



Human papillomavirus (HPV) vaccine uptake annual survey 2012/13

Area team user guide for determining
annual PCT denominators and providing
HPV vaccine uptake on the ImmForm website

This collection has received approval from the Review of Central Returns Steering
Committee (ROCR) – ROCR/OR/0228/003MAND

Contents

1	Change history	2
2	Purpose of this document	3
3	Rationale	5
4	Where PCTs implemented a schools-based programme	6
5	Where PCTs did not implement a schools-based programme.....	6
6	Where PCTs adopted a 'mixed' approach	6
7	Data quality	8
8	Cohorts 1 and 6-9 reporting	8
9	Annual survey dataset.....	8
10	Helpsheets	8
11	Annex – Annual data survey form	9
12	Guide to submitting and reviewing data online	13

1 Change history

Version	Date	Description	Author
0.1	08/08/13	Initial draft	Sukamal Das
0.4	19/08/13	Review and editing	Joanne White, Peter Gates, Odette Eugenio, Sukamal Das
0.4	20/08/13	Final	Sukamal Das

2 Purpose of this document

The main purpose of this document is to provide guidance on how to determine the annual denominators for submitting the human papillomavirus (HPV) vaccine uptake and location of vaccination (i.e. school, GP practice etc.) data for the annual return via the ImmForm website. The 2012/13 HPV annual survey will open on Monday 2 September 2013 and will run for 20 working days, closing on Friday 27 September 2013.

Although PCTs ceased to exist from 1 April 2013 and clinical commissioning groups (CCGs) and area teams (ATs) now share responsibilities of commissioning services for their local communities, vaccine uptake data for the 2012/13 HPV vaccination programme are required at PCT level as these were the organisations that were responsible for the delivery of this academic year's programme. PCT data are also required for comparison with previous years' vaccine uptake for trend analysis. The user guide has been prepared to assist area teams and their partner organisations in the collation and submission of relevant PCT level data for their area.

The survey covers HPV vaccinations administered between 1 September 2008 and 31 August 2013 (inclusive) for cohorts 1 and 6-10 (see below):

- COHORT 1: Mop-up vaccinations 16-to 17- year- olds (year 12/not in school)
- COHORT 6: Mop-up vaccinations 17- to 18- year- olds (year 13/not in school)
- COHORT 7: Mop-up vaccinations 15- to 16- year- olds (year 11/routine cohort in 2009/10)
- COHORT 8: Routine vaccinations 14- to 15- year- olds (year 10/routine cohort in 2010/11)
- COHORT 9: Routine vaccinations 13- to 14- year- olds (year 9/routine cohort in 2011/12)
- COHORT 10: Routine vaccinations 12- to 13- year- olds (year 8/routine cohort in 2012/13).

Deriving denominators for the HPV vaccination programme in a consistent way across all primary care trusts (PCTs) is not straightforward because:

- most, but not all, PCTs ran school-based vaccination programmes for the routine cohort (12- to 13- year-old females)
- many PCTs ran GP-based programmes for some or all of the older mop-up and catch-up cohorts (13- to 18-year-old females).
- not all eligible females went to a school within their 'home' PCT (i.e. the PCT where they live or where they are registered with a GP practice).
- not all eligible females go to school.

HPV uptake data are also collected on a monthly basis using fixed denominators based on the school roll for females (for school years 8 to 11) or female PCT population (for older

catch-up cohorts); these denominators were agreed in advance with PCTs and were used by all PCTs, even for those not running a school-based vaccination programme.

Funding and vaccine allocation was based on these PCT fixed denominators. These provisional fixed denominators were determined by the school roll/population data at the beginning of the academic year and therefore excluded some females offered HPV vaccine by the PCT (e.g. those not in schools) and do not include movements in or out of the PCT/schools during the academic year. The monthly survey data are used to provide early estimates of vaccine uptake to monitor how the programme is progressing.

The annual survey provides a more accurate measure of HPV uptake. Area teams are required to provide the final PCT denominators that represent the actual eligible population (where possible) and the final numbers of doses given for each cohort.

