

Ministry of Labor, Health and Social Affairs National Center for Disease Control and Medical Statistics



Curatio International Foundation



Partners for Health Reformplus



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## Workbook for Rayon Centers of Public Health on Surveillance and Control of Vaccine Preventable Diseases in Georgia

October 2004

Prepared by:

A joint initiative of:

Ministry of Labor, Health and Social Affairs of Georgia, Department of Public Health, Regional Public Health Centers

National Center for Disease Control, Center for Medical Statistics and Information

With technical support provided by:

Partners for Health Reform*plus* Curatio International Foundation



#### Mission

Partners for Health Reformplus is USAID's flagship project for health policy and health system strengthening in developing and transitional countries. The five-year project (2000-2005) builds on the predecessor Partnerships for Health Reform Project, continuing PHR's focus on health policy, financing, and organization, with new emphasis on community participation, infectious disease surveillance, and information systems that support the management and delivery of appropriate health services. PHRplus will focus on the following results:

- ▲ Implementation of appropriate health system reform.
- ▲ Generation of new financing for health care, as well as more effective use of existing funds.
- Design and implementation of health information systems for disease surveillance.
- Delivery of quality services by health workers.
- Availability and appropriate use of health commodities.

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Office of Health, Infectious Disease and Nutrition Center for Population, Health and Nutrition

Bureau for Global Programs, Field Support and Research United States Agency for International Development

## **Abstract**

This workbook, which accompanies *Guidelines for Integrated Surveillance and Control of Vaccine Preventable Diseases in Georgia*, is a four-in-one tool for data collection, analysis, planning of responses, and self-monitoring of performance. It helps rayon-level health workers establish the link between IDS information and response, as well as document their data analysis and utilization for management purposes. Its self-explanatory worksheets and tables assist the health workers to better record, analyze, and utilize infectious disease surveillance (IDS) data. The IDS data are recorded in a standardized format, typically on a quarterly basis. Analysis allows for the identification of IDS performance and operational problems and for formulating specific responses to the problems. A format is also present for documenting the implementation of suggested measures. The current edition of the workbook includes a number of revisions based on the results of Phase I of piloting in Imereti region in 2003; the second phase of the pilot test in Imereti, in 2004, will produce recommendations on how to improve the design and implementation of the tool, and on whether to scale up the scale up the intervention to other regions in Georgia.

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## **Acronyms**

**AFP** Acute Flaccid Paralysis

**CIF** Curatio International Foundation

CNS Central Nervous System
CPH Center of Public Health

**CRS** Congenital Rubella Syndrome

**DPT** Diphtheria, Pertussis and Tetanus Vaccine

**DT** Diphtheria and Tetanus Toxoid Combination

**NID** National Immunization Day

**MoLHSA** Ministry of Labor, Health and Social Affairs

NCDC National Center for Disease Control

OPV Oral Poliomyelitis VaccinePAU Polyclinic Ambulatory UnitPCR Polymerase Chain Reaction

PHRplus Partnerships for Health Reformplus Project

**SARS** Severe Acute Respiratory Syndrome

STD Sexually Transmitted DiseaseTd Diphtheria and Tetanus Toxoid

TT Tetanus Toxoid

**VPD** Vaccine Preventable Disease

**USAID** United States Agency for International Development

Acronyms ix

### **Contributors**

This Workbook for Rayon Centers of Public Health on Integrated Surveillance and Control of Vaccine Preventable Diseases in Georgia has been prepared by the Ministry of Labor, Health Social Affairs (MoLHSA) expanded Working Group headed by P. Imnadze, Director of the National Center for Disease Control, with technical assistance received from the United States Agency for International Development (USAID)/Partners for Health Reformplus project and Curatio International Foundation.

