

## Data analysis and report writing workshop for civil registration based vital statistics

21-31<sup>ST</sup> May 2018, Nadi, Fiji

### Work Programme (Week I)

**Workshop facilitators:** Gloria Mathenge, Alison Culpin, Hong Pum, Lauren Moran, Nathan St. John

#### Day 1: 21st May 2018 Monday – Sources of data and Data quality

Time	Session to cover :	Presenter/ Facilitator
8:00 – 8:45	Registration and set up	All participants
8:45 – 9:05	Welcome and opening remarks	Representative of BAG
9:05 – 9:30	Introduction	SPC (Gloria Mathenge)
9:30 – 9:45	Background and objectives of training, course structure (incl. Introduction to the report format)	SPC (Gloria Mathenge)
9:45 – 10:15	Importance of data on Births, deaths and cause of death: <ul style="list-style-type: none"> <li>National, regional and international reporting requirements (Healthy islands framework, SDGs)</li> </ul> Sources of data and their advantages and limitations	UNESCAP (Hong Pum)
10:15 – 10:45	Morning Tea	
10:45 – 11:00	Civil registration and Vital Statistics for Development <ul style="list-style-type: none"> <li>Civil registration and protection of rights</li> <li>Key Indicators derived from Civil registration data</li> </ul>	UNICEF (Brigitte Sonnois)
11:00– 11:30	Civil registration and Vital Statistics for Development <i>continued</i> <ul style="list-style-type: none"> <li>Strengthening collection of civil registration data: Challenges, opportunities, best practices</li> </ul>	Countries SPC (Gloria Mathenge)
11:30 – 12:00	Data quality 1, looking at individual records: <ul style="list-style-type: none"> <li>data sources, how it was collected, biases, strengths and weakness</li> <li>Variable formats, duplicates, missing data and basic tabulation</li> </ul>	ABS (Lauren Moran)
12:00 – 1:00	Lunch	
1:00 – 3:00	Practical session: <ul style="list-style-type: none"> <li>Data cleaning and documentation of key data quality issues</li> </ul>	Countries supported by Course Facilitators (CF)
3:00 – 3:30	Afternoon tea	
3:30 – 4:00	Key data quality issues and how they can be addressed	Countries supported by CF
4:00 – 4:30	Data quality 2, looking at aggregate and multi-year records: <ul style="list-style-type: none"> <li>Basic tables to be developed</li> <li>Data consistency over time, why we need to aggregate data over 3–5 years</li> </ul>	SPC (Alison Culpin)
4:30 – 4:45	Questions and review of key outcomes from the day	ABS (Nathan St. John)
4:45 – 5:15	Facilitators meeting	
5:15 – 7:00	<b>Welcome function – Snacks/drinks</b>	

Pacific Community (SPC) Headquarters: Noumea, New Caledonia. Regional Offices: Suva, Fiji; Pohnpei, Federated States of Micronesia; Port Vila, Vanuatu. Country Office: Honiara, Solomon Islands.

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## Day 2: 22nd May 2018 Tuesday – Data Quality and Introduction to Report Writing

