Data Collector Training Programme
Module 6

Every Newborn Action Plan Metrics
Linked with
Ending Preventable Maternal Mortality

Data Extraction & Verification

#EveryNewborn #Endingstillbirths #maternalhealth
Session Planning

- **Purpose:**
  Ensure data collectors know and understand how to conduct themselves, and their work, in accordance with the project guidelines and training handbook.

- **Target Audience:**
  Data collectors & supervisors

- **Length of session:**
  Presentation 60 mins
  Activity M (60 mins)
  Activity N (60 mins)

- **Type of session:**
  (classroom / practical)

- **Resources / tools required:**
  Projector, slide deck, training handbook, supporting materials/resource pack, either tablets with app installed for at least 50% of participants (or paper copy of the data extraction forms and verification tools), marker pens and paper.
Aims & Learning Outcomes

1. To know how to conduct yourself and your work in accordance with the project guidelines and training handbook.

2. To be familiar with the logistics of data collection using the register extraction form.

3. To be familiar with the logistics of data collection using the verification form for both ACS and neonatal infection.
Roles and Responsibilities

Register data extraction: you are responsible for extraction of the required data from the registers (and no other source) and recording the information that is available in the relevant extraction form in the app in both the L&D ward and KMC ward.

Case note verification: collect the available data from patient records, lab reports and other sources and enter it into the app-based verification form in accordance with agreed ACS and neonatal infection case definitions (next slide).

In case you are unable to read what is written on the register or the forms,
- call for a second review by your supervisor
- If both of you fail to read the information then check the button on the app “Not Readable”

If the required data is not in the document you are reviewing then check the “Not Recorded” button.
Extraction of Data from LD and/or KMC Registers

- Check your tablet for a list of women/newborns who have been observed
- Identify which register to review by the mother/baby ID and place of observation.
- Match each observation case with ID/admission number/IP registration number
- Find the entry in the L&D/KMC register
- Complete the extraction form on your tablet
- Do not consult any other data sources, you should only extract data from the register
- The sequence of variable will not always be exactly the same as your available registers. Be careful you are entering the correct variable information in the correct section of the tablet.

If information is not available in the register you are reviewing do not ask health workers or anyone else what the information is or where it may be recorded. Enter the information in to the tablet as “not recorded”.
Extraction of Data from Registers
Extraction of Data from Registers

<table>
<thead>
<tr>
<th>Study ID</th>
<th>Name</th>
<th>Age</th>
<th>Gender</th>
<th>KMC</th>
<th>L &amp; D</th>
<th>OB</th>
<th>MRS</th>
<th>DE</th>
<th>ACS</th>
</tr>
</thead>
<tbody>
<tr>
<td>136000002</td>
<td>test1</td>
<td>30</td>
<td>Female</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>136000001</td>
<td>test</td>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td>ACS</td>
</tr>
<tr>
<td>103000003</td>
<td>yuuhhg</td>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>103000002</td>
<td>holly</td>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td>ACS</td>
</tr>
<tr>
<td>144000021</td>
<td>Aleya</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>104000001</td>
<td>trisha</td>
<td>72</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DE</td>
<td></td>
</tr>
</tbody>
</table>

This requires extraction from the KMC register.

Select the DE button to complete the data extraction.

This requires extraction from the L&D register.
Extraction of Data from Registers

<table>
<thead>
<tr>
<th></th>
<th>Labour and Delivery: Data Extraction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Date of data extraction: 01/06/2017</td>
</tr>
<tr>
<td>2.</td>
<td>Gestational age (completed weeks):</td>
</tr>
</tbody>
</table>
|    | - Not readable  
|    | - Not recorded |
| 3. | Antenatal corticosteroids use documented as administered? |
|    | - Yes  
|    | - No  
|    | - Not possible to record  
|    | - Not readable  
|    | - Not recorded |
| 4. | Estimated date of delivery (solar calendar): |
|    | - Not readable  
|    | - Not recorded |
| 5. | Uterotonic administered for active management of the 3rd stage of labour? |
|    | - Yes  
|    | - No  
|    | - Not readable  
|    | - Not recorded |
| 6. | Number of Birth: Two  
|    | - One  
|    | - Three |
### Extraction of Data from Registers

