Immunization Delivery Cost Catalogue (IDCC) – Web Version

User Guide

April 2018

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The user may publish written reports analyzing the IDCC data with proper citation/referencing (see below). It should be clearly stated that the assumptions and calculations underlying the results, as well as the responsibility for use and interpretation of the data, are the sole responsibility of the named author(s).

Reference information:

Immunization Costing Action Network (ICAN). 2018. *Immunization Delivery Cost Catalogue*. Washington: ThinkWell.

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# Introduction

This document is intended to provide researchers and policy makers with a step-by-step guide to the most important features of the Immunization Delivery Cost Catalogue (IDCC) – web version.

The IDCC is a work in progress and will be updated in mid-2018 and 2019 with successive versions. Individuals wishing to use the IDCC should be familiar with general costing concepts. Suggestions for modification or input from users will be appreciated and can be submitted via this link or by email to ICAN@ThinkWell.global.

# User’s notes

Over the last two decades, great strides have been made in expanding the coverage of routine and new vaccines, in part through better understanding the cost of delivering vaccines. As new vaccines are introduced and immunization programs are increasingly funded by domestic sources, accurate understanding of immunization delivery costs (IDC)[[1]](#footnote-1) is key. However, immunization cost data are often fragmented, of variable quality, and/or difficult to access and use by policymakers, program planners, and other global and country-level stakeholders.

To achieve equitable, high-quality coverage and ensure efficient use of country and donor resources, IDC evidence must not only be available, but understood and used in country decision-making processes in addition to guiding fundraising and advocacy efforts and informing routine planning and budgeting. As more countries transition to self-financed immunization delivery, the use of cost evidence will become essential to ensure mobilization of adequate resources to meet coverage goals and manage the introduction of new vaccines in a way that does not detract from overall immunization coverage objectives.

The Immunization Delivery Cost Catalogue (IDCC) presents the most comprehensive, current, and standardized global evidence on the cost of delivering vaccines in low- and middle-income settings. The IDCC compiles the evidence from a systematic review of the published literature and selected grey literature from January 2005 - January 2017 on immunization delivery costs in low- and middle-income countries. The IDCC is intended to support country national and sub-national planners, policymakers, researchers and international partners in planning, budgeting, advocacy, research and other related efforts.

The IDCC includes unit cost data from 31 countries, representing mostly health facility and school-based delivery and covering nearly all vaccines and vaccination schedules. The IDCC presents unit cost data and other information as reported in the literature and in 2016 U.S. dollars in order to ensure comparability across studies and settings. The IDCC contains 192 data records[[2]](#footnote-2) and over 400 unique unit costs from 54 studies/reports.

The [website](http://immunizationeconomics.org/ican) includes a [user guide and video](http://immunizationeconomics.org/ican-idcc-instructions/), [methodology note](file:///C%3A%5CUsers%5Cmicha%5CDownloads%5CImmunizationeconomics.org%5Cicanidccmethodologynote), and [summary report](file:///C%3A%5CUsers%5Cmicha%5CDownloads%5CImmunizationeconomics.org%5Cicanidccsummaryreport) to help users with understanding and interpretation of the variation in and drivers of delivery costs. This includes a variety of country contexts and delivery strategies, for different vaccine schedules and new vaccine introduction.

# Immunization Delivery cost Catalogue (IDCC) – Web Versionuser Guide

## Filter Tool

* To filter for specific variables, select from the "Select Countries and Characteristics" selection menus. Note that multiple options within a variable can be selected (e.g. both “South Asia” and “Sub-Saharan Africa”). To return to displaying all records, click on the "Reset all" button. See Figure 1.

**Figure 1:**

## Your Selection Summaries

* The pink “Your Selection Summary” and “Your Selections” sections provide a summary of the total number of records, countries and delivery strategies selected (left box), as well as a descriptive summary of the countries, regions, country income levels, vaccines and delivery strategies selected (right box). See Figure 2.

**Figure 2:**


## Your Records

* Filtered results will be displayed in the blue “Your Records” section. Each line represents an individual record. Click the button (blue plus symbol) to the left of a record for more information on that specific record (Figure 3).