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# **Acknowledgments**

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### Introduction

This workbook is a job aide accompanying the second edition of the Guidelines for Integrated Surveillance and Control of Vaccine Preventable Diseases in Georgia. It consists of self-explanatory worksheets and tables to assist rayon-level health workers at centers of public health (CPHs) to better record, analyze, and utilize IDS data. It provides a detailed template in which critical infectious disease surveillance (IDS) data are recorded in a standardized format, typically on a quarterly basis. It is recommended that the worksheets and tables within the job aide be completed for all critical epidemiological data on vaccine preventable diseases submitted to rayons. Additionally, the job aide embeds the basic analysis that allows for the identification of IDS performance and operational problems, such as flagging under-performing facilities, determining causes of low coverage, and specifying major reasons why cases occurred, Furthermore, the job aide provides a standardized format for formulating specific response to identified problems, such as measures to correct coverage, to improve accuracy and timeliness of reporting, or to improve surveillance. A format is also present for documenting the implementation of suggested measures. Thus the job aide is a four-in-one tool (data collection, analysis, planning of responses, and self-monitoring of performance) that helps health workers establish the link between IDS information and response, as well as document their data analysis and utilization for management purposes.

Following the second phase of piloting of the job aide within all 12 rayons of the Imereti region in 2004, recommendations will be provided on how to improve the design and implementation of the tool, and on whether to scale up the intervention to other regions in Georgia

Introduction 1

<sup>&</sup>lt;sup>1</sup> Ministry of Labor, Health and Social Affairs, and National Centers for Disease Control. July 2003. *Guidelines for Integrated Surveillance and Control of Vaccine Preventable Diseases in Georgia*. Bethesda, MD: Partners for Health Reform*plus*.

# **Worksheets and Tables**

Worksheets and Tables 3

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Disease Diphtheria AFP Measles Mumps Rubella	Investigation threshold (clinical cases)  1 case 1 case 1 case 1 case	Investigation is timely if initiated within  1 business day 1 business day 1 business day 1 business day				reached	No.	of timely i	Ť		%				reached	No.	of timely			%	Did it work's Did it work's  No. of times threshold	? YES-NO ? YES-NO  2004  No. of timely initiated	
Disease Diphtheria AFP Measles Mumps Rubella CRS	Investigation threshold (clinical cases)  1 case 1 case 1 case 1 case 1 case	Investigation is timely if initiated within  1 business day				reached	No.	of timely i	Ť		%				reached	No.	of timely			%	Did it work's Did it work's  No. of times threshold	? YES-NO ? YES-NO  2004  No. of timely initiated	
Disease Diphtheria AFP Measles Mumps Rubella CRS Fetanus	Investigation threshold (clinical cases)  1 case 1 case 1 case 1 case 1 case 1 case	Investigation is timely if initiated within  1 business day				reached	No.	of timely i	Ť		%				reached	No.	of timely			%	Did it work's Did it work's  No. of times threshold	? YES-NO ? YES-NO  2004  No. of timely initiated	
Specify what situation  Disease  Diphtheria  AFP	Investigation threshold (clinical cases)  1 case	Investigation is timely if initiated within  1 business day 3 business days				reached	No.	of timely i	Ť		%				reached	No.	of timely			%	Did it work's Did it work's  No. of times threshold	? YES-NO ? YES-NO  2004  No. of timely initiated	

Specify what you c	an do to improve
situation	

TOTAL

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1	Annual	asse	ssm	ent		PD a	and	oth	er p	riori	ity ir					s n	or	bid	ity	and	d m	or	tali	ity 1	ren	ıds		
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Disease	<1	1-4	5-14	15-19	9 20-2	29 30-5	59 60+	TOTAL	LAB TESTED	LAB CONFIRMED	TOTAL	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	LAB TESTED	LAB CONFIRMED	TOTAL	<1	1-4	5-14	15-19	20-29 30-	59 60+	TOTAL	LAB TESTED	LAB CONFIRMED TOTAL CONFIRMED
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Infectious diseas	es causing the bigges	t concern in the rayon	and possible reasons

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Infectious	diseases	causing 1	the biggest	concern in	the ravon	and possib	le reasons

