

THE DATA QUALITY ASSESSMENT (DQA) TOOL

Version 1, Feb 2017

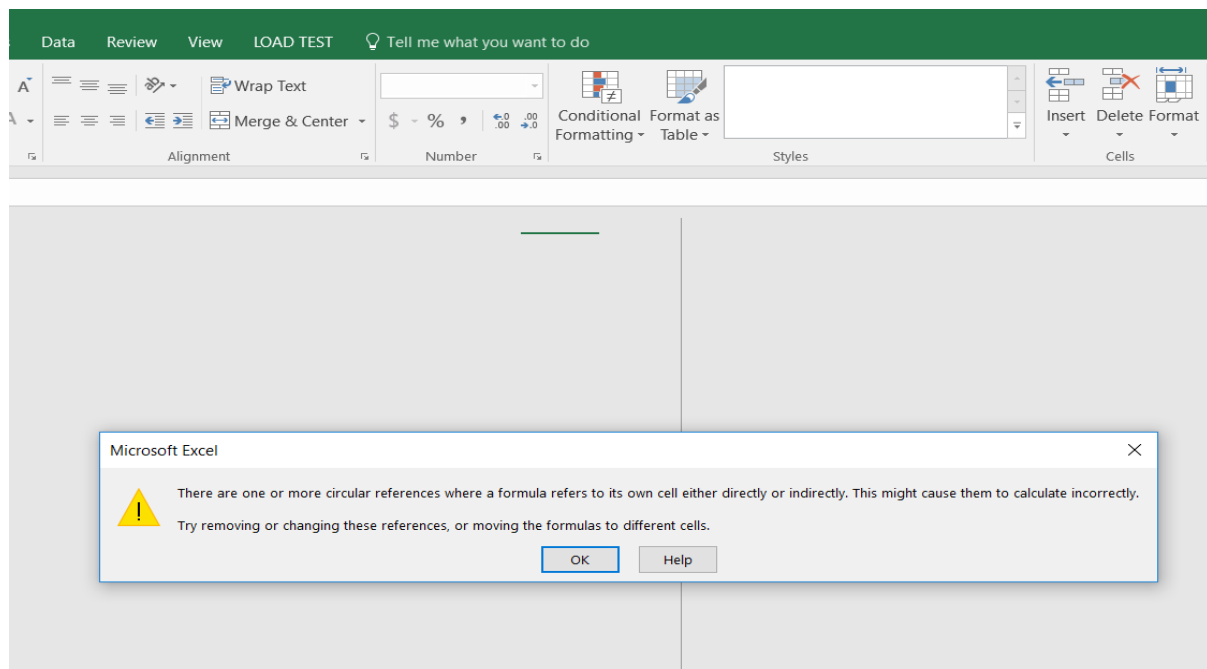
Structure of the Tool

The tool is structured in five sections based on five dimensions. A brief description of each is provided below:

