(here referred to seed 08 in the coupon list)	Age 28, Phek Village, Farmer, Network size of 25 IDU	19/05/09		
Pfutsero Town	01	Poumai Tribe, class 10 appeared, Age 30, Unemployed, Married.	12/05/09	Yes	
	02	Age 33, phesachudu village, Graduate, Govt Employed, single.	12/05/09	Yes	
	03	Thepuzumi village, age 28, Wage laborer, single.	12/05/09	Yes	
	04	Puroba village, age 23, unemployed illiterate, Single	14/05/09	Yes	

* use DD/MM/YYYY

Seed description of Wokha district:

RDS venue	Seed Number	Profile of the seed (specify characteristics of individual seed)	Date of participation*	Was the seed able to recruit anyone to the survey?	Number of waves completed
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Merapani Town	01 (here referred to seed 04 in the coupon list)	A govt.employee with a long list of IDU peers. They associate with each other very frequently for drug injecting.	20/05/09	yes	07
	02 (here referred to seed 05 in the coupon list)	A shopkeeper, who injects SP and sells the same; He is well accepted by his drug customers (IDU peers)	20/05/09	yes	06
	03 (here referred to seed 06 in the coupon list)	A drug injector hailing from the unemployed category with a long injecting history. Due to his financial constraints, he frequently injects in groups and share NS quite often.	20/05/ 09	yes	07
Wokha Town	01	A drug user who is a school drop-out. He resides near the RDS center and has been injecting drugs for more than 7 years. Engaged in occasional drug peddling, he has a good network size.	18/05/2009	yes	07
	02	He is engaged in his business of running a hotel, where a good number of DUs and IDUs gathered for drug dealing and peddling. Due to his status as the owner, he is very influential among his peers.	21/05/2009	yes	08
	03	An IDU hailing from an outskirt village of wokha.He and his peers usually visit the town to procure their drugs. He has completed his PU but is unemployed. He has a long history of drug injecting and suffers from multiple abscesses.	22/05/2009	yes	10

* use DD/MM/YYYY

d. Were there any issues in recruiting seeds or having them recruit respondents? Please describe the difficulty and reasons for the same.

No

e. How was network size of the seeds ensured?

In Phek Town site and Pfutsero RDS sites, among the many identified seeds, the recruited seeds were selected with the highest number of network size in regard to their drug use habits, geographical settings, mobility etc. It was ensured through the feedbacks collected from his peers and staff of eureka life foundation and Rukuzumi welfare Society.

In Merapani Town and Wokha Town RDS sites, among the many identified seeds, the recruited seeds were selected from different range. The network size was ensured through the feedbacks collected from his peers and staff of BYWC and Agape NGO.

The following questions were used as proxy indicators to determine network size of the seeds:

- a. How many male injecting drug users do you know who are aged 18 years or more, have injected at least once in the past six months? (Prompt that 'knowing' means 'you know them and they know you')
- b. How many of them (mentioned in 'a') did you see in the past one month in your district?
- c. Of those IDUs you met last month in your district (mentioned in 'b') how many of them you would have selected to participate in this survey?
- d. Of those IDUs you met last month in your district (mentioned in 'b') how many would have referred you to this survey?

8. Coupon Trading: Were there any instances of coupon trading? Please describe the situation and how this was dealt with.

No

9. Briefly describe the coupon management process maintained by the coupon manager. Explain any issues that arose.

Coupon in RDS works like a referral card and an identity to authenticate that the bearers belong to the defined population group. His/her referee and the entire referral chain (his/her social network) can be tracked by the coupon number. Coupons comprised of recruitment and redemption or rather primary and secondary. It was a chain referral system whereby, respondents were issued 3 recruitment coupons after a thorough explanation of the recruitment process and compensations were paid accordingly.

The coupons that are developed should include information on location and timing of the venue, coupon number, and expiration and validity dates. The coupon size, material, color, and language are important. If it is too small, participants may lose the coupon. If it is too big, it may be practically difficult to carry it in person (say, keeping it in pocket or inside wallet etc.) and therefore not willing to carry the coupon with them. The team includes date of verification for coupon validity and surveys stamp the coupons with the organization logo.

Validity of the coupon is given in terms of Activation and expiration date in the recruitment coupon. The coupon manager puts the date using his/her judgment of the situation.

Depending on the number of seeds, the coupon numbering system will start with a unique number provided to the seed. The first two digits on each coupon will be 01, 02, and 03.

