

# **THE DATA QUALITY ASSESSMENT (DQA) TOOL**

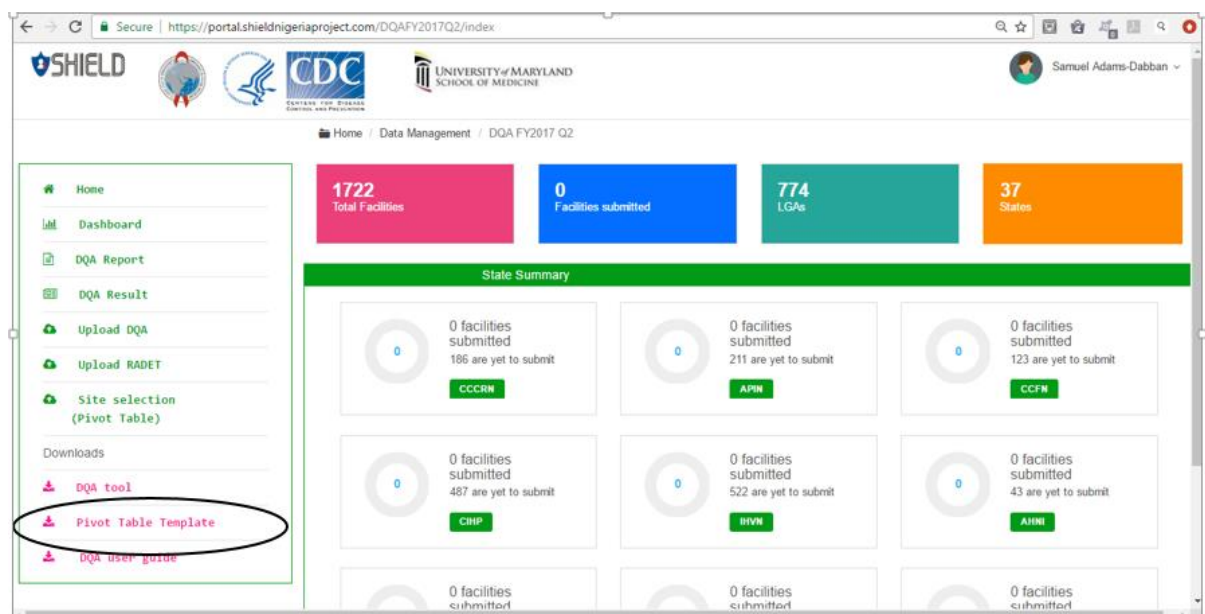
## Structure of the Tool

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:

**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. Instructions on how to use the tool

## Instruction on how to use the DQA tool

1. Download the pivot table template from the SHIELD portal by clicking on the circled pivot table button from the platform. By clicking on the pivot table template, it downloads an excel pivot table which should be filled with figures from pivot table generated from DATIM for all facilities which Implementing partners reported for Q2



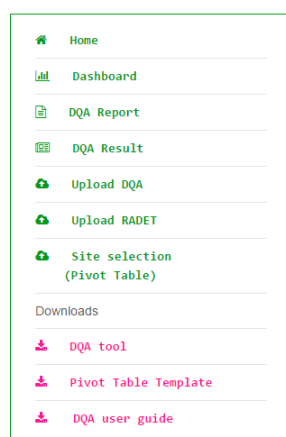
- After filling out the pivot table with the required DATIM figure reported by IP, it should look similar to the one shown below. The pivot table should be uploaded on the portal.

**NB:** The pivot table to be uploaded must conform to the template so that it will allow for upload on the SHIELD portal.

	A	B	C	D	E	F	G
1	organisationunitid	organisationunitname	pmtct_art (n, dsd, newexistingart)	tx_curr (n, dsd)	tb_art (n, dsd)	ovc_hivstat (n, dsd, reportedstatus)	total
2	ccEqDMosxj8	Nkworgwu Health Center		8		85	93
3	jRwU6kFKmtR	Ekwereazu Town Primary Health Cente		2		75	77
4	NiviaOJZNyh	Mbutu Primary Health Center		55	7		62
5	QiypT8ow3ml	Eastern Nigeria Medical Center		15		35	50
6	NaG6FuzlAnL	Umuokirika Primary Health Center		16		21	37
7	vidxf7Mjwn0	Holy Rosary Hospital Ogbor Nguru		9	16	6	31
8	ssrXK0edvoQ	Nnariambia Primary Health Center					19
9	qGQlIH5UA4W	Aboh Mbase General Hospital					67
10	iv0qIMT9FCJ	Amuzu Primary Health Center					20
11	aMKXrfGkE1q	Mbieri General Hospital		40	9	12	350

- Upload pivot table on the SHIELD portal.