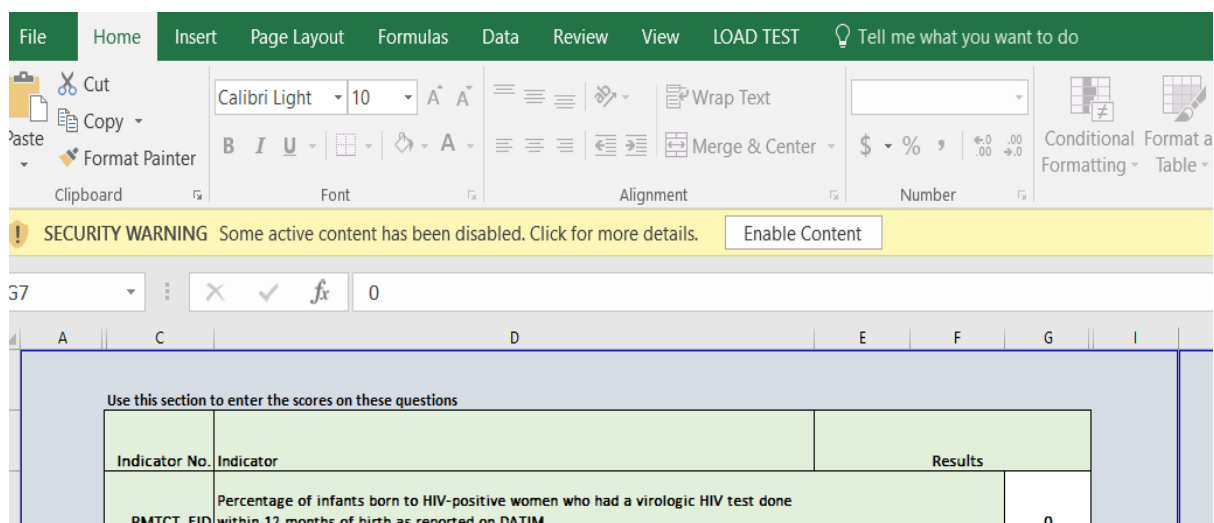
- **Completeness** - this is the most fundamental data quality issue, and refers primarily to gaps in data. If fields are missing or records cannot be located, then it is difficult to ascertain whether required services have or have not been delivered, Gaps in data limit the ability to conduct analysis, can result in patient mis-management and under-reporting of results.
- **Consistency** – this deals with a higher level of error - the transference of data from one record or data collection tool to another. In all patient care-related activities, there is a flow of patient data between service points and data collection tools, either for aggregation or patient management purposes. This requires careful attention on behalf of health care providers or medical records staff in the transcription of data from one form to another. Failing to demonstrate adequate care can also result in patient mis-management, incorrect aggregations and misalignment of data between different tools.
- **Precision** - means that the data have sufficient detail that is required for reporting. For example, an indicator requires the number of individuals who received HIV counseling & testing and received their test results by sex of the individual, an information system lacks precision if it is not designed to record the sex of the individual who received counseling and testing. Relevant data should be collected by the designated disaggregation characteristics such as sex age and geographical location.
- **Integrity** – looks at the legitimacy of data across the relationships and ensures that all data in a database can be traced and connected to other data source. As patient moves across services and data sources, ensuring that they follow a sequential manner that reduce the chance of error that may be introduced when one data source is missed
- **Validity** – this context deals with simple calculation errors, or failing to correctly sum data from registers and lower-level data entry tools into monthly summary reports. The monthly summary reports are the main source of data used to assess progress in service provision, and feed into government and donor reports. It is not feasible to assess all possible errors, so this tool is focusing on verifying a selection of the most important variables.

