Data Quality Review (DQR) Data Verification and System Assessment Workshop

Session 9

DV/SA at the District Level

World Health Organization

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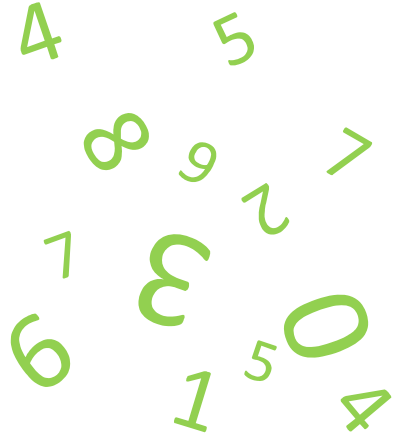
MEASURE Evaluation

The Global Fund



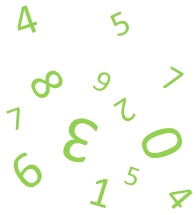
Learning Objective

To understand the methods and tools used to conduct the DQR at district Level;

- Learn the techniques for data verification and at the district level for priority indicators
- Understand the contents of the system assessment module of the DQR health facility assessment at district level
- Learn to use DV/SA at the District (paper and electronic) for use at district level for the DQR.

SESSION 9

DV/SA at the District



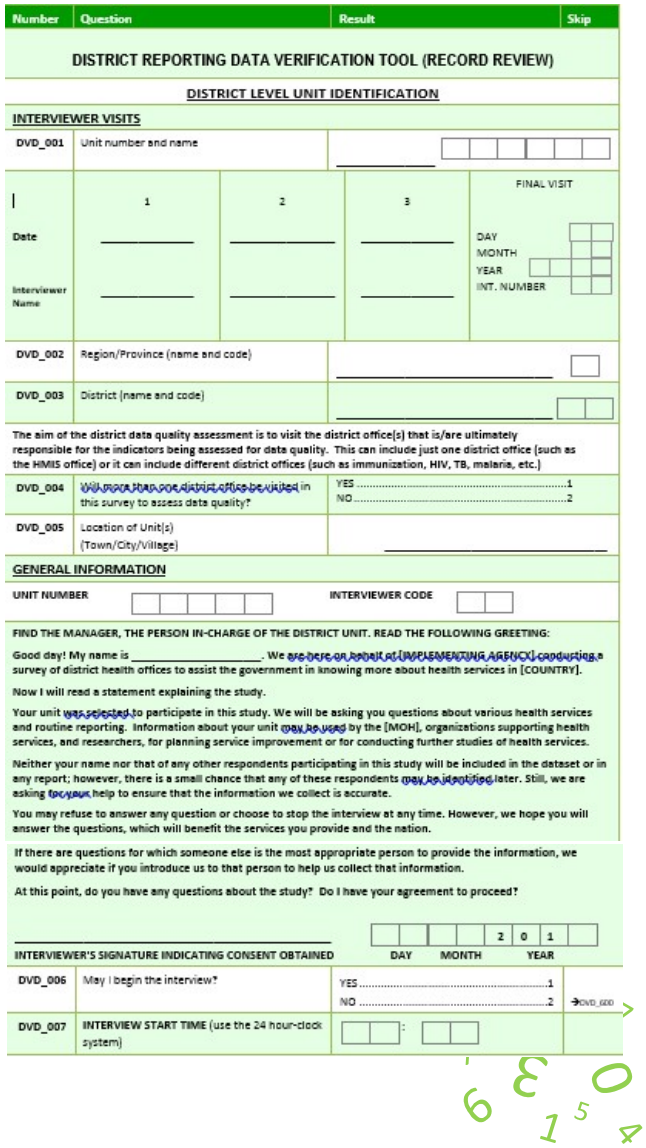
District Unit Information

SESSION 9

DV/SA at the District

DISTRICT LEVEL UNIT IDENTIFICATION

- Enter the date of the assessment at the facility
- Enter the name of the interviewer
- Include location of the facility
- With the facility in-charge (or manager), read the text and sign indicating informed consent has been obtained.
- Enter the start time of the interview.



Number	Question	Result	Skip

DISTRICT REPORTING DATA VERIFICATION TOOL (RECORD REVIEW)

DISTRICT LEVEL UNIT IDENTIFICATION

INTERVIEWER VISITS

DVD_001	Unit number and name				
		1	2	3	FINAL VISIT
	Date				DAY / MONTH / YEAR
	Interviewer Name				INT. NUMBER
DVD_002	Region/Province (name and code)				
DVD_003	District (name and code)				

The aim of the district data quality assessment is to visit the district office(s) that is/are ultimately responsible for the indicators being assessed for data quality. This can include just one district office (such as the HMIS office) or it can include different district offices (such as immunization, HIV, TB, malaria, etc.)