The annual data will be published by PHE in an annual report.

Area teams will submit annual vaccine uptake data, based on whether former PCTs operated a mainly schools-based service (some mop-up vaccinations may have been given away from a school setting) or a non-schools-based service.

Previous guidance on submitting data to the HPV vaccination programme is on the DH website at: http://media.dh.gov.uk/network/211/files/2012/08/120816_HPVAAnnualReturn-Guidance-2011-2012.pdf

3 Rationale

Annual denominators for each individual cohort will be calculated based on the type of HPV programme the PCT conducted, which will be either:

- a schools-based programme
- a non-schools-based programme, or
- a mixed delivery programme (e.g. schools based and GP).

PCTs that ran a **schools-based programme** will have vaccinated females from other PCTs who attended schools in their PCT, and some of their females would have been vaccinated by other PCTs. A more accurate measure of uptake rates in a schools-based PCT immunisation programme should use denominators based on the school roll plus females in the PCT's 'responsible population' who were not vaccinated elsewhere (e.g. those not in school).

Where PCTs ran a **non schools-based programme**, a more accurate measure of their immunisation programme uptake rates should use denominators based on the PCT's 'responsible population', minus those females who were vaccinated elsewhere as part of another PCT's school-based programme.

As stated above, some PCTs may have run a schools-based programme for some cohorts and a non schools-based programme for other cohorts. In this case the appropriate method should be used for each individual cohort.

Some PCTs may have run a **mixed delivery model** (e.g. for the older cohorts, vaccinating at schools for those females still in education, but using other approaches for those that have left school) for some cohorts. In these circumstances, the guidance for a schools-based programme still applies but the denominator should be based on the PCT responsible population.

The aim of the guidance is to ensure that the published annual uptake figures reflect the programme provided by PCTs as accurately as possible, and that there is no double counting of individuals or missed individuals. The figures should be based on **data as of 31 August 2013**.

The summary of the rules for determining annual denominators are given below.

4 Where PCTs implemented a schools-based programme

Annual denominator

- **Includes** the school roll for the PCT (i.e. **all** females attending school in the PCT, including those from other PCTs),
- **Includes** females in the PCT's 'responsible population' not offered the vaccine in school (i.e. those not on any school roll or those attending a school in another PCT without a schools-based programme), as of 31 August 2013.
- **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme.

See diagram 1.

Annual numerators

The number of females in the denominator (as described above) who received, (i) the first dose, (ii) the first and second only, (iii) or all three doses respectively for **any** HPV vaccine between 1 September 2008 and 31 August 2013 inclusive.

5 Where PCTs did not implement a schools-based programme

Annual denominator

- **Includes** females in the PCT's 'responsible population'
- **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme.

See diagram 1

Annual numerators

The numbers of females in the denominator (as described above) who received (i) the first dose, (ii) the first and second only, (iii) or all three doses respectively of **any** HPV vaccine between 1 September 2008 and 31 August 2013 inclusive.

6 Where PCTs adopted a 'mixed' approach

Annual denominator

- **Includes** females in the PCT's 'responsible population'
- **Includes** those not registered in the PCT but on the school rolls of schools targeted for vaccination sessions,
- **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme

Annual numerators

The numbers of females in the denominator (as described above) who received (i) the first dose, (ii) the first and second only, (iii) or all three doses respectively of **any** HPV vaccine between 1 September 2008 and 31 August 2013 inclusive.

