

THE DATA QUALITY ASSESSMENT (DQA) TOOL

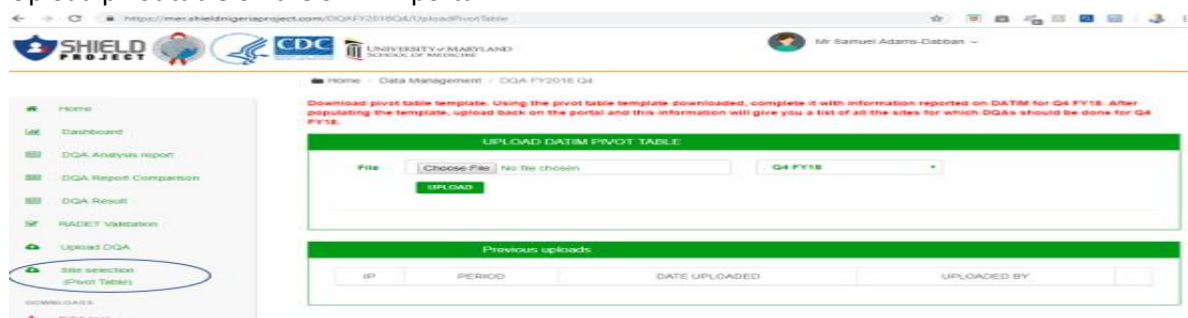
Structure of the Tool The tool is structured based on how valid the reports on DATIM is linked to the IP. A brief description of validity in this context is provided below:

Instruction on how to use the DOA tool

1. Download the pivot table template from the SHIELD portal by clicking on the circled pivot table button from the platform. By clicking pivot table template it downloads an excel pivot table will be imputed with figure from pivot table generated from DATIM for all facilities which Implementing partners reported for FY18 Q4
2. After filling out the pivot table with the required figure reported by IP. The pivot table should then be uploaded on the portal. The pivot table will then look like the one below. The pivot table format should not be changed so that it will allow for upload on the SHIELD portal with all information imputed.

TX_PVLS(N, DSD, routinetargeted)																															
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R														
organisatio numid	organisationun name	HTS_T (N, DSD) received results	HTC (All testing modalities: Infant services, Pandemic Services, Malnutrition clinics, STI Clinic, Emergency ward, Other PTTC, Community modality: Other services, Mobile service, VCT, Index testing) excluding PMTCCT_STAT	HTC_Only_Pos (excluding positives from PMTCCT_STAT, testing done in VMMC, CRC, PP, PRE, KP_PREY, OVC, HYSTAT)	PMTCCT_S TAT (N, DSD, AgeKnown Results	PMTCCT_S TAT (N, DSD, AgeKnown eResult): Known Results, Newly Identified Positive	PMTCCT_STA T (N, DSD, AgeKnown eResult): Known Results, Newly Identified Positive	PMTCCT_A RT (N, DSD, AgeKnown eResult): Newly Identified Positive	PMTCCT_E ID (N, DSD, AgeKnown eResult): Newly Identified Positive	PMTCCT_H EID (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_NE V (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_CUR R (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_RET (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_PVLS (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_STAT (N, DSD, AgeKnown eResult): Newly Identified Positive	TX_TB (N, DSD, AgeKnown eResult): Newly Identified Positive															
1	ccEqdMozg	Nwogoru Health Center	85	60	10	30	5	5	10	12	5	15	160	100	60	10	10	10													
2	juvUkFKmfr	Ekuvaezu Town Primary Health C	60	60	5	20	5	5	10	12	5	15	160	100	60	10	10	10													
3	NvivaazUzhg	Mbutu Primary Health Center	19	5	0	15	1	1	2	5	3	5	3600	50	40	4	4	4													
4	Qig7Bwom2	Eastern Nigeria Medical Center	255	10	10	60	16	5	10	16	5	5	3600	50	40	4	4	4													
5	NuSgFzfoal	Umuokina Primary Health Center	16	20	10	20	1	1	2	5	3	5	3600	50	40	4	4	4													
6	vdarTMyim0	Holy Rosary Hospital Ogor Nigun	193	160	5	40	3	7	10	6	1	5	422	500	245	8	8	8													
7	zsr0X0edvoQ	Nwaribami Primary Health Center	19	20	1	2	5	3	5	3	5	3600	50	40	4	4	4	4													
8	qG0H9U4jE	Aboob Mbase General Hospital	62	67	5	5	10	1	1	2	5	3	3600	50	40	4	4	4													
9	qG0H9U4jE	Amusu Primary Health Center	55	60	10	20	1	1	2	5	3	5	3600	50	40	4	4	4													
10	AM0068E4	Mbibi General Hospital	47	40	12	10	5	1	0	10	7	10	72	29	10	2	2	2													