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Download pivot table template. Using the pivot table template downloaded, complete it with information reported on DATIM for Q2. After populating the template, upload back on the portal and this information will give you a list of all the sites for which DQAs should be done for Q2.

UPLOAD DATIM PIVOT TABLE

File

Choose File No file chosen

January - March

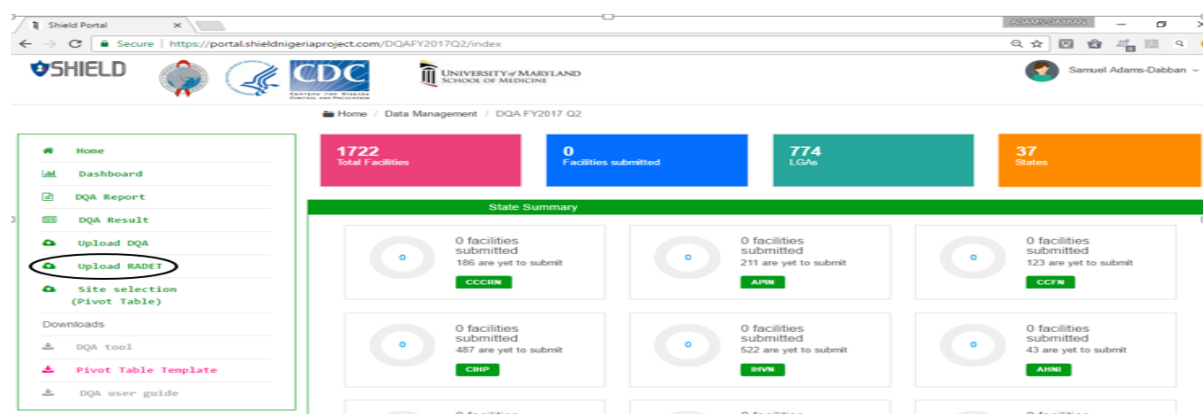
2017

UPLOAD

Previous uploads

IP	PERIOD	DATE UPLOADED	UPLOADED BY
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- After uploading the IP pivot table, upload all RADET Report for thee IP on the SHIELD Portal at <https://portal.shieldnigeriaproject.com/DQAFY2017Q2/UploadRadet> by clicking on the button in the circled area on the SHIELD portal as seen below



- After clicking the upload button it gives you an option to upload the RADET file on the portal. Make sure you upload all the RADET files for all ART Sites

Home / Data Management / DQA FY2017 Q2

Upload all RADET files for ART facilities submitted to CDC for the Q2. After the upload is done, download the selection of patients whose Folder/Chart would be reviewed at the facility in order to validate the RADET for the facility.

**Upload RADET Report**

File:  No file chosen

Period:  Year:

**UPLOAD**

**Previous uploads**

IP	PERIOD	DATE UPLOADED	UPLOADED BY	
MGIC	Q2(Jan-Mar) 2017	6/3/2017 11:07:17 AM	Mercy Niyang	<a href="#">VIEW SELECTED SITES</a> <a href="#">DELETE</a>

- Download the Microsoft Excel file tool with file “Data Quality Assessment Tool.Q2R” from <http://portal.shieldnigeriaproject.com/DQA> after clicking on the DQA tool, it gives you a list of the sites in the pivot table with check boxes which should be checked for the DQA tools to be down

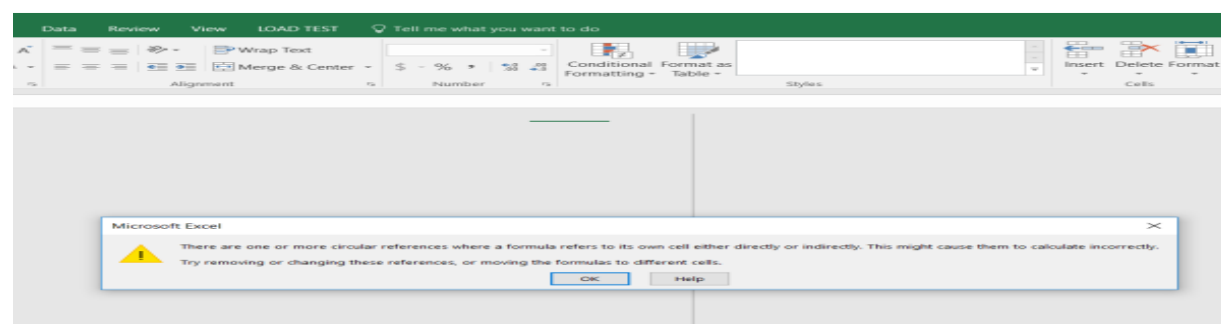
Home / Data Management / DQA FY2017 Q2

Tick the facilities below and click on the download button to download the DQA tool

