



EVERY WOMAN
EVERY CHILD

Every Newborn Action Plan Metrics
Linked with
Ending Preventable Maternal Mortality

Data Collector Training Programme

Module 2: Registration

The Data Collection Team

#EveryNewborn #Endingstillbirths
#maternalhealth



World Health
Organization

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LONDON
SCHOOL of
HYGIENE
& TROPICAL
MEDICINE



Session Planning

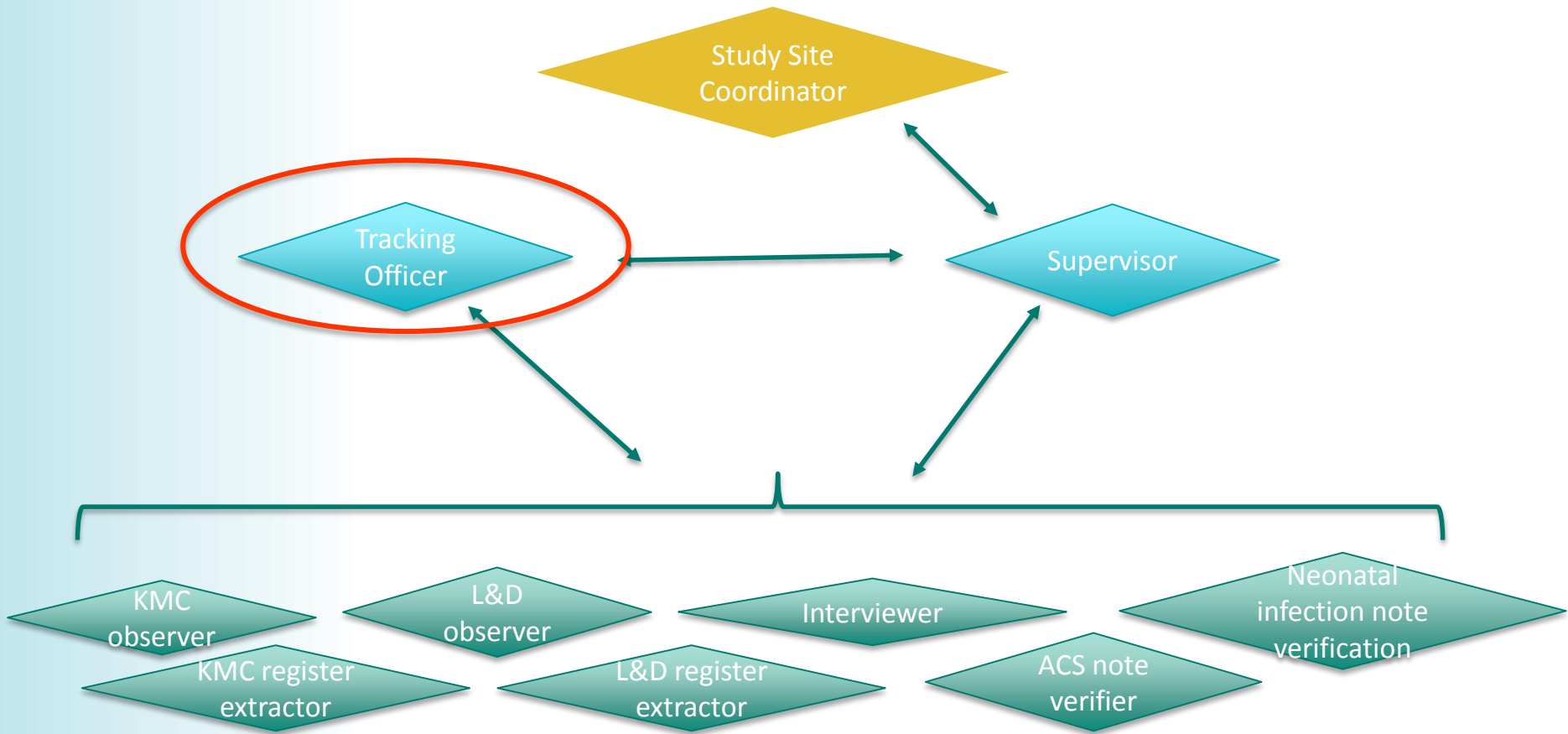
- **Purpose:**
Ensure tracking officers understand their roles and responsibilities and how to best execute them
- **Target Audience:** Tracking Officers
- **Length of session:**
Presentation 60 mins
Activity F (60 mins)
Activity G (45 mins)
Activity H (120 mins)
- **Type of session:** (classroom / practical)
- **Resources / tools required:**
Projector, slide deck, training handbook, supporting materials/
resource pack, marker pens and paper.

