

# ***DHIS 1.4 Daily Data Capture (DDC)***

## **AIM**

To set up data files for daily data capture within a facility so that data quality in health facilities can be improved.

## **TARGET GROUP**

Health facility personnel involved in data collection, processing and use of information

- The district information officer
- The district support partner
- The sub-district information officer
- The facility supervisor
- The facility manager
- The facility information manager/data capturer

## **OBJECTIVES**

By the end of the 2 day course, participants should have improved levels of knowledge and skills in:

- Understanding issues around dataflow at the facility
- Guidance on practical changes that may need to be implemented at the facility
- Maintaining a daily data file
- Daily and monthly data validation
- Data completeness checks
- Various data quality and data validation checks

The course will use the facility data and will focus on technical issues and skills. Participants will work individually or in small groups.

## **COURSE CONTENT**

The course will use data from facilities in South Africa.

Participants will work on:

- Principles of daily capturing
- Facility walkabout
- Identifying service points in the facility
- Identifying services rendered from each service point
- Identifying practical changes that need to be implemented
- Creating appropriate datasets
- Identifying data elements suitable for daily vs monthly capturing
- Allocating data elements to appropriate data sets
- Defining the aggregation rule
- Identifying data elements to be captured per consulting room
- Activating data elements for each consulting room
- Pruning datafile to the facility only

- Generating Data Mart File and Pivot table
- Installing datafile package on facility computer
- Generating of monthly input form - signoff
- Validating daily data
- Validating monthly data
- Reviewing Checklists for supervisors
- Checking valid data elements
- Creating reports on data captured
- Validating daily data

### **PRE-REQUISITE**

It is assumed that you should already be competent in terms of the following areas:

- Data capture
- Basic computer skills
- Basic understanding of the DHIS 1.4

### **ENQUIRIES**

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