

**GOVERNMENT OF ANDHRA PRADESH
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT**

Date: 27.3.2020

Memo No.018/COVID-19/2020,

Sub: HMFWD – COVID-19 – Constitution of Ward level Surveillance Teams in Urban Areas – regarding.

COVID INSTANT ORDER - 6

1. In order to ensure closer surveillance of the Foreign returnees (FR) and their Contacts, henceforth referred to as Foreign Returnee Contacts (FRC) , with respect to their health status, it is important that daily house to house monitoring is mandatorily done. They are categorised as a high risk group whose health status shall be verified closely so as to prevent local transmission.

Urban Areas

- a. All District Collectors are hereby instructed to constitute “Ward Surveillance Teams” at Urban areas duly drawing manpower from across the district.
- b. Each Ward level Surveillance Team should consist of One Medical Officer and one Paramedical Staff. Each Surveillance Team should visit the Foreign Returnee Houses and should also ensure that the Foreign Returnee Contacts (FRC) are also included in surveillance. Both primary Contacts who are family members of the FR and Secondary contacts of the FR shall be done surveillance.
- c. The teams are to be constituted by duly following the below guidelines.

Vijayawada MC, Visakhapatnam MC, Guntur MC	One team per ward
Municipal Corporations Other than above	One team per 2 wards
Municipalities	One team per 3 wards
Nagar Panchayats	One team per Nagar Panchayat

- d. The Ward Surveillance Teams should visit each of the household in their jurisdiction till the 28th day Home Isolation period is over. Further the Surveillance Team should ensure that Format A in Annexure I related to FR/FRC are also duly filled on every visit. The details of FR/FRC visited shall be entered in the “MSS portal-COVID 19 module” for line listing of FR/FRC at the concerned UPHC/UFWC/PP Unit. The district wise daily report of the surveillance shall to be sent to SSU which shall be consolidated at the state level by the SSU, IDSP on a daily basis before 5 pm every day.
- e. All DMHOs shall be instructed to furnish the team wise details in format attached to this order immediately (Annexure II). All teams are to be constituted and compliance should be communicated to State Control Room by 6 PM today.
- f. The District Collector shall monitor the teams thorough UPHC In charge MO/one special officer daily.

Rural Areas

- a. In case of rural areas, the concerned PHC doctor along with his paramedical will complete the surveillance activity duly adopting the same protocol as explained above.
2. All Primary contacts of Positive Cases shall invariably be brought to Quarantine Centres. All the logistics for the same should be arranged by District Administration accordingly.
3. All Secondary contacts of Positive Cases shall be home quarantined and monitored on daily basis.



SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
All the Collector & District Magistrates

Copy to:
All the Joint Collector & additional district magistrates
All the DM&HOs / DCHSs in the State

MOST URGENT

Annexure I

Format – A

For surveillance of Foreign Returns and Foreign Return Contacts for 2019-nCoV (To be filled by Surveillance Team and sent to DSU/SSU daily)

Full Name:	
FR/FRC	
Age in years:	
Gender:	
Passport number:	
Complete Address (For Indian passport holders)	
Place of Stay during visit (For International tourists)	
Landline number with STD code (In India)	
Mobile number (In India)	
Countries visited in last 28 days	
Date of departure from 2019-nCoV affected country	
Passenger History:	

Clinical details: write 'N' for No & 'Y' for Yes

Day	Date	Fever	Cough	Difficulty in Breathing	Day	Date	Fever	Cough	Difficulty in Breathing
1					15				
2					16				
3					17				
4					18				
5					19				
6					20				
7					21				
8					22				
9					23				
10					24				
11					25				
12					26				
13					27				
14					28				

In case of any symptoms the passenger should be immediately isolated at designated hospital

Filled by.....

Name and Designation of MO/ Head of Surveillance Team

MOST URGENT

Annexure II

Sl. No.	District	Municipal Corporations/Municipalities/Nagar Panchayats	Ward Name/Number	Name of Medical Officer	Phone Number of Medical Officer	Name of Para Medical	Phone Number of Para Medical