

## AGENDA

Every Newborn Action Plan Metrics in partnership with Ending Preventable Maternal Mortality  
**Research Implementation Planning Workshop for Facility-based Observational Study in  
Bangladesh, Nepal and Tanzania**  
5<sup>th</sup>-8<sup>th</sup> December 2016  
Hotel White Sands, Dar Es Salaam, Tanzania

### Expected outputs:

1. Agreed observers' tools, indicator data abstraction system and implementation plan (DAY 1 & 2):
  - Checklists, data extraction forms ready to migrate to app
  - Data structure for app (or minimum harmonised data set)
  - Plan for observers by site by intervention and estimated numbers of observers
  - Associated draft training guide with approx. training schedule for each site
  - Plan for the use of film evidence or for testing the use of film in a pre-pilot phase
2. Finalised maternal recall pre-discharge surveys tools and plan (DAY 1 & 2):
  - Agree on objective and sample size for the maternal recall survey
  - Survey form ready to migrate to app
  - Associated training guide drafted
3. Plan for data collection (DAY 1,2 & 3):
  - Data sharing agreement and process
  - Procedure for data collection per facility and per intervention (numerators and possible denominators options)
  - App specification (or how to pool data if apps differ across sites)
  - Data management plan, quality checks and overview of analysis plan
  - Plan for qualitative data collection regarding the barriers and enablers for recording the necessary data for these indicators.
4. Plan for innovations regarding birthweight and CRVS to close gap between these measures and facility birth coverage in the sites (DAY 3)
  - Select a few possible innovations regarding birthweight measurement based on literature review, formative data from sites and discussion at workshop
  - Select a few possible innovations regarding birth notification and registration based on UNICEF review, formative data from sites and discussion at workshop
5. Workplan for 2017 for each country team and overall (DAY 4):
  - Observer selection (including numbers), training, supervision systems and timeline
  - Quantitative data plan (app finalisation, training, data system, quality checks etc)
  - Plan for qualitative data collection
  - Site specific research ideas
  - Identify key technical or logistical issues to resolve and plan re IRB follow ups if needed
6. Informal launch of Tanzania study with key national technical leaders (DAY 4)

<b>DAY 1 REVIEW RESEARCH PLAN OVERALL AND SPECIFICS OF EACH COUNTRY SITE</b>			
<b>Chairs for the day: Godfrey and Joy</b>			
<b>Mon 5<sup>th</sup> Dec</b>	<b>Session</b>	<b>Session Content</b>	<b>Responsible</b>
<b>Objectives of the day:</b> <ul style="list-style-type: none"> <li>- Overview of research protocol, and IRB review implications</li> <li>- Share results of formative phase by each country</li> <li>- Review research implementation plan for L&amp;D ward, KMC, and PSBI</li> </ul>			
<b>8:00 - 08:30</b>	<b>Opening</b>	<b>Registration</b>	
<b>8:30 – 9:20</b>		<b>Opening and welcomes</b> Karibuni to Tz (Godfrey or other) Introductions of participants	Godfrey
<b>9:20 - 10:45</b>	<b>PLENARY 1</b>	<b>Workshop aims, objectives &amp; outputs</b> Context of ENAP measurement improvement roadmap Milestones and progress to date, links to other work Service readiness for small and sick babies Outline of workshop and expected outputs  <b>Overview of Research Protocol, noting IRB review follow ups required:</b> <ul style="list-style-type: none"> <li>- Review of activities since the Windsor workshop</li> <li>- Research objectives, study design (observations, MRS, data extraction), including sensitivity and validity testing</li> <li>- Review of agreed definition for each indicators</li> <li>- Sample size calculations per intervention/per country/per site (including maternal recall survey design).</li> <li>- IRB responses including use of films, SOP for witnessing life threatening situations etc (to detailed in relevant sessions later in agenda)</li> <li>- Outstanding major issues to discuss</li> </ul>	Joy  Sarah  Angela  Joy Lawn
<b>10:45-11:15</b>	<b>Break</b>		
<b>11:15 - 13:00</b>	<b>PLENARY 2</b>	<b>Health Facility Assessment (HFA) tool overview (10 min)</b>  <b>Update presentation from each country team</b> (25 mins and 10 discussions per country) <ul style="list-style-type: none"> <li>- Country context including ENAP status and maternal newborn/care</li> <li>- Sites selected and short summary of numbers of cases by intervention by site and relevant HFA results from each</li> <li>- Launch/stakeholder events held, brief summary</li> <li>- Team objectives for this workshop (key items to resolve)</li> </ul>	Dorothy  TZ Team  Nepal Team  Bangladesh Team
<i>Group Photo!</i>			
<b>13:00 - 14:00</b>	<b>Lunch</b>		
<b>14:00 – 14:45</b>	<b>PLENARY 3</b>	<b>Maternal recall exit interview study design</b> <ul style="list-style-type: none"> <li>- Summary of evidence from relevant studies</li> <li>- Sampling strategy, sample size calculations</li> <li>- Options for place for recall survey <ul style="list-style-type: none"> <li>o Resuscitation, ACS, Uterotonic – (postnatal ward and how to implement)</li> <li>o KMC (KMC ward and how to implement)</li> <li>o PSBI (neonatal ward how to implement)</li> <li>o chlorhexidine (for Bangladesh and Nepal where is policy)</li> </ul> </li> <li>- Discuss keeping options open follow up (eg 12months, possible cohort for child dev outcomes etc.)</li> </ul>	Angela
<b>14:45 – 15:30</b>	<b>PLENARY 4</b>	<b>Data tracking per intervention and data quality: Implications from the formative phase DFA and site visits, sample size calculations per intervention</b> Summary of data flow and challenges in each country <ul style="list-style-type: none"> <li>- Patient and data flow per country and per site (patient id link, registers link, patient tracking, staff used, location of observers, interviewer, data trackers).</li> </ul> <b>Summary and implications for GROUP WORK 1</b>	Vladimir with Country teams

