



Title	Roles and responsibilities of TB interveners in Nunavik
Code in TB toolkit	DSPu-TB_Roles-et-responsabilites-intervenants-TB-Nunavik_EN
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Objectives of the tool:

- Identify the interveners involved in managing tuberculosis in Nunavik;
- Describe the roles and responsibilities of each of these interveners;
- Foster an efficient and standardized interdisciplinary approach to managing tuberculosis in Nunavik.

SUMMARY	
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ABBREVIATIONS			
Abbreviation	Name	Abbreviation	Name
PHO	Public-health officer	MSSS	Ministère de la Santé et des Services sociaux
BCG	Bacille Calmette-Guérin (vaccine)	OGETN	Tool for management of tuberculosis outbreaks in Nunavik
CLSC	Local community service centre	PARN-TB	Nunavik Regional Plan of Action against Tuberculosis
DPH	Department of Public Health	TST	Tuberculin skin test
LTBI	Latent tuberculosis infection	CRFU	Clinical-radiological follow-up
MADO	Reportable disease	PH	Public health
MATO	Mandatory-treatment disease	TB	Tuberculosis
ID	Infectious disease	DOT	Directly observed therapy

HEALTH CENTRES

HEALTH CENTRE ROLES IN MANAGING TUBERCULOSIS

- Assess and investigate any individual suspected of infection with active TB.
- Ensure the care process, treatment and monitoring for individuals with LTBI.
- Ensure the care process, treatment and monitoring for cases of active TB.
- Collaborate with the DPH in conducting epidemiological investigations.
- Assess and investigate contacts of cases of active TB.
- Define the procedures and means to undertake to ensure the care process and monitoring of patients diligently.
- Notify the DPH in case of difficulties with the care process and monitoring of cases of active TB and contribute to the search for solutions.
- Collaborate with the DPH in carrying out the *PARN-TB*.

Health centre nurse responsible for monitoring TB

ROLES

- Manage the administration of treatment to individuals with LTBI or active TB jointly with the attending MD.
- Ensure the necessary monitoring according to the protocol prescribed by the attending physician.
- Assume a role of liaison between the patient and the attending physician and between the attending physician and the DPH.
- Assume a key role in accompanying and supporting patients with LTBI and cases of active TB throughout their treatment.
- Report to the attending physician and the DPH any problem involving compliance with isolation or treatment in a patient with active TB.

RESPONSIBILITIES

Interventions with an individual suspected of having active TB or a contact of a case of active TB

- Perform a case history and review the individual's record.
- Perform a clinical assessment of the patient jointly with the attending physician.
- Plan, coordinate and carry out the diagnostic procedures recommended by the DPH and prescribed by the attending physician.
- Complete the necessary documentation during investigation of the patient and forward to the DPH when required.
- For a contact of a case of active TB: Jointly with the attending physician and the DPH, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Interventions with an individual with LTBI

- Instruct the individual to ensure he¹ adequately understands LTBI and the advantages of undergoing treatment.
- Initiate LTBI treatment and the monitoring protocol as prescribed by the attending physician.
- Keep track of doses at each of the patient's follow-up visits.
- Ensure the required monitoring according to the protocol prescribed by the attending physician.
- Carefully listen to the patient's experience relative to the disease and help him find strategies to facilitate compliance with treatment.
- Ensure compliance with treatment.
- Report to the attending physician any difficulties with compliance with treatment.
- Inform the attending physician of the onset of any side effects or symptoms of active TB.
- Complete all the required documentation for the care process and monitoring of the patient and forward to the DPH when required.
- Instruct the patient on self-monitoring of symptoms of active TB and encourage him to consult without delay in case such symptoms arise.
- Jointly with the attending physician, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Interventions with a case of active TB and management of an epidemiological investigation