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Disease	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	LAB TESTED	LAB	TOTAL	<1	1-4	5-14	15-19	20-29	30-5	59 60	0+	TOTAL	LAB TESTED	LAB CONFIRMED	TOTAL	<1	1-4	5-14	15-19	20-2	9 30-59	60+	TOTAL	LAB TESTED	LAB CONFIRMED TOTAL	CONFIRMED
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Unconfirmed viral infections of CNS																																1		_
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Infectious diseases causing the biggest cond	ern i	n the	ravo	n are	lnos	sible reaso	ns			1					-			1										

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Disease	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	LAB TESTED  LAB  CONFIRMED	TOTAL	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	LAB TESTED	LAB	TOTAL	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	LAB TESTED	LAB CONFIRMED TOTAL CONFIRMED
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Infectious diseases causing the biggest concern in the rayon and possible reasons

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Infectious diseases causing the biggest concern in the rayon and possible reasons

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Facility	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED
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Wor	ksh	eet	on s	electe	ed inf	ectio	us c	lisea	se n	norb	idit	y (sı	ubje	ct to r	nonth	ly no	tific	atio	n to	regi	oan	I CP	H) iı	1	ra	yon/te	own	<u>y</u>	/ear	
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Wor	ksh	eet	on s	electe	ed inf	ectio	us c	lisea	se n	norb	idit	y (sı	ubje	ct to r	nonth	ly no	tific	atio	n to	regi	oan	I CP	H) iı	1	ra	yon/te	own	<u>y</u>	/ear	
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Wor	ksh	eet	on s	electe	ed inf	ectio	us c	lisea	se n	norb	idit	y (sı	ubje	ct to r	nonth	ly no	tific	atio	n to	regi	oan	I CP	H) iı	1	ra	yon/te	own	<u>y</u>	/ear	
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Facility	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED
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Wor	ksh	eet	on s	electe	ed inf	ectio	us c	lisea	se n	norb	idit	y (sı	ubje	ct to r	nonth	ly no	tific	atio	n to	regi	oan	I CP	H) iı	1	ra	yon/te	own	<u>y</u>	/ear	
Facility	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED
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Wor	ksh	eet	on s	electe	ed inf	ectio	us c	lisea	se n	norb	idit	y (sı	ubje	ct to r	nonth	ly no	tific	atio	n to	regi	oan	I CP	H) iı	1	ra	yon/te	own	<u>y</u>	/ear	
Facility	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED	<1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	No. LAB TESTED	LAB CONFIRMED
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						N	<b>IEA</b>	SLE	S pre	eventi	on an	d con	trol v	vorks	heet						
					iı	n					r	ayon/	town		y	ear					
Subordinated	MMF	R-1 cove	erage at	24mo	M		overage no29d	at				,		M	EASLES	CASES					
<b>Facilities</b>	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
TOTAL																					
					_																-
		ge is lo	ow, spe	ecify n	1						If the	number	of cases	this yea	r > 10, a	nalyze tl	nem by a	ige and i	<mark>mm. sta</mark>	tus	
Vaccine stocko						ny refus	sals							0-1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL
Many contrain		ns			Other:								1 dose								
PAU worked p												2 or m	ore doses								
Specify, w	hat no	eeds to	be do	one to	impro	ve cov	erage:					Not in	nmunized								
1													Unknown								
3										Major r	easons w		TOTAL	d			01	nd possil	alo action	26	
										routine o		ny cases	occurre	u	See mea	sures for		ement of			
<u>4</u> 5											_						•	report ca			
	e are e	vamn	le of a	ctions	VOII CS	n take	٠.		☐ Faile	ed to imm	unize con	tacts pro	mptly					promptl			ontacts
				ctions	you ca	in tand	·•		П т												dministration
Identify reasons Give instruction				atricia	ns or fa	cility l	heads		1mm	iunizatioi	ns did not	protect			Inform 1	•	ora chan	., сопсе	iness or v	uccine a	311111113titution
Inform rayon a			-	atticiai	15 01 16	icinty i	iicaas		П міот	rated from	n other ar	rea					ion to all	migrants	s in your	ravon	
Timely re-order				t stocke	outs				wingi	ated 1101	ir other ar	<u></u>	Snec	ify what		ill do ab			, III	14, 011	
Use mobile brig						more a	reas		1				Эрес	J // II	. 100 11		Jul Hills				Done
Use specialist b								tions	2												Done
Disseminate lea									3												Done
						•															