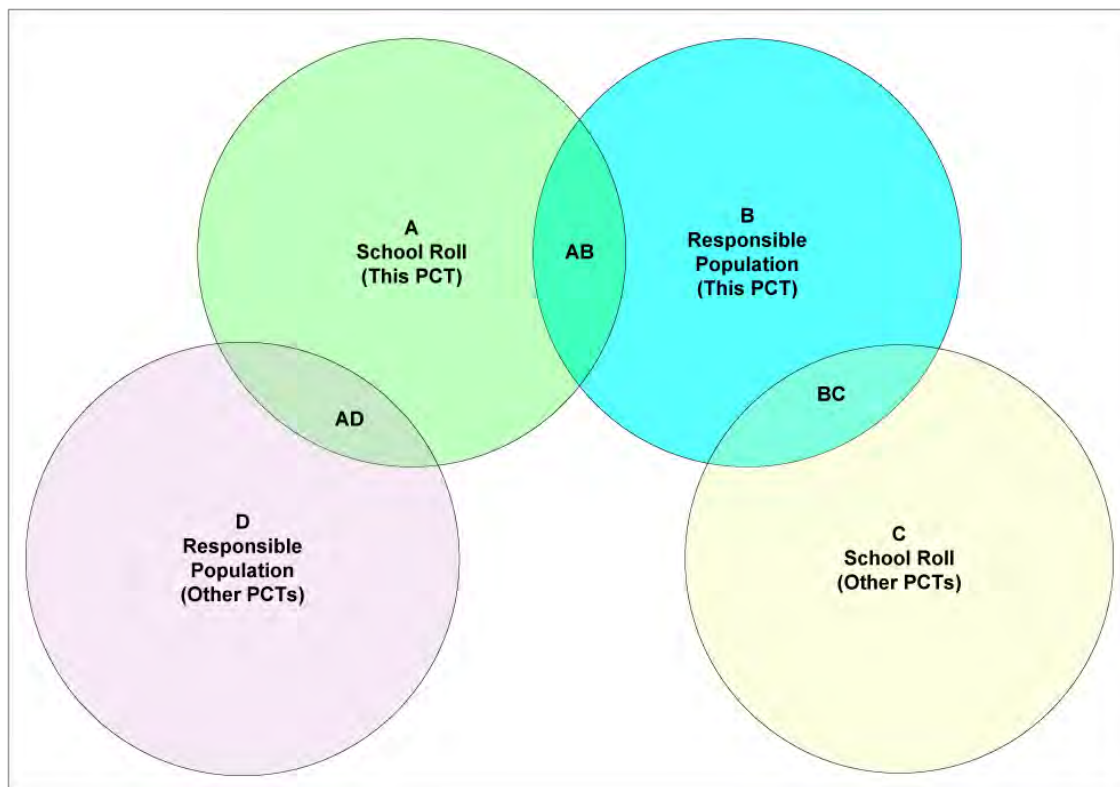


Diagram 1

Annual denominator (school-based)

i) **Includes** the school roll for the PCT (i.e. **all** females attending school in the PCT, including those from other PCTs), **[A+ AB + AD]**.

ii) **Includes** females in the PCT's 'responsible population' not offered the vaccine in school (i.e. those not on any school roll or those attending a school in another PCT without a schools-based programme), as of 31 August 2011 **[B]**.

iii) **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme **[BC]**.

DENOMINATOR = A + B + AB + AD

Annual denominator (non school-based)

i) **Includes** females in the PCT's 'responsible population' **[B + AB]**.

ii) **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme **[BC]**.

DENOMINATOR = B + AB

PCT who attend school in another PCT implementing a schools-based programme **[BC]**.

Annual denominator (mixed approach)

i) **Includes** females in the PCT's 'responsible population', **[B + AB] PLUS**.

ii) **Includes** those not registered in the PCT but on the school rolls of schools targeted for vaccination sessions, **[A + AD]**.

iii) **Excludes** females registered or resident in the PCT who attend school in another PCT implementing a schools-based programme **[BC]**.

DENOMINATOR = A + B + AB + A

7 Data quality

The annual vaccine uptake figures are not expected to be the same as those provisional figures provided in the last monthly survey conducted in July for immunisations given up to the end of June as (i) they will not include any immunisations given in July or August and (ii) the annual denominators (as at 31 August 2013), based on the rules described above, will be used rather than the fixed monthly denominators.