- Initiate treatment for active TB and the monitoring protocol prescribed by the attending physician.
- Inform the patient about his disease, the importance of undergoing treatment and complying with isolation as prescribed, as well as the benefits of adopting healthy lifestyles in order to foster optimal recovery.
- Draw up the list of contacts of the case of active TB according to the infectious period determined by the DPH.
- Send all information relevant to the epidemiological investigation to the DPH.
- Plan and carry out all necessary follow-up throughout the treatment according to the monitoring protocol prescribed by the attending physician.
- Carefully listen to the patient's experience during the care process, and if social, psychological or economic issues are identified, help the patient come up with strategies for complying with isolation or treatment and refer him to the appropriate services or resources for support.
- Report any problem concerning the appearance of side effects and the onset or exacerbation of symptoms of active TB to the attending physician.
- Supervise DOT and keep track of the doses taken.
- Ensure compliance with isolation or treatment.
- Report any difficulties with compliance with isolation or treatment to the attending physician and the DPH.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Notify the police department and inform the DPH in case of non-compliance with an order of isolation from the director of PH or a court order.
- Complete all documentation required for the patient's care process and monitoring and forward to the DPH when required.

¹ In the interest of simplicity, the masculine or feminine form is used in this text to denote either sex.

Interventions with patients subject to CRFU

- Plan and coordinate pulmonary X-rays according to scheduled dates.
- Clinically assess patients before the pulmonary X-ray.
- Ensure follow-up with the attending physician in order to identify the medical course of action after each CRFU.
- Instruct the patient on self-monitoring of symptoms of active TB and encourage him to consult without delay if such symptoms arise.
- Complete all required documentation and forward to the DPH when required.
- Jointly with the attending physician, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Other

- Ensure liaison and the transfer of required documents to the receiving community if the patient visits or moves to another community in Nunavik (including Ullivik) and so inform the DPH.
- Notify the DPH if the patient travels or moves outside Nunavik (except Ullivik) or is incarcerated.
- Work closely with the PHO and support her in her tasks, in accordance with her expertise.
- Actively participate in community activities for preventing TB and promoting health related to the initiatives of the *PARN-TB*.
- Participate in the BCG-vaccination program if applicable.
- Jointly with the DPH, participate in activities for population testing (if applicable).
- Report any issues to the health centre's PH advisor in order to obtain support or information.
- Jointly with the DPH, participate in evaluation of the *PARN-TB*.
- Maintain her knowledge and skills up-to-date according to the latest compelling data and the updates to regional TB guides, tools and protocols.
- Participate in training for nurse colleagues, interpreters and PHOs concerning TB-related tasks.
- Communicate with various local partners in the context of specific interventions requiring the collaboration of local resources (mayor, health committee, etc.).

Public-health officer

ROLES

- Support the community in prevention and promotion activities related to PH portfolios, including TB.
- Contribute to the design and carrying out of community-engagement activities adapted to Inuit culture.
- Facilitate access to information and resources appropriate to community members.
- Actively participate in various community interventions for TB testing.
- Assume a central role in accompanying and supporting patients with LTBI and cases of active TB throughout their treatment.
- Contribute to the monitoring of DOT among cases of active TB.

RESPONSIBILITIES

General

- Accompany patients with active TB and their families throughout the care trajectory: hospitalization, treatment compliance, contact identification, referral to resources, etc.
- Contribute to application of DOT in the community setting.
- Work closely with the nurse responsible for TB monitoring and support her in her tasks according to her expertise.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Contribute to the creation and accompaniment of support groups for TB patients.
- Provide interpretation services during medical appointments as needed.
- Guide the health-care team to ensure a care process and PH interventions that are culturally safe and adapted to the reality of Nunavik.
- Jointly with the community's health committee, contribute to the prevention of TB.
- Inform the community of prevention programs and testing activities available in the community.
- Foster community engagement by participating in programs for communication and community awareness through radio messages, interventions with target groups and publications on social media.
- Actively participate in programs for population testing (if applicable).
- Contribute to the design of tools, protocols or communication plans according to identified needs.
- Participate in local operational planning.
- Jointly with the DPH, participate in evaluation of the *PARN-TB*.

Health centre attending physician

ROLES

- Ensure the assessment of individuals suspected of having active TB.
- Ensure assessment and a care process for cases of active TB and their contacts.
- Establish a diagnosis pursuant to diagnostic investigations.
- Determine the treatment plan in accordance with each patient's situation.
- Prescribe the appropriate monitoring protocol in accordance with each patient's situation.
- Ensure proper compliance with isolation and treatment among cases of active TB, jointly with the nurse responsible for TB monitoring.

RESPONSIBILITIES

Interventions with an individual suspected of having active TB or a case contact

- Proceed with the medical assessment of any individual suspected of having active TB or any contact of a case of active TB.
- Prescribe the diagnostic tests required according to the patient's situation.
- Follow up the results of the requested diagnostic tests.
- Determine the medical course of action at each stage of the investigation.

