

Objectives of visit	1. To conduct regular data quality assessment at field level	
Name and Title of staff who was met during the visit	Ms. K Khine Lynn (Field Officer) Mr. Khant Ye Soe (Field Officer)	
Reporting period verified	From: 1 <sup>st</sup> December 2022	To: 31 <sup>st</sup> December 2023
Date of assessment	26 <sup>th</sup> to 27 <sup>th</sup> December 2023	
Name of township assessed	Monywa	
Methodologies	<ol style="list-style-type: none"> <li>1. All available variables link to the donor indicators were checked for the 3 main data qualities (Confidential and systematic record keeping, Completeness and consistency)</li> <li>2. Documents (hard copies kept by FO) were cross-checked with reported data (soft copies in MEAL Unit)</li> <li>3. Spot-check to a DR-TB patient together with Programme Manger</li> </ol>	

## Part II. Data quality assessment (This part II is to be used for every RDQA visit)

No	Descriptions	Yes/No	Comment	Action needed to be taken
A. Confidentiality				
1	Are the records kept systematically_ according to category and month in locked cupboard?	Yes	All records and reports were kept in locked cupboard	To keep the good practice
B. Completeness				
1	Form 5 FO report (copy)	Yes	-	-
2	Form 14 Nomination lists (copy)	Yes	-	-
3	Form 14A (copy)	No	Form 14A of November/2023 was missing	MEAL unit will send softcopy and FO need to print out missing Form 14A
4	Form 7 (copy)	Yes	-	-
5	Form 6 – Patient support records (original)	Yes	-	-
6	Presumptive TB register	Yes	-	-
7	Form 2 – DOT card (original)	Yes	-	-
8	Form 12 – Presumptive referral booklet (original)	Yes	-	-
9	Township DR-TB treatment register (if available)	-	Can't access	
C. Consistency				
1. No. of nominated patients in Form 14 Nomination lists is the same with				
1.1	No. of patients enroll nominated as “Yes” for the same month in database (if there is discrepancy, refer to the next month’s lists for reimbursement information)	Yes		

2. No. of nominated patients in Form 14A is the same with				
2.1	No. of patients pre-enroll nominated as "Yes" for the same month in database (if there is discrepancy, refer to the next month's lists for reimbursement information)	Yes		
3. No. of supported patients in Form 7 is the same with				
3.1	No. of patients enroll supported with the same date as Form 7 in database	Yes		
4. The following information in patient support record (Form 6) is the same with those in database:				
4.1	Age/ Date of birth	Yes		
4.2	Sex	Yes		
4.3	Regimen	Yes		
4.4	No. of pre-enroll support nominated and received months	Yes		
4.5	No. of enroll support nominated and received months	No	02/22 support start date	To correct by DA
4.6	No. of DOT received months	No	39/22, 04/23, 05/23, 10/23 > DOT end dates were inconsistent with database	To correct DOT end data in database by DA
4.7	Outcome and outcome date	No	02/22, 13/23 outcome were inconsistent with database	To update outcome in database by DA
4.8	Outside Township	No	39/22, 09/23, 11/23 were no in database	To update outside township status in database by DA
5. The following information in presumptive register is the same with those in presumptive website:				
5.1	Age	Yes		
5.2	Sex	Yes		
5.3	Case found at	Yes		
5.4	Index case	Yes		
5.5	Relationship with index case	Yes		
5.6	Tests done	No	0001 CXR result was inconsistent with web	Corrected immediately in web
5.7	Conclusion	Yes	-	-
6. No. of supervision months in DOT card (Form 2) is the same with				
6.1	No. of DOT received months in patient support record (Form 6)	No	27/23 > DOT start date 04/23 > DOT start date 13/23 > DOT end date 09/23 > DOT start date 39/22 > 2 volunteers record in one DOT card 12/23 > DOT end date 60/22 DOT start date	To check and correct by FO in DOT card

			= were inconsistency with SE record	
7. Outcomes in township DR-TB treatment register is the same with				
7.1	Outcomes in patient support record (Form 6)	-	Can't access	
8. other findings (please specify)				
8.1	Volunteer reports (Form 4)	No	In volunteer report of volunteer Theingi Tun for Oct/2023 > error in No. 6 Form 7, 14, 14A of August/2023 were mixed in the Form 4 file	To correct by FO and removed the extra form 7, 14, 14A from Form 4 file
8.2	Spot-map of Township DR-TB patient	Yes	Up to 2024 DR-TB patients were updated in the spot-map - No detail spot-map for outside Monywa Township patients	MEAL unit will send blank map file for all outside Monywa Townships and FO need to print-out and update in the physical maps
8.3	MEAL reporting timeline and flow chart	No	MEAL reporting timeline and flow chart was not found	-Print-out immediately and attached in file cupboard
8.4	MEAL manual hard copy and soft copy	Yes	-	-
8.5	Home visit to 3 DR-TB patients and access whether they got monetary support with Programme Team	Yes	All 3 DR-TB patients received monetary support monthly in cash and wave	-
8.6	MEAL TB induction to new FO, Mr. Khant Ye Soe was done	Yes	MEAL Officer will contact him for details of how to use web and apps separately at 04/03/2024	MEAL Officer