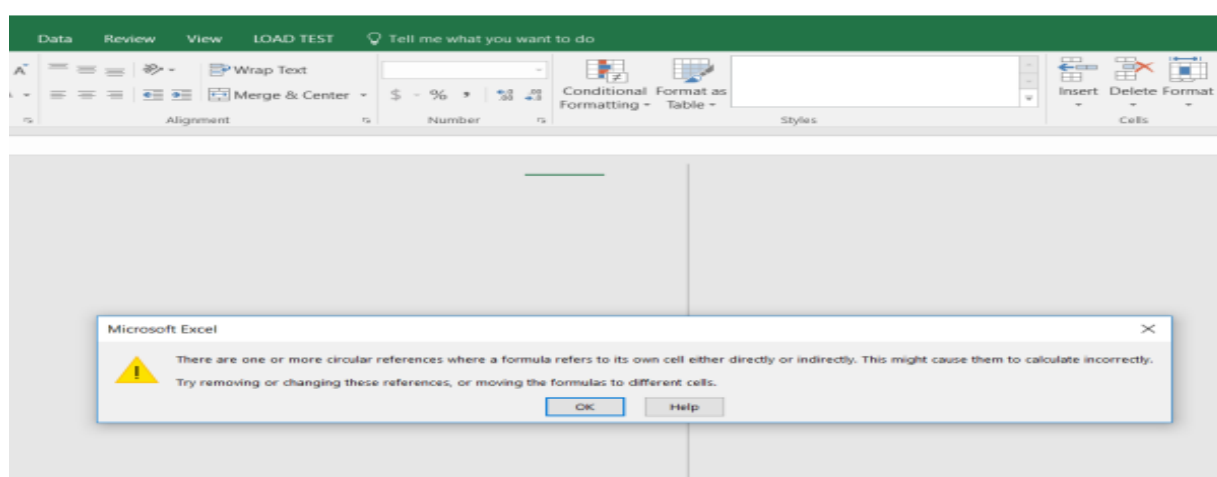
3. Upload pivot table on the SHIELD portal.