- For a contact of a case of active TB: Jointly with the nurse responsible for TB monitoring at the HC and the DPH, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Interventions with an individual with LTBI

- Diagnose the LTBI.
- Prescribe the appropriate treatment plan.
- Ensure compliance with treatment and contribute to application of support strategies in case of difficulty.
- Prescribe appropriate follow-up in accordance with the protocols in effect.
- Restart or terminate treatment as required.
- Jointly with the nurse responsible for TB monitoring at the health centre, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Interventions with a case of active TB and management of an epidemiological investigation

- Perform the diagnosis of active TB jointly with the adult or pediatric pneumologist as needed and submit the *MADO* report to the DPH.
- Ensure appropriate isolation for the case during his infectious period.
- Prescribe the appropriate treatment plan.
- Prescribe appropriate follow-up in accordance with the protocols in effect.
- Ensure follow-up to the results of prescribed examinations during treatment.
- Prescribe the end of isolation at the hospital (if applicable).
- Ensure the patient's tolerance to treatment.
- Ensure the treatment's effectiveness.
- Ensure proper compliance with isolation and treatment.
- Review the record at two months and five months of treatment.
- Contribute to the establishment of strategies to foster compliance with isolation and treatment.
- Document any problem with compliance with isolation or treatment in the patient's record.
- Report any problem with compliance with isolation or treatment to the DPH.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Explain the rationale for any application for an isolation order from the director of PH or a court order to the DPH.
- Notify the patient of the issue of an isolation order from the director of PH or a court order concerning the patient and inform the latter of the consequences.

Interventions with patients subject to CRFU

- Prescribe the appropriate CRFU for eligible patients.
- Complete applications for appropriate pulmonary X-rays for the entire duration of the CRFU.
- Interpret the clinical assessment and the report on the pulmonary X-ray together during any CRFU.
- Determine the medical course of action after each CRFU.

- Jointly with the nurse responsible for TB monitoring at the health centre, make sure all measures were taken to reach and intervene with the patient and that an informed and explicit refusal of treatment or monitoring is officially obtained before terminating procedures with the patient, in accordance with the institution's code of ethics and mission.

Other

- Validate specific courses of action with the pneumologists as needed.
- Decide on the type of air transfer required (if applicable).
- Jointly with the DPH, participate in evaluation of the *PARN-TB*.
- Maintain her knowledge and skills up-to-date according to the latest compelling data and the updates to regional TB guides, tools and protocols.

Health centre nurse advisor for PH

ROLES

- Serve as resource person for the nurses responsible for TB monitoring in the Nunavik communities.
- Supervise the PH activities of the TB-intervention teams in the communities.
- Collaborate with the DPH in carrying out activities for prevention and health promotion and protection among the Nunavik population.

RESPONSIBILITIES

General

- Inform her superior of any risk of service interruption in priority TB-related activities.
- Inform her superior if additional resources are required for specific situations (e.g., new case of active TB, start of an outbreak).
- Support the nurse responsible for TB monitoring and the attending physician to ensure a proper care process for an individual suspected of having active TB, a contact of a case of active TB, an individual with LTBI or a case of active TB.
- Support the nurses in their roles and responsibilities.
- Provide logistical support for the CLSCs as required.
- Collaborate on epidemiological investigations with the DPH.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Collaborate on population testing with the DPH.
- Jointly with the DPH, participate in the monitoring of the Nunavik population's health.
- Jointly with the DPH, participate in evaluation of the *PARN-TB*.
- Participate in activities in drafting and revision of regional TB tools.
- In the communities, circulate updated and new regional PH tools, protocols and guides related to TB and ensure their appropriate use.
- Maintain her knowledge and skills up-to-date according to the latest compelling data and the updates to regional TB guides, tools and protocols.