8:00 – 8:30	Registration	
8:30 – 8:45	Recap and questions from the previous day	SPC (Gloria Mathenge)
8:45 – 9:15	Introduction to coverage and completeness: <ul style="list-style-type: none"> <li>• Completeness as a measure of data quality</li> <li>• Using completeness to monitor performance of the civil registration system</li> </ul>	SPC (Gloria Mathenge), and UNESCAP (Hong Pum)
9:15 – 10:15	Practical session: <ul style="list-style-type: none"> <li>• Basic tabulations</li> <li>• Total births, births by year, births by sex</li> <li>• Total births notified, total births registered with certificate issued, birth registered without certificate issued</li> </ul>	Countries supported by CF
10:15 – 10:45	Morning tea	
10:45 – 12:00	Practical session: <ul style="list-style-type: none"> <li>• Estimating completeness</li> <li>• Birth registration completeness by different age groups: children aged &lt; 1, 1–4, &lt;5, 5–18 years</li> <li>• Completeness by sex, age and geographic location i.e. (hard to reach areas – outer islands) vs main islands</li> </ul>	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 1:30	<ul style="list-style-type: none"> <li>• Key challenges and strategies to achieving universal registration</li> </ul>	Countries supported by CF
1:30 – 2:00	Introduction to Writing (1) – Key points, report structure, paragraph structure <ul style="list-style-type: none"> <li>• Packaging information and communicating findings to leaders and policy makers</li> </ul>	ABS (Nathan St. John)
2:00 – 3:00	Practical session (Writing): <ul style="list-style-type: none"> <li>• Introduction, data sources, data quality, completeness of data</li> </ul>	Countries supported by CF
3:00 – 3:30	Country presentation on summary of write up	Countries supported by CF
3:30 – 4:00	Afternoon tea	
4:00– 4:40	Practical session: <ul style="list-style-type: none"> <li>• Tabulation of birth data continued: Births by: age of mother, place of birth, birth weight, gestation, geographic region.</li> </ul>	Countries supported by CF
4:40 – 4:50	Questions and review of key outcomes from the day	UNESCAP (Hong Pum)

### ***To submit: Writing - Data sources, quality and coverage***

5:00 – 5:30	Open session for support/additional help
5:30 – 6:00	Facilitator's meeting

## Day 3: 23<sup>rd</sup> May 2018 Wednesday – Fertility and Mortality Analysis

8:00 – 8:30	Registration	
8:30 – 8:45	Recap and questions from the previous day	SPC (Gloria Mathenge)
8:45 – 9:45	Computing and interpreting different measures of fertility:	

	<ul style="list-style-type: none"> <li>Crude birth rate, sex ratio at birth, Age-specific fertility rates, Total fertility rate, Adolescent birth rate</li> </ul>	SPC (Alison Culpin)
9:45 – 10:15	Graphing key birth data: <ul style="list-style-type: none"> <li>Choosing appropriate graphs for your data</li> </ul>	UNESCAP (Hong Pum)
10:15 – 10:45	Morning tea	
10:45 – 12:00	Practical session: <ul style="list-style-type: none"> <li>Crude birth rate, sex ratio at birth, Age-specific fertility rates, Total fertility rate, Adolescent birth rate</li> </ul>	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 –1:30	Introduction to mortality data: <ul style="list-style-type: none"> <li>Why and how is it important</li> <li>Key tabulations that a country should produce</li> <li>Key summary measure of mortality ( Crude death rate, Age Specific Mortality and age standardized mortality)</li> </ul>	ABS (Lauren Moran)
1:30 –2:30	Practical session: <ul style="list-style-type: none"> <li>Data cleaning and documentation of key data quality issues</li> </ul>	Countries supported by CF
2:30 –3:00	Discussion on key data quality issues and how they can be addressed	Countries supported by CF
3:00– 3:30	Afternoon tea	
3:30 –4:30	Practical session, basic mortality tabulations: <ul style="list-style-type: none"> <li>Total deaths, deaths by year, deaths by sex</li> <li>Death registration completeness</li> <li>Deaths by: age of deceased, geographic region</li> </ul>	Countries supported by CF
4:30 – 4:45	Discussion session, completeness of death data: <ul style="list-style-type: none"> <li>Strategies to improve death registration completeness (country specific actions and way-forward)</li> </ul>	Countries supported by CF
4:45 – 5:00	Questions and key outcomes from the day	UNESCAP (Hong Pum)

**To submit: Birth tabulations, Fertility calculations, Basic mortality tabulations**

5:00 – 5:30	Open session for support/additional help
5:30 – 6:00	Facilitator's meeting