Aims & Learning Outcomes

- Ensure tracking officers understand their roles and responsibilities in the data collection team
- Give an overview of the registration forms and when to use each form
- Train tracking officers to use the app confidently for registration and assigning participants to data collectors



Structure of data collection team



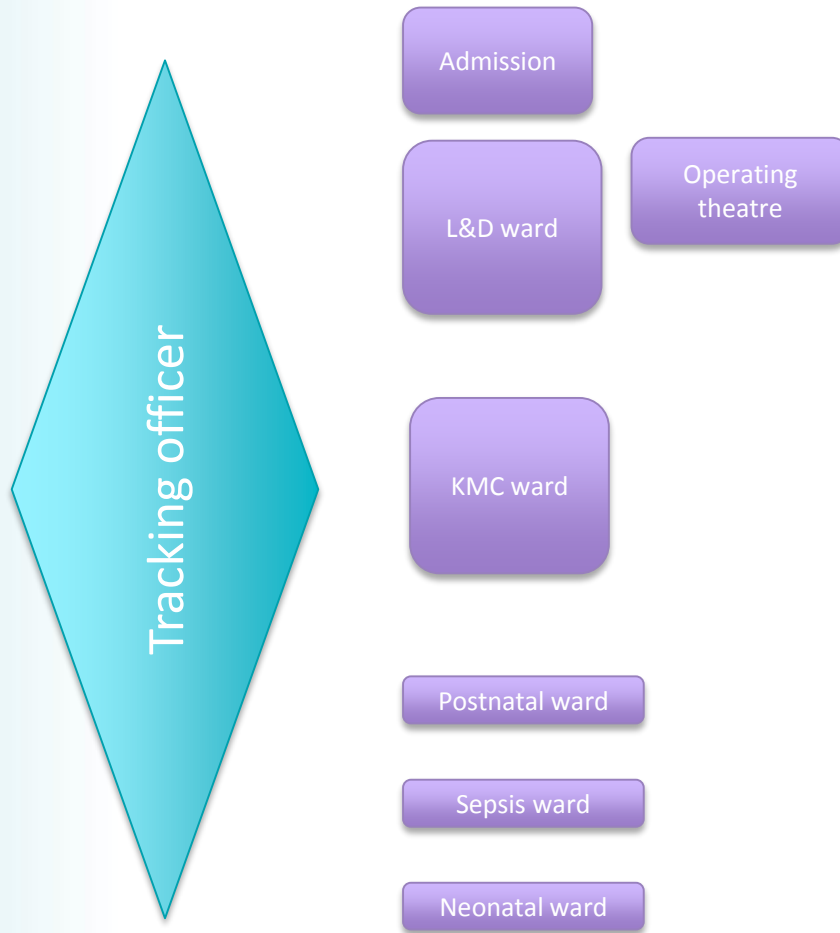
General roles and responsibilities

- Identify eligible women/family members/babies for data collection (NB- eligibility differs depending on type of data collection)
- Collect basic data on all eligible women
- Obtained informed consent
- Assign consented women/family members/babies to suitable data collectors for observation
- Maintain an oversight of the movement of consented women/family members/babies through the health facility to ensure all necessary data is collected