DEPARTMENT OF PUBLIC HEALTH

ROLES OF THE DPH IN MANAGING TB

- Ensure each patient with active TB receives appropriate curative treatment.
- Ensure each patient with contagious active TB is subject to appropriate isolation measures during his infectious period.
- Jointly with the attending physician, ensure each patient with active TB undergoes and completes treatment.
- During the epidemiological investigation, make sure to gather all the data necessary to epidemiological monitoring of TB.
- Ensure specific monitoring of cases of active TB for whom the strain of *M. tuberculosis* is resistant to one or more TB medications.
- Notify the PH authorities concerned if a case of active TB changes territory of residence.
- Enter each case of active TB into the regional tool *OGETN* and the provincial registry *SIGMI*.
- Evaluate the necessity of recourse to an isolation order from the director of PH or a court order in case of a report from the health centre of a problem with compliance with isolation or treatment.
- Issue an isolation order from the director of PH or apply for a court order when required.
- Intervene with the police department in case the latter has difficulties applying the isolation order from the director of PH or from the court.
- See to application of the *PARN-TB*:
 - collaborate with regional and local partners in carrying out activities in TB prevention and PH promotion and protection;
 - organize population-testing activities jointly with the health centres and the communities;
 - collaborate with the health centres in monitoring and the care process for individuals with LTBI;
 - collaborate with the health centres in monitoring patients subject to CRFU;
 - ensure updates to the regional database *OGETN* for the purposes of monitoring and optimization of TB monitoring.

ID advisor, DPH

ROLES

- Collaborate with the health centres in conducting TB epidemiological investigations.
- Collaborate with the local teams (CLSCs) in gathering epidemiological-investigation data.
- Collaborate with the DPH's ID team in analyzing the data from the investigation and formulating appropriate recommendations for the management and control of TB outbreaks on the Nunavik territory.
- Ensure update of the *OGETN* to maintain the continuity of care for all patients being monitored for TB.
- Collaborate with the health centres in organizing training activities for TB interveners.
- Collaborate with the various regional partners involved in activities for prevention and PH promotion and protection.

RESPONSIBILITIES

Interventions with an individual suspected of having active TB or a case contact

- Gather data from the review of the patient's record and case history.
- Formulate recommendations relative to the required care process and diagnostic examinations.
- Gather the results of the clinical assessments, TSTs, radiological examinations and bacteriological analyses to determine the patient's status once the investigation is complete.
- Contribute to the active search for the user if he cannot be found by the front-line teams.

Interventions with an individual with LTBI

- Determine the status of an individual with LTBI (previous, recent, undetermined) and formulate recommendations on the required care process.
- Ensure LTBI treatment is offered to all eligible patients.
- Check the level of completion of treatment once ended.
- Ensure continuity of the care process with the detention centre when an individual with LTBI is incarcerated.
- Contribute to the active search for the user if he cannot be found by the front-line teams.

Interventions with a case of active TB and management of an epidemiological investigation

- Ensure application of appropriate isolation measures during the infectious period of cases of active TB.
- Ensure adequate treatment is prescribed and initiated within a reasonable time after diagnosis.
- Ensure adequate monitoring of cases of active TB according to the protocols in effect and the attending physician's prescriptions.
- Collaborate with the medical advisor of the DPH's ID team in determining the infectious level and period of cases of active TB.
- Collaborate with the medical advisor of the DPH's ID team in assessing the level of risk, the priorities and the care process for all contacts of a case of active TB.
- Communicate the PH recommendations concerning the care process and monitoring of cases of active TB and their contacts to the TB interveners.
- Support the health centres' TB interveners in TB monitoring through the task list and other communications strategies.
- Guide the health centres' TB interveners in applying support strategies during difficulties with compliance with treatment.
- Contribute to the active search for the user if he cannot be found by the front-line teams.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Intervene directly with the patient in case of difficulties with compliance with isolation or treatment, jointly with the health centre and according to the means deemed most appropriate during a multidisciplinary meeting (letter, telephone call or virtual meeting), and this as last resort before any isolation order from the director of PH or court order.
- Ensure continuity of the TB care process during the patient's travels within the region (including Ullivik).
- Notify the PH authorities concerned during the patient's travels outside the region (excluding Ullivik) or upon admission to a detention centre in order to ensure continuity of the TB care process.

- Collaborate in gathering data relevant to the epidemiological investigation for the purposes of analyzing, archiving and managing cases of active TB and their contacts and enter them into the regional tool *OGETN*.
- Enter all cases of active TB into the provincial registry *SIGMI* and ensure update once treatment is completed.
- Produce a status report relative to a specific case of active TB or an outbreak.
- Communicate with the *MSSS* when an investigation of a case of infectious active TB involves several other administrative health regions, another province or air travel outside the region.