**Figure 3:**

* The advanced view that opens when clicking the button to the left of a record has further selection options. Once results are displayed, the key characteristics highlighted in blue can also be clicked to see additional information. See Figure 4.

**Figure 4: Advanced View**

* You can export a copy of the data selected by clicking the "Download Your Dataset" button in the blue “Your Records” section. This will download an Excel file to your computer.

## description of key terms and symbols

The definitions in the table below may be useful for understanding the data presented in the IDCC. In addition, a description of each variable in the IDCC can be found in our codebook (Annex 1).

|  |  |
| --- | --- |
| **Term** | **Definition** |
| --- | Reviewers could not find the indicated information in the article/report. For example, if a study does not discuss capital costs and their annualization, we have noted that methods for annualizing capital costs are “not reported” or “---“.  |
| Annualization | Costing method to spread the costs of items used for more than one year over the lifetime of the item. |
| Cannot estimate | Value cannot be calculated, due to missing/incomplete data or division by zero. |
| Cost category | Groupings of costs; also known as cost item, line item, etc. We used the following cost categories: Paid human resources, Volunteer human resources (economic costs only), Per diem and travel allowances, Cold chain equipment and their overheads (installation, energy, maintenance, repairs), Vehicles, transport and fuel, Program management, Training and capacity building, Social mobilization and advocacy, AEFI and disease surveillance, Buildings, utilities, other overheads and/or shared costs, Vaccines, Vaccine supplies, Waste management, Other supplies and recurrent costs, Other category costs. |
| Delivery cost | Frequently referred to at country level as “operational costs”. The costs associated with delivering immunizations to target populations, exclusive of vaccine costs. Delivery costs may include any or all of the following items: paid and volunteer human resources and associated per diem and travel allowances, cold chain equipment and overheads, vehicles, transport and fuel, program management, training and capacity building, social mobilization and advocacy, adverse event following immunization (AEFI) and disease surveillance, buildings, utilities, other overheads and shared costs, vaccine supplies, waste management, other supplies and recurrent costs and other costs. We refer to these inputs as “cost categories”; some articles/reports refer to them as line items and/or activities. |
| Delivery strategy | How and where vaccines are delivered, such as through health facilities, outreach/mobile clinics (off-site delivery, generally to patients located more than a certain distance from a health facility; this delivery strategy may be called mobile in some countries, or outreach in others), schools, child health days/weeks or national immunization days/weeks, campaigns and multiple strategies (two or more of the aforementioned strategies). |
| Discount rate | The rate at which future costs are considered compared to those that occur in the present.  |
| Economic cost | Financial outlays plus opportunity costs of health worker time and any donated items such as vaccines. |
| Financial cost | Financial outlays, usually with straight-line depreciation of capital items. |
| Fiscal cost | Financial outlays, usually without depreciation of capital items. |
| Full/total | The sum of all costs associated with vaccination delivery. |
| Fully immunized child (FIC) | Full immunization of a vaccine or specifically defined by each article/report, but generally refers to provision of a certain number of doses of a specific vaccine(s) to a specific group and at a clear point in time, e.g., infants who received one dose of BCG; three doses each of OPV, DPT, and Hepatitis B vaccines; and one dose of measles vaccine before reaching one year of age.  |
| Incremental | Additional costs associated with introducing a new vaccine or making a change in delivery. |
| Inferred | Not explicitly stated in the article/report but determined by the reviewers based on other information. |
| Not reported | Reviewers could not find the indicated information in the article/report. For example, if a study does not discuss capital costs and their annualization, we have noted that methods for annualizing capital costs are “not reported.” |
| Perspective | The point of view considered for costs (and benefits, if included), in a costing study; to whom the costs were incurred. Common perspectives include provider, government, healthcare, insurer and societal. |
| Quality assessment score | Indication of the quality of each article/report in the review, as assessed by the review team. Measured on three dimensions: methodological rigor and reporting standards (8 items), uncertainty of results (3 items) and risk of bias and limitations (3 items). Each item was given an individual score of 1 (lowest), 2, or 3 (highest); for some items there was also a “not applicable” option. Scores for all items were summed and averaged, excluding any “not applicable” answers, to produce a final score for each article/report on the same 1 to 3 scale. |
| Record | Unit cost data point, with accompanying costing study context, methods and other information. Represented as a row in the International Delivery Cost Catalogue (IDCC). Extracted from published or grey literature. Each article/report may have one or more associated record(s). |
| Record ID | Identifier for each row in the International Delivery Cost Catalogue (IDCC), representing unique unit cost(s) with a set of attributes, for example, economic, incremental costs of HPV delivery in schools. Many studies report multiple types of unit costs (e.g., financial, economic), so each is presented as a unique record ID. Record IDs including an underscore (\_) are all from the same articles/reports. |
| Routine | Defined by WHO as "sustainable, reliable and timely interaction between the vaccine, those who deliver it and those who receive it to ensure every person is fully immunized against vaccine-preventable diseases" (cite WHO: http://www.who.int/immunization/diseases/poliomyelitis/endgame\_objective2/routine\_immunization/en/) |
| Shared costs | Delivery costs that are also used for non-immunization, for example vehicles that are used for outreach but also used for HIV. |
| Standardized findings | Refers to the data extracted as part of the systematic review, presented in a standard format in the International Delivery Cost Catalogue (IDCC) with all costs brought to 2016 USD. |
| Supplementary immunization activity (SIA) | Strategy for delivering vaccination to children otherwise missed by routine immunization, or in response to a specific event, such as a disease outbreak. |
| Type of cost | Either financial, fiscal or economic; see definitions. |
| Type of costing | Differentiated between full or total costing and incremental costing; see definitions. |
| Unit cost | The cost of delivery of a single unit of immunization. The review includes four unit costs: per dose, per fully immunized child (FIC), per person in the target population, per capita. |