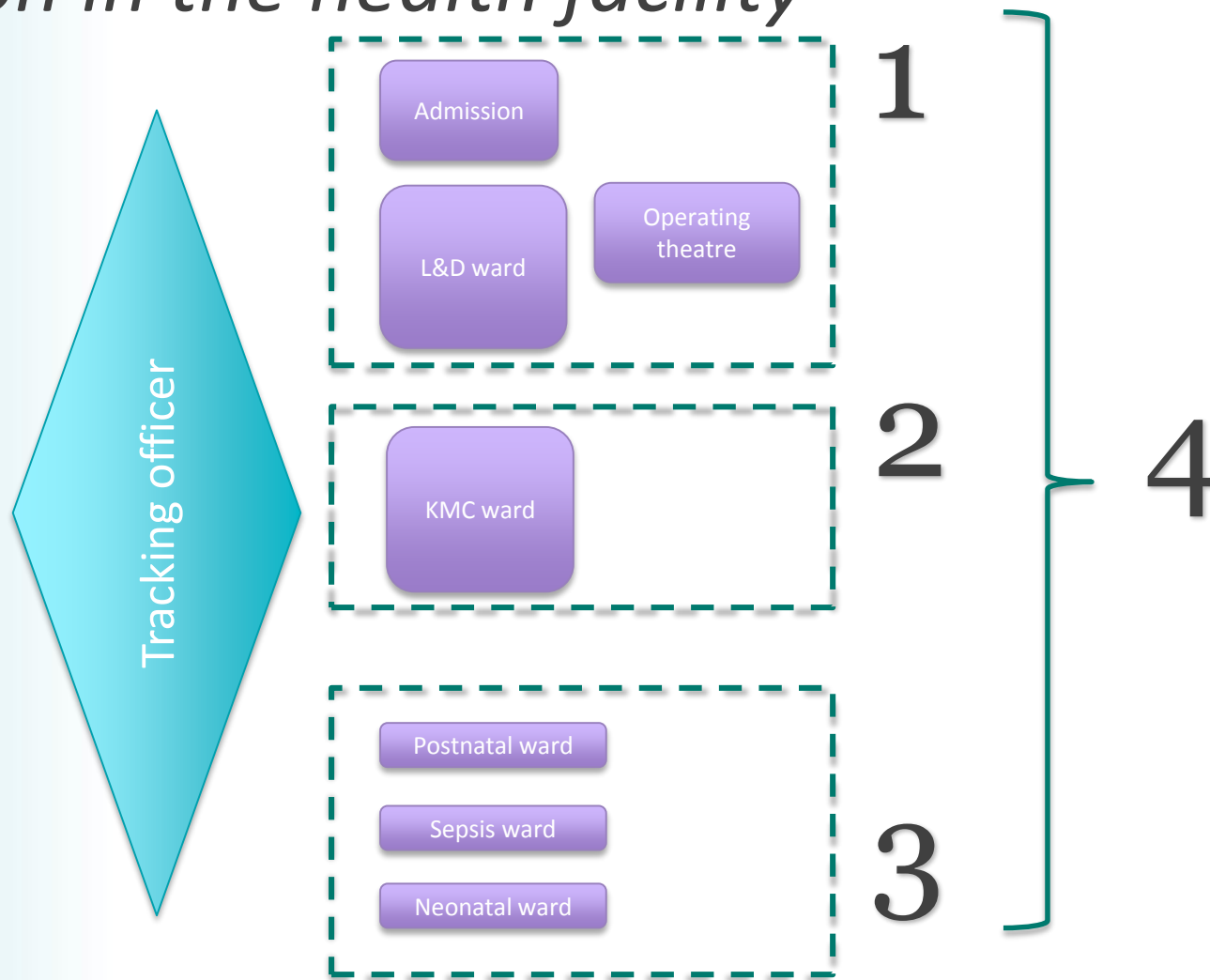
Interaction with mothers/family member:

