Annex 1: Key informant interview questionnaire

Theme	Questions
1. Setting	Describe the institution(s) or organization(s) that manage(s) contact tracing activities
2. Methods and procedures for COVID-19 contact tracing	What is the definition of a case that will generate contact tracing activity?
	Are contacts prioritized for follow-up and quarantine? If yes, what algorithm is used?
	What is the definition of a contact who should be quarantined?
	What is the duration of quarantine for a contact?
	Are there standard operating procedures to identify contacts (including investigation form)? If yes, can you share
	Who investigates contacts (contact tracers, clinicians, other)?
	How are contacts investigated (direct face-to-face, telephone, web application, others/specify)?
	How are contact data collected (paper-pencil, direct entry into system, other devices)?
	What platform is used for data entry and management and why was that platform selected?
	Are digital tools utilized for detecting and/or monitoring COVID-19 contacts?
3. Human resources for COVID-19 contact tracing	Has there been an increase in resources to adjust to the current epidemic?
	Are communities/CHWs engaged in workforce surge for contact tracing?
	What is the average number of contacts per case?
	Are there contingencies for contact tracing priorities in case community transmission is re-established?
4. Isolation and quarantine	Are there written standard operating procedures for isolation and quarantine? If yes, can you share a copy?
	How is compliance with isolation or quarantine monitored?
5. Data management and analysis	What platform(s) are utilized for entering and managing the case and contact data?
	Are there levels of privilege in order to protect the privacy of cases and contacts?
6. Information technology	Do cases or contacts have access to an online platform to update their data or find information?
7. Communication and ethical aspects	Are there communication guidelines (procedure for contacting cases or contacts, questioning, explaining recommendations and procedures)? If yes, can you share a copy?
	How are communities communicated with in regards to contact tracing activities and their role in supporting their success?