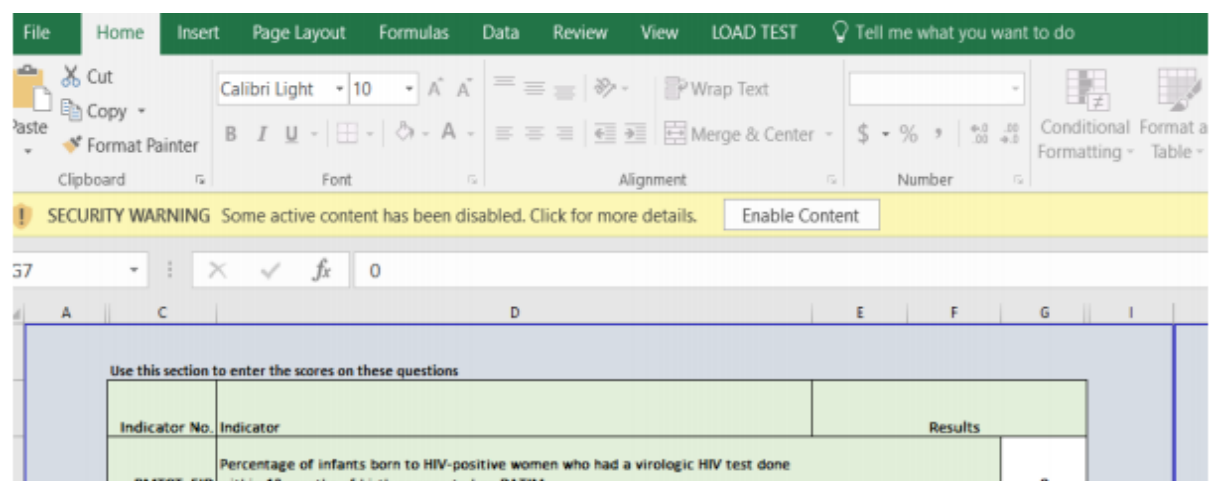
- Download the Microsoft Excel file DQA tool from <http://portal.shieldnigeriaproject.com/DQA> by clicking on the DQA tool. The page that opened provides two buttons, one to download DQA tools for all sites marked for DQA, the other button is downloads the tool per site selection.
NB: Ensure that all RADET files have been uploaded as the entries from RADET should populate on the “TX_CURR” and “TX_RET” pages.



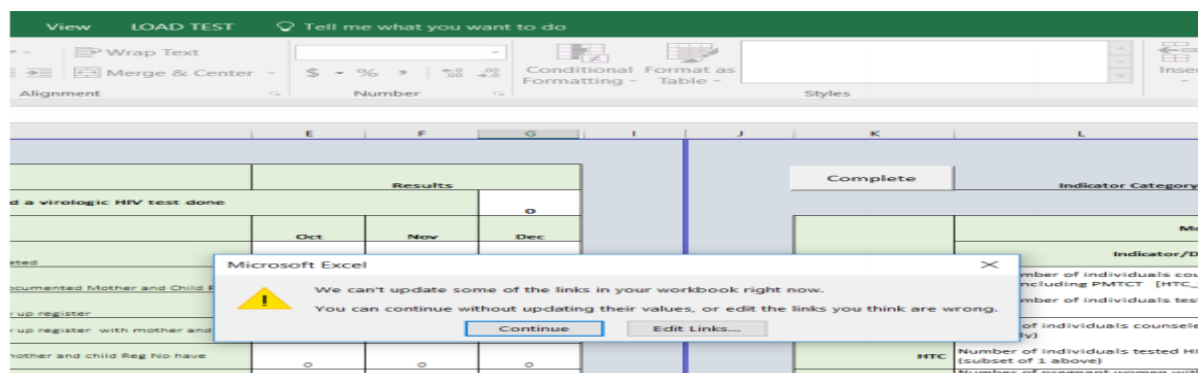
- Open the downloaded file using Microsoft Excel 2008 or Higher. Excel would usually show a message with the prompt displayed below, click on “OK”