Interventions with patients subject to CRFU

- Ensure the appropriate CRFU is prescribed for all eligible patients.
- Ensure long-term monitoring of CRFU under way in order to avoid gaps in monitoring and ensure continuity of care.
- Check the medical course of action once the CRFU is completed.
- Ensure continuity of the care process with the detention centre when an individual subject to CRFU is incarcerated.
- Contribute to the active search for the user if he cannot be found by the front-line teams.

Other

- Provide training and refreshers for the TB-intervention teams in the communities.
- Provide support for local interveners and the health centres when they have questions and refer them to the appropriate resources as needed.
- Contribute to the creation and carrying out of projects meant to support application of the *PARN-TB*.
- Jointly with the health centres, contribute to evaluation of the *PARN-TB*.
- Support local PH activities and initiatives for TB prevention and PH promotion and protection.
- Maintain her knowledge and skills up-to-date according to the latest compelling data and the updates to regional, provincial and national TB guides, tools and protocols.
- Participate in activities in creating and revising regional TB tools.
- Participate in activities in TB research when required.

ID medical advisor, DPH

ROLES

- Formulate PH recommendations concerning the care process and monitoring of cases of active TB and epidemiological investigations.
- Support and inform the health centres and the members of her team of the latest PH recommendations.
- Participate in the organization of activities supporting population testing.
- Contribute to the design of projects toward application of the *PARN-TB*.

RESPONSIBILITIES

Interventions with an individual suspected of having active TB or a case contact

- Collaborate with the ID advisors in formulating recommendations for the care process and the recommended diagnostic examinations.

Interventions with an individual with LTBI

- Check the status of an individual with LTBI (previous, recent, undetermined) and formulate recommendations on the required care process.
- Formulate PH recommendations on the necessity of searching for a source case in certain situations.

Interventions with a case of active TB and management of an epidemiological investigation

- Check the *MADO* report in accordance with the criteria for case definition.
- Confirm the infectious level and period of each patient with active TB.
- Collaborate with the ID advisors in assessing the level of risk, the priorities and the care process for the contacts of a case of active TB.
- Collaborate with the ID advisors in formulating PH recommendations concerning the care process and monitoring of cases of active TB and their contacts.
- Evaluate transmission among the contacts who have been investigated.
- Determine the necessity of extending the investigation to other contact groups.
- Attend multidisciplinary meetings in case of difficulties with compliance with isolation or treatment in order to establish an intervention plan.
- Intervene directly with the patient in case of difficulties with compliance with isolation or treatment, jointly with the health centre and according to the means deemed most appropriate during a multidisciplinary meeting (letter, telephone call or virtual meeting), and this as last resort before any isolation order from the director of PH or court order.

Other

- Support the attending physician in his interventions and refer him to the appropriate resources as needed.
- Provide training and refreshers for the attending physicians in the communities.
- Maintain her knowledge and skills up-to-date according to the latest compelling data and the updates to regional, provincial and national TB guides, tools and protocols.
- Collaborate on the TB scientific committee's discussion table in applying or modifying regional TB protocols, guides and tools.
- Participate in activities in creating and revising regional TB tools.
- Participate in activities in TB research on the Nunavik territory.
- Jointly with the health centres, participate in evaluation of the *PARN-TB*.

PARTNERS

Pneumologist

ROLE

- Serve as resource person specialized in the diagnosis and treatment of active TB.

RESPONSIBILITIES

Interventions with an individual suspected of having active TB or a case contact

- As needed, support the attending physician in investigating more complex cases suspected of infection with TB.
- Support the attending physician in investigating a child suspected of having active TB.

Interventions with an individual with LTBI

- As needed, support the attending physician in selecting the treatment plan for specific situations.

Interventions with a case of active TB and management of an epidemiological investigation

- Support the attending physicians in the diagnosis and care process of patients with specific clinical signs.
- Collaborate with the attending physicians on the diagnosis and care process of pediatric cases.
- Collaborate with the PH medical advisors and the health centres' attending physicians on the analysis of TB records to be invalidated and the final decision in that respect.

Other

- Collaborate on the TB scientific committee's discussion table on the application or modification of regional TB protocols, guides and tools.

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