PHASE I TOOLKIT:
UNDERSTANDING THE REVISED WHO RECOMMENDATIONS AND SUPPORTING THEIR ADAPTATION INTO NATIONAL GUIDELINES

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INTRODUCTION

WHO SHOULD USE THIS TOOLKIT?

- This toolkit is intended as a resource to support the technical leadership of country programs and technical partners as they engage with ministries of health and in-country stakeholders on decision-making associated with adaptation of the revised WHO recommendations.

WHAT IS THE PURPOSE OF THIS TOOLKIT?

This toolkit is the first of three integrated toolkits to support country teams in adaptation and implementation of the revised WHO recommendations in the four linked technical areas: ARV drugs for treatment of pregnant women living with HIV and prevention of HIV infection in infants, infant and young child feeding in the context of HIV, antiretroviral therapy for HIV infection in infants and children, and antiretroviral therapy for HIV infection in adults and adolescents. It is anticipated that the Phase 2 Toolkit: *Adoption and Implementation of the Revised WHO Guidelines* and the Phase 3 Toolkit: *Measuring Impact and Implementation of the Revised WHO Guidelines* will be released in August 2010 and the end of 2010, respectively.

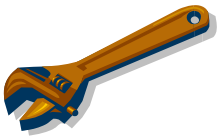
The Phase I toolkit is organized into five steps that can be followed by technical partners to: (1) understand the revised WHO recommendations in the four linked technical areas and (2) provide technical guidance to countries in adapting the revised recommendations into national HIV guidelines and plans for their implementation. The five steps outlined in this toolkit are as follows:

1. Understanding the Revised WHO Recommendations
2. Communications and Advocacy Planning
3. National Guideline Adaptation
4. Towards Meaningful Monitoring
5. Documentation and Knowledge Sharing

HOW SHOULD THIS TOOLKIT BE USED?

- This toolkit is intended to be used to guide national-level planning for adaptation and implementation of the revised WHO recommendations in the four linked technical areas.
- The toolkit contains several reference materials and practical tools, some of which are specific to a certain technical area (e.g., PMTCT) while others relate to all technical areas covered by this toolkit. The area(s) to which a reference material or tools relates is noted in the label appearing at the top right of each page.
- The five main sections in this toolkit are structured according to a proposed sequence of steps that country teams may follow as they engage in national-level planning and implementation of the revised recommendations. However, it is recognized that each country is unique and it will therefore be important for teams to assess which processes and tools are most relevant and helpful for their setting. Therefore, the order in which the tools and reference materials are applied may vary by country depending on the needs of the specific program.

DEFINITIONS OF SYMBOLS USED IN THIS TOOLKIT:

	STEP This symbol refers to the broad implementation step that will be carried out by the Foundation country teams. There are five steps in this toolkit. ***Each document in this toolkit is labeled at the bottom left according to the step it corresponds to.***
	**TOOL** This symbol can be found on practical tools that have been produced to help country teams implement each step. Tools include planning tables/templates, checklists, and briefing slides. ***This symbol appears on the first page of all tools.***

	REFERENCE MATERIAL This symbol refers to material providing background information and supporting information related to a particular implementation step. These materials are intended for reading and reflection rather than practical action. ***This symbol appears on the first page of all reference materials.***

ADDITONAL RESOURCES:

The WHO is producing a more comprehensive adaptation guide for each set of revised guidelines to support countries as they undertake the translation procedure, which is expected to be released in mid-2010.

Any comments or questions regarding the contents of this toolkit should be sent to Elena Ghanotakis at eghanotakis@pedaids.org.

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Title	Type	Technical Area(s)
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Appendix 1B. Evidence for Revised WHO Recommendations: PMTCT *Briefing Slide Set*		PMTCT* *Evidence for other technical areas will be provided upon release of the formal guidelines later this year
Appendix 1C. Option A vs. Option B for PMTCT: Evidence and Program Considerations *Briefing Slide Set*		PMTCT
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3.2 Guideline Adaptation Planning Tool for Prevention of Mother-to-Child Transmission of HIV		PMTCT
3.3 Guideline Adaptation Planning Tool for Infant and Young Child Feeding in the Context of HIV		IYCF
3.4 Guideline Adaptation Planning Tool for Antiretroviral Therapy of HIV Infection in Infants and Children		Pediatric

Title	Type	Technical Area(s)
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ABOUT THE BRIEFING SLIDE SETS CONTAINED IN THIS TOOLKIT

PURPOSE OF THE PRESENTATIONS

- The PowerPoint presentations in this toolkit are a collection of slides with notes that serves as a “bank” of information.
- Select slides can be crafted into a presentation for other Foundation staff or external audiences as appropriate.

OBJECTIVES

Slide sets can be used to:

- Inform technical staff and external technical audiences of the changes to the WHO guidelines.
- Educate technical staff and external technical audiences on the scientific evidence underlying the key changes inherent in the revised WHO recommendations
- Facilitate discussions regarding what the implications on programming of the revised WHO recommendations

ORIGIN AND PERMISSIONS

The slides have been collected from a number of sources. Where appropriate, acknowledgements have been put directly onto the slides that have been borrowed. You are welcome to use these slides widely as long as the acknowledgements remain on the slides.