How to document an update using the Qualtrics survey

What is an update?

End of policy

Policy cancelled or annulled

Type of policy has <u>qualitatively</u> changed

Geographic target of the policy has changed

Change of policy

Change in policy duration

Type of policy has <u>quantitatively</u> changed
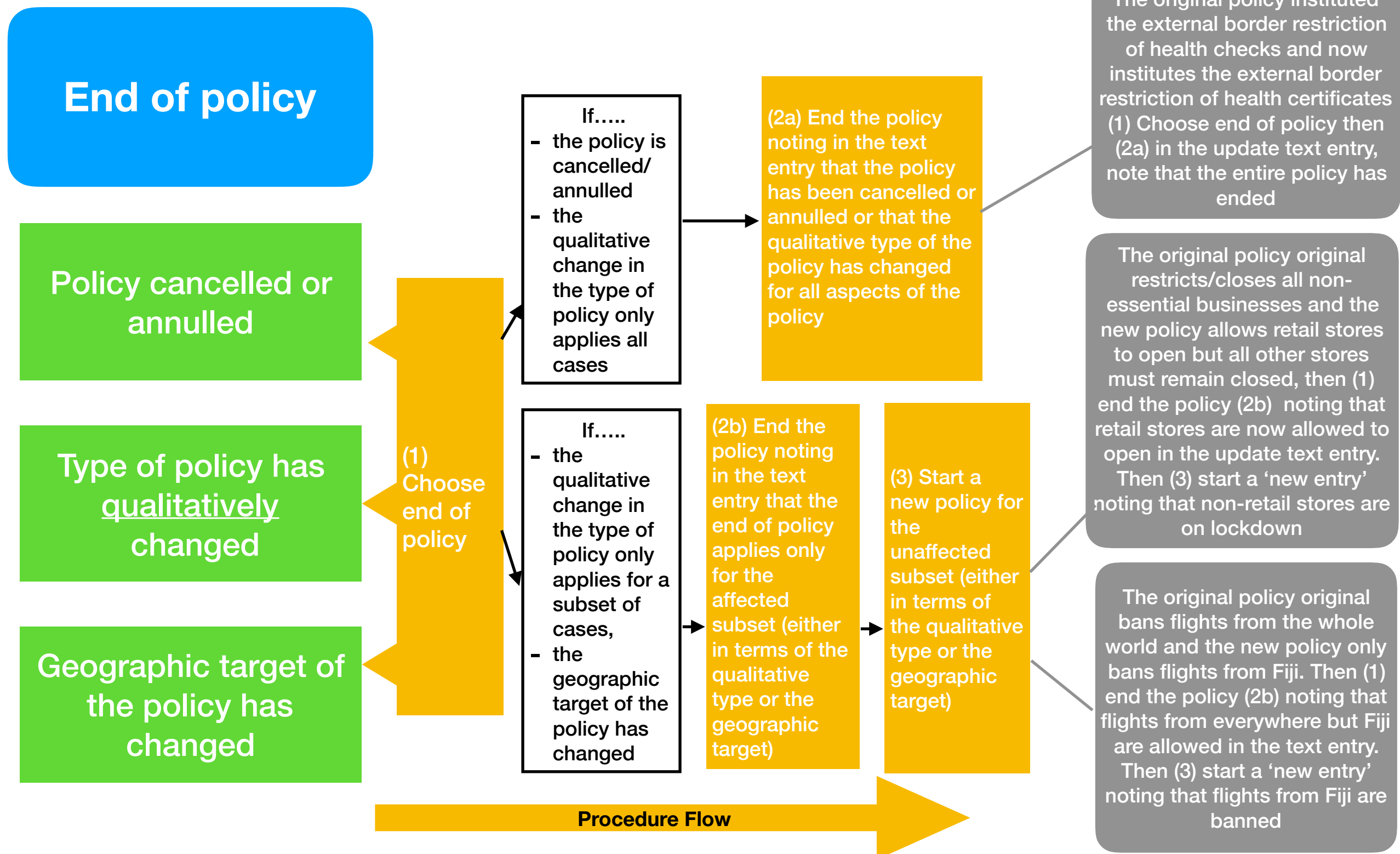
- quarantine days
- number of people restricted from gathering en mass
- number of health resources (e.g. 'masks')

Other dimension of policy changed

- who/what
- policy direction
- travel mechanism
- compliance
- enforcer

What is the procedure to code 'end of policy' updates?

End of policy

Policy cancelled or annulled

Type of policy has <u>qualitatively</u> changed

Geographic target of the policy has changed

(1) Choose end of policy

If…..
- the policy is cancelled/annulled
- the qualitative change in the type of policy only applies all cases

If…..
- the qualitative change in the type of policy only applies for a subset of cases,
- the geographic target of the policy has changed

(2a) End the policy noting in the text entry that the policy has been cancelled or annulled or that the qualitative type of the policy has changed for all aspects of the policy

(2b) End the policy noting in the text entry that the end of policy applies only for the affected subset (either in terms of the qualitative type or the geographic target)

(3) Start a new policy for the unaffected subset (either in terms of the qualitative type or the geographic target)

Procedure Flow

Examples

The original policy instituted the external border restriction of health checks and now institutes the external border restriction of health certificates (1) Choose end of policy then (2a) in the update text entry, note that the entire policy has ended

The original policy original restricts/closes all non-essential businesses and the new policy allows retail stores to open but all other stores must remain closed, then (1) end the policy (2b) noting that retail stores are now allowed to open in the update text entry. Then (3) start a 'new entry' noting that non-retail stores are on lockdown

The original policy original bans flights from the whole world and the new policy only bans flights from Fiji. Then (1) end the policy (2b) noting that flights from everywhere but Fiji are allowed in the text entry. Then (3) start a 'new entry' noting that flights from Fiji are banned

What is the procedure to code 'change of policy' updates?

Change of policy

Change in policy duration

Type of policy has <u>quantitatively</u> changed

Other dimension of policy changed

(1) Choose 'change of policy'

If…
The policy is about strengthening a certain aspect of a policy

(2a) Choose 'Yes strengthening' for the dimension that is being strengthened

NOTE: it is possible for a policy to be strengthened in some dimensions and relaxed in others

If…
The policy is about relaxing a certain dimension of a policy

(2b) Choose 'Yes relaxing' for the dimension that is being relaxed

Procedure Flow

Examples

The original policy instituted the external border restriction of health checks until April 15 and now this policy has been extended until May 15. (1) Change the policy and note (2a) 'Yes strengthening' for the 'timing of the policy'

The original policy instituted the external border restriction of health checks and now this policy has been extended until May 15. It was previously mandatory but concurrent with the extension, it is now voluntary. (1) Change the policy and note (2a) 'Yes strengthening for the 'timing of the policy' and (2b) 'Yes relaxing' for the 'compliance of the policy'

The original policy instituted the external border restriction of health checks. It was previously mandatory but it is now voluntary. (1) Change the policy and note (2b) 'Yes relaxing' for the 'compliance of the policy'