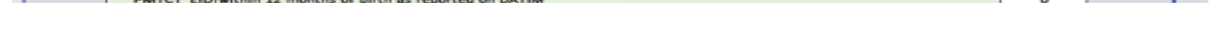
**DQA download page** [DOWNLOAD TOOL](#)

STATE	LGA	SITE	TOTAL ON TREATMENT	SELECTED FOR DQA
<input type="checkbox"/> Imo	Abioh-Mbaise	Nkworgwu Health Center	93	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Imo	Ahiazu-Mbaise	Ekwereazu Town Primary Health Center	77	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Imo	Abioh-Mbaise	Mbutu Primary Health Center	62	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Imo	Mbatoli	Mbieri General Hospital	61	<input checked="" type="checkbox"/>
<input type="checkbox"/> Enugu	Enugu East	Eastern Nigeria Medical Center	50	<input checked="" type="checkbox"/>
<input type="checkbox"/> Imo	Abioh-Mbaise	Holy Rosary Hospital Ogbor Nguru	31	<input checked="" type="checkbox"/>
<input type="checkbox"/> Imo	Ahiazu-Mbaise	Nnariambia Primary Health Center	19	<input checked="" type="checkbox"/>
<input type="checkbox"/> Imo	Abioh-Mbaise	Abioh-Mbaise General Hospital	67	<input checked="" type="checkbox"/>
<input type="checkbox"/> Imo	Abioh-Mbaise	Amuzu Primary Health Center	20	<input checked="" type="checkbox"/>

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



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



- \_\_\_\_\_



- SHIELD\_DQA\_v2\_20170502\_ca - Excel (Product Activation Failed)



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

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

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

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

- Select the Facility from the drop down in cell “V2”

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

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FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW DEVELOPER Foxit PDF

Cut Copy Paste Format Painter Clipboard Font Alignment Number Styles Cells Editing

Calibri 11 General Conditional Formatting as Table Cell Styles Insert Delete Format Fill Sort & Find & Filter Select

Y2

	A	C	D	E	F	G	I	W	X	Y	Z	AA	
1	Use this section to enter the scores on these questions						version: 20170418	ory and are very critical to the analysis of this data. DO NOT CLICK ON THE COMPLETE BUTTON UNTILL YOU HA					
2	Indicator No.	Indicator	Results				Reporting Period: Q2 (Jan-Mar) 01 (Oct-Dec) 02 (Jan-Mar) 03 (Apr-Jun) 04 (Jul-Sep) Utility Code: zWL74ZDFW9z						
3	PMTCT_STAT1	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				TB_ART						
4		Number of pregnant women tested HIV positive (subset of 2 above)	0				TX_TB						
5		Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)	0				TB_PREV						
6	Tools in use	NHMS Daily ANC Register, PMTCT HTC Register	Jan	Feb	Mar								
7	221	How many pregnant women were tested as documented in the PMTCT HTC Register or NHMS Daily ANC Register	0	0	0								
8	222	How many pregnant women were HIV Positive as documented in the PMTCT HTC Register or NHMS Daily ANC Register	0	0	0								

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M2

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Use this section to enter the scores on these questions							version: 20170618		Users MUST use only the options provided in this tool. Please DO NOT use custom options. The Indicator Category dropdown after the complete button have been clicked.				
2	Indicator or No.	Indicator			Results			Complete		Indicator Category		PMCTCT_STAT		Implem
3	PMCTCT_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					HTC_TST		PMCTCT_STAT		
4		Number of pregnant women tested HIV positive (subset of 2 above)			0							HTC_Only		
5		Number of pregnant women with previously known HIV positive status at entry (subset of 2 above)			0					G2 DATIM Report				
6	Tools to Use		APHS Daily ANC Register, PMCTCT HTC Register			Jan	Feb	Mar	Validation					
7	221	How many pregnant women were tested, as documented in the PMCTCT HTC Register or APHS Daily ANC Register			0	0	0	Concurrence rate						
8	222	How many pregnant women were HIV Positive as documented in the PMCTCT HTC Register or APHS Daily ANC Register			0	0	0							
9	223	How many pregnant women were HIV Negative as documented in the PMCTCT HTC Register or APHS Daily ANC Register			0	0	0							
10	224	How many pregnant women newly tested HIV Positive as documented in the PMCTCT Monthly Summary form			0	0	0			TX_Curr Validation (ART Site as at March 2017)				
11	225	How many pregnant women with previously Known HIV + as documented in the PMCTCT HTC Register or APHS Daily ANC Register			0	0	0			Number of patient number randomly selected [Based on Number of patients reported on RADE]				
12	226	How many pregnant women with previously Known HIV + as documented in the PMCTCT			0	0	0			Number of patient whose details were validated from the Patient folder or EMR				