# Annex 1: IDCC codebook

|  |  |  |  |
| --- | --- | --- | --- |
| **Section** | **Column Name** | **View**  | **Description** |
|   | **Record ID** | Basic | Identification number and/or number and letter (e.g. 52, 53, 10\_a, 10\_b, etc.) assigned to the data from the study extracted on this line. Each number represents a single study. Letters are attached to a number (e.g. 10\_a, 10\_b, etc.) when multiple lines of data from the study were extracted. |
| **Study description** | Basic | Description of the study or project. |
| **Database row description** | Basic | Description of the data in the database line. |
| BACKGROUND | **Reference** | Basic | Study or project reference. |
| **Country** | Basic | The country where the study was conducted. |
| **Region** | Basic | The region (according to the World Bank classification) where the study was conducted. |
| **Country income level** | Basic | The income level (according to the World Bank classification) of the country where the study was conducted at the time of publication. |
| **Country population** | Advanced | The population of the country where the study was conducted. |
| **Geographic setting** | Advanced | Whether the study was conducted in a rural or urban area (as defined by the authors of the study). |
| **Other contextual information** | Advanced | Any additional contextual factor that may impact immunization programs and their costs. |
| UNIT COSTS (2016 USD) | **Cost per capita without vaccine (2016 USD)**  | Basic | Cost per capita without vaccine, in 2016 US$. |
| **Cost per capita with vaccine (2016 USD)**  | Advanced | Cost per capita with vaccine, in 2016 US$. |
| **Cost per capita information**  | Advanced | Comments about the cost per capita. |
| **Cost per dose without vaccine (2016 USD)**  | Basic | Cost per single dose without vaccine, in 2016 US$. |
| **Cost per dose with vaccine (2016 USD)**  | Advanced | Cost per single dose with vaccine, in 2016 US$. |
| **Cost per dose information**  | Advanced | Comments about the cost per dose. |
| **Cost per person in the target population without vaccine (2016 USD)**  | Basic | Cost per person in the target population without vaccine, in 2016 US$. |
| **Cost per person in the target population with vaccine (2016 USD)**  | Advanced | Cost per person in the target population with vaccine, in 2016 US$. |
| **Cost per person in the target population information**  | Advanced | Comments about the cost per person in the target population. |
| **Number of persons in "cost per person in target population" calculation** | Advanced | Denominator value for the cost per person in the target population calculation. |
| **Cost per FIC without vaccine (2016 USD)**  | Basic | Cost per full immunization of a vaccine or fully immunized child (FIC) without vaccine, in 2016 US$. |
| **Cost per FIC with vaccine (2016 USD)** | Advanced | Cost per full immunization of a vaccine or fully immunized child (FIC) with vaccine, in 2016 US$. |
| **Cost per FIC information** | Advanced | Comments about the reported cost per FIC. |
| **Definition of FIC** | Advanced | How the article/report authors defined "fully immunized." |
| **N. of children included in FIC calculation** | Advanced | Denominator value for the FIC calculation. |
| VACCINES | **Entire EPI schedule?** | Basic | Whether the study costed the entire EPI schedule. |
| **New vaccine introduction** | Basic | Whether a new vaccine was recently introduced in the schedule. |
| **Other new vaccine introduction information** | Advanced | Comments about new vaccine introduction. |
| **Vaccines costed** | Basic | Vaccine(s) included in the study. |
| **BCG** | Advanced | Whether the BCG vaccine is included in the costing study. |
| **Measles** | Advanced | Whether the Measles vaccine is included in the costing study. |
| **MR** | Advanced | Whether the MR vaccine is included in the costing study. |
| **MMR** | Advanced | Whether the MMR vaccine is included in the costing study. |
| **HepB** | Advanced | Whether the HepB vaccine is included in the costing study. |
| **DTP** | Advanced | Whether the DTP vaccine is included in the costing study. |