15:30-16:00	Break	
16:00 – 18:00	GROUP WORK 1	<p><b>GROUP A: L&amp;D ward</b>  <b>Facilitators: Ashish/Georgia</b></p> <ol style="list-style-type: none"> <li>1. Case load per intervention per site?</li> <li>2. Where are we observing the intervention (i.e L&amp;D, C-Section or not; only emergency C-section? etc.)?</li> <li>3. How many hours per day and for how many days/week are we observing?</li> <li>4. How to link the data (bracelets, numbering, additional registration papers, etc.)?</li> <li>5. Is it possible to target women who received the intervention in the maternal recall exist interview? If yes, please describe how this could be done?</li> <li>6. Is there a role for use of film? If so, what? Does this reduce the need for observers?</li> <li>7. How many workers do we need? <ol style="list-style-type: none"> <li>A. Observers?</li> <li>B. Data extractors?</li> <li>C. Maternal recall survey interviewers?</li> <li>D. Tracking officers/study site coordinator?</li> </ol>           Can they be combined (eg a different observer does maternal recall survey, eg senior observer?)         </li> </ol> <p><b>GROUP B: Kangaroo Mother Care</b>  <b>Facilitators: Sarah/ Rodrick Kisenge</b></p> <ol style="list-style-type: none"> <li>1. Case load per intervention per site?</li> <li>2. Where are we observing the intervention (i.e, KMC ward, postnatal ward etc.)?</li> <li>3. How many hours per day and for how many days/week are we observing?</li> <li>4. How to link the data (bracelets, numbering, additional registration papers, etc.)?</li> <li>5. Is it possible to target women who received the intervention in the maternal recall exist interview? If yes, please describe how this could be done?</li> <li>6. Is there a role for use of film? If so, what? Does this reduce the need for observers?</li> <li>7. How many workers do we need? <ol style="list-style-type: none"> <li>A. Observers?</li> <li>B. Data extractors?</li> <li>C. Maternal recall survey interviewers?</li> <li>D. Tracking officers/study site coordinator?</li> </ol>           Can they be combined (eg a different observer does maternal recall survey, eg senior observer?)         </li> </ol> <p><b>GROUP C: Possible Serious Bacterial Infections</b>  <b>Facilitators: Ehsan/Joy</b></p> <ol style="list-style-type: none"> <li>1. Case load per intervention per site?</li> <li>2. Where are we observing the intervention (i.e outpatient department, neonatal ward etc.)?</li> <li>3. How many hours per day and for how many days/week are we observing?</li> <li>4. How to link the data (bracelets, numbering, additional registration papers, etc.)?</li> <li>5. Is it possible to target women who received the intervention in the maternal recall exist interview? If yes, please describe how this could be done?</li> <li>6. Is there a role for use of film? If so, what? Does this reduce the need for observers?</li> <li>7. How many workers do we need? <ol style="list-style-type: none"> <li>A. Observers?</li> <li>B. Data extractors?</li> <li>C. Maternal recall survey interviewers?</li> <li>D. Tracking officers/study site coordinator?</li> </ol>           Can they be combined (eg a different observer does maternal recall survey, eg senior observer?)         </li> </ol>
19:00	Dinner	