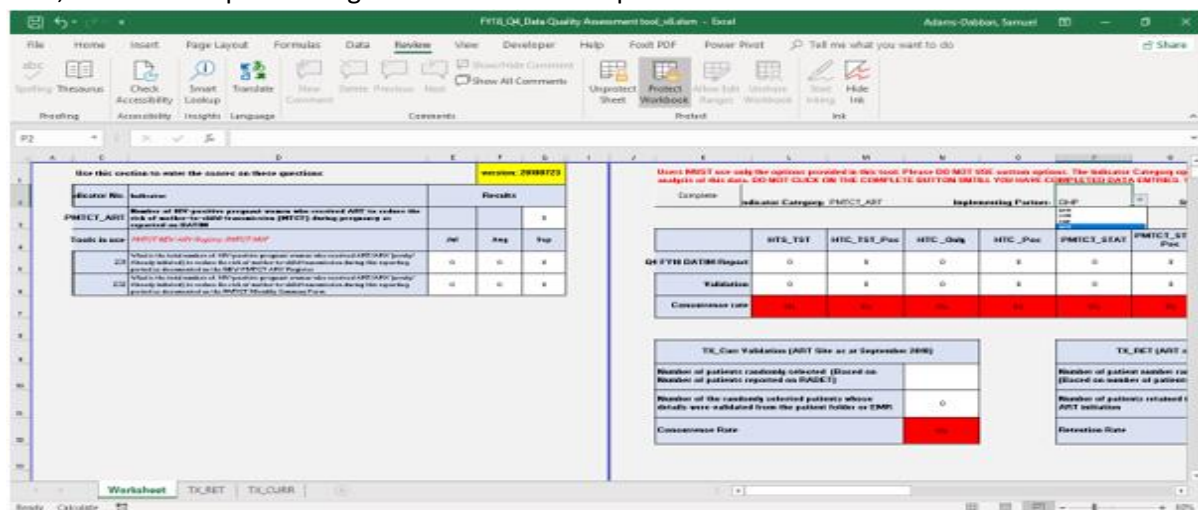
- On the orange bar, a security warning would appear asking you to click to “Enable Content”, please click to enable the formulas on the work book



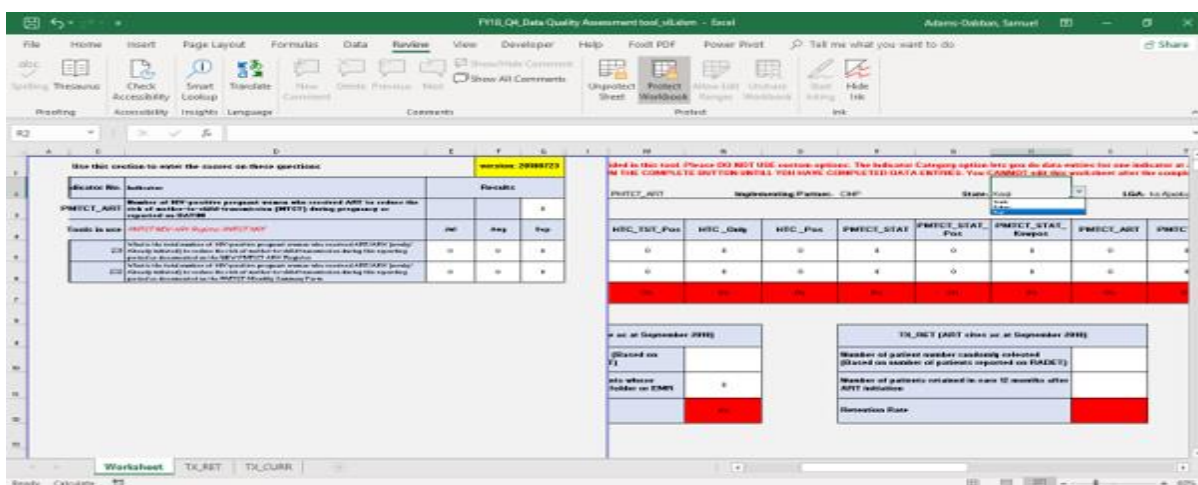
- Excel would usually show a second (2nd) message with the prompt displayed below, click on "Continue"