| **DTwP** | Advanced | Whether the DTwP vaccine is included in the costing study. |
| **DT** | Advanced | Whether the DT vaccine is included in the costing study. |
| **Td** | Advanced | Whether the Td vaccine is included in the costing study. |
| **TT** | Advanced | Whether the TT vaccine is included in the costing study. |
| **DTP-HepB** | Advanced | Whether the DTP-HepB vaccine is included in the costing study. |
| **DTP-Hib** | Advanced | Whether the DTP-Hib vaccine is included in the costing study. |
| **DTwP-Hib** | Advanced | Whether the DTwP-Hib vaccine is included in the costing study. |
| **DTwP-HepB-Hib** | Advanced | Whether the DTwP-HepB-Hib vaccine is included in the costing study. |
| **DTP-HepB-Hib** | Advanced | Whether the DTP-HepB-Hib vaccine is included in the costing study. |
| **DTaP-Hib-IPV** | Advanced | Whether the DTaP-Hib-IPV vaccine is included in the costing study. |
| **OPV** | Advanced | Whether the OPV vaccine is included in the costing study. |
| **IPV** | Advanced | Whether the IPV vaccine is included in the costing study. |
| **Rotavirus (2 doses)** | Advanced | Whether the Rotavirus (2 doses) vaccine is included in the costing study. |
| **Rotavirus (3 doses)** | Advanced | Whether the Rotavirus (3 doses) vaccine is included in the costing study. |
| **PCV7** | Advanced | Whether the PCV7 vaccine is included in the costing study. |
| **PCV10** | Advanced | Whether the PCV10 vaccine is included in the costing study. |
| **PCV13** | Advanced | Whether the PCV13 vaccine is included in the costing study. |
| **HPV** | Advanced | Whether the HPV vaccine is included in the costing study. |
| **JE** | Advanced | Whether the JE vaccine is included in the costing study. |
| **YF** | Advanced | Whether the YF vaccine is included in the costing study. |
| **Meningococcal** | Advanced | Whether the Meningococcal vaccine is included in the costing study. |
| **OCV** | Advanced | Whether the OCV vaccine is included in the costing study. |
| **Influenza** | Advanced | Whether the Influenza vaccine is included in the costing study. |
| **More vaccine information** | Basic | Any additional information about vaccines included in the study that may be relevant for the cost data analysis. |
| **Number of doses included in costing study** | Advanced | Number of dose(s) of the vaccine(s) included in the costing study. |
| **Coverage rate of vaccine(s)** | Advanced | Percentage of target population reached by the costed vaccine(s). |
| VACCINE DELIVERY | **Number of doses delivered in study**  | Advanced | Total number of doses of the relevant vaccine(s) delivered. |
| **Mode of administration (for single vaccines only)**  | Advanced | The mode of administration (if the record represents costing of a single vaccine only). |
| **Routine vs SIA** | Advanced | Whether the vaccine delivery costed is routine or part of supplementary immunization activities (SIA). |
| **Delivery strategy** | Basic | How/where the vaccines are delivered (health centers, community facilities, schools, etc.). |
| **Delivery sector** | Advanced | The sector through which the vaccines are delivered (public, private, NGO). |
| **Target delivery population** | Basic | The population targeted by the immunization delivery. |
| **More vaccine delivery information** | Advanced | Any other information about vaccine delivery that may be relevant for the cost data analysis. |
| STUDY DESIGN AND METHODOLOGY | **Study objective/purpose** | Advanced | The stated objective/aim/purpose of the study. |
| **Study design**  | Advanced | The type of study design chosen by study investigators: prospective, retrospective, systematic review. |
| **Study design (more details)** | Advanced | Any additional information on the study design. |
| **Timeframe** | Advanced | The period of time represented by the cost data. |
| **Perspective**  | Advanced | Who bears the costs taken into account in the analysis. |
| **Cost data source(s)** | Advanced | The source(s) from which the cost data were collected. |
| **Number of sampled facilities** | Advanced | The number of facility observations in the sample. |
| **Sampling strategy** | Advanced | The sampling method used for choosing the specific sample analyzed in the study. |
