



Health Systems for Tuberculosis (HS4TB)

Performance Analysis & Review Tool of Patients in Need of Public Health Actions Based on Notification Register—Ni-kshay Portal

CONTRACT MANAGEMENT TOOL · JANUARY 2024 · INDIA

This document was developed by HS4TB in support of India's National Tuberculosis Control Program.

This document is made possible by the generous support of the American people through the US Agency for International Development (USAID) contract no. 7200AA18D00025 task order no. 7200AA20F00009. The contents are the responsibility of Management Sciences for Health and do not necessarily reflect the views of USAID or the United States Government

About HS4TB

The USAID Health Systems for Tuberculosis (HS4TB) project seeks to transform the way country leaders and health system managers understand and work toward TB control and elimination. HS4TB is a five-year USAID contract focusing on health systems priorities that most directly support achievement of TB outcomes, with a focus on health financing and governance in the USAID TB priority countries. The project helps countries increase domestic financing, use key TB resources more efficiently, build in-country technical and managerial competence and leadership, and support policy formation and dissemination. HS4TB is led by Management Sciences for Health (MSH) in partnership Open Development.

Contact Information

For more information on the HS4TB project, contact:

Kamiar Khajavi
Project Director, HS4TB
kkhajavi@msh.org

Neelam Makhijani
India Country Director, HS4TB
nmakhijani@msh-india.in

TABLE OF CONTENTS

Introduction:	1
Objective/Purpose:.....	1
How to use the tool:	1
Step 1: Data download from Ni-kshay	2
Step 2: Processing data in PART	3
Step 2.1: Prepare the list of unique health facility names, along with the TB Unit and health facility type	3
Step 2.2: Copy the list of unique health facility names to PART	4
Step 2.3: Get TB notification counts for previous years (optional step).....	4
Step 2.4: Copy the present-year notification register into PART	4
Step 2.5: Read the outputs to determine actions to be taken	4
Step 2.6: Get line list of patients in need of pending public health actions	5

INTRODUCTION:

The Performance Analysis and Review Tool (PART) is designed to assist districts in generating a list of TB patients with pending public health actions. The tool is designed in Microsoft Excel using pivot tables and simple formulas, which allows district officials to easily access information about patients who require outreach. The public health actions that the tool covers are HIV testing, diabetes mellitus (DM) testing, capture of bank details, microbiological confirmation, and contact tracing. The tool aims to facilitate facility-level activities that are informed by data, focusing on key performance indicators, analyses, and performance reviews for both public and private facilities.

- a. The tool requires the user to follow a sequence of steps (provided below) in Ni-kshay and in PART to compile a list of TB patients whose public health actions are incomplete.
- b. Users of the tool include data entry operators at the district level, Patient Provider Support Agency (PPSA) Coordinators, PPSA Monitoring and Evaluation (M&E) personnel, and anyone who supports the district with monitoring the performance of TB services or tracking and following up with TB patients.
- c. The tool is useful for District and/or TB administrative units.
- d. The following prerequisites are necessary to use the tool:
 - i. User must have access to download data from Ni-kshay.
 - ii. User must know how to use and build simple formulas in Excel.
- e. The tool can generate both public and private patient lists with pending public health actions.
- f. The tool cross-checks health facility (HF) names against facility types and IDs and merges duplicates to ensure the accuracy of health facility lists.
- g. Reported health facility-specific notification counts from 2021 and 2022 can be included in the report so users can compare current notifications with results from previous years.

OBJECTIVE/PURPOSE:

The purpose of this tool is to:

- Empower District PPSA and National Tuberculosis Elimination Program staff to focus on facility-level key performance indicators and use data to inform activities.
- District Officers can take prompt actions based on the tool results so pending services to patients from both public and private facilities can be provided as soon as possible.