DVD_004	Will more than one district office be visited in this survey to assess data quality?	YES ..... 1 NO 2
DVD_005	Location of Unit(s) (Town/City/Village)	

GENERAL INFORMATION

UNIT NUMBER ☐☐☐☐☐ INTERVIEWER CODE ☐☐

FIND THE MANAGER, THE PERSON IN-CHARGE OF THE DISTRICT UNIT. READ THE FOLLOWING GREETING:

Good day! My name is _____. We are here on behalf of [IMPLEMENTING AGENCY] conducting a survey of district health offices to assist the government in knowing more about health services in [COUNTRY].

Now I will read a statement explaining the study.

Your unit was selected to participate in this study. We will be asking you questions about various health services and routine reporting. Information about your unit may be used by the [MOH], organizations supporting health services, and researchers, for planning service improvement or for conducting further studies of health services.

Neither your name nor that of any other respondents participating in this study will be included in the dataset or in any report; however, there is a small chance that any of these respondents may be identified later. Still, we are asking for your help to ensure that the information we collect is accurate.

You may refuse to answer any question or choose to stop the interview at any time. However, we hope you will answer the questions, which will benefit the services you provide and the nation.

If there are questions for which someone else is the most appropriate person to provide the information, we would appreciate if you introduce us to that person to help us collect that information.

At this point, do you have any questions about the study? Do I have your agreement to proceed?

_____ ☐☐ ☐☐ 2 0 1 ☐

INTERVIEWER'S SIGNATURE INDICATING CONSENT OBTAINED — DAY / MONTH / YEAR

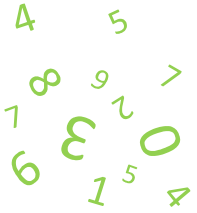
DVD_006	May I begin the interview?	YES ..... 1 NO 2	→DVD_600
DVD_007	INTERVIEW START TIME (use the 24 hour-clock system)	☐☐ : ☐☐	

Important Skip

DVD_010	Is all data for ANC, immunization, HIV, TB, and malaria* entered / aggregated by the same team in this office? *INDICATORS SHOULD BE SPECIFIED AS PART OF COUNTRY ADAPTATION	Yes ..... 1 No 2	→DVD_100

Notice the first question (DVD_010);

- We need to know whether the reporting from facilities is “integrated” or program specific.
- If all data for the different health programs are entered / aggregated by the same team at the district office (i.e. “Yes”), then the reporting is integrated and all questions can be asked of the same staff, once. Proceed to question DVD_011, integrated system assessment.
- If the reporting is program-specific, (i.e. “No”) the different staff managing data for the different health programs will all need to be interviewed. Jump to question DVD_100.



AS12

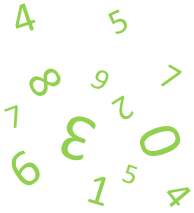
System Assessment at District Level

SESSION 9

DV/SA at the District

Sections of System Assessment :

- Reporting of Data – how the district handles reports received from facilities; when are reports due?
- Availability of Trained Staff – does the district office have adequate numbers of trained staff with specific responsibilities for data quality?
- Availability of Guidelines – does the district office have (observable) written guidance for data management, data quality control, and using data for action?
- Availability of reporting forms – does the district supply facilities with blank forms; are there stock-outs of forms; does the district provide feedback to reporting sites?



Slide 5

AS12 Need to include information about the single systems assessment vs. program specific systems assessment -- see updated questionnaire for more information

Ashley Sheffel, 12/9/2019

System Assessment at District Level

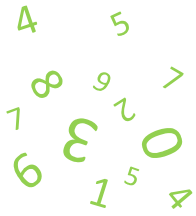
SESSION 9

DV/SA at the District

Sections of System Assessment :

Analysis and use of data

- Does the district prepare and maintain data visuals?
- Does the district produce reports of analyzed data (e.g. bulletins)?
- Follow-up actions based on evidence?
- Does the district use HMIS data:
  - For performance evaluations?
  - For Planning?