- Tracking officers, unlike other data collectors, are able to talk to the mother/family members and review the ANC/partograph to collect necessary information.
- Always be patient and respectful to mother/family member as they may have experienced a distressing event
- Interaction will be needed to collect the following:
 - Collect minimum data on the mother/family member
 - Collect informed consent
 - Collect information on previous obstetric history and current pregnancy (for women being observed on the L&D ward/operating theatre)

Location in the health facility



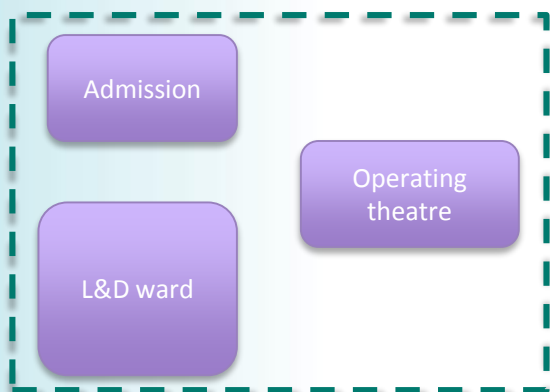
Location in the health facility



Key Tasks by Location in the health facility

L&D Registration

1



- Identify all pregnant women at admission to the L&D ward/ antenatal wards
- Collect and enter the mother's basic data in to the app

- Carry out informed consent procedure with

- If a mother has a gestational age at admission of ≤ 34 weeks you should make a note of her study ID as she will need to be flagged to a data extractor/verifier for ACS note verification.

- Assign the mother to the operating theatre
- Assign the mother to the operating theatre best able to observe her taking notes on info such as parity and suspected rate of progression

Recommendation: No observer should be assigned more than three women to observe at any one time.

Key Tasks by Location in the health facility

KMC Registration

2



Inborn babies

- Make sure you are aware of babies who were observed on the L&D ward/operating theatre and have been transferred to the KMC ward. You can ask the mother if she has been registered for the study and look for her ID, name, age and date of birth to match in the App. Additionally, you can ask L&D observers to inform you when this happens to a baby they were observing.
- Ensure there is a suitable observer on the KMC ward to observe this baby.
- Using the app assign the KMC observation to the observer

Out born babies

- Frequently visit the KMC ward to identify babies who were born elsewhere and are being admitted to the KMC ward
- Collect basic data and informed for the mother/family member who is with the baby
- If consent is refused- stop data collection
- If consent is given- register and assign the baby to an observer who is on shift and able to observe the baby

Key Tasks by Location in the health facility

Infection Registration

3

Criteria for infection registration:

Inclusion criteria:

- Baby on neonatal ward, recorded in register and main diagnosis is infection (sepsis/meningitis)
- Baby's age <28 days at time of admission

Exclusion criteria:

- Baby with congenital abnormality
- Neonatal encephalopathy/ severe asphyxia
- Preterm <34 weeks
- Weight at admission <2000 grams