Over the 12 months of the academic year, there will have been migration of females in the appropriate age groups into and out of the annual denominator, as they have moved house and/or changed schools. Hence, as at 31 August 2013, if a female is included in the annual return denominator for all the above cohorts of a PCT (by the rules described above), all doses of HPV vaccine received by her should be included within that PCT's annual numerators (regardless of which PCT gave them). The reverse also applies: where a female is no longer in the annual return denominator, any vaccines given to her by the PCT should be excluded from the annual numerators. This is necessary to avoid double counting. In unavoidable circumstances where PCTs are unable to trace girls from another PCT but have administered second and third dose, these girls should be included in their denominator as well as in their first dose numerator. PCTs should, however, make an effort to coordinate with neighbouring PCTs to account for the additional doses.

8 Cohorts 1 and 6-9 reporting

This fifth annual survey requires area teams to report (by PCT) any outstanding vaccination doses for the mop-up cohorts during the 2011/12 survey. For the majority of these cohorts, this should not be too difficult as they will have remained at school as year 9-12 pupils and therefore, apart from any migratory issues, the denominators are not expected to change much. Cohorts 1 and 6 (born 1 Sept 1994 to 31 August 1996) may be more problematic due to mobility as some will have left school. Area teams are asked to provide the best estimate available for each PCT and provide an explanation of any data quality issues they have in the comments field. These data are required for calculating revised estimates of vaccine uptake for these cohorts at a national level and, in particular, to assess the uptake for dose 3, given that not all area teams had managed to complete the delivery of the third dose by the end of August 2012. Area teams' comments will be used to provide any data quality caveats.

9 Annual survey dataset

The annual dataset is shown in the **Annex**. All blue fields are mandatory (i.e. area teams will not be able to submit PCT level data without all blue fields being completed).

10 Helpsheets

For more information about how to use ImmForm, please refer to the following helpsheets: <https://www.gov.uk/government/organisations/public-health-england/series/immform>

11 Annex – Annual data survey form

Campaign name e.g. HPV VACCINE UPTAKE CAMPAIGN 2012/13 – ANNUAL

Survey Name e.g. Year ending 31 August 2013

<PCT Name> (<PCT Org Code>)

COHORT 1: Mop-Up Vaccinations 16-17 Year Olds (Year 12/Not in school)

COHORT 6: Mop-Up Vaccinations 17-18 Year Olds (Year 13/Not in school)

COHORT 7: Mop-Up Vaccinations 15-16 Year Olds (Year 11)

COHORT 8: Mop-Up Vaccinations 14-15 Year Olds (Year 10)

COHORT 9: Mop-Up Vaccinations 13-14 Year Olds (Year 9)

COHORT 10: Routine Vaccinations 12-13 Year Olds (Year 8)

ROUTINE COHORTS (also CUMULATIVE from start of the campaign – 1/9/2011)

COHORT 10: Routine Vaccination 12-13 Year Olds (Year 8)

Birth Cohort: 1 September 1999 – 31 August 2000

Vaccine Summary Data

Cohort

Annual Denominator 2012/13	A	
<i>Doses Administered (31/8/2013 inclusive)</i>	Number	% (automatically calculated)
Number received 1st dose	B	B/A x 100
Number received 1st and 2nd doses	C	C/A x 100
Number received all three doses	D	D/A x 100
Total Number of doses administered (automatically calculated)	B+C+D	
Location Where Vaccines Administered		
Location	Number of Doses Administered	% (automatically calculated)
Schools/Colleges	H	H/(H+I+J+K) x 100
GP Practices	I	I/(H+I+J+K) x 100
Health Centres/Community Clinics	J	J/(H+I+J+K) x 100
Other	K	K/(H+I+J+K) x 100
Total Number of doses administered by location (automatically calculated)	H+I+J+K	

MOP-UP COHORTS (also CUMULATIVE from start of the campaign – 1/09/2008)**COHORT 1: Mop-Up Vaccinations 16-17 Year Olds (Year 12/Not in school)****Birth Cohort: 1 September 1995 – 31 August 1996****Vaccine Summary Data****Cohort**

	Last season (2011/12)	Current	
Annual Denominator		A	
Doses Administered (31/8/2013 inclusive)	Last season (2011/12)	Current	% (automatically calculated)
Number received 1st dose		B	B/A x 100
Number received 1st and 2nd doses		C	C/A x 100
Number received all three doses		D	D/A x 100
Total Number of doses administered (automatically calculated)	Sum of above	B+C+D	