Instruction on how to use DQA tool

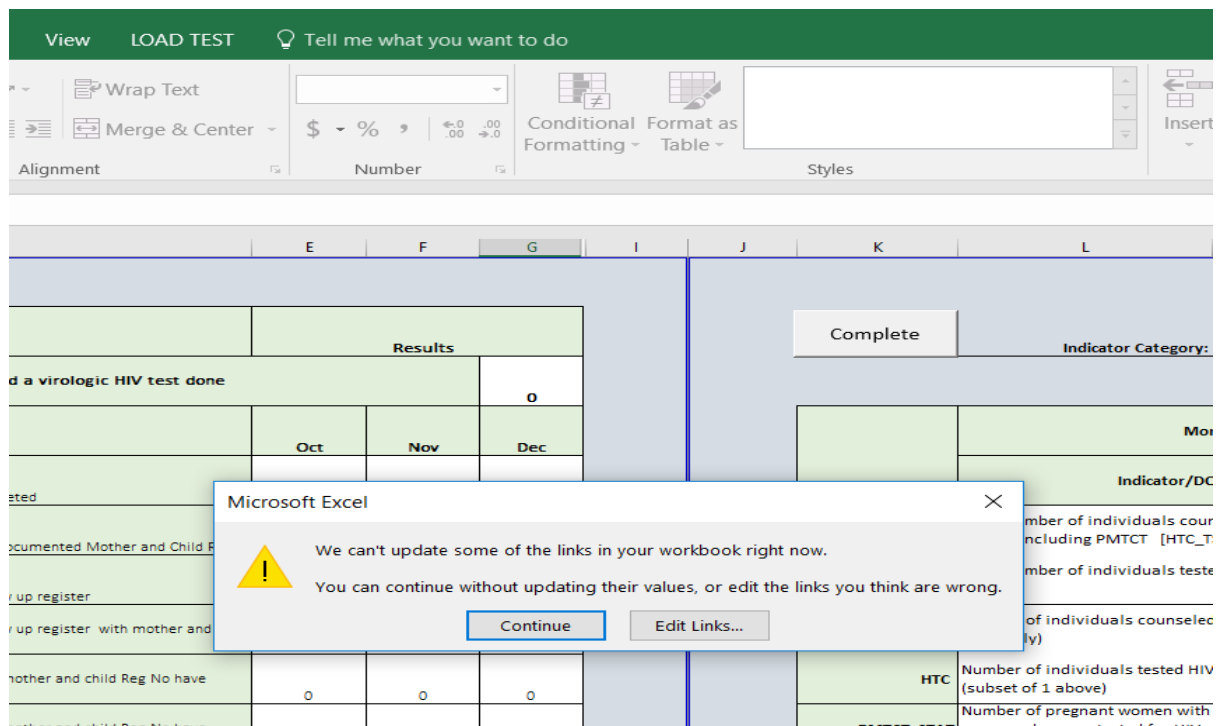
1. Download the Microsoft Excel File tool with file "[Data Quality Assessment Tool.Q1R](http://portal.shieldnigeriaproject.com/DQA)" from <http://portal.shieldnigeriaproject.com/DQA> after login into the platform
2. Open the downloaded file using Microsoft Excel 2008 or Higher. Excel would usually show a message with the prompt displayed below, click on "OK"



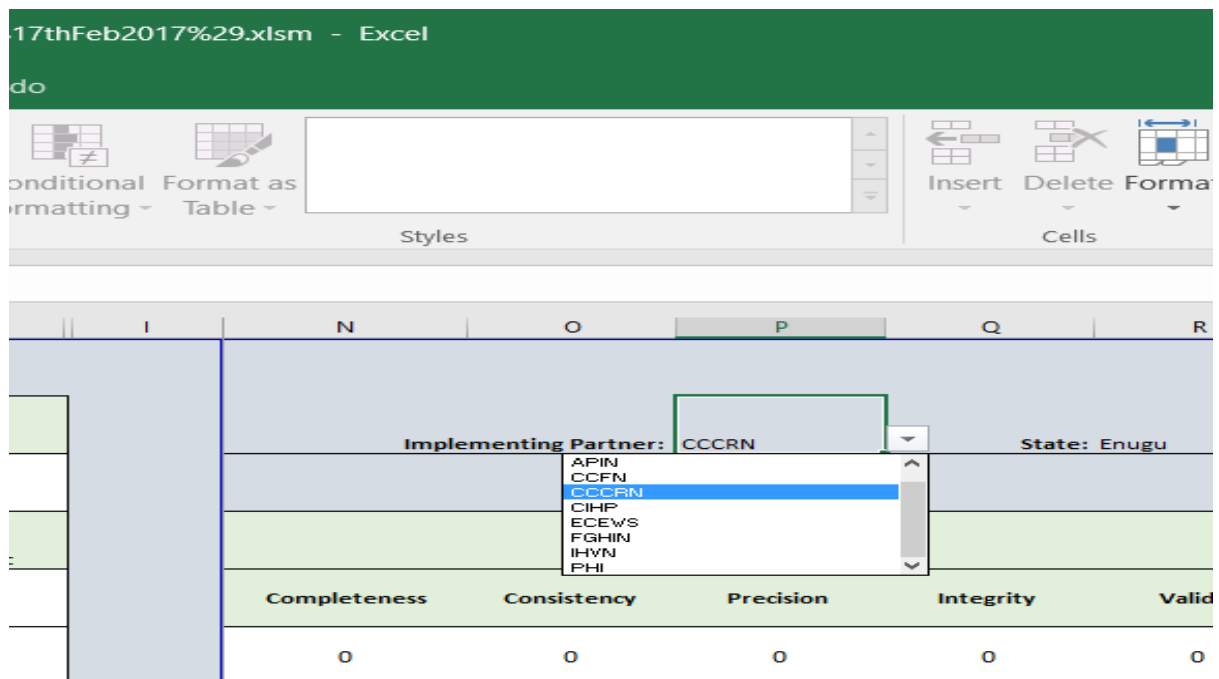
3. On the orange bar a security warning would appear asking you to click to "Enable Content", please click to enable the formulas on the workbook



