

# RDQA Report

## **Hopong Township**

Conduction date- 2<sup>nd</sup> to 3<sup>rd</sup> October, 2023

# General Information

Project	- PICTS 2 (TB_ACF)
Township	- Hopong(SouthernShan State)
Responsible person	- Mr. Yar Yar Htun(Field Officers)
Period	- January 2022 to July 2023
RDQA done by	- Dr. Htwe Htwe (MEAL Officer_TB_ACF) and Ms. Yune Me Me Zaw (Data Assistant_TB-ACF)
RDQA conduction date	- 2 <sup>nd</sup> to 3 <sup>rd</sup> October 2023

# Methodology

1. All available variables primary to the donor indicators are checked on three main data quality :

- a. Confidentiality and Systematic Record Keeping.
- b. Completeness.
- c. Consistency
- d. Uniqueness
- e. Accuracy
- f. Reliability
- g. Validity

2. Recording and Reporting flow are checked through interview to Field Officers and/or Community Volunteer.

3. Provide supportive supervision to Monitoring and Evaluation Activities.

# Data Quality Check

The quality of recorded data is assessed on the important variables for Donor Report in Monthly FO report, Presumptive Register, Notification Information register, Form 1, Form 2, Form 6, DOT Register, DOT Card, SCC registers and Reports during the reporting period of January 2022 to July 2023.

## A. Confidentiality and Systematic Record Keeping

### **Findings**

- All the record forms, registers and reports are kept in locked cupboard.
- Each file and records are placed in a lockable cupboard systematically

### **Action taken and Recommendation**

## B. Completeness

### Findings

- DOTS card
  - Daw Yone Kan>> last treatment date blank in card
- DOTS register
  - to write the period on DOTS registers

### Action taken and Recommendation

- DOTS card
  - Daw Yone Kan>> to fill accordingly
- DOTS register
  - To note the start and end period of each register

## C. Consistency

### Findings

- Form 2
  - Sep-2022, vol Su Mon Phyo >> patient name - Buu Myar and Thi Mel >> case found at is TB\_CI in form 2 but community in Web
- DOTS card
  - U Laung>> DOTS end date is 16-12-22 in card, 17-22 in web and DOTS register
- Notification info register
  - Ko Aung Paing (12/2022)>> actual TB code is 22/119 in hardcopy, 22/118 in web
  - Daw Ngar Myar>> Tx start date is 26-7-22 in hardcopy, 27-7-22 in web, Tsp code is 22/077 in hardcopy, 22/71 in web
- Presumptive register
  - Ko Aung Paing, HOP/0021/22>> smoking is No in hardcopy, current in web

### Action taken and Recommendation

- Form 2
  - Sep-2022, vol Su Mon Phyo >> to correct in hardcopy
- DOTS card
  - U Laung>> to correct in DOTS card
- Notification info register
  - Ko Aung Paing (12/2022)>> to correct in hardcopy
  - Daw Ngar Myar>> To correct in web
- Presumptive register
  - Ko Aung Paing, HOP/0021/22>> to correct in hardcopy

## D. Uniqueness

### Findings

- Notification information register
  - Found two Notified registers for 2022
- Presumptive register
  - 374/22 and 375/22 are registered in both book 4 and 5 for Oct 22

### Action taken and Recommendation

- Notification info register
  - To discard one register
- Presumptive register
  - To remove the patients in book 4



## E. Accuracy

### Findings

- Form 6
  - Apr-22, Vol Khun Tun Yee>> need Form 6 for one DOTS patient in Apr 22
  - Oct-22, vol Nwe Ni Win>> only help in SOP but reported in form 6.
  - Jan-23>> there are three TAR paper sheets among form 6 of Jan 23
  - Feb-23>> SCC Nyaung Wine (2/23) is among form 6 of Feb 23
- Presumptive register
  - The register book's period is not correct for the ending month
- Training information sheet
  - Apr-23>> Two training sheet for Apr 23 to Nang Kham Ag, one is On-job and one is Refresher. Only On-job reported in web
- FO Reports
  - March, Apr, May, June, July, November 2022>> the printed version is not updated

## E. Accuracy

### Action taken and Recommendation

#### ➤ form 6

- Apr-22, Vol Khun Tun Yee>> to submit one copy to MEAL unit and keep original at SDP
- Oct-22, vol New Ni Win>> to discard the form 6 in both SDP and MEAL unit
- Jan-23>> to remove the TAR paper sheets among form 6 of Jan 23
- Feb-23>> to remove SCC hardcopy

#### ➤ Presumptive register

- Write down the period accordingly

#### ➤ Training information sheet

- Apr-23>> to keep training information sheet of on-job

#### ➤ FO Reports

- March, Apr, May, June, July, November 2022>> to print out the updated one.

## F. Validity

### Findings

- form 1, form 2
  - May 2022, vol Nan Su Myat Thaw , Nan Su Mon Phyo>> TB\_CI code is written under the TB code
- Form 6
  - May, June, July 2022>> dates in the form 6 are not in full format (DD/MM/YYYY)

### Action taken and Recommendation

- form 1, form 2
  - May, 2022, vol Nan Su Myat Thaw , Nan Su Mon Phyo>> to write CT index code under “Case found at” column
- Form 6
  - May, June, July 2022>> to write the date of writing the form 6 in date full format (DD/MM/YYYY)

## G. Reliability

### Findings

- DOTS Register
  - At the end of the year, FO moved on-going DOTS patients into a new DOTS register

### Action taken and Recommendation

- DOTS Register
  - To keep using the same DOTS register over the years

## Summary Findings

- DOTS patients' information are not consistent across forms and registers (DOTS register, DOTS card, FO Web)
- Miscellaneous forms are mixed in some record folders.
- Some FO reports (especially March to July 2022) are not updated in SDP as MEAL officer failed to send mail to FO for the changes done.
- Interviewing the office volunteer and call center volunteer, found out that they both have a good knowledge of how to record and report properly.
- The time frame is not labelled correctly on the covers of registers.

## Summary Recommendations

- To make all the data consistent for DOTS patients (DOTS register, DOTS card, FO Web)
- To check the forms before keeping in their respective folder.
- MEAL Officer to send FO for the updated FO reports and FO to always print and keep the latest version.
- To submit the missing Form 6 of to MEAL unit as well.
- To keep using the same DOTS register even if the year has ended.

A lockable cupboard found  
keeping data with  
confidential information



Interviewing with  
Office Volunteer



Spot map hanged in SDP

