

## Facility Routine Data Quality Assessment Form (FRDQA 3)

**Reporting Period (Month Year):** \_\_\_\_\_

No.	Indicator <i>(all data is for the reporting period unless stated otherwise)</i>	1	2	3	4	5	6	7
		<b>Enter from PSD<sup>1</sup></b>	<b>Enter from ePMS</b>	<b>Enter from EDT</b>	<b>Var 1<sup>2</sup></b> (Col 2 - Col 1)/ Col 1	<b>Var 2<sup>3</sup></b> (Col 3 - Col 1)/ Col 1	<b>Var 3<sup>4</sup></b> (Var 1)/ (Var 2)	<b>Variance Explanation</b>
a	Newly enrolled (on ART) (+)							
b	Patients Transferred in (+)							
c	Ever enrolled (on ART) by the end of the reporting period (+)							
d	Patients Transferred out (-)							
e	Patients Lost to follow up (-)							
f	Patients Stopped by Physician (-)							
g	Patients who died (-)							
h	Total number of patients alive and on treatment by the end of the reporting period							

<sup>1</sup> PSD = Primary Source Document (*usually the ART Patient Register*)

<sup>2</sup> Var 1: % Variance between the number derived from primary source documents (PSD) and the one derived from EPMS, the denominator being the number from primary source documents

<sup>3</sup> Var 2: % variance between the number derived from primary source documents and the one derived from EDT, the denominator being the number from primary source documents

<sup>4</sup> Var 3: the ratio of % variance of EPMS from primary data source to % variance of EDT from the same primary data sources

**Instructions: Monthly Validation and Reconciliation of EPMS/EDT data, and explanation of variances (Using FRDQA Form 3)**

1. Completion of column 1 of the FRDQA Form 3 for each of the selected key ART indicators from the ART Register **by the Data Clerk**
2. Running the relevant EPMS reports and completion of column 2 of the FRDQA Form 3 for each of the selected key ART indicators **by the Data Clerk**
3. Running the relevant EDT reports and completion of column 3 of the FRDQA Form 3 for each of the selected indicators **by the ARV Pharmacist**
4. Calculating the variance % 1 between figures derived from the source documents and EPMS, and recording in column 4 of the FRDQA Form 3 (Numerator = SD-EPMS; Denominator = Total number of patients recounted from your paper source documents) **by the Data Clerk**
5. Calculating the variance % 2 of figures derived from the source documents and EDT, and recording in column 5 of the FRDQA Form 3 (Numerator = SD-EDT; Denominator= Total number of patients recounted from your paper source documents) **by ARV Pharmacist**
6. Record variance ratio in column 6 ( variance % 1 being numerator and variance % 2 being denominator) **by the Clinic Manager**
7. Facilitating a meeting to discuss and explain the variances and their possible causes, and taking appropriate actions to reduce the variances, documenting appropriate actions for follow up in subsequent meetings (Meeting to be arranged **by the Clinic Manager**)
8. Four copies of FRDQA 2 should be made once a meeting has been held and sent as follows: one copy with your EPMS Monthly Report to HQs, the other copy with the Pharmacy AMR to HQs (NMPC) and file remaining two copies with ARV Pharmacy and the ART Clinic Data *Office*.