| **Economic, financial, or fiscal costs** | Basic | The type of costs (economic, financial or fiscal) represented by this record. |
| **Economic, financial, or fiscal costs information** | Advanced | Additional information about the reporting of economic, financial or fiscal costs. |
| **Full or incremental costing** | Basic | Whether costs reported by this record are full or incremental. |
| **Full or incremental costing information** | Advanced | Additional information on whether costs reported by this record are full or incremental. |
| **Introduction/startup and/or recurrent/ongoing costs** | Basic | The types of costs included. |
| **Costing methodology** | Advanced | The approach and methods followed in the costing study. |
| **Data analysis strategy (cost aggregation, weighting, averaging)** | Advanced | The analysis performed to estimate the cost findings. |
| **Methods for annualization of capital items (describe)** | Advanced | How capital items were annualized. |
| **Discount rate (capital items)** | Advanced | Rate used to discount capital items. |
| **Methodology for allocation of shared costs** | Advanced | Description of the methodology used to allocate shared costs to immunization. |
| **Other study design and methods information** | Advanced | Any other information related to the costing study design and methods |
| REPORTED CURRENCY AND CONVERSION TO 2016 USD | **Reported currency year** | Advanced | The year associated with the reported currency.  |
| **Reported currency (code)** | Advanced | The three letter code for the currency in which costs are reported. |
| **Reported base year (or year of data collection)** | Advanced | The reported currency year for conversion to 2016 USD; if not reported, we used the costing year; if not reported, we used the publication year.  |
| COST CATEGORIES INCLUDED | **Paid human resources included** | Basic | Whether paid human resources were included in the costing. This cost category includes: paid human resources at national, subnational, district and facility/service levels; includes those used for service delivery, supervision, planning, M&E, etc. |
| **Volunteer human resources included** | Basic | Whether volunteer human resources for service delivery were included in the costing. |
| **Per diem and travel allowances included** | Basic | Whether staff per diem and travel allowances (e.g. for outreach activities, supervision visits, etc.) were included in the costing. |
| **Cold chain equipment and their overheads (installation, energy, maintenance, repairs) included** | Basic | Whether cold chain equipment and cold chain overhead costs were included in the costing. This category includes cold chain costs at all levels of the system. Cold chain overheads include: installation costs, energy to run the cold chain (electricity, fuel, propane), maintenance costs and spare parts/repairs. |
| **Vehicles, transport and fuel included** | Basic | Whether vehicle and transportation costs were included in the costing. This includes vehicle and transportation costs at all levels of the system, as well as all type of vehicles (e.g. refrigerated trucks, 4WD, motorcycles, etc.) Cost of fuel, maintenance, overheads (registration/insurance), repairs/spare parts are also included. |
| **Program management included** | Basic | Whether program management costs were included in the costing. Program management includes M&E, information systems, planning, etc. |
| **Training and capacity building included** | Basic | Whether costs related to training (of health care workers) and capacity building were included in the costing. |
| **Social mobilization and advocacy included** | Basic | Whether social mobilization and advocacy costs were included in the costing. This includes all activities undertaken to stimulate demand for immunization services, including: IEC, advocacy, and communications. |
| **AEFI and disease surveillance included** | Basic | Whether costs related to monitoring of adverse events following immunization (AEFI) and/or disease surveillance were included in the costing. |
