

Fold each printed sheet in half lengthwise. The left side of the document will list the term and the right side will list the definition. Tape or staple the open edges of your flashcards. Cut out your flashcards on the solid lines indicated and fold them on the dotted lines.

**Module 2**  
*Section A: Surveillance Plan Development and Stakeholder Interactions*

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**Term**  
Stakeholder

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A person who is affected by or that has influence on an activity or its outcome; also includes a person or entity *with an interest* in an activity or project.

**Module 2**  
*Section A: Surveillance Plan Development and Stakeholder Interactions*

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**Term**  
Surveillance plan

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The set of protocols and guidelines that will direct surveillance activities

**Module 2**  
*Section B: Communications and Creating a Business Case*

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**Term**  
Business case

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A standardized (or relatively standardized) document intended to efficiently communicate what is being requested, by whom, for what reason, its investment cost, and its relative return on investment (ROI).

**Module 2**  
*Section C: Identifying Goals, Objectives, Populations, and Events to Monitor*

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**Term**  
Failure mode and effect analysis (FMEA)

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A systematic, proactive method for evaluating a process to identify where and how it might fail and to assess the relative impact of different failures in order to identify the parts of the process that are most in need of change.

**Module 2**  
*Section E: Addressing Ad Hoc Requests*

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**Term**  
Contact tracing

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The practice of identifying and monitoring persons who may have come in contact with a person infected with a specific disease, such as meningococcal meningitis or COVID-19, as a means of controlling the spread of communicable disease.

**Module 2**  
*Section F: Outbreaks and Investigations*

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**Term**  
Case definition

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A set of uniformly applied criteria for determining whether a person should be identified as having a particular disease, injury, or other health condition; it usually specifies clinical, laboratory, and other diagnostic criteria.

**Module 2**  
*Section F: Outbreaks and Investigations*

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**Term**  
Epidemic curve

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A graph in which the cases of a disease that occur during an epidemic (outbreak) are plotted according to the time of onset of illness.

**Module 2**  
*Section F: Outbreaks and Investigations*

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**Term**  
Line list

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A document that contains information related to patient symptoms (in case there is the possibility that it is a pseudo-outbreak), medications, procedures, consults, patient locations, contact with HCP, and host of other factors that might predispose the patients to the infection under investigation.