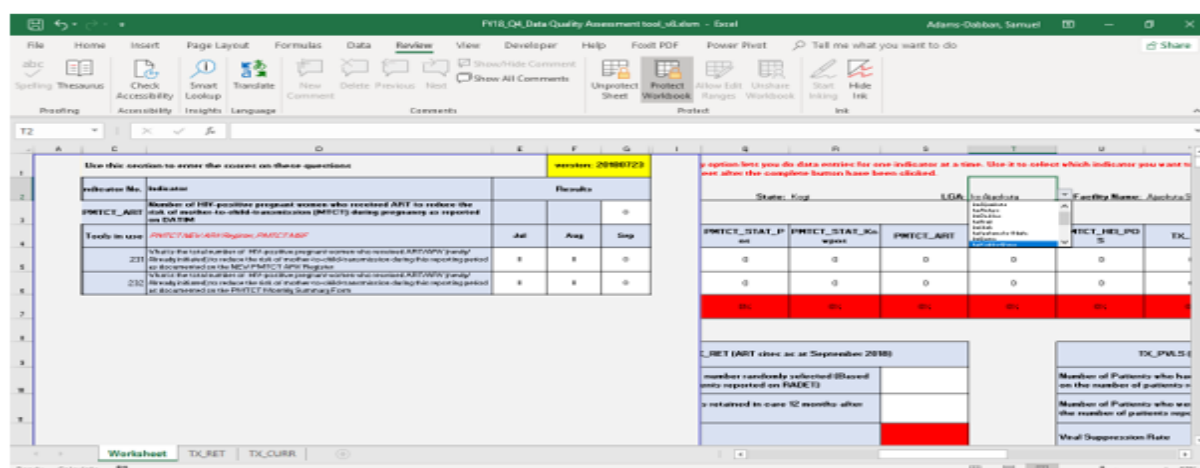
- First, select the Implementing Partner from the drop down in cell "P2"



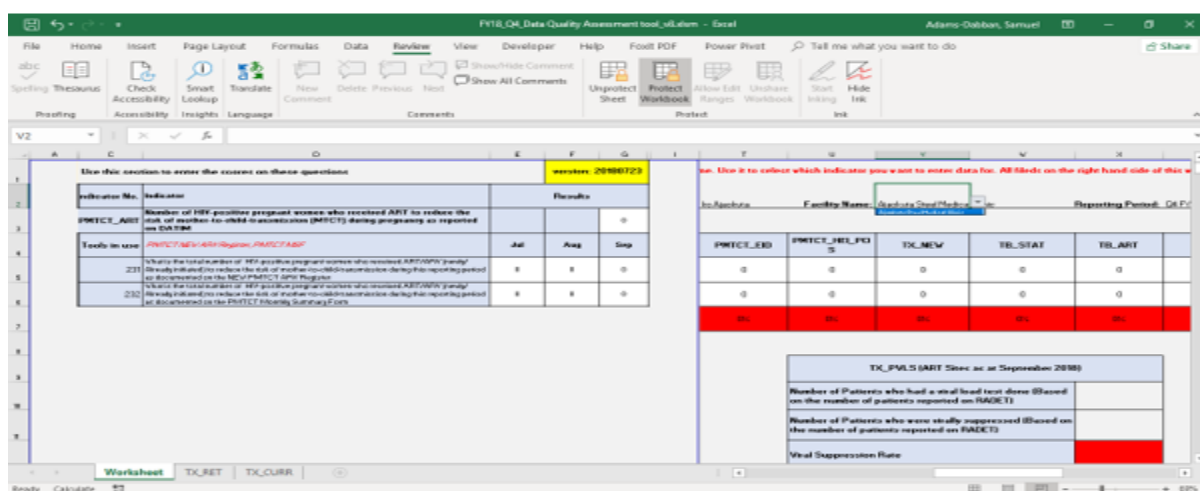
- Select the State from the drop down that matches the state of the facility for the intended DQA in cell "R2"