| **Buildings, utilities, other overheads and/or shared costs included** | Basic | Whether buildings, utilities, and other overhead costs were included in the costing. Utilities include: water, internet, phones, mobile phone credit, etc. |
| **Vaccines included** | Basic | Whether the cost of actual vaccines purchased/procured was included in the costing. This also includes, if applicable, import duties. |
| **Vaccine supplies included** | Basic | Whether costs of vaccine supplies (syringes, etc.) were included in the costing. |
| **Waste management included** | Basic | Whether costs related to waste and waste management were included in the costing. This also includes costs such as safety boxes, disposal costs, etc. |
| **Other supplies and recurrent costs included** | Basic | Whether the costing included other supplies and recurrent costs. This includes costs relating to stationery, printing, immunization ID cards, other materials, other recurrent costs, etc. |
| **Other included** | Basic | Whether other costs not covered by one of the aforementioned cost categories are included in the costing. |
| **Number of included cost categories (of 15 total)** | Basic | Count of included cost categories (of 15 total). |
| **Shared cost items** | Advanced | What costs were included that are shared with other health programs. |
| **Reported cost exclusions** | Basic | Any cost item or activity that is explicitly excluded from the costing. |
| **Supply chain only** | Advanced | Whether the reported delivery costs are limited to supply chain only. |
| **Highest level of costs included** | Advanced | Whether costs included in the article/report are for project-level or at-scale implementation. |
| **Other cost categories information** | Advanced | Any comment that relates to cost categories. |
| REPORTED COSTS (See column "Reported base year (or year of data collection)" for year) | **Recurrent costs** | Advanced | The recurrent costs relating to the delivery of the vaccine(s) costed in the base currency and base currency year. |
| **Capital costs** | Advanced | The capital costs relating to the delivery of the vaccine(s) costed in the base currency and base currency year. |
| **% of paid human resources**  | Advanced | The share of paid human resources to the total reported cost, calculated by the reviewers. |
| **% of volunteer human resources**  | Advanced | The share of volunteer human resources to the total reported cost, calculated by the reviewers. |
| **% of per diem and travel allowances**  | Advanced | The share of per diem and travel allowances to the total reported cost, calculated by the reviewers. |
| **% of cold chain equipment and their overheads (installation, energy, maintenance, repairs)**  | Advanced | The share of cold chain equipment and their overheads to the total reported cost, calculated by the reviewers. |
| **% of vehicles, transport and fuel**  | Advanced | The share of vehicles, transport and fuel to the total reported cost, calculated by the reviewers. |
| **% of program management**  | Advanced | The share of program management to the total reported cost, calculated by the reviewers. |
| **% of training and capacity building**  | Advanced | The share of training and capacity building to the total reported cost, calculated by the reviewers. |
| **% of social mobilization and advocacy**  | Advanced | The share of social mobilization and advocacy to the total reported cost, calculated by the reviewers. |
| **% of AEFI and disease surveillance**  | Advanced | The share of AERI and disease surveillance to the total reported cost, calculated by the reviewers. |
| **% of buildings, utilities, other overheads and/or shared costs**  | Advanced | The share of buildings, utilities, other overheads and/or shared costs to the total reported cost, calculated by the reviewers. |
| **% of vaccines**  | Advanced | The share of vaccines of the total reported cost, calculated by the reviewers. |
| **% of vaccine supplies**  | Advanced | The share of vaccine supplies to the total reported cost, calculated by the reviewers. |
| **% of waste management**  | Advanced | The share of waste management to the total reported cost, calculated by the reviewers. |