HOW TO USE THE TOOL:

Description of the worksheets in PART: PART contains six worksheets. Two worksheets are used to copy and paste the Ni-kshay data into and the other four consist of instructions and outputs. A detailed description of the tool is given below:

Table 1: Description of sheets in PART

NR = Notification Register

Sheet No.	Sheet Name	Description
1	Instruction	Instructions for using the tool are contained in this sheet.
2	Data downloading criteria	Data variables, data source, downloading criteria, and snapshots are listed in this sheet.
3	NR_Current	The notification register based on the current facility cohort for the period of interest should be downloaded and pasted into this sheet. This data set includes details on treatment initiation, HIV testing, DM testing, contact tracing, microbiologically confirmed cases, and bank details captured.
4	NR_Diagnosed	The notification register based on the diagnosed cohort for the period of interest should be downloaded and pasted into this sheet to capture data on TB notifications.
5	Report_Private	This sheet will show outputs once the process steps described in the sections below are run. Outputs consist of private provider-specific status of notifications, treatment not initiated, HIV testing not updated, DM testing not updated, contact tracing not done, microbiologically not confirmed, and bank details not captured.
6	Report_Public	This sheet will show outputs once the processing steps described in the sections below are run. Outputs consist of the public peripheral health institute (PHI)-specific status of notifications, treatment not initiated, HIV testing not done, DM testing not done, contact tracing not done, microbiologically not confirmed, and bank details not captured.

Step 1: Data download from Ni-kshay

To use the tool, users need to download the following registers and reports from the Ni-kshay portal (figure 1).

- The Ni-kshay Notification Registers for diagnosed and current facility for the same period of performance (e.g., the notification registers for Q1-2023 based on the diagnosed and current facility cohort).
- The Private Health Facility Register to compile a list of private providers.
- The Health Facility Service Register to compile a list of public health facilities.

Note: Data variables, source of data, and downloading criteria are shown below.

Indicators	Source of data	Downloading criteria	Snapshot
Number of TB patients notified	Notification Register	Frequency: Quarter Facility: Diagnosed Date Type: Notification Date HF Sector Type: All Type of Case: All Site of Disease: All Age: All Gender: All	Notification Register State: Delhi, District: Nehru Nagar, TBUUnit: All TBUUnit, Frequency: Quarterly, Year: 2023, Quarter: Quarter 1, Facility: <input checked="" type="radio"/> Diagnosed, <input type="radio"/> Current Date Type: Notification Date, HF Sector Type: All, Type of Case: All, Site of Disease: All, Age: All, Gender: All, Generate Excel
Treatment initiation HIV testing DM testing Contact tracing Microbiologically confirmed Bank details seeding	Notification Register	Frequency: Quarter Facility: Current Date Type: Notification Date HF Sector Type: All Type of Case: All Site of Disease: All Age: All Gender: All	Notification Register State: Delhi, District: Nehru Nagar, TBUUnit: All TBUUnit, Frequency: Quarterly, Year: 2023, Quarter: Quarter 1, Facility: <input type="radio"/> Diagnosed, <input checked="" type="radio"/> Current Date Type: Notification Date, HF Sector Type: All, Type of Case: All, Site of Disease: All, Age: All, Gender: All, Generate Excel
Unique private health facility ID	Private Health Facility Register	TBUUnit: All TBUUnit Activation Status: Active	Private Health Facility Register State: Delhi, District: All District, TBUUnit: All TBUUnit, <input type="radio"/> All, <input checked="" type="radio"/> Active, <input type="radio"/> Inactive, Generate Excel
Unique public PHI ID	Health Facility Service Register	TBUUnit: All TBUUnit Health Facility Type: PHI	Health Facility Service Register State: Delhi, District: All District, TBUUnit: All TBUUnit, Health Facility Type: PHI, Generate Excel

Figure 1: Image of a data download from Ni-kshay

Step 2: Processing data in PART

User should perform the following steps in the Excel tool template to review health facility-specific pending public health action status:

Step 2.1: Prepare the list of unique health facility names, along with the TB Unit and health facility type