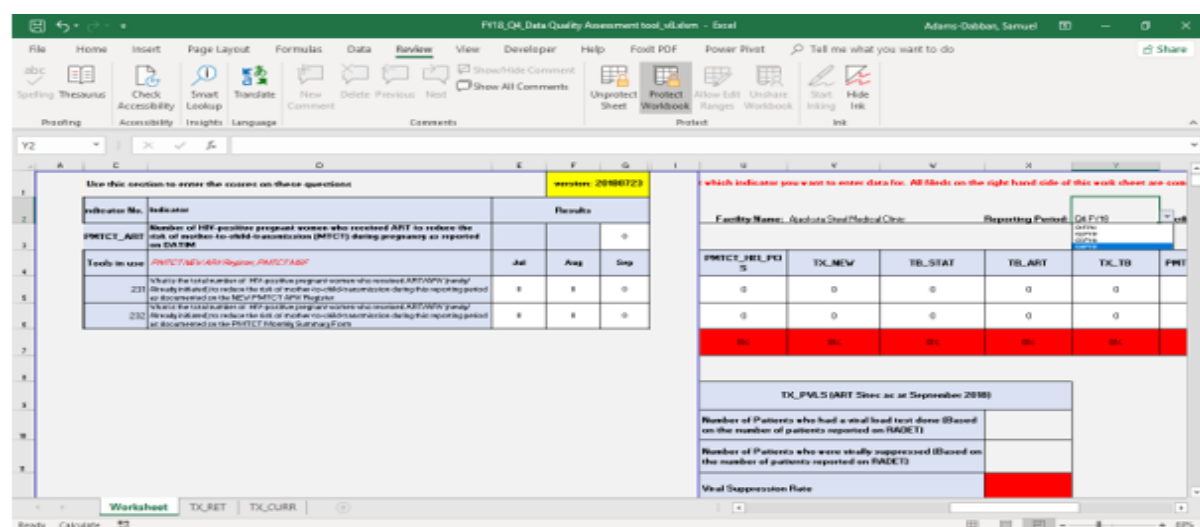
10. Select the LGA for facility of the intended DQA report from cell "T2"



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



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



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

Use this section to enter the scores on these questions

Indicator No. Indicator Results

PMTCT_STAT Number of Pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM 0

Number of pregnant women tested HIV positive (subset of 2 above) 0

Number of pregnant women with previously known HIV positive status at entry (subset of 2 above) 0

Tools in use NHMIS Daily ANC Register, PMTCT HTC Register Jul Aug Sep

221 How many pregnant women were tested as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

222 How many pregnant women were newly tested HIV positive as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

223 How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

224 How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form 0 0 0

225 How many pregnant women with previously Known HIV + as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

226 How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form 0 0 0

Indicator Category: PMTCT_STAT Implementing Partner: CHP

HTS_TST HTC_TST_Pos HTC_Only HTC_Pos

0 0 0 0

0 0 0 0

0% 0% 0% 0%

ART Validation (ART Site as at September 2017)

selected (Based on Number of patients) 0

ected patients whose details were validated 0

0%

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

Use this section to enter the scores on these questions

Indicator No. Indicator Results

PMTCT_STAT Number of Pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM 0

Number of pregnant women tested HIV positive (subset of 2 above) 0

Number of pregnant women with previously known HIV positive status at entry (subset of 2 above) 0

Tools in use NHMIS Daily ANC Register, PMTCT HTC Register Jul Aug Sep

221 How many pregnant women were tested as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

222 How many pregnant women were newly tested HIV positive as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

223 How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

224 How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form 0 0 0

225 How many pregnant women with previously Known HIV + as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

226 How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form 0 0 0

Indicator Category: PMTCT_STAT Implementing Partner: CHP

HTS_TST HTC_TST_Pos HTC_Only HTC_Pos

0 0 0 0

0 0 0 0

0% 0% 0% 0%

ART Validation (ART Site as at September 2017)

selected (Based on Number of patients) 0

ected patients whose details were validated 0

0%

15. The reporting tools to reviewed are highlighted in red on the worksheet

Use this section to enter the scores on these questions

Indicator No. Indicator Results

PMTCT_STAT Number of Pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM 0

Number of pregnant women tested HIV positive (subset of 2 above) 0

Number of pregnant women with previously known HIV positive status at entry (subset of 2 above) 0

Tools in use NHMIS Daily ANC Register, PMTCT HTC Register Jul Aug Sep

221 How many pregnant women were tested as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

222 How many pregnant women were newly tested HIV positive as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

223 How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

224 How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form 0 0 0

225 How many pregnant women with previously Known HIV + as documented in the PMTCT HTC Register or NHMIS Daily ANC Register 0 0 0