| **% of other supplies and recurrent costs**  | Advanced | The share of other supplies and recurrent costs to the total reported cost, calculated by the reviewers. |
| **% of other category costs**  | Advanced | The share of other category costs to the total reported cost, calculated by the reviewers. |
| **Disaggregated costs** | Advanced | Any costs reported at a lower level of disaggregation than cost category (for example, building and utility costs are reported separately within the cost category "buildings, utilities, other overheads and/or shared costs"). |
| **Other disaggregated costs information** | Advanced | Any other information on disaggregated costs. |
| MORE COST DETAILS (2016 USD) | **Recurrent costs** | Advanced | The total recurrent costs relating to the delivery of the vaccine(s) costed in 2016 US$. |
| **Capital costs** | Advanced | The total capital costs relating to the delivery of the vaccine(s) costed in 2016 US$. |
| **Paid human resources** | Basic | The total paid human resource costs in 2016 US$. |
| **Volunteer human resources** | Basic | The total volunteer human resource costs in 2016 US$. |
| **Per diem and travel allowances** | Basic | The total per diem and travel allowances costs in 2016 US$. |
| **Cold chain equipment and their overheads (installation, energy, maintenance, repairs)** | Basic | The total cold chain equipment and overhead costs in 2016 US$. |
| **Vehicles, transport and fuel** | Basic | The total vehicles and transportation costs in 2016 US$. |
| **Program management** | Basic | The total program management costs in 2016 US$. |
| **Training and capacity building** | Basic | The total training and capacity building costs in 2016 US$. |
| **Social mobilization and advocacy** | Basic | The total social mobilization and advocacy costs in 2016 US$. |
| **AEFI and disease surveillance** | Basic | The total AEFI and disease surveillance costs in 2016 US$. |
| **Buildings, utilities, other overheads and/or shared costs** | Basic | The total buildings, utilities, and other overheads/shared costs in 2016 US$. |
| **Vaccines** | Basic | The total vaccines costs in 2016 US$. |
| **Vaccine supplies** | Basic | The total vaccines supplies costs in 2016 US$. |
| **Waste management** | Basic | The total waste management costs in 2016 US$. |
| **Other supplies and recurrent costs** | Basic | The total other supplies costs and recurrent costs in 2016 US$. |
| **Other category costs** | Basic | The total other costs in 2016 US$. |
| **Total cost (full or incremental)** | Advanced | The total costs in 2016 US$. |
| SENSITIVITY AND UNCERTAINTY | **Sensitivity analysis (only for delivery cost)** | Advanced | Whether or not a sensitivity analysis pertaining to delivery costs was conducted. |
| **Sensitivity analysis description** | Advanced | Description of the sensitivity analysis. |
| **Uncertainty Remarks** | Advanced | Conclusions of the sensitivity analysis. |
| QUALITY | **Quality assessment score (Range: 1-3) (See Methodology Note, Annex 5 for interpretation of score)** | Advanced | The article/report’s quality assessment score, calculated by the reviewers. |

1. We define delivery costs as the costs associated with delivering immunizations to target populations, exclusive of vaccine costs. Delivery costs may include any or all of the following items: paid and volunteer human resources and associated per diem and travel allowances, cold chain equipment and overheads, vehicles, transport and fuel, program management, training and capacity building, social mobilization and advocacy, adverse event following immunization (AEFI) and disease surveillance, buildings, utilities, other overheads and shared costs, vaccine supplies, waste management, other supplies and recurrent costs and other costs. For more information, please see the definitions list in Annex 1 in the companion methodology note. [↑](#footnote-ref-1)
2. A record represents one or more unit costs with unique characteristics. While some articles/reports only report a single unit cost, most present multiple unit costs are calculated using different criteria (e.g., economic/financial/fiscal costs, full/incremental). [↑](#footnote-ref-2)