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Font Alignment Number Editing

M2

A C D E F G I J K L M N

1 Use this section to enter the scores on these questions version: 20170418

2 Indicator No. Indicator Results

3 PMTCT\_STAT1 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

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

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

6 Tools in use NHMS Daily ANC Register, PMTCT HTC Register Jan Feb Mar

7 221 How many pregnant women were tested as documented in the PMTCT HTC Register or NHMS Daily ANC Register 0 0 0

8 222 How many pregnant women were HIV Positive as documented in the PMTCT HTC Register or NHMS Daily ANC Register 0 0 0

9 223 How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or NHMS Daily ANC Register 0 0 0

10 224 How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form 0 0 0

11 225 How many pregnant women with previously Known HIV + as documented in the PMTCT HTC Register or NHMS Daily ANC Register 0 0 0

Users MUST use only the options provided in this tool. Please DO NOT use custom options. The worksheet after the complete button has been clicked.

Complete Indicator Category PMTCT\_STAT

HTC\_TST HTC\_TST\_Pos HTC\_Orn

Q2 DATIM Report

Validation

Concurrence rate

TX\_Curr Validation (ART Site as at March 2017)

Number of patient number randomly selected (Based on Number of patients reported on

Number of patient whose details were validated from the Patient folder

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Editing

M2

A B C D E F G H I J K L M N

1 Use this section to enter the scores on these questions version: 20170418

2 Indicator No. Indicator Results

3 PMTCT\_STAT Number of Pregnant women with known HIV status at antenatal care (Include those who already know their HIV status prior to ANC) as reported on DATIM 0

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

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

6 Tools in use NIPRS Daily ANC Register, PMTCT HTC Register Jan Feb Mar

7 221 How many pregnant women were tested as documented in the PMTCT HTC Register or NIPRS Daily ANC Register 0 0 0

8 222 How many pregnant women were HIV Positive as documented in the PMTCT HTC Register or NIPRS Daily ANC Register 0 0 0

9 223 How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or NIPRS Daily ANC Register 0 0 0

10 224 How many pregnant women newly tested HIV Positive as documented in the PMTCT Monthly Summary form 0 0 0

11 225 How many pregnant women with previously Known HIV + as documented in the PMTCT HTC Register or NIPRS Daily ANC Register 0 0 0

Complete Indicator Category: PMTCT\_STAT

HTC\_TST HTC\_TST\_Pos HTC\_Dn

Q2 DATIM Report

Validation

Concurrence rate

TX\_Curr Validation (ART Site as at March 2017)

Number of patient number randomly selected (Based on Number of patients reported on

Number of patient whose details were validated from the Patient folder

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FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW DEVELOPER FOOTER PDF

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Font Alignment

M2

Use this section to enter the scores on these questions

version: 20170418

Users MUST use only the options provided in this tool. Please DO NOT use custom options. The worksheets after the complete button have been clicklocked.

Complete Indicator Category: PMTCT\_STAT

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: *APRIS Daily ANC Register, PMTCT HTC Register*

	Jan	Feb	Mar
221: How many pregnant women were tested as documented in the PMTCT HTC Register or M-RDS Daily ANC Register	0	0	0
222: How many pregnant women were HIV Positive as documented in the PMTCT HTC Register or M-RDS Daily ANC Register	0	0	0
223: How many pregnant women were HIV Negative as documented in the PMTCT HTC Register or M-RDS 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 M-RDS Daily ANC Register	0	0	0

HTC\_TST HTC\_TST\_Pos HTC\_On

Q2 DATIM Report

Validation

Concurrence rate

TX\_Curr Validation (ART Site as at March 2017)

Number of patient number randomly selected (Based on Number of patients reported on

Number of patient whose details were validated from the Patient folder

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Sort & Filter

Find & Select

Editing

M2

Use this section to enter the scores on these questions

version: 20170418

Users MUST use only the options provided in this tool. Please DO NOT use custom options. The worksheet after the complete button has been clicked.