							MUN	IPS :	and l	RUBI	ELLA	pre	ventio	n and	d con	trol	work	sheet	t							
							in						ray	on/to	wn		y	ear								
Subordinated						M	UMPS C	ASES											RUI	BELLA	CASES					
Facilities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
TOTAL																										
101112																										
	If t	he num	ber of c	cases thi	is year :	> 10, an	alyze th	em by a	ge and	imm. st	atus				If	the nur	nber of	cases th	is year	> 10, aı	nalyze t	hem by	age and	l imm. s	tatus	
						0-1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL						0-1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL
					1 dose	:												1 dose								
				2 or me	ore doses	s											2 or me	ore doses								
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					Jnknown	_												Jnknown								
					TOTAL	,			L.,						•			TOTAL								
		why ca	ases occ	urred		G			•	ssible a								s occurr	ed	C			-	le action		
Low routine co	verage									of cove		41		L Low	routine	coverag	je							of cove		41
Failed to immu	ınize coı	ntacts pr	romptly								within 24 e contact			☐ Faile	ed to im	munize o	contacts	prompt	ly					rt cases v		
_									•		ne admin															nistration
☐ Immunization:	s did not	protect					NCDC	ıın, corre	ectness	oi vaccii	ie admin	istratio	<u>n</u>	∐ Imn	nunizati	ons did n	ot prote	ect			NCDC	un, corr	ectness	or vaccin	ie admii	nistration
☐ Migrated from	othere	raa						ation to	all migr	ante in s	our rayo	n .		Пміа	roted fro	om other						ation to	all migr	ants in y	Our rav	on
i Migrated Holli	other a	iea		Specify	what V					ants in y	our rayo	/11		IVIIg	rateu m	om otner	area	Specifi	what '					ants m y	our ray	JII
1				Specify	wnat 1	JU WII	i uv abt	at tills.					Done	1				Specif	wiiat .	LOU W	u u dl	out till	3.			Done
2													Done													Done
3													Done													Done

	DIPHTHERIA, PERTUSSIS AND TETANU														even	tion	and o	contr	ol wo	rksh	eet					
in													ray	on/t	own	_		year								
Subordinated	d DPT-3 coverage at 12mo DT coverage at 5y						5y	Т	d cover	age at 1	4y	PERTUSSIS CASES														
Facilities	Q1 Q2 Q3 Q4			Q1	Q2	Q3	Q4	Q1	1 Q2	Q3	Q4	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL		
TOTAL																										
If a	OVOPO	go is le	NW CD	ooify n	nain re	noconc			Т	прит	нгрі	Α.	1	TE	the nun	nhon of	Paggag t	hia voor	· > 10 o	nolyzo t	hom hv	ogo on	d imm	etotue		
☐ Vaccine stock		ge is ic	ow, spe	echy n		lany ref			<b>DIPHTHERIA</b> CASES									r > 10, analyze them by age and imm. sta								
Many contrain		ns			Other		usurs											0-1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	
PAU worked p		113		_	Other	•			Notes:	ATHS			0-2 doses													
Specify, v		eeds to	he do	one to	impro	ve cov	erage	•	Tioles.				3 doses 4+ doses													
1									1			Unknown														
2													TOTAL													
3											ANUS		1	<mark>ajor rea</mark>			es occur	red	and possible actions  See measures for improvement of coverage							
4									CASE				+	w routine		_									1.41	
5			1 6 .	-4		4-1-			DEA'	ency re	corvo c	of the	☐ Fai	led to im	nmunize	contact	s promp	tly						within 2 ze contac		
				ctions	you ca	an tak	e:		_	ing teta		n the	_												nistration	
Identify reason Give instruction				otricio	ns or fo	ocility	hoods		medic	ations h	ave be		∐ Imr	nunizatio	ons did n	ot prot	ect			NCDC	iii, com	ectiless	or vacci	ne aum	instration	
				aurcia	118 01 17	aciiity	neaus			availabl	e in the	2	Otl	ner					IIIIOIIII	NCDC						
Inform rayon a Timely re-orde				t stock	oute				rayon:	ine glo	huline	V_N					Specif	w what	VOLLW	ill do al	out thi	g•				
Use mobile bri						emore a	areas		Antito		bullile	Y-N												Done		
Use specialist b	*							ations					2												Done	
													3												Done	
Disseminate leaflets about importance and safety of immunization													-	-	-		-	-	-	-						