- Excel would usually show a second (2nd) message with the prompt displayed below, click on "Continue"



- First, select the Implementing Partner from the drop down in cell "P2"



- Select the state from the drop down that matches the state of the facility for the intended DQA in cell "R2"

Stephen Ohakanu

Share

Insert Delete Format Fill Clear Sort & Filter Find & Select

Cells Editing

O	P	Q	R	S	T	U
Implementing Partner: APIN		State: Enugu		LGA: en Igbo Etiti		Facility Name: Ogb...
		Lagos Oyo Plateau				
Oct-16				Nov-16		
Consistency	Precision	Integrity	Validity	Completeness	Consistency	Precision
0	0	0	0	0	0	0

- Select the LGA for facility of the intended DQA report from cell "T2"

Stephen Ohakanu

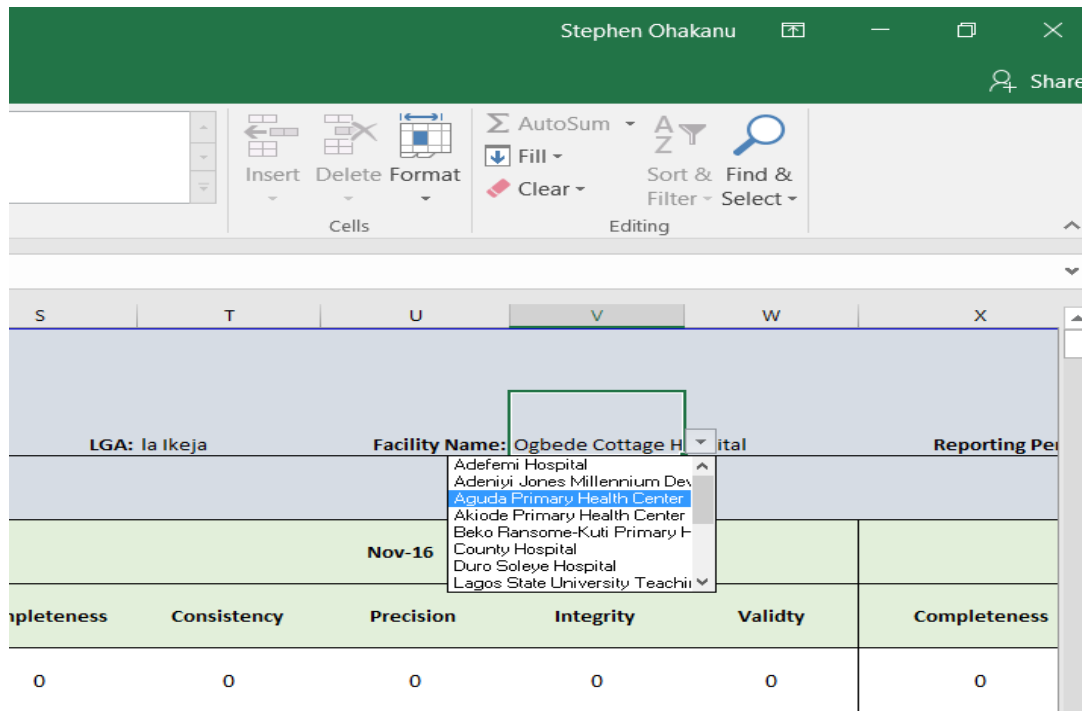
Share

Insert Delete Format Fill Clear Sort & Filter Find & Select

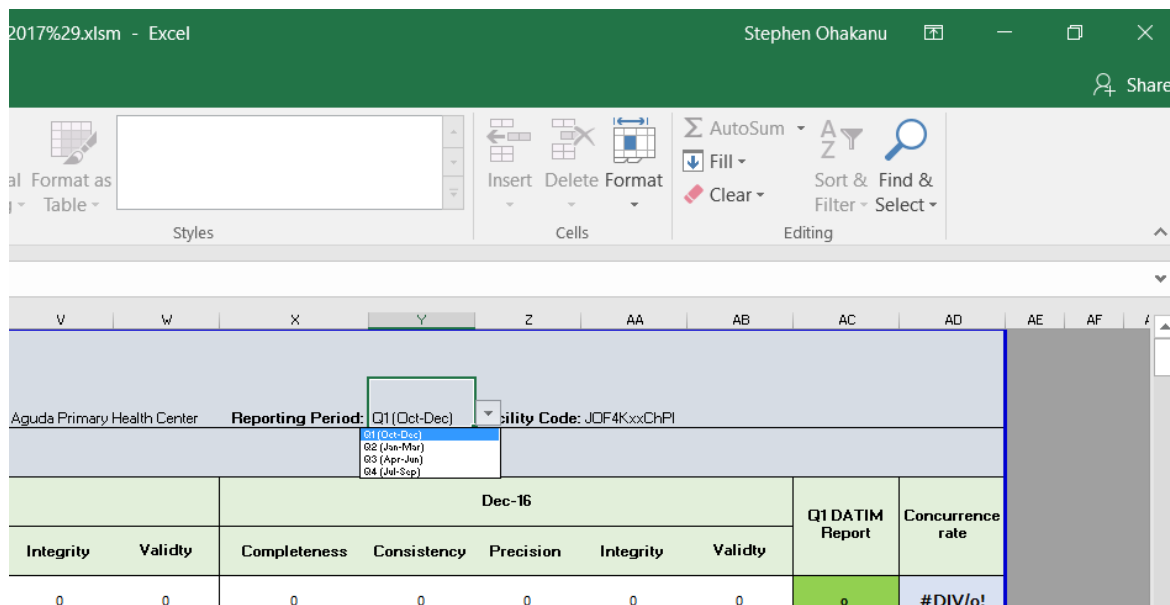
Cells Editing

Q	R	S	T	U	V
State: Lagos		LGA: en Igbo Etiti		Facility Name: Ogbede Cottage Hos...	
		la Alimosho la Amuwo-Odofin la Epe la Eti-Osa la Ibeju la Ifako-Ijaiye la Ikeja la Ikorodu			
				Nov-16	
Integrity	Validity	Completeness	Consistency	Precision	Integrity
0	0	0	0	0	0

8. Select the Facility from the drop down in cell "V2"



9. Select the Reporting Period from the cell "Y2"



10. Select the thematic area from the drop down in cell “M2”

Complete

Indicator Category: HTS_TST

Implementing Partner: APIN

State: Lagos

LGA: I

Month: Oct-16

Indicator/DQA element

Completeness Consistency Precision Integrity Validity Completeness

11. Changing thematic area would load the data entry questions displayed in column C to G.

DQA Draft 4 %2817thFeb2017%29.xlsm - Excel

File Home Insert Page Layout Formulas Data Review View LOAD TEST Tell me what you want to do