COHORT 6: Mop-Up Vaccinations 17-18 Year Olds (Year 13/Not in school)**Birth Cohort: 1 September 199(– 31 August 199)****Vaccine Summary Data****Cohort**

	Last season (2011/12)	Current	
Annual Denominator		A	
Doses Administered (31/8/2013 inclusive)	Last season (2011/12)	Current	% (automatically calculated)
Number received 1st dose		B	B/A x 100
Number received 1st and 2nd doses		C	C/A x 100
Number received all three doses		D	D/A x 100
Total Number of doses administered (automatically calculated)	Sum of above	B+C+D	

COHORT 7: Mop-Up Vaccinations 15-16 Year Olds (Year 11)**Birth Cohort: 1 September 1996 – 31 August 1997****Vaccine Summary Data****Cohort**

	Last season (2011/12)	Current	
Annual Denominator		A	
Doses Administered (31/8/2013 inclusive)	Last season (2011/12)	Current	% (automatically calculated)
Number received 1st dose		B	B/A x 100
Number received 1st and 2nd doses		C	C/A x 100
Number received all three doses		D	D/A x 100
Total Number of doses administered (automatically calculated)	Sum of above	B+C+D	

COHORT 8: Mop-Up Vaccinations 14-15 Year Olds (Year 10)**Birth Cohort: 1 September 1997 – 31 August 1998****Vaccine Summary Data****Cohort**

	Last season (2011/12)	Current	
Annual Denominator		A	
Doses Administered (31/8/2013 inclusive)	Last season (2011/12)	Current	% (automatically calculated)
Number received 1st dose		B	B/A x 100
Number received 1st and 2nd doses		C	C/A x 100
Number received all three doses		D	D/A x 100
Total Number of doses administered (automatically calculated)	Sum of above	B+C+D	

COHORT 9: Mop-Up Vaccinations 13-14 Year Olds (Year 9)

Birth Cohort: 1 September 1998 – 31 August 1999

Vaccine Summary Data

Cohort

	Last season (2011/12)	Current	
Annual Denominator		A	
Doses Administered (31/8/2013 inclusive)	Last season (2011/12)	Current	% (automatically calculated)
Number received 1st dose		B	$B/A \times 100$
Number received 1st and 2nd doses		C	$C/A \times 100$
Number received all three doses		D	$D/A \times 100$
Total Number of doses administered (automatically	Sum of above	B+C+D	

12 Guide to submitting and reviewing data online

12.1 Logging on

1. Open your web browser and type in: <https://www.immform.dh.gov.uk>
2. Type in your login and password

12.2.1 Select Annual HPV Survey

Click on 'Surveys' found on the top toolbar and select the HPV vaccine uptake campaign 2012/13 – annual survey (the example below shows current years 2012/13 annual survey).

Click on the link for your PCT under the relevant HPV monthly survey as appropriate. In the example below, the annual survey is highlighted and the survey link selected.

12.2.2 Select the 'Submit/Amend/View survey data' Option

To submit data or view and/or amend data you have already posted, click on 'Submit/Amend/View survey data'.

The screenshot displays the immForm website interface. At the top left is the 'immForm' logo. A navigation bar contains links for Home, Surveys, Past Surveys, Vaccine Supply, Feedback, FAQ, Useful Links, and About. A red notification banner states 'You are on UAT Environment!'. The main content area is titled 'Surveys' and shows a breadcrumb trail: 'Surveys >> HPVVaccineUptakeCampaign2012/13-AnnualSurvey'. The primary heading is 'HPV Vaccine Uptake Campaign 2012/13 - Annual Survey'. Below this, it indicates 'Currently Selected Survey: Annual Survey 2012-13 (data to 31/8/2013)' and 'Selected Organisation: Y01 PCT'. A section titled 'Survey Link' contains a blue link 'Submit/Amend/View survey data', which is circled in yellow. An 'Important Note' section follows, containing text about data publication and ICO guidelines. Below that is a 'Reports' section with a link for 'PCT Anonymous Comparison Report'. At the bottom, there is an 'Other Surveys' section.