Complete

Indicator Category: PMCT\_STAT

HTC\_TST HTC\_TST\_Pos HTC\_On

G2 DATIM Report

Validation

Concurrence rate

TX\_Curr Validation (ART Site as at March 2017)

Number of patient number randomly selected (Based on Number of patients reported on

Number of patient whose details were validated from the Patient folder

Indicator No Indicator Results

PMCTC\_STAT

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

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

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

Tools in use: NPHS Daily ANC Register, PMCT HTC Register

Jan Feb Mar

221 How many pregnant women were tested as documented in the PMCTC HTC Register or NPHS Daily ANC Register

222 How many pregnant women were HIV Positive as documented in the PMCTC HTC Register or NPHS Daily ANC Register

223 How many pregnant women were HIV Negative as documented in the PMCTC HTC Register or NPHS Daily ANC Register

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

225 How many pregnant women with previously Known HIV + as documented in the PMCTC HTC Register or NPHS Daily ANC Register



- Below HBSY are only the options provided in this tool. Please select ONE random option. The Indicator Category option lets you do data selection for one indicator at a time. Max 10 in total which indicator you want to enter data for. All fields are the only ones critical to the analysis of this data. DO NOT CLICK ON THE COMPLETE BUTTON UNTIL YOU HAVE COMPLETED DATA ENTRY. You CANNOT edit this worksheet after the complete button has been clicked.**

Complete

	HTC_TST	HTC_TST_Pas	HTC_Obly	HTC_Pas	PHTCY_STAT	PHTCY_STAT_Pas	PHTCY_STAT_Encomp	PHTCY_ART	PHTCY_CID	TX_NEW	TD_STAT	TD_ART	TX_TD	TD_PREV
62 BATH Report														
Validation														
Consent rate														

**TX\_Corr Validation (ART Site as of March 2017)**

Number of patient number randomly selected (Based on Number of patients reported on HBSY)	
Number of patient whose details were validated from the Patient Folder as EHR	
Consentance Rate	

1. Name and Designation of Supervisor: \_\_\_\_\_ Date of Supervisor: \_\_\_\_\_

2. Name and Designation of Supervisor: \_\_\_\_\_ Date of Supervisor: \_\_\_\_\_

- [illegible]

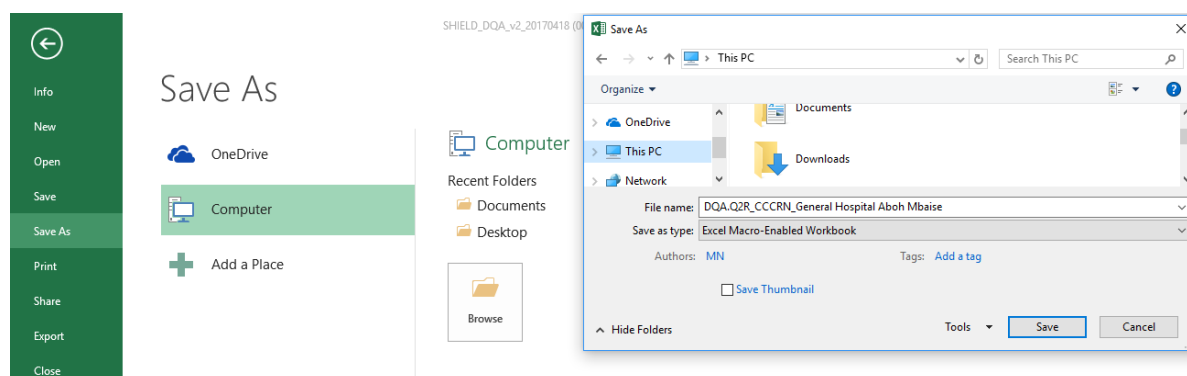
- |                              |              |   |
|------------------------------|--------------|---|
| <b>Implementing Partner:</b> | FGHIN        | <div style="border: 1px solid black; padding: 10px; display: inline-block;">Complete Assessment</div> |
| <b>State:</b>                | Kaduna       |   |
| <b>LGA:</b>                  | kd Kauru     |   |
| <b>Reporting Period:</b>     | Q2 (Jan-Mar) |   |

Use this section to enter the scores on these questions

Indicator No.	Indicator	Results		
	<b>Percentage of orphans and vulnerable children (&lt;18 years old) with HIV status reported to implementing partner as reported on DATIM</b>			
	<i>OVC Enrolment Register, OVC NSP</i>	Jan	Feb	Mar
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	
Q2 DATIM Report	0
Validation	0
Concurrence Rate	0%

23. Save the completed DQA report using the following format DQA.Q2R\_IP\_FacilityName example DQA.Q2R\_CCCRN\_General Hospital Aboh Mbaise



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

25. 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.

