

Session 12: Data Management and Reporting

Purpose: In this session participants will identify nutritional data to collect in the CCC and learn how to analyse, interpret, and present the data for decision-making.

Objectives: By the end of the session, participants should be able to:

1. Describe the key nutritional data collected in the CCC and their purpose.
2. Describe ethical considerations in data management.
3. Know how to analyse, interpret, present and use nutritional data collected in the CCC.
4. Know and agree on the reporting expectations of NASCOP/DASCO and the reporting system in the CCC.

Advance preparations

1. Be familiar with the *Data Management and Analysis* material in the Tool Kit pp. 47–49, especially the *Data Extraction Sheet* on p. 47.
2. Have the session objectives written on a flip chart or PowerPoint.

Proposed Session Time: 3 hours

Topic 12.1: Review the objectives of Session 12 (Listed above; use PowerPoint or flip chart.) *(5 minutes)*

Topic 12.2: Key nutritional data collected in the CCC and their purpose *(30 minutes)*

Brainstorm

- How are the data that are collected used in the facility? For example, for patient management/follow-up, accountability, advocacy, decision-making, resource allocation and monitoring stocks, research, evaluating policy and impact of services, learning.
- What nutritional data are collected in the CCCs where the participants work?
- How is the information collected and managed? Who collects it? When is it collected? How is it collected? How is it stored and analysed? Who reports on it?
- What challenges are faced in data collection and management? For example, work load, use of data collected by others, linkages, record keeping and retrieval, summarisation of the data, reporting of the data in meetings.
- Discuss how the challenges faced in collection of data can be addressed.

Topic 12.3: Ethical considerations in data collection and management (30 minutes)

- Ask participants to read and discuss the *Data Collection Guide* in the Tool Kit p. 39.
- **Brainstorm** some considerations in data management.
- **Discuss** why data collection is inadequate in most sites. For example: a) On the part of health workers because it increases their workload yet data are rarely used in decision-making, and health workers receive little feedback based on the data. b) On the part of clients because it requires a lot of time, and some clients think data collectors exploit them. c) Because of weak systems that generate incomplete and inaccurate data, make poor use of data, and face cultural issues in expression and professionalism.
- Allow 5–7 minutes for discussion. Emphasise how participants can improve the quality of data collected.
 - Professionalism
 - Right tools (simple, short, relevant to work including patient management)
 - Analysis and use of the data (especially in management meetings)
 - Reward system related to completeness, accuracy of the data

Topic 12.4: Acquaintance with tools used for collecting data in CCCs (50 minutes)

- Distribute a copy of data collection tools used in some of health facilities in Kenya, e.g. KNH, Mbagathi, Coptic, AMPATH CCCs. Let participants comment on these tools (15 minutes).

Group Work (35 minutes): Refer participants to the tools in the Tool Kit (e.g. *Patient Evaluation and Management Forms*, *Weight Monitoring Chart for Adults*, *Data Extraction Forms*).

- Have participants break into groups of 5–6. Ask them to review the various forms and comment on their usefulness in their workplaces.
- Let participants practice recording on and using the forms.
- Allow 5–7 minutes for discussion.

Topic 12.5: Indicators for reporting nutritional data in the CCC (65 minutes)

Refer the participants to the *Proposed Nutrition Indicators for the CCC* in the Tool Kit pp. 40–42. Let them read each indicator and discuss how the data can be collected and measured in the CCC. Ask participants to determine whether the tools they have can support collection of these indicators. (30 minutes)

Group Work (35 minutes)

- Present a local data set from a CCC (the data can also be developed for the exercise)
- Divide participants into three groups:
 - Group I: Assumes they work as service providers in the facility
 - Group II: Assumes they work as managers in the facility
 - Group III: Assumes they work at provincial/national level
- Ask the groups to review the data/information to identify:
 - Which indicators would be important for them to report or summarize
 - What the indicators tell them and how to use the information at their level
 - What other data would be important to interpret the information
 - How the data could be analysed and presented
- Ask the groups to discuss the challenges of analysing and presenting data in a CCC and how the challenges can be overcome.
- Allow 10 minutes for each group to present and discuss.