Data Verification at the District Level

SESSION 9

DV/SA at the District

Document review

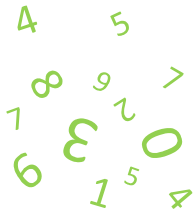
Data Verification at the District Level

SESSION 9

DV/SA at the District

Data verification tool

- Used to examine, at district level, the reporting completeness, timeliness, and accuracy of monthly or quarterly reports received from the health facilities
- Note: Question DVD_X20: Does the district enter facility level data into an electronic health information system (i.e. DHIS) and does the system automatically aggregate data to create a district report?
- For each program area – if data are entered into a database at district level – use the DV/SA district aggregation tool to recount the value of the indicator for the district)



Data Verification at the District Level

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DV/SA at the District

- DV/SA District Aggregation Tool (placeholder)

Data Verification at the District Level

SESSION 9

DV/SA at the District

- If the data are aggregated by hand at the district level and a district level value is reported up through the system:
  - Using the templates provided, enter the following information into the data collection tool:
- For each program area:
  - How many reports there should have been for the three months
  - Count the actual number of reports for the same months and enter the value
  - Check the dates on the reporting forms and ascertain how many reports were received on time
    - ✓on time means that the report was received by the due date
  - Check how many reports were complete
    - ✓Complete means that the report contains the reported count relevant to the indicator
- Time period for the verification is 3 months: For example: January, February, March 2020

Recounting at the District

SESSION 9

DV/SA at the District

Recounting

For each selected indicator record on the data collection tool ;

- if the facility is part of the sample for the HFA,
- is expected to report for the indicator,
- whether the report is available (observed) at the district,
- If the report was received at the district by the due date (on time).
- the value on the facility monthly report at the district.

IMMUNIZATION

Indicator 1: DTP3 – Please examine the monthly report that contains information on DTP3 and fill in relevant information. Not all facilities are required to submit information on all indicators. Please ascertain with your informant which facilities are required to submit

No	DVD_222	DVD_223	DVD_224	DVD_225 (Month1)			DVD_226 (Month2)			DVD_227 (Month3)		
	Please list all the facilities that are reporting to this district office. HEALTH FACILITY NAME	In sample? Yes = 1 No =2	Expected to report DTP3? Yes = 1 No = 2→ Next facility	(a) Report observed Yes = 1 →b No = 2 → DVD _226a	(b) Report on time Yes = 1 No =2 Don't know=8	(c) Copy DTP3 under 1 from facility monthly report Missing = 999999	(a) Report observed Yes = 1 →b No = 2 → DVD _227a	(b) Report on time Yes = 1 No =2 Don't know=8	(c) Copy DTP3 under 1 from facility monthly report Missing = 999999	(a) Report observed Yes = 1 →b No = 2 → Next facility	(b) Report on time Yes = 1 No =2 Don't know=8	(c) Copy DTP3 under 1 from facility monthly report Missing = 999999 Go to Next facility or DVD_228 when all facilities are complete
001												
002												
003												