<table>
<thead>
<tr>
<th>6. Number of Birth</th>
<th>○ One  ☐ Two  ○ Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Child 1</td>
<td></td>
</tr>
<tr>
<td>a. Mode of birth/delivery</td>
<td>○ Normal vaginal delivery</td>
</tr>
<tr>
<td></td>
<td>○ Vaginal breech/ Vacuum Extraction/ Forceps (any)</td>
</tr>
<tr>
<td></td>
<td>○ Elective /Emergency caesarean section</td>
</tr>
<tr>
<td></td>
<td>○ Not readable</td>
</tr>
<tr>
<td></td>
<td>○ Not recorded</td>
</tr>
<tr>
<td>b. Date of Delivery</td>
<td></td>
</tr>
<tr>
<td></td>
<td>○ Not readable</td>
</tr>
<tr>
<td></td>
<td>○ Not recorded</td>
</tr>
</tbody>
</table>
# Extraction of Data from Registers

## FORM B3: DATA EXTRACTION FORM - KMC REGISTER

<table>
<thead>
<tr>
<th>Data ID</th>
<th>136000002</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Date of data extraction</td>
<td>01/06/2017</td>
</tr>
<tr>
<td>2. Source of Record</td>
<td><img src="image" alt="KMC ward register" /></td>
</tr>
<tr>
<td>3. Child's name, if available</td>
<td>hhhh</td>
</tr>
<tr>
<td>4. Child's Hospital ID</td>
<td>t666y</td>
</tr>
<tr>
<td>5. Sex of Child</td>
<td><img src="image" alt="Male" /></td>
</tr>
<tr>
<td>6. Date of Delivery</td>
<td>01/06/2017</td>
</tr>
</tbody>
</table>

- [ ] Not readable
- [ ] Not recorded
### Extraction of Data from Registers

<table>
<thead>
<tr>
<th>Question</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>12. What is the final status of the data extraction for this patient?</td>
<td>Complete, Partially Incomplete, Totally</td>
</tr>
<tr>
<td></td>
<td>incomplete/Record not found</td>
</tr>
<tr>
<td>13. Why partially incomplete or totally incomplete?</td>
<td>Provider related, Patient related, Observer</td>
</tr>
<tr>
<td></td>
<td>related, Tab or App related</td>
</tr>
<tr>
<td>14. Please mention</td>
<td></td>
</tr>
</tbody>
</table>

**Save -> Continue**
Case Note Verification

- Strictly limit collection of information to what is written in the following records:
  - Patient chart
  - Drug chart
  - Lab report
  - Nursing report
  - Case record form
  - EMOC register

- If the required information is not available in one of the above data sources, do not refer to any other means (e.g. consultation with the patient/attendants/health workers for information)
Verification of ACS

- Each day check your tablet and the list of women who meet the following criteria:

- **Inclusion criteria:**
  - Mother consented to data collection and birth was observed
  AND, at minimum one, of the following:
    - Mother admitted with gestational age ≤ 34 completed weeks
    - Previous history of threatened preterm labour during this pregnancy

- Using the ID/admission number/IP registration number for this women, find her relevant notes

- Review patient chart, drug chart, nursing report, case record form/EMOC register (Bangladesh) to verify diagnosis and treatment of preterm pregnancy with ACS

- Enter the information that is available in to the tablet
Verification of Newborn Infection Notes

- Each day visit the inpatient paediatric/neonatal ward and review the register for newly admitted patients who meet the criteria.

**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

- Identify the relevant documents for this patient: patient chart, drug chart, lab report, nursing report
- Complete the verification form on the app
Activity M: Practise data extraction from the Registers (60 minutes)

**Objective:** To give trainees the opportunity to practise using the data extraction forms, the app, and to familiarise themselves with the facility registers.

**Instructions:**
Using the app based data extraction tool, please review the different register extracts and input the required data into the tablet.

**If time allows, hold group discussion:**
- What was the experience of extracting data?
- What was the experience of using the tablet to collect the data?
- What was difficult?
- What was easy?
- What would you do differently next time?
Activity N: Practise using data verification tools for ACS & newborn sepsis (60 mins)

Objective: To give trainees the opportunity to practise using the data verification tools for ACS and newborn sepsis, the app, and to familiarise themselves with the local patent records and registers.

Instructions:
Using the app-based extraction/verification tool, please review the different registers/patient records and input the required data into the tablet.

If time allows, hold group discussion:
- What was the experience of verifying data?
- What was the experience of using the tablet to collect the data?
- What was difficult?
- What was easy?
- What would you do differently next time?
DISCUSSION