226 How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form 0 0 0

Indicator Category: PMTCT_STAT Implementing Partner: CHP

HTS_TST HTC_TST_Pos HTC_Only HTC_Pos

0 0 0 0

0 0 0 0

0% 0% 0% 0%

ART Validation (ART Site as at September 2017)

selected (Based on Number of patients) 0

ected patients whose details were validated 0

0%

16. DATIM figure reported for Q4 should imputed into the fields provided on the worksheet as circled below

The screenshot shows the 'Results' section of the DATIM worksheet. The 'PMTCT_STAT' field is circled, and the value '0' is entered. The 'Tools in use' section shows 'NHMS Daily ANC Register' and 'PMTCT HCT Register'. The 'HTC Validation' section shows '0%' for 'HTC_Only' and 'HTC_Pos'.

Indicator No.	Indicator	Results
1	PMTCT_STAT	0
2	Number of pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM	0
3	Number of pregnant women tested HIV positive (subset of 2 above)	0
4	Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)	0
5	Tools in use	
6	NHMS Daily ANC Register, PMTCT HCT Register	
7	How many pregnant women were tested, as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
8	How many pregnant women were newly tested HIV positive as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
9	How many pregnant women were HIV Negative as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
10	How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form	0
11	How many pregnant women with previously Known HIV + as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
12	How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form	0

17. The records for Q4 reports should be imputed in the fields provided for the different months on the tool

The screenshot shows the 'Results' section of the DATIM worksheet. The 'PMTCT_STAT' field is circled, and the value '0' is entered. The 'Tools in use' section shows 'NHMS Daily ANC Register' and 'PMTCT HCT Register'. The 'HTC Validation' section shows '0%' for 'HTC_Only' and 'HTC_Pos'.

Indicator No.	Indicator	Results
1	PMTCT_STAT	0
2	Number of pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM	0
3	Number of pregnant women tested HIV positive (subset of 2 above)	0
4	Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)	0
5	Tools in use	
6	NHMS Daily ANC Register, PMTCT HCT Register	
7	How many pregnant women were tested, as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
8	How many pregnant women were newly tested HIV positive as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
9	How many pregnant women were HIV Negative as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
10	How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form	0
11	How many pregnant women with previously Known HIV + as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
12	How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form	0

18. After completing the entry into all the thematic areas, click on the “Complete” button to lock the form and display the result in the excel tool

The screenshot shows the 'Results' section of the DATIM worksheet. The 'PMTCT_STAT' field is circled, and the value '0' is entered. The 'Tools in use' section shows 'NHMS Daily ANC Register' and 'PMTCT HCT Register'. The 'HTC Validation' section shows '0%' for 'HTC_Only' and 'HTC_Pos'.

Indicator No.	Indicator	Results
1	PMTCT_STAT	0
2	Number of pregnant women with known HIV status at antenatal care (includes those who already knew their HIV status prior to ANC) as reported on DATIM	0
3	Number of pregnant women tested HIV positive (subset of 2 above)	0
4	Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)	0
5	Tools in use	
6	NHMS Daily ANC Register, PMTCT HCT Register	
7	How many pregnant women were tested, as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
8	How many pregnant women were newly tested HIV positive as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
9	How many pregnant women were HIV Negative as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
10	How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form	0
11	How many pregnant women with previously Known HIV + as documented in the PMTCT HCT Register or NHMS Daily ANC Register	0
12	How many pregnant women with previously Known HIV + as documented in the PMTCT Monthly Summary form	0

19. For treatment current open the TX_CURR tab, fill out the details from the patient charts of the required variable which are highlighted the darker colour to validated the RADET report of randomly selected patient's numbers. The result will be auto-populated for TX_CURR