12.2.3 Survey covering page

Confirm that the correct month etc. is selected and Click on 'Next', or click on 'Cancel' to return to previous page.

immForm

You are on UAT Envi

Home **Surveys** **Past Surveys** **Vaccine Supply** **Feedback** **FAQ** **Useful Lin**

Surveys >> HPVvaccineUptakeCampaign2012/13-AnnualSurvey >> HPV Annual 2012 Uptake survey

HPV Vaccine Uptake Campaign 2012/13 - Annual Survey Annual Survey 2012-13 (data to 31/8/2013)

This PCT: Y01

Academic Year: 1 September 2012 - 31 August 2013
COHORT 10: Routine Vaccinations 12-13 Year Olds (Year 8)
COHORT 1: Mop-Up Vaccinations 16-17 Year Olds (Year 12/Not in school)
COHORT 6: Mop-Up Vaccinations 17-18 Year Olds (Year 13/Not in school)
COHORT 7: Mop-Up Vaccinations 15-16 Year Olds (Year 11)
COHORT 8: Mop-Up Vaccinations 14-15 Year Olds (Year 10)
COHORT 9: Mop-Up Vaccinations 13-14 Year Olds (Year 9)

For any support queries please contact
Email Address:
Telephone No:

To view or amend this survey:

- Click 'Next'
- Answer the on-screen questions
- Press 'Submit'

You will see a confirmation screen once the amendments have been successfully recorded.

12.2.4 Survey form

You will then see the data entry form as below. Complete the data fields as described below.

Please note that for Cohort 10 the denominator figure is required (if providing a revised denominator the new figures are expected to be within +/- 5% of the denominator figure in JUNE 2013. Please provide an explanation for any figures outside these limits).

In the doses administered column please submit cumulative figures for doses administered in July and August 2013. These doses should be added to the figures submitted in the last monthly survey in June 2013 (see figure below)

Human papillomavirus (HPV) vaccine uptake annual survey 2012/13

COHORT 10: Routine Vaccinations 12-13 Year Olds (Year 8)
Birth Cohort: 1 September 1999 - 31 August 2000

Vaccine Summary Data Cohort

Annual Denominator 2012/13	750
----------------------------	-----

Doses Administered (to 31/8/2013 inclusive)

	Number		% Uptake (automatically calculated)
Number received 1st dose	600	DOSES SHOULD BE UPDATED FROM FIGURES SUBMITTED IN HPV MONTHLY SURVEY 2012-2013 IN JUNE 2013	80%
Number received 1st and 2nd doses	550		73.3%
Number received all three doses	450		60%
Total Number of doses administered (automatically calculated)	1600		

Location Where Vaccines Administered (Mandatory)

Location	Number of Doses Administered
Schools / Colleges	1600
GP Practices	250
Health Centres/Community Clinics	0
Other	0
Total Number of doses administered by location (automatically calculated)	1850

Total Number of doses administered by location (automatically calculated) should be equal to Total Number of doses administered to 31 August 2013 (automatically calculated). Please and amend figures if necessary and add comment to explain any difference.

Please note that the doses administered and total number of doses administered by location should tally.

COHORT 10: Routine Vaccinations 12-13 Year Olds (Year 8)
Birth Cohort: 1 September 1999 - 31 August 2000

Vaccine Summary Data Cohort

Annual Denominator 2012/13	750
----------------------------	-----

Doses Administered (to 31/8/2013 inclusive)

	Number
Number received 1st dose	600
Number received 1st and 2nd doses	550
Number received all three doses	450
Total Number of doses administered (automatically calculated)	1600

Location Where Vaccines Administered (Mandatory)

Location	Number of Doses Administered
Schools / Colleges	1350
GP Practices	250
Health Centres/Community Clinics	0
Other	0
Total Number of doses administered by location (automatically calculated)	1600

Total Number of doses administered by location (automatically calculated) should be equal to Total Number of doses administered to 31 August 2013 (automatically calculated). Please and amend figures if necessary and add comment to explain any difference.