<b>DAY 2 DATA COLLECTION</b>			
Chairs for the day: Honorati/Jennie and Claudia			
<i>Tues 6th Dec</i>	<i>Session</i>	<i>Session Content</i>	
<b>Objectives of the day:</b> <ul style="list-style-type: none"> <li>- Finalise content of data collection tools</li> <li>- Identify possible innovations for the CRVS process for study sites</li> <li>- Identify possible innovations for birthweight for study sites</li> </ul>			
8:30 – 9:30	PLENARY 5	<b>GROUP WORK 1 feedback</b> 10 mins per group plus 10 mins discussion each (60 mins)	Country teams
9.30– 10:30	PLENARY 6	<b>Overview of results of formative phase findings of observer, data extraction and survey tools (20 mins)</b> <ul style="list-style-type: none"> <li>- Consent forms</li> <li>- Observer checklists</li> <li>- Data extraction forms</li> <li>- Maternal recall survey questionnaires</li> </ul> <p><i>Key points for discussion in GROUP WORK 2 to finalise the standard tools for consent, observer, data extraction and maternal recall (note these will form basis for common database – country teams may be adding specific extra points or not doing some parts (eg CHX for Tz)).</i></p>	Angela with Dorothy
10:30 – 11:00	Break		
11:00 – 13:00	GROUP WORK 2	<b>FINALISATION OF TOOL CONTENT AND DISCUSSION OF PROCESS BASED ON DRAFT TOOLS AND PILOTING</b> <p><b>Group D:</b> L&amp;D – observer checklist, data extraction form (including denominators) and consent forms  <b>Facilitators:</b> Georgia/Ashish</p> <p><b>Group E</b> KMC - observer checklist, data extraction form (including denominators) and consent forms  <b>Facilitators:</b> Sarah/ Rodrick Kisenge</p> <p><b>Group F</b> PSBI - observer checklist, data extraction form_(including denominators) and consent forms  <b>Facilitators:</b> Ehsan/Joy</p> <p><b>Group G</b> Maternal Recall survey – finalise questionnaire and consent forms  <b>Facilitators:</b> Dorothy/Nisha</p>	
13:00 - 14:00	Lunch		
14:00 – 15:00	PLENARY 7	<b>Working groups report back on discussions from the previous session</b>	Country teams
15:00: 16:00	PLENARY 8	<b>Innovations to reduce the gap between facility births and measuring birthweight and getting a birth certificate</b> <p><b>Birth registration</b></p> <ul style="list-style-type: none"> <li>- Possible innovations based on UNICEF global study</li> <li>- Brief summary of relevant points from the study sites</li> <li>- Potential innovations and discussion</li> </ul> <p><b>Birthweight data summary</b></p> <ul style="list-style-type: none"> <li>- Review of birthweight measurement</li> <li>- Brief summary of relevant points from the study sites</li> <li>- Potential innovations and discussion</li> </ul>	Dorothy and Tazeen with Angela  Georgia and Sarah
16:00-16:15	Break		
16:15-17:15	PLENARY 9	<b>Overview of data collection using mobile devises</b> <ul style="list-style-type: none"> <li>- Important content of app (observer, data extraction and recall survey)</li> <li>- Overview of proposed timeline for app development linked to development of overall training manual</li> <li>- Quality assurance process and data transfer process</li> </ul>	Vladimir with each team’s data management point person

		<ul style="list-style-type: none"> <li>- Overview of possible apps</li> <li>- Demonstration of app prototype (advantages, limitations and requirements) – ICDDR,B and Nepal</li> <li>- Outstanding issues to discuss</li> </ul>	
		<p><b>Key points to be discussed in GROUP WORK 3</b></p>	
17.15-18:00	GROUP WORK 3	<p><u>Working group by country</u>  <u>Facilitators: Ashish, Ehsan, Nahya</u></p> <p><b>Development of app for data collection</b></p> <ul style="list-style-type: none"> <li>- What is the status of the data sharing agreement?</li> <li>- Which country uses which app?</li> <li>- If more than one app, what is structure or content of the minimum dataset?</li> <li>- Is the proposed schedule of app development feasible for your team?</li> <li>- How will the training manual content include and test the tablet/app training components for (observers, trackers, maternal recall survey interviewers)?</li> <li>- How will each country team undertake data quality assurance of the data?</li> <li>- How often will data be uploaded to common database held by LSHTM?</li> </ul>	
19:00	Dinner		
<p><b>DAY 3 DATA COLLECTION PROCESS, MANAGEMENT AND ANALYSIS</b>  <b>Chairs: Nahya and Florina</b></p>			
<b>Wednesday</b> <b>7th Dec 2016</b>	<b>Session</b>	<b>Session content</b>	
<p><b>Objectives of the day:</b></p> <ul style="list-style-type: none"> <li>- Finalise data collection process and tools</li> <li>- Finalise data analysis plan and data management</li> </ul>			
8:30 – 9:30	PLENARY 10	GROUP WORK 3 report back	Country teams
9:30-10:30	PLENARY 11	<p><b>Preparation activities for data collection:</b></p> <ul style="list-style-type: none"> <li>- Overview of training manual content (sections for observers, data extractors, maternal recall survey interviewers, any others?)</li> <li>- Proposed training schedule (how many days etc)</li> <li>- Proposed process for manual (standard manual, adaptation, translation)</li> <li>- List of SOPs per observers, data extractors, interviewers, data quality checks (eg SOP for dealing with life threatening events)</li> <li>- Update on progress and next steps/timeline</li> </ul> <p><b>Key points to be discussed in GROUP WORK 4</b></p>	Georgia and Ashish
10:30-11:00	Break		
11:00 -12:30	GROUP WORK 4	<p><u>Working group by country</u>  <u>Facilitators: Ashish, Ehsan, Nahya</u></p> <p><b>Training of observers, data extractors, maternal recall interviewers</b></p> <ul style="list-style-type: none"> <li>- Process to finalise generic training manual and adaptation and translation</li> <li>- Observers (L&amp;D ward, KMC, PSBI)</li> <li>- MRS interviewers (exit L&amp;D wards; KMC, PSBI)</li> <li>- Ongoing data verification, reporting and monitoring</li> </ul>	
12:30 – 13:00		Report back	Country teams
13:00-14:00	Lunch		
14:00– 15:30	PLENARY 12	<p><b>Qualitative/mixed methods data collection on barriers and enablers to collection of the necessary data for these indicators</b></p> <ul style="list-style-type: none"> <li>- Purpose of this qualitative work</li> <li>- Quant data to inform this work – eg % missing data, or incorrect in registers, reasons given for missing data etc</li> <li>- Groups to interview eg data abstractors, observers, health care staff, technical experts including experts for the different interventions</li> <li>- Possible methods – eg focus gps, interviews of experts etc. Also consider time and motion study of time spent entering data</li> </ul>	Initial overview then plenary discussion, person/s responsible tbc.