Reported values

SESSION 9

DV/SA at the District

Aggregation and comparison

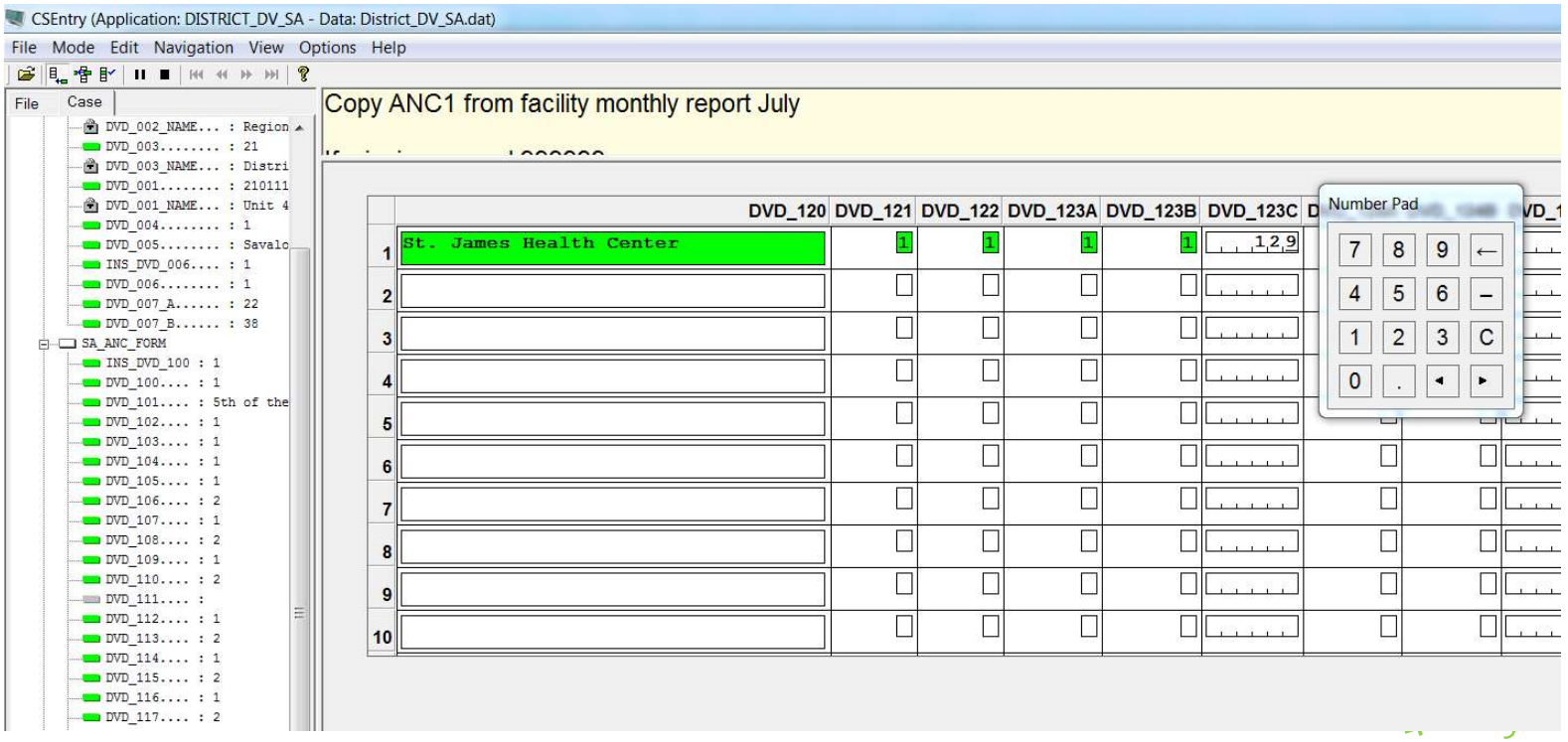
For each selected indicator record on the data collection tool ;

- Sum of the values from all facility monthly reports,
- The value reported by the district on the district monthly report (or in the database).
- Reasons for discrepancies and missing reports.

AGGREGATION AND COMPARISON				
DVD_228	SUM OF THE ABOVE NUMBERS OF DTP3 DOSES FOR CHILDREN UNDER 1	MONTH1 _____	MONTH2 _____	MONTH3 _____
DVD_229	How many DTP3 DOSES FOR CHILDREN UNDER 1 did the district report to higher level?	MONTH1 _____	MONTH2 _____	MONTH3 _____
DVD_230	Why do you think there is a discrepancy between the number reported by the district and the number we have just calculated?	NO DISCREPANCY..... ARITHMETIC OR DATA ENTRY ERRORS..... SINCE THE TIME THAT THE DISTRICT SUBMITTED ITS REPORT, SOME HEALTH FACILITY REPORTS HAVE BEEN ADDED OR SOME HEALTH FACILITY REPORTS HAVE BEEN UPDATED ..... SINCE THE TIME THAT THE DISTRICT SUBMITTED ITS REPORT, WE HAVE LOST TRACK OF SOME HEALTH FACILITY REPORTS ..... OTHER (SPECIFY) ..... _____		