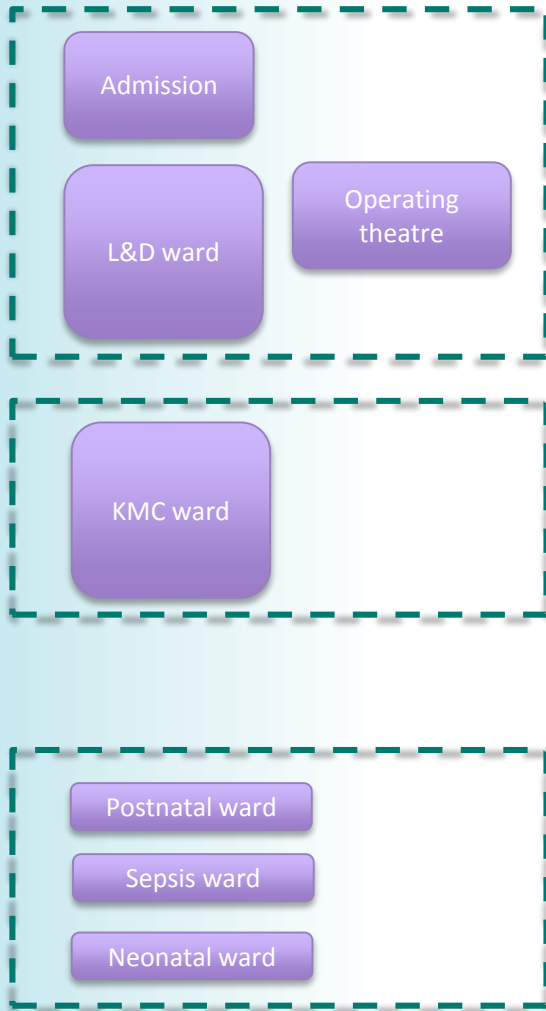
Sepsis ward

Neonatal ward

Postnatal ward

- If consent is not given, the extractor/verifier should note

Location in the health facility

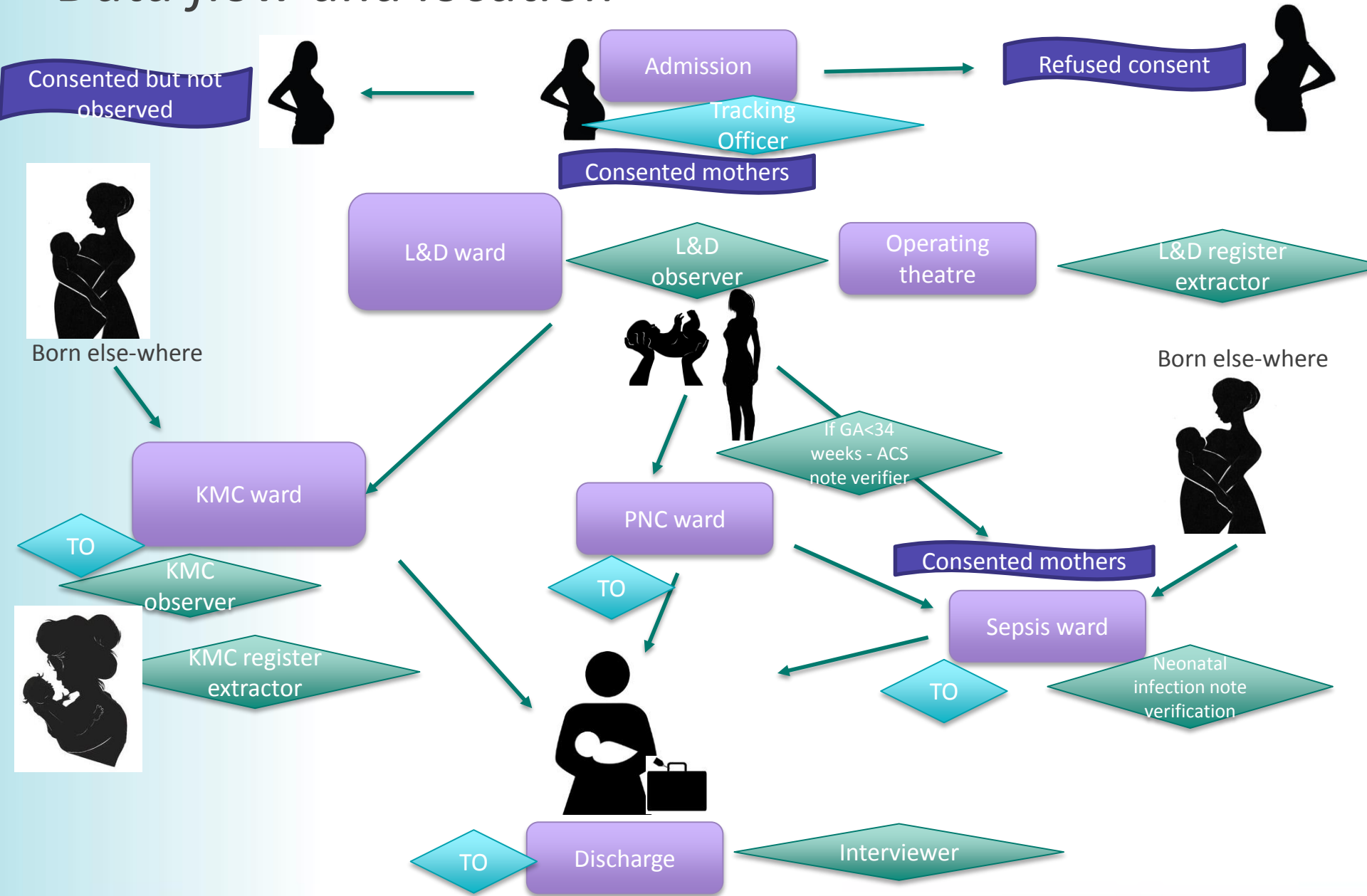


4

MRS

- Be aware of the approximate timeline for discharge of all mothers who consented and had data collected as part of the study.
- Alert an available interviewer of a mother who is soon to be discharged and assign the interview to them on your tablet.
- Before the interview starts hand over to the interviewer the current conditions of the baby; alive, fresh stillbirth, macerated stillbirth, stillbirth- condition unknown. This information is important so the interviewer so that they can adjust their manner as necessary.