				<b>EPATIT</b>	IS B <sub>1</sub>	preve					rkshe	et						
			in		rayon/townyear													
Subordinated		Hepatitis B3 co	verage at 12mo	•						HEP	PATITIS	B CASES						
Facilities	Q1	Q2	Q3	Q4	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL	
TOTAL																		
<b>T0</b>		••	•															
Vaccine stocko		ow, specify m	Many refu			If the number of cases this year > 10, analyze them by age and imm. status												
Many contrain			Other:	ISAIS						0-1	1-4	5-14	15-19	20-29	30-59	60+	TOTAL	
PAU worked p		_	- Guier.						0-2 doses									
		be done to i	mprove cov	erage:					ore doses									
1			•						Unknown									
3									TOTAL	•			,					
					Major reasons why cases occurred  Failed to get immunization or postexposure prophylaxis													
4					<del> </del>					ure propn	iyiaxis							
5				aseptic sta sterilizat														
		le of actions	you can take	2:			waste dis											
Identify reasons							ted blood											
Give instruction		-	ins or facility	heads			ify)						_					
Inform rayon ad Timely re-order			routs		_ Oth	er (speci	пу)				VOII	ill do ob	out this					
•		•			1				Spec	ny wna	I YOU W	<mark>ill do ab</mark>	out this:				Done	
Use mobile brig																Done		
Disseminate lea					<u> </u>													
		1																

POLIO prevention and control worksheet																						
						in_			ayon/townyear													
Subordinated	Polic	-3 cove	rage at	12mo	Polio-4 coverage at 24mo				Po	olio-5 cov	verage a	nt 5y	If coverage is low,	pecify main r	easons	:						
Facilities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	☐ Vaccine stockouts	Many refusals								
													Many contraindications	Other:								
													PAU worked poorly									
													Specify, what needs to be	d <mark>one to impr</mark> a	ve cov	erage:						
													<u>1</u>									
													3									
													4									
													5									
													AFP SURVEILLANCE									
													Population under 15y in the rayon:									
													No of AFP cases detected	2001 2002	2003	2004						
													Notes:									
													rvotes.									
TOTAL																						
TOTAL																						
					CO	NICT	PNITO	CAT	DIII	DELI	ГА.		antion and control workshop	4								
					CO		TINI I	IAL	KUI	DEL	LA	_	ention and control workshee	ι								
						in_						r	ayon/townyear		16	NDC						
Implemented	CRS	survei	llance	measu	ıres (n	nark r	espect	ive qua	arter)	) (	Q1		Q3 Q4 cases	number of cli this year	inicai (	RS						
Follow up with	all wo	men i	nfected	d with	rubella	during	g pregi	nancy					Notes									
Alert and retrai	n all ra	ayon p	ediatri	cians,	obstetr	icians,	otolar	yngolo	gists,													
cardiologists, o	phthal	molog	ists																			
Provide the abo	ve spe	ecialist	s with	repect	ive gui	ideline	s and f	orms														
Review hospita	l reco	ds for	CRS-	compat	tible de	efects																
Other measures	(spec	ify):																				
Estimated property of CRS at DPT vis				ans in y	your ra	yon th	at scre	en infa	nts fo	or												

1	Evaluation	n of t	the v	vork	of he	alth	facili	ities	in						ray	on ii	n		_year	
							NUM	BER O	F QUES	STION I	N THE	CHEC	KLIST						Total of ans	wers "YES"
Health Facility	Date of visit	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	"Yes"	%
	answers "YES"																			
TOTAL	% of answers "YES"																			