Recounting at the District

Capturing District Level Recount Data in CSPro



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DV/SA at the District

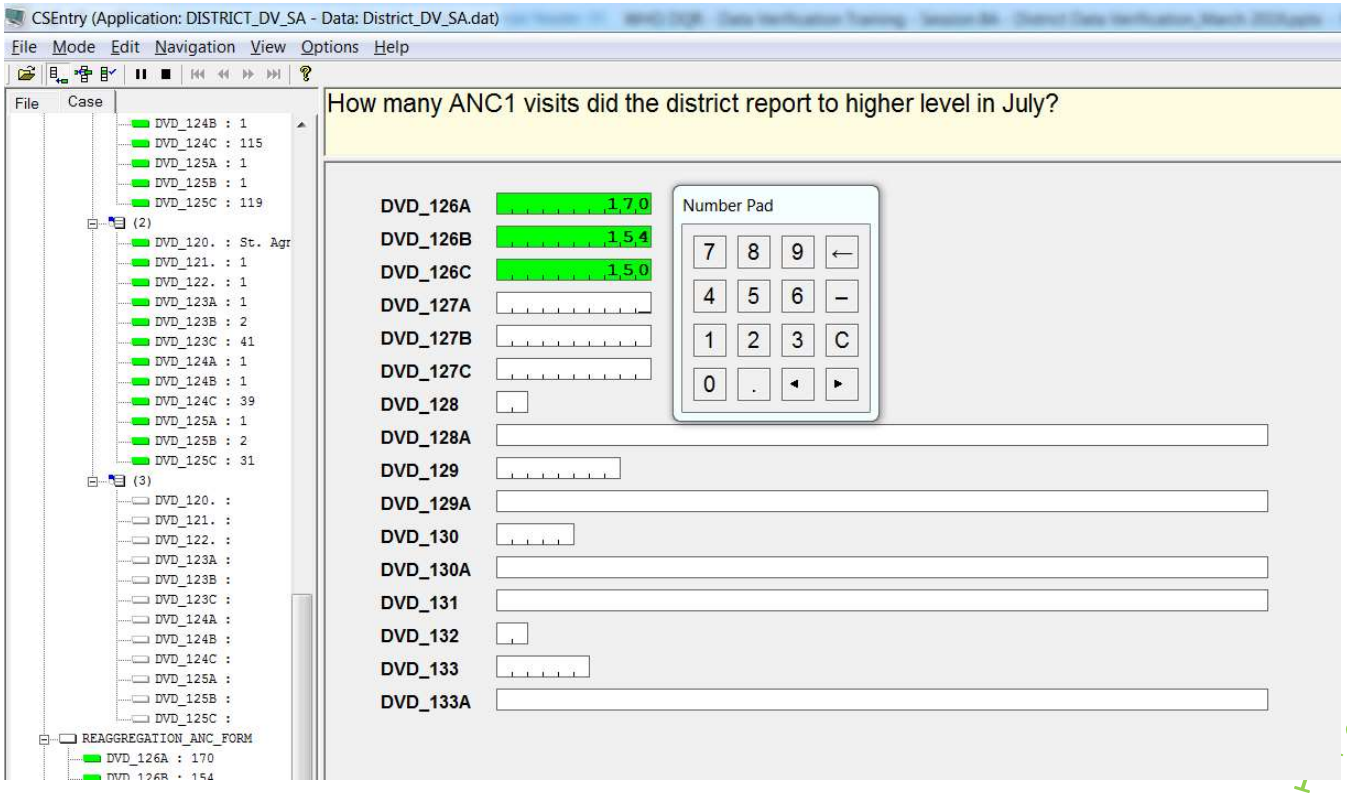
Reported values

SESSION 9

DV/SA at the District

Capturing district level reported values in CSPro

- The recounted values are added over health facilities automatically
- Enter the value for the indicator reported by the district (or seen in the database)

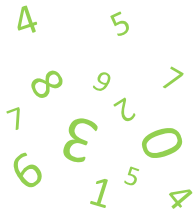


Electronic Data Collection with CSPro

SESSION 9

DV/SA at the District

- Data verification and system assessment – Electronic Data Collection:
  - Use the WHO CSPro data entry applications;
    - FACILITY_DV_SA,
    - DISTRICT_DV_SA
  - Data can be recorded on the paper forms, then entered on a personal computer (PC) or on a tablet computer in the field
  - Tablets use a special version of the CSPro data entry application derived from the PC version
  - Data can be sent regularly (e.g. daily) from tablets to a central data server over the internet (via cellphone or wireless networks)



Questions

- Who should be interviewed at the district level for ANC if reporting to the district is program-specific?
- What should be re-counted at the district level for malaria cases if facility level data are entered into a database at the district?
- How is timeliness of facility reporting evaluated at the district level?
- True or false: when facility level data are not entered into a database at the district office, indicator values from monthly reports from all facilities in the district should be aggregated to derive a district value for the indicator.

SESSION 9

DV/SA at the District

Practice

- Review the District DV/SA paper-based tool with a partner.
- Practice conducting the DV/SA at the district HMIS office for the selected reporting period using the example facility monthly reports provided.
- Re-aggregate the district value from the facility monthly reports and compare with the value for the district found in the database.

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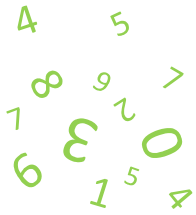
DV/SA at the District