The following steps were followed by the Coupon Manager:

1. Firstly filling up the respondents ID No, coupon number in the register. Explain to the respondents on how to recruit and issuing 3 fresh coupon
2. Give the following information:
 - a. Please do not give any coupons to strangers.
 - b. Please try to be fair when you give out the coupons. Give a chance to all your friends to participate
 - c. Please make sure the person to whom you give the coupon has not received this same color coupon from someone else
3. The coupon manager administered the exit interview
4. Pay the compensation
5. Filling up the financial log and Coupon Tracking Log
6. Updating the coupon Tree.

10. Was coupon tuning done? Describe when this was used and how it was done.

Yes. It was done in the later days of the study depending on the coverage of the respondent. Respondents from different seed waves were given 1 or 2 recruitment coupons instead of 3 each.

11. Compensation: Primary = Rs.100 /- Secondary = Rs.50 /-

12. Sample Storage and Transport: Briefly describe how samples were stored and transported from the field to the district to the state. Were there any issues that the team faced in this process (e.g. gel packs, distance, and safety)? If so, please describe the situation and how it was handled.

The collected samples were stored in the +4 refrigerators at the RDS sites and transported directly to the Medi-Lab at Dimapur (State Lab) by the runner. The process of transportation was well organized by the research team, and therefore there was no significant issue. The main reason for not having any problem or issues could be that the same laboratory which was used in Round I was used in Round II. The experiences in Round I had helped in delivering the services smoothly.

13. Date of starting community preparation activities (DD/MM/YYYY):

Phek district: 20/04/09

Wokha district: 12/05/09

14. Which organizations, consultants, researchers etc. were met with during community preparation to discuss IBBA2?

The community preparation was done well ahead of the opening of the RDS centers in Phek and Wokha district. People involved in the IBBA-2 in Phek district, consists of representatives from Bethesda DIC, Agape DIC, VDB, OC and few senior citizens of the Phek town area and consists of Chief Functionary & representatives from Rukuzumi welfare society, & eureka life foundation DIC, Key Population, VDB,OC and few senior citizens of Pfutsero town area.

In Nagaland district the community preparation was done well ahead of the opening of the RDS centers. A person involved in the IBBA 2, consists of representatives from Bethesda DIC of Merapani town and consists of representatives from Agape Organization of Wokha town.

15. CAB:

a. Details of CAB members

District	RDS venue	Name	Designation	Organization
Phek	Phek Town	Vekrochu	Lecturer	Phek Govt Colledge
		Asubu	Head GB	Hebron Colony
		Vekedu	Senior citizen	
		Chris	Chief Functionary	Eurika Life foundation
		Apok	EAC	Govt .of Nagaland
	Pfutsero Town	Mr. Vecharie	Director	Rukuzumi Welfare Society
		Mrs. Kole	President	Pfutsero Mother Association
		Mr. Capfo	Senior citizen	Pfutesro
		Mr. Mero	General Secy	Pfutsero Baptist Church
		Ms. Avino	EAC	Govt Of Nagaland Pfutsero
Wokha	Merapani Town	Abemo Jami	Secy VDB merapani	
		Thungchamo Jami	Head GB	
		Yanphamo Murry	Senior citizen	
		Benchumo	Asst.program Manager	Bethesda NGO
		Chenio Odyuo	Senior citizen	
	Wokha Town	Mr.Vanja mo Ngullie	DPO	Land resource Deptt
		Mr.Temjen ao	SP	Wokha police station
		Mr.Ramon lotha	DEO	Agricultural Deptt.
		Mr.Albert Lotha	EAC (Chukitong village)	Administrator
		Ms.Thungbenmi	BDO	DRDA Deptt.
		Mr.Libemo Lotha	DSO	Human resource Deptt.

b. How was the CAB involvement important in the survey? What was their main feedback and contribution?

As such they did not play a direct role in supporting the survey. Nevertheless, they were happy that such a survey is been done among the IDUs of their town and assured us of any cooperation that may arise. Some of the CAB members often visit the RDS centers. They shared about the surprising number of IDUs in their area and also their happiness about the study. They even encouraged some of the respondents to recruit their peers. They were also happy that a few of the youth got the opportunity to be employed even for 2 months.

16. CMB

a. Describe process followed in identifying and selection of CMB members and total number of members identified

Phek district

For Phek town RDS site, the CMB consisted of the CLP, 2 KPs, 2 seeds and representatives from the RDS. The RDS representatives were selected by the research team, CLP by eureka Life foundation, seeds and KPs by a joint team of RDS staff and Eurika. The overall process was facilitated by the Research Field team.

For Pfutsero town RDS site, The CMB consisted of the CLP, 2 KPs, 2 seeds and representatives from the RDS. The RDS representatives were selected by the research team, CLP by RWS, seeds and KPs by a joint team of RDS staff and RWS. The overall process was facilitated by the Research Field team.