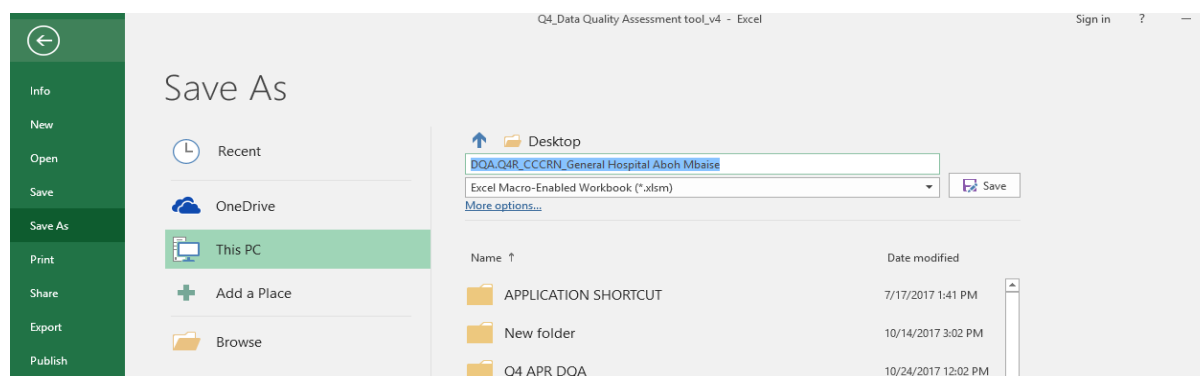
20. For calculating treatment retention open the TX_RET tab, Select from the dropdown the patients status as found in the patient charts or EMR for the randomly selected patient's 12 months status after initiation into care (For patient initiated into care from Oct 2016 to Sep 2017). The result will be auto-populated for TX_RET

21. For validating OVC_HIVSTAT open the OVC_HIVSTAT, answer the question using the required tool and click on complete to see the concurrence rate. The result will be auto-populated for OVC_HIVSTAT (N.B The OVC tool should be filled separately for each LGAs in the state)

Indicator No.	Indicator	Results
	Percentage of orphans and vulnerable children (16 years old) with HIV status reported to implementing partner as reported on DATIM	
221	How many orphans and vulnerable children with HIV status reported to implementing partners were documented in the OVC Enrolment Register were Positive	
222	How many orphans and vulnerable children with HIV status reported to implementing partners were documented in the OVC Enrolment Register were Negative	
223	How many orphans and vulnerable children with HIV status reported to implementing partners were documented in the OVC Enrolment Register had unknown HIV status	

OVC_HIVSTAT	
Q4 DATIM Report	0
Validation	0
Concurrence Rate	0%

22. Save the completed DQA report using the following format DQA.Q4R_IP Name_FacilityName
example DQA.Q4R_CCFN_General Hospital Abob Mbaise



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

Data Quality Assessment Summary															
Implementing Partner					Name of Assessor										
State					Designation										
LGA					Signature										
Facility Name					Site M&E focal person										
Date of DQA					Signature										
	HTC_TST	HTC_TST_Pos	HTC_Only	HTC_Pos	PMTCT_STAT	PMTCT_S_TAT_Pos	PMTCT_S_TAT_Knw_pos	PMTCT_ART	PMTCT_ID	PMTCT_E_HEI_POS	TX_NE_W	TB_STA_T	TB_AR_T	TX_TB	PMTCT_FO
Q4 DATIM Report															
Validation															
Concurrence rate															
TX_Curr Validation (ART Site as at September 2018)					TX_RET (ART Site as at September 2018)					TX_PLVS (ART Site as at September 2018)					
Number of patient number randomly selected (Based on Number of patients reported on RADET)					Number of patient number randomly selected (Based on Number of patients reported on RADET)					Number of patient who had a viral load test done (Based on Number of patients reported on RADET)					
Number of patient whose details were validated from the Patient folder or EMR					Number of patient whose details were validated from the Patient folder or EMR					Number of patient who were virally suppressed (Based on Number of patients reported on RADET)					
Concurrence Rate					Retention Rate					Suppression Rate					

24. Upload all completed DQAs on the SHIELD portal by clicking the Upload DQA button as seen in the circled area below and uploading all completed DQAs. The completed DQAs can be uploaded by facility or DQAs for all facilities zipped up in a folder and uploaded.