		<b>Plenary discussion with agreement on next steps and lead person per site</b>	
<b>15:30-16:00</b>	<b>Break</b>		
<b>16:00</b>		Boat Trip!!! Then dinner	
<b>DAY 4: WORKPLANNING AND LAUNCH OF TANZANIA STUDY</b> Chairs for the day: Joy and Prof. K. Manji			
<b>Thursday 8th Dec 2016</b>	<b>Session</b>	<b>NEXT STEPS</b>	
<b>Objectives of the day:</b>			
- Agree workplans for 2017 and identify technical issues still needing to be resolved, as well as key logistical items to address			
<b>9:00 – 9:30</b>	<b>PLENARY 15</b>	<b>Planning next steps:</b> <ul style="list-style-type: none"> <li>- Overview of the next year, work plan and key dates</li> <li>- Knowledge management within and between teams</li> <li>- Welcoming locally relevant research questions</li> <li>- Eyes to longer term after the observer research phase – how to lead to feasibility study?</li> </ul> <b>Discussion and introduction to GROUP WORK 5</b>	Joy with all teams
<b>9:30 – 11:00</b>	<b>GROUP WORK 5 in country teams</b>	<b><u>Working group by country</u></b> <b><u>Facilitators: Ashish, Ehsan, Nahya</u></b>  <b>Planning next steps:</b> <ul style="list-style-type: none"> <li>- Workplan for 2017/2018 with key dates for observer training, start of data collection, etc</li> <li>- Plan for quant and qualitative data collection – key objectives/focus</li> <li>- Country specific research activities</li> <li>- Linking to national stakeholders</li> <li>- Feasibility study – what next?</li> <li>- Identify key issues re logistics and funding to be discussed</li> </ul>	
<b>11:00-11:30</b>	<b>Break</b>		
<b>11:30 – 12:30</b>	<b>PLENARY 16</b>	<b>Report back (15 mins each country team)</b> <b>Next steps</b>  <b>Close of the working sessions</b>	Country teams Joy and Godfrey
<b>12:30 - 13:30</b>	<b>Lunch</b>	<b>Arrival of Tanzanian team wider stakeholder group</b>	
<b>13.30-15.00</b>	<b>Combined session for Tanzania Stakeholders and workshop participants</b> (detailed agenda to be planned and printed separately)  <b>Overview of the Every Newborn Action Plan and ENAP Measurement Improvements Roadmap</b>  <b>Research protocol and summary of workshop outputs</b>  <b>Brief summary of other two research sites</b> Bangladesh Nepal  <b>Launch of Tanzanian study</b>		Chair Godfrey and Joy  Joy  Bangladesh team Nepal team  Tanzania team
<b>15:00-15:30</b>	<b>Break</b>		
<b>15:30- 16:00</b>	<b>PLENARY Tanzania Launch</b>	<b>Tanzania study more detail</b> (detailed agenda to be planned and printed separately) Presentation more detail of the sites and work  Discussion panel including leads from the 2 hospital sites and other key stakeholders (Gov, WHO, UNICEF etc, names to be decided)	Chair Tz MoHCDGEC