Wokha district

For Merapani town RDS site, the CMB consisted of the CLP, 2 KPs, 2 seeds and representatives from the RDS. The RDS representatives were selected by the research team, CLP by Bethesda, seeds and KPs by a joint team of RDS staff. The overall process was facilitated by the Research Field team.

For Wokha town RDS site, the RDS representatives were selected by the research team, CLP by Agape, seeds and KPs by a joint team of RDS staff. The overall process was facilitated by the Research Field team.

b. Major feedback from CMB and how their concerns were addressed, if any.

With the 1st Round of IBBA experiences in hand, we were able to avoid any sort of untoward incidents in Round-2.

17. Data Confidentiality and Management: Briefly describe data confidentiality and management procedure from field staff to state level.

Prior to initiating field work, all study team personnel signed a confidentiality undertaking with the field agency. The regular staff of the Field Agency also signed an undertaking to adhere to the policies on maintaining confidentiality in the data collected during IBBA. All study staff including investigators, supervisors, district coordinators and other project staff

were trained on data security and confidentiality regarding handling of data collected from study participants. The training should clearly laid out who should have access to what study materials/data collection forms and how they should be stored and transported to maintain confidentiality – as per the Operational Guidelines for data specimen safety.

In no circumstance was any field level information shared or given to any unauthorized individual. In no circumstance was any data stored, opened reviewed and modified on public computers such as computers in internet cafes, or computers which have common access to authorized and unauthorized persons.

Confidentiality issue was strongly emphasized, as per the guidelines of the IBBA study. It should be noted that respondents were identified according to the ID numbers only and the issued numbers are kept in a safe place at the RDS centers.

After conducting each interview, the filled questionnaires and consent forms were considered confidential documents and were to be maintained in a locked private place, such as IBBA clinic. Questionnaires are to be kept separate from consent forms. These forms were to be kept in closed envelopes, marked confidential and are kept in the possession of the team supervisor until they are transported centrally. Instructions were given that filled questionnaire and consent forms should not be shown to, shared with, or given to anybody except the team leader.

On a regular basis filled questionnaires and consent forms were bundled and safely transported by a to the State RA office. One designated team member personally carried the questionnaires and consent forms to the State office. Completed questionnaires and signed consent forms should be delivered to only designated person in the State RA and not anyone else.

Data entry was conducted only by the designated trained data entry technicians at Research Agency under the supervision of the data entry manager. Data should be entered in designated computers and access to the computers should be limited to only data entry technicians and data entry manager.

18. Adverse Events

RDS site	SL. No.	Describe each event in one sentence *
Phek town	1	malfunction of lab equipment leading to problem in storing the samples
	2	Irregular electricity
Pfutsero town	1	malfunction of lab equipment leading to problem in storing the samples
	2	Irregular electricity
Merapani town	1	malfunction of the -20 freezer leading to problem in storing the samples
	2	Irregular electricity
Wokha town	1	Malfunction of the +4 freezer for which we had to hire a private fridge.

	2	Irregular electricity
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*Be brief as the reader can refer to the reports for more detail

19. Intervention

a. Organizations

Phek District:

Organization name	Donor	Target Group of Intervention	Geographic Coverage of Intervention (e.g. entire district?)
Eureka Life Foundation	BMGF-Avahan	IDUs	Phek Town
Rukuzumi welfare Society	BMGF-Avahan	IDUs	Pfutsero district

Wokha District:

Organization name	Donor	Target Group of Intervention	Geographic Coverage of Intervention (e.g. entire district?)
Bethesta Youth Welfare Centre	BMGF-Avahan	IDUs	Merapani town
AGAPE Youth Welfare Centre	BMGF-Avahan	IDUs	Wokha town

b. Briefly describe the services/strategy of these interventions. If the strategy is different depending on donor, describe both separately.

Basically, the project aims at the prevention of HIV among the IDUs. Prevention services include NSEP, Condom distribution, counselling for drug abuse and referrals for treatment facilities etc.

c. Are the interventions and their activities the same as they were in IBBA 1? If they are different, describe the differences.

20. Size Estimation

Method	Description/Indicators	Strengths*	Weaknesses*

*Describe strengths and weaknesses in terms of implementation of the method.

21. Community Environment

a. Briefly describe any characteristics of the population that have changed from Round I to Round 2 (e.g. change in typology)

The only change that can be understood in terms of the population was that the current IDUs are using more of pharmaceuticals Drugs rather than Heroin. This was learnt during the interview by the staff of RDS and also clarified later by the NGOs working in the area.

b. Describe any other contextual/environmental factors, which would help understand the data (e.g. legal issues, weather, delays in FW, NGO resistance, differences in context between Round I and II).