**Day 4: 24<sup>th</sup> May 2018 Thursday – All – cause mortality analysis – continued**

8:00 – 8:30	Registration	
8:30 – 9:00	Recap and questions from the previous day	ABS (Lauren Moran)
9:00 – 9:30	Computing and interpreting different measures of mortality <ul style="list-style-type: none"> <li>Crude death rate, Calculating/ Graphing Age Specific Mortality, Age-standardization (Age Standardized Mortality Rate (ASMR))</li> </ul>	SPC (Gloria Mathenge)
9:30 – 10:30	Practical session: <ul style="list-style-type: none"> <li>Crude death rate, Calculating/ Graphing Age Specific Mortality, Age-standardization (ASMR)</li> </ul>	Countries supported by CF
10:30 – 11:00	Morning tea	
11:00 – 11:30	Computing and interpreting different measures of child mortality <ul style="list-style-type: none"> <li>Neonatal Mortality, Infant Mortality, Under 5 Mortality Rate (U5M)</li> </ul>	SPC (Alison Culpin )

11:30 – 12:00	Practical session: • Measures of child mortality and their meaning	Countries supported by CF
12:00 –1:00	Lunch	
1:00 – 2:00	Practical session continued Group discussion/presentation – Child Mortality	Countries supported by CF
2:00 – 2:30	Summary measures of mortality, meaning and impact on policy • Life Expectancy and life tables • Using life tables – Adult mortality and probability of dying	SPC (Alison Culpin )
2:30 – 3:00	Practical session: • Calculating a life table (and review of plausibility), (using UNSW worksheets) • Adult mortality and probability of dying (using the worksheets)	Countries supported by CF
3:00 – 3:30	Afternoon tea	
3:30 – 3:45	Confidence intervals	UNESCAP (Hong Pum)
3:45 – 4:40	Practical session: • Computation of confidence intervals for different indicators	Countries supported by CF
4:45 – 5:00	Questions and review of key outcomes of the day	SPC (Alison Culpin )

**To submit: Age – standardised mortality (if relevant), Infant and child mortality measures, Life tables (if calculated)**

5:00 – 5:30	Open session for support/additional help
5:30 – 6:00	Facilitator’s meeting

### Day 5: 25<sup>th</sup> May 2018 Friday – Cause of Death data.

8:00 – 8:30	Registration	
8:30 – 9:00	Recap and questions from the previous day	UNESCAP (Hong Pum)
9:00 – 9:30	Introduction to Cause of death data and collection practices: • Why is cause of death data important? • Sources and reliability of cause of death data • Improving collection and quality of cause of death data (key challenges, opportunities and best practices)	ABS (Nathan St. John)
9:30 – 10:30	Discussion: Cause of death data and collection practices	Countries supported by CF
10:30 – 11:00	Morning tea	
11:00 – 11:30	Introduction to Cause of death data and collection practices <i>continued</i> : • Cause of death certification and coding practices	ABS (Lauren Moran)
11:30 – 12:00	Practical session: • Sources of Cause of death data • Key weaknesses of the data	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 1:30	Basic tabulations and quality review for Cause of Death data, including ill-defined codes	ABS (Nathan St. John)
1:30 – 3:30	Practical session, Underlying COD data quality review:	Countries supported by CF

	<ul style="list-style-type: none"><li>• Review of Individual records</li><li>• Cause of death tabulations by age, sex (and other relevant disaggregation)</li></ul>	
3:30 –4:00	Afternoon tea	
4:00 –4:30	Practical session <i>continued</i>	Countries supported by CF
4:30 – 5:00	Questions and review of key outcomes of the day & Overview of plans for week 2	SPC (Gloria Mathenge)

5:00 – 5:30	Open session for support/additional help
5:30 – 6:00	Facilitators meeting

## Data analysis and report writing workshop for Civil Registration based Vital Statistics

21<sup>st</sup> to 31<sup>st</sup> May 2018, Nadi, Fiji

### Work Programme (Week II)

**Workshop facilitators:** Gloria Mathenge, Alison Culpin, Chris Ryan, Lauren Moran, Nathan St. John, Katri Kontio

#### Day 8: 28<sup>th</sup> May 2018 Monday – Causes of death

8:00 – 8:30	Registration	
8:30 – 8:45	Recap and questions from the previous day	WHO (Katri Kontio)
8:45 – 9:00	Measures of cause of death : • Leading causes of death (by subgroup)	ABS (Nathan St. John)