- In the Private Health Facility Register downloaded from Ni-kshay, paste “=CONCATENATE(J5,“-”,C5,“-”,B5)” in cell S5. Similarly, in the Health Facility Service Register, paste “=CONCATENATE(G5,“-”,I5,“-”,H5)” in cell AT5 to get Unique IDs for each private health facility/public PHI. To get the line list of all the Unique IDs for the private and public sectors, drag down the S5 cell and AT5 cell to the end cell respectively, and save the files.
- In the Private Health Facility Register, paste “=H5” in cell T5. Similarly, in the Health Facility Service Register, paste “=E5” in cell AU5 to get the TB Unit name for each private health facility/public PHI. Drag down the formulas in cells T5 and AU5 to the bottom of their respective columns to get the full line lists of all TB Unit names for the private and public sectors. Save the files.
- In the Private Health Facility Register, paste “=C5” in cell U5. Similarly, in the Health Facility Service Register, paste “=I5” in cell AV5 to get the type of health facility for each private health facility/public PHI. Drag down the formulas in cells C5 and AV5 to the bottom of their respective columns to get the full line lists for the Type of HF. Save the files.

Step 2.2: Copy the list of unique health facility names to PART

- For the private sector:
 - Use a filter on the F4 cell in the Private Health Facility Register and select your District.
 - Copy the Unique Ids, TB Unit, and Type of HF from columns S through U from the Private Health Facility Register.
 - Paste values to columns B through D (paste as value) in the B4 cell of the Report_Private sheet in PART.
- For the public sector:
 - Use a filter on the C4 cell in the Health Facility Service Register and select your District.
 - Copy the Unique Ids, TB Unit, and Type of HF from columns AT to AV from the Health Facility Service Register.
 - Paste values to columns B through D (paste as value) in the B4 cell of the Report_Public sheet in PART.

Step 2.3: Get TB notification counts for previous years (optional step)

- If users want to see a previous year's notification counts to compare them with the current year's notifications, the tool provides two columns (columns F and G in the report sheets) where the user can insert notification numbers from previous years.
- To get the notification count for 2021 and 2022, use the Ni-kshay Notification register (by diagnosed facility) and paste the numbers in column F and G in the relevant report worksheet (either Report_Private or Report_Public).

Step 2.4: Copy the present-year notification register into PART

- Download the Notification register for diagnosed and current facility from Ni-kshay. (Ni-kshay Reports -> Patient-wise List -> Notification Register based on the diagnosed and current facility).
- For the diagnosed facility, copy the Notification register and paste it into the "NR_Diagnosed" sheet in PART. Ensure that the data is pasted from column "A" to column "BU."
- Similarly, for the current facility, copy the Notification register and paste it into the "NR_Current" sheet. Ensure that the data is pasted from column "A" to column "BU."
- Double-check that the data was copied in properly to ensure accuracy.

Step 2.5: Read the outputs to determine actions to be taken

- Go to the "Data" tab on the Excel toolbar in PART and click "Refresh All."
- On the Report_Private (figure 2) and Report_Public (figure 3) sheets, users can now see the updated aggregated numbers in column H through column Q.

Private sector: Health facility wise gap analysis - Nehru Nagar Chest Clinic

PHI Name-Type of PHI-HFID	TB Unit	Type of HF	Priority	Notification in 2021 (Based on Diagnosed cohort)	Notification in 2022 (Based on Diagnosed cohort)	Notification (Based on Diagnosed cohort)	Notification (Based on Current cohort)	Treatment Initiated with 7 Days	Treatment Not Initiated	HIV Not Updated	Diabetes Not Updated
669222	NEHRU NAGAR TU - A	PVTLAB		2	3	0	0	0	0	0	0
CLINICAL DIAGNOSTIC LABORATORY-PVTLAB-071358	NEHRU NAGAR TU - A	PVTLAB		0	0	1	0	0	0	0	0
DR CHARU KOHLIS CLINIC-PVTLAB-090235	NEHRU NAGAR TU - A	PVTLAB		0	0	0	0	0	0	0	0
DR P BHASIN PATHLABS P LTD-PVTLAB-141002	NEHRU NAGAR TU - A	PVTLAB		5	0	0	3	0	3	3	3
MAKASHIR DIAGNOSTICS-PVTLAB-539820	NEHRU NAGAR TU - A	PVTLAB		49	0	0	0	0	0	0	0
MAKASHIR DIAGNOSTICS-PVTLAB-561583	NEHRU NAGAR TU - A	PVTLAB		29	0	0	0	0	0	0	0
MAKASHIR LAB CO ONICQUEST LAB-PVTLAB-793298	NEHRU NAGAR TU - A	PVTLAB		0	0	0	4	0	4	4	4
NIMS IMAGEING AND PATHOLOGY CENTRE-PVTLAB-826543	NEHRU NAGAR TU - A	PVTLAB		0	0	0	0	0	0	0	0
PATHLAB-PVTLAB-143066	NEHRU NAGAR TU - A	PVTLAB		0	0	2	0	0	0	0	0

