

[YEAR] [COUNTRY] [MALARIA INDICATOR] SURVEY
MICROSCOPE SLIDE TRANSMITTAL FORM (FRONT SIDE)

CLUSTER NUMBER

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PERSON SENDING/ RECEIVING SAMPLES	TIME TO FILL IN FORM	TOTAL COUNT OF MICROSCOPE SLIDES	SIGNATURE (CONFIRMING THAT EACH SLIDE IS PRESENT - SEE BACK OF FORM)	NAME	DATE	NOTES (NOTE ANY DISCREPANCY IN NUMBERS OF SLIDES)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)		
TECHNICIAN	WHEN CLUSTER IS COMPLETED	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						
TEAM SUPERVISOR	WHEN CLUSTER IS COMPLETED	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						
FIELD COORDINATOR	WHEN SAMPLES ARE PICKED UP IN FIELD	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						
CENTRAL OFFICE RECEIVER	UPON ARRIVAL AT [IMPLEMENTING ORGANIZATION]	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						
LAB	UPON ARRIVAL AT LAB	<table border="1" style="display: inline-table;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						

INSTRUCTIONS: GENERAL: Count the microscope slides. Count bar codes on the Microscope Slide Transmittal Form. Check both against each other and make sure the counts match.

Technician: Upon completion of a cluster, verify that the unique bar code (identification) number on each slide collected in that cluster number corresponds to a bar code number pasted to the back of this transmittal form and vice-versa. Note any discrepancies in Column (7). Count and record the total number of slides in Column (3). Sign your name in Column (4) and record your name in Column (5). Write the date in Column (6). Fold and store this transmittal form in the box containing the slides.

Team Supervisor: After the technician has verified the slides, you will conduct a second verification. Verify that the unique bar code (identification) number on each slide collected in that cluster number corresponds to a bar code number pasted to the back of this transmittal form and vice-versa. Note any discrepancies in Column (7). Count and record the total number of slides in Column (3). Sign your name in Column (4) and record your name in Column (5). Write the date in Column (6). Fold and store this transmittal form in the box containing the slides.

Field Coordinator: Before returning to the Central Office after visiting a team in the field, you will count and record the total number of thick and thin slides in Column (3). Sign your name in Column (4) and record the date in Column (6). Note any discrepancies in Column (7). Fold and store this transmittal form in the box containing the slides.

[IMPLEMENTING AGENCY]: For each cluster arriving from the field, verify that the unique bar code (identification) number on each slide collected in that cluster number corresponds to a bar code number pasted to the back of this transmittal form and vice-versa. Note any discrepancies in Column (7). Count and record the total number of slides in Column (3). Sign your name in Column (4) and record your name in Column (5). Write the date in Column (6). Make a photocopy of the Microscope Slide Transmittal Form. Fold and store this transmittal form in the box containing the slides and send them to the Malaria Lab [NAME].

Laboratory: Upon receiving slides from [CENTRAL OFFICE], verify that the unique bar code (identification) number on each slide collected in that cluster number corresponds to a bar code number pasted on the back of this transmittal form and vice-versa. Count and record the total number of slides in Column (3). Sign your name in Column (4) and record your name in Column (5). Write the date in Column (6). Note any discrepancies in Column (7) and inform the [CENTRAL OFFICE]. Follow the [NAME OF COUNTRY] MIS protocol for storing and reading the slides.

[YEAR] [COUNTRY] [MALARIA INDICATOR] SURVEY
 MICROSCOPE SLIDE TRANSMITTAL FORM (BACK SIDE)

CLUSTER NUMBER

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NO.	SLIDE BAR CODE	THICK SLIDE	THIN SLIDE	TECH.	LAB
1					
2					
3					
4					
5					
6					
7					
8					

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:
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:
:
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NO.	SLIDE BAR CODE	THICK SLIDE	THIN SLIDE	TECH.	LAB
17					
18					
19					
20					
21					
22					
23					
24					

Fold here

9					
10					
11					
12					
13					
14					
15					
16					

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25					
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27					
28					
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31					
32					