#### Recommendations;

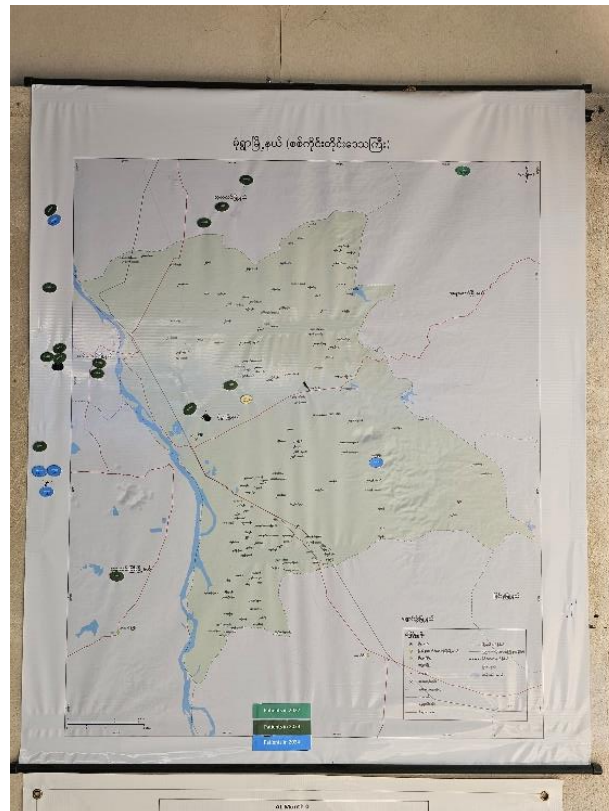
1. To keep up the good practice for confidential and systematic records keeping
2. Not to fill the outcome in SE record of those DR-TB patients apart from finished treatment, cured, completed.
3. To check the DOT start date and DOT end date between SE record and DOT card of volunteer carefully for consistency.
4. MEAL Officer to send the blank map frame of Monywa Outside Townships to FO within 2 weeks
5. DAs to send missing 14A for November/2023 to FO and correct any consistency in database and web within 1 week

## File cupboard



The right cupboard is for CBDRTBC and left one for PICTS and all forms and records were kept systematically

## Spot-map of Monwya Township DR-TB patients

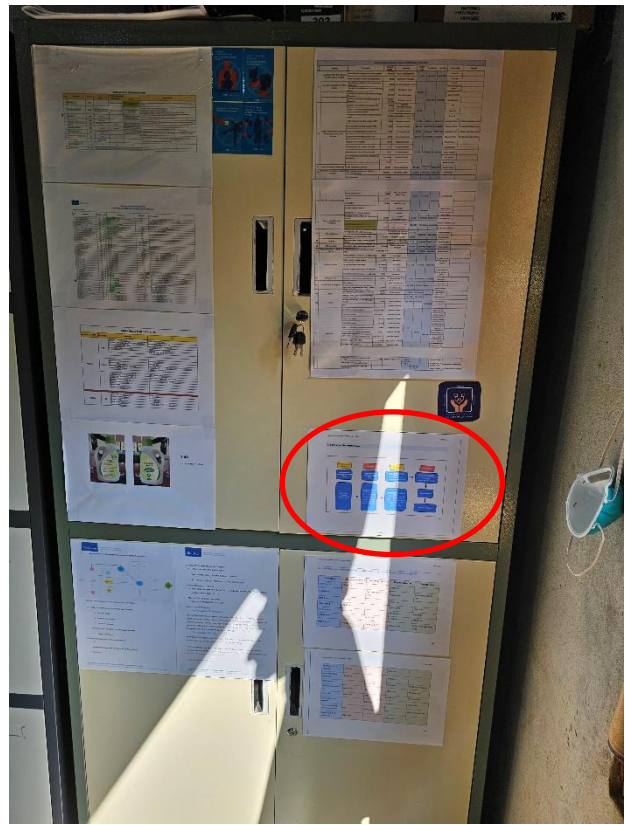




## MEAL reporting timeline and flow chart



Before



After

## Home visit



Submitted by;

Name: Dr. Kyaw Lwin Oo  
Designation: MEAL Manager (TB)  
Date: 04/03/2024