INDEX | Instruction | Data downloading criteria | NR_Current | NR_Diagnosed | **Report_Private** | Report_Public | (+)

Figure 2: Image of an updated Report_Private sheet

Public sector: Health facility wise gap analysis - Nehru Nagar Chest Clinic

PHI Name-Type of PHI-HFID	TB Unit	Type of HF	Priority	Notification in 2021 (Based on Diagnosed cohort)	Notification in 2022 (Based on Diagnosed cohort)	Treatment Not Initiated	HIV Not Updated	Diabetes Not Updated
CGHS Wellness Center Kasturba Nagar I-PHI-014	Nehru Nagar TU - B	PHI		0	0	0	0	0
NGO Operation Asha Jaitpur-PHI-019	Nehru Nagar TU - B	PHI		0	0	0	0	0
NGO Operation Asha Khadda Colony-PHI-020	Nehru Nagar TU - B	PHI		0	0	0	0	0
NGO Operation Asha Meethapur - I-PHI-017	Nehru Nagar TU - B	PHI		0	0	0	0	0
NGO Operation Asha Meethapur - II-PHI-018	Nehru Nagar TU - B	PHI		0	0	0	0	0
NGO WMF Hari Nagar-PHI-008	Nehru Nagar TU - B	PHI		1	0	0	0	0
ESIC Hospital Okhla-PHI-003	Nehru Nagar TU - C	PHI		453	445	0	0	0
Hamdard Institute of Medical Sciences and Research-PHI-031	Nehru Nagar TU - C	PHI		193	193	0	0	0
PSMS HOSPITAL KALKAJI-PHI-026	Nehru Nagar TU - C	PHI		129	139	0	0	0
DGD KALKAJI-PHI-025	Nehru Nagar TU - C	PHI		84	118	0	0	0
MCD Sarai Jullena-PHI-002	Nehru Nagar TU - C	PHI		133	85	0	0	0
CGHS Wellness Centre Kalkaji-PHI-033	Nehru Nagar TU - C	PHI		0	2	0	0	0

INDEX | Instruction | Data downloading criteria | NR_Current | NR_Diagnosed | Report_Private | **Report_Public** | (+)

Figure 3: Image of an updated Report_Public sheet

To further drill down to get a line list of patients from the aggregated numbers, follow Step 6, below:

Step 2.6: Get line list of patients in need of pending public health actions

- Users can get the line list of patients in need of pending public health actions, which can be shared with program staff to take the necessary action.
- For example, to get the “Treatment Not Initiated” patients from PART, use the following steps:
 - Go to the sheet where the count is displayed (Report_Private or Report_Public) and locate the cell with the count of patients for whom treatment was not initiated (column “J”).
 - Identify the Pivot table name associated with the cell (see the formula bar while the count is selected).
 - Unhide the appropriate sheet in Excel (Right click >> Unhide) (“Initiation” in this example)
 - Use "Ctrl+F" to search for the health facility you are looking for in the unhidden sheet. Alternatively, you can simply view and find the health facility you are looking for in the table.
 - Double-click on the cell displaying the aggregated value to access the line list.

Suggested frequency for using PART: Users can set an appropriate frequency for updating the tool and sharing with program staff the pending public health actions and their line lists for necessary actions. An update every two weeks is a good starting point, and the frequency can be adjusted as needed by the user.

Please note:

- If patients are transferred out, the current facility cohort of patients may be lower than the diagnosed facility cohort of patients.
- Inactive facilities are not included in the tool; however, with minor adjustments in the steps, those can be added.