Calibri 11

Font

Alignment

Number

Styles

M2

Use this section to enter the scores on these questions

Indicator No.	Indicator	Results		
HTS_TST	Number of individuals who received HIV Testing Services (HTS) and received their test results (as reported on DATIM)	0		
	Total number of individuals tested HIV positive including PMTCT (as reported on DATIM)	0		
	Number of individuals counseled, tested, and received results (HTC Only) (as reported on DATIM)	0		
	Number of individuals tested HIV positive (as reported on DATIM)	0		
	Number of Charts to reviews for Question 1111 – 1127	20		
	HTC Monthly Summary form, HTC Register, Client Intake for HIV Test Request and Result Form	Oct	Nov	Dec
1111	Are the monthly HTC monthly summary forms available	0	0	0
1112	All the 352 data filed on the HTC monthly Summary form are completed	0	0	0
1113	How many sheets and rows in the HTC register are completed	0	0	0
1114	How many HTC clients have documented client code	0	0	0
1115	How many HTC clients without double ticks within each row if the HIV test results	0	0	0
1116	How many HTC clients have a completed Client intake form	0	0	0

Complete

Indicator Category: HTS_TST

Month: Oct-16

Code

Indicator/DQA element

HTC_TST

HTC_TST

HTC

HTC

PMTCT_STAT

PMTCT_STAT

PMTCT_STAT

PMTCT_EID

PMTCT_ART

12. After completing the all the thematic area click on the “Complete” button to lock the form and display the result in the excel form

	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD
Complete	Indicator Category: HTS-TST		Implementing Partners: CCEWS		State: Low		LGA: Isheja		Facility Name: Aguda Primary Health Center		Reporting Period: Q1(Q1-2017)		Facility Code: 20170218_Q1							
Code	Indicator/IDG element	Oct-16					Nov-16					Dec-16					Q1 Data Report	Consistency rate		
		Completeness	Consistency	Precision	Integrity	Validity	Completeness	Consistency	Precision	Integrity	Validity	Completeness	Consistency	Precision	Integrity	Validity				
HTC_TST	Total number of individuals correctly tested, unduplicated (including PHOTOT (HTC_TST))	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HTC_TST	Total number of individuals tested HTF positive including PHOTOT																			
HTC	Number of individuals correctly tested, unduplicated (HTC Only)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HTC	Number of individuals tested HTF positive (subset of HTF)																			
PHOTOT_STAT	Number of pregnant women with known HIV status (including women who were tested after HTF and received their results) (PHOTOT - STAT)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PHOTOT_STAT	Number of pregnant women tested HTF positive (subset of 2 above)																			
PHOTOT_STAT	Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)																			
PHOTOT_EID	Percentage of infants born to HTF positive women who had a complete HTF test data within 12 months of birth	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PHOTOT_ABT	Percentage of HTF positive pregnant women who received ART before the end of mother-to-child transmission (MTCT) window period	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TR_NEW	TR_NEW: Number of adults and children newly enrolled in antiretroviral therapy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TR_CURR	TR_CURR: Number of adults and children currently receiving antiretroviral therapy (ART)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

13. Save the report using the following format **DQA.Q1R_IP_FacilityName**

example DQA.Q1R_CCCRN_General Hospital Aboh Mbaize

Info
New
Open
Save
Save As
Print
Share

Save As

Recent

OneDrive - Personal
sohakanu@live.com

This PC

Downloads
SHEILD_DQA_20170218_Q1_Aguda Primary Health Center
Excel Macro-Enabled Workbook (*.xlsm)
Save
More options...

Name ↑
Date modified
003
2/18/2017 7:42 PM

14. Transcribe the results from the Summary sheet to the hard copy signed by the facility M & E officer