### 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? |