Please note in this survey the last seasons (2011/12) figures for your PCT will be visible. Once all fields have been correctly completed click on 'Submit' at the bottom of the screen.

COHORT 9: Mop-Up Vaccinations 13-14 Year Olds (Year 9)
Birth Cohort: 1 September 1998 - 31 August 1999

Vaccine Summary Data Cohort

Annual Denominator	Last season - (2011/12)	Current
	3,300	<input type="text" value="3250"/>

Doses Administered (to 31/8/2013 inclusive)

	Last season - (2011/12)	Current
Number received 1st dose	2,974	<input type="text" value="3200"/>
Number received 1st and 2nd doses	2,916	<input type="text" value="2950"/>
Number received all three doses	2,896	<input type="text" value="2910"/>
Total Number of doses administered (automatically calculated)	8786	9060

Comments (Optional)

Audit Records

Date of Action	User	Action
		New Form Completed

You should then get a confirmation message but where errors have occurred, instructions regarding the fields requiring further attention will be shown, as follows.

There has been a problem submitting your survey data. The following problems have been encountered:

The following data fields failed validation checks:

- Number received 1st and 2nd doses must be less than or equal to Number received 1st dose. Please amend this value.

To record any changes you make to this form, press the submit button

COHORT 1: Mop-Up Vaccinations 16-17 Year Olds (Year 12/Not in school)
Birth Cohort: 1 September 1995 - 31 August 1996

Vaccine Summary Data Cohort

Annual Denominator	Last season - (2011/12)	Current
	3,527	<input type="text" value="3527"/>

Doses Administered (to 31/8/2013 inclusive)

	Last season - (2011/12)	Current
Number received 1st dose	2,875	<input type="text" value="2875"/>
Number received 1st and 2nd doses	2,768	<input type="text" value="2900"/> *
Number received all three doses	1,905	<input type="text" value="1905"/>
Total Number of doses administered (automatically calculated)	7548	7680

12.3 Reports

12.3.1 Anonymous comparison report

Area teams can compare individual PCT level HPV vaccine uptake anonymously with other PCTs at both the local and national level. Data are available in various formats, such as Excel downloads or bar charts.

HPV Vaccine Uptake Campaign 2012/13 - Annual Survey (by PCT)

Currently Selected Survey: **Annual Survey 2012-13 (data to 31/8/2013)**
 Selected Organisation: **P1 - SOUTH PCT**

Survey Link

[Submit/Amend/View survey data](#)

Important Note:

Your organisation, Public Health England, The Department of Health and NHS England shall not publish any information which directly or indirectly leads to the identification of any patient as set out in guidelines issued by the Information Commissioners Office. The ICO guidelines relating to anonymisation of patient data are found at: http://www.ico.org.uk/news/latest_news/2012/new-anonymisation-code-sets-out-how-to-manage-privacy-risks-and-maintain-transparency-20112012 Nor should data be published that leads to the identification of individual practices as consent for this from all practices has not been obtained.

Reports

[PCT Anonymous Comparison Report](#)
[All Data Annual Report PCT to Area Team](#)

Other Surveys

12.3.2 All data annual report PCT to area team

Area teams can compare individual PCT level HPV vaccine uptake with other PCTs in their area team. Data are available as an Excel download.

All Data Annual Report PCT to Area Team					
Report Date : 20/08/2013 11:38:05					
PCT Org Code	PCT Name	AT Org Code	AT Name	COHORT 10 - Denominator	COHORT 10 - No. received 1st August 2013
P1	PCT	Q99	AREA TEAM	100	
P2	PCT	Q99	AREA TEAM	99	
P1	PCT	Q99	AREA TEAM	55	
P2	PCT	Q99	AREA TEAM	47	
P1	PCT	Q99	AREA TEAM	55	
P2	PCT	Q99	AREA TEAM	321	
P1	PCT	Q99	AREA TEAM		