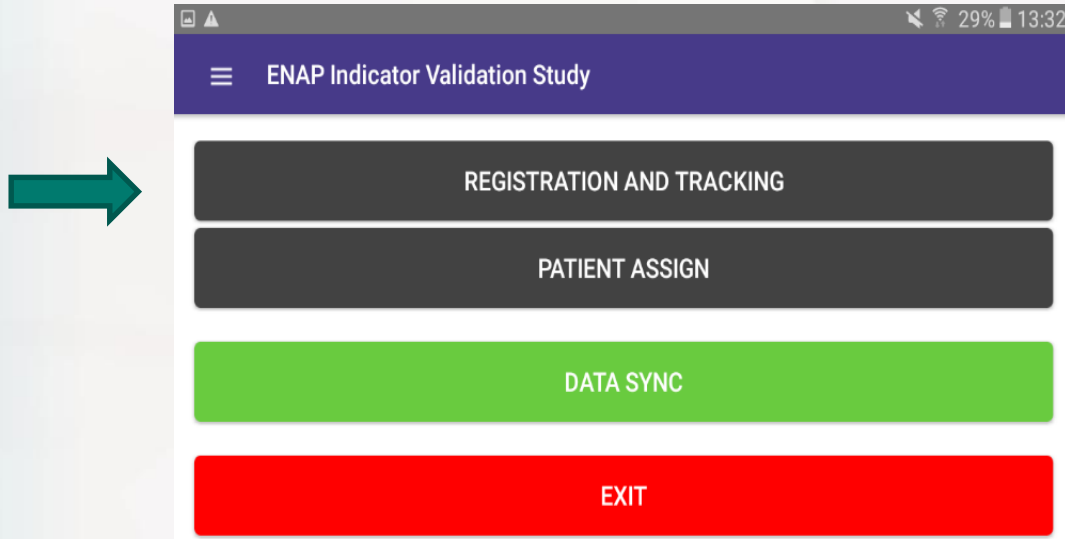
Data flow and location



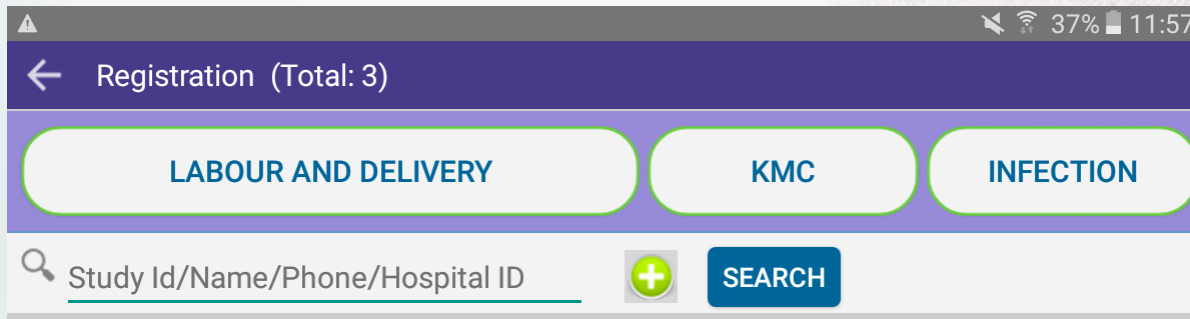
Using the data collection app- registration

Situation	Section of the app to be used
Pregnant woman at admission	L&D registration form
Inborn baby referred to KMC	KMC registration form
Out born baby admitted to the KMC ward	KMC registration form
Baby admitted to sepsis ward with neonatal infection	Infection registration form

Using the data collection app- registration



Using the data collection app- registration



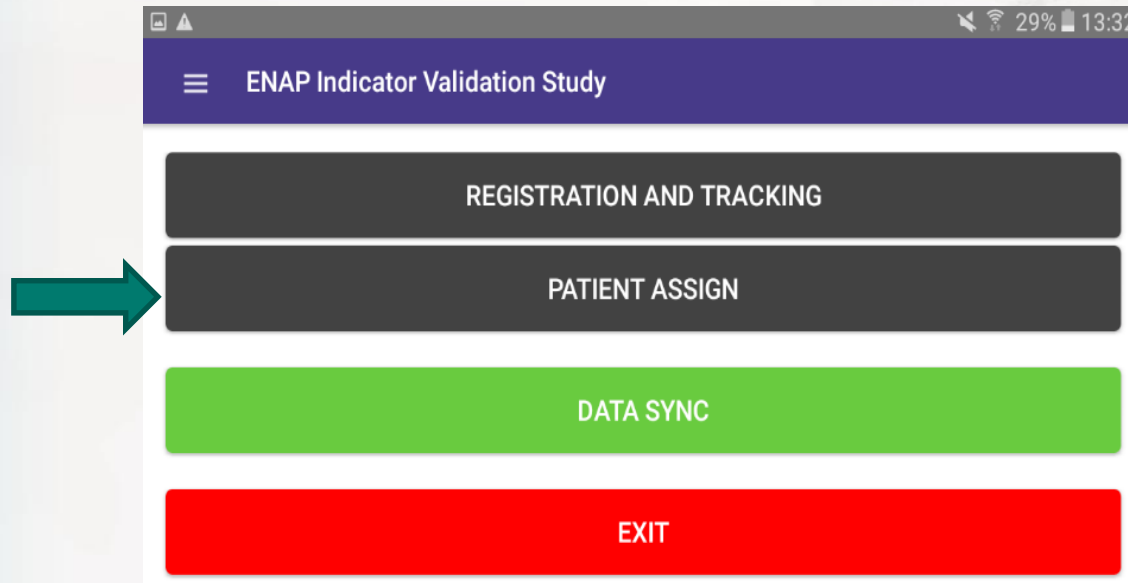
Registration (Total: 3)

LABOUR AND DELIVERY KMC INFECTION

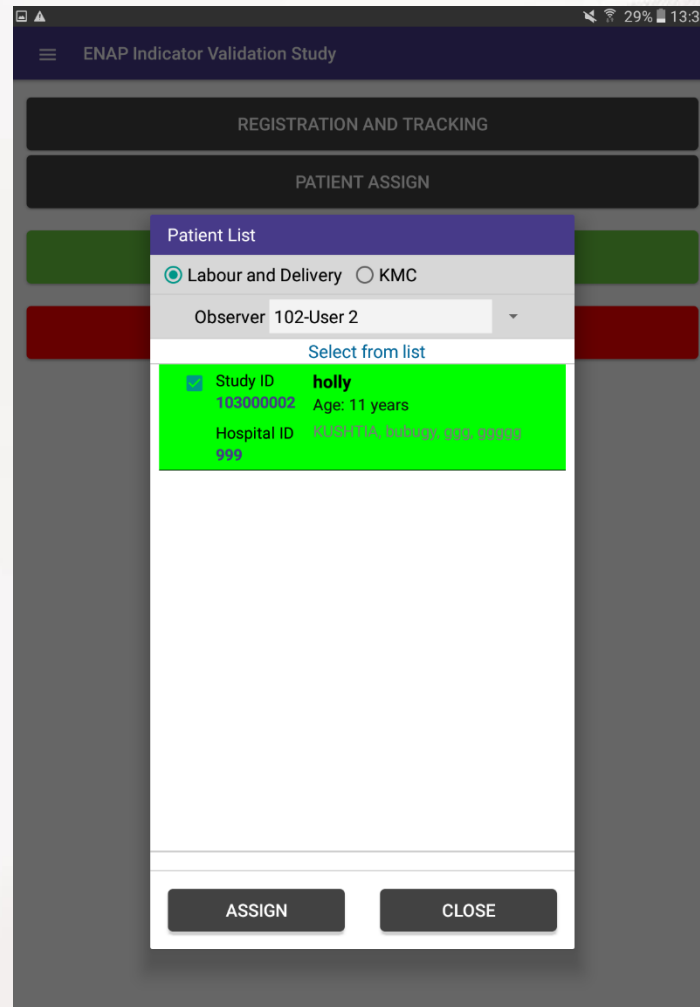
Study Id/Name/Phone/Hospital ID + SEARCH

- Basic data: name, DOB, age, ethnicity, religion, years of education
- Informed consent: paper based form and then a Y/N tick box on the app
- *For L&D observation: collect more information on obstetric history and current pregnancy. Follow the questions listed on the app and either ask the mother or obtain the information from her ANC card*

Using the data collection app- patient assign



Using the data collection app- patient assign



GROUP ACTIVITY F: Review of data flow and location of tracking officer (60 mins)

- The trainers will now lead you through a group work activity to enable you to review the entire process of data collection and data flow in relation to the roles and responsibilities of the tracking officer.
- **Objective:** To give you the opportunity to understand the flow of mothers/babies and location of data collectors through the health facility.
- **Time:** 60 minute
- **Handouts:**
- A large print out of the patient/data flow diagram

GROUP ACTIVITY G: Review of Registration Forms

- **Objective:** To allow tracking officers to review the registration forms in the app and identify and discuss any sections that may not be understood clearly.
- **Time:** 45 minutes
- **Handouts:**
 1. Variable Dictionary sections (printed out):
 - L&D registration
 - KMC registration
 - Neonatal infection verification registration
 2. Tablet logged in as Tracking officer
- **Instructions:**
 - The trainer will split you in to smaller groups for review of the variable dictionary and app
 - In your smaller group work your way through the variable dictionary and relevant sections of the app
 - Make notes of any questions relevant to wider group to be shared during designated time at the end of the exercise.

GROUP ACTIVITY H: Role Play

- **Objective:** To give tracking officers the opportunity to practice completing the L&D, KMC and neonatal infection verification registration forms on the tablets, including obtaining informed consent and then assigning cases to data collectors.
- **Time:** 120 minutes
- **Handouts:**
 - Tablets logged in as tracking officer
 - Paper information and consent forms
- **Instructions:**
 - The trainer will divide you up in to small groups and explain the exercise
 - You should repeat the role plays as the trainer describes, rotating team members between roles and using the different registration forms
 - At the end you will discuss as a group the following questions so make sure to think of them while you do the role plays:
 - What was the experience of registering and consenting mothers?
 - What was the experience of using the tablet to collect data?
 - What was difficult?
 - What was easy?
 - What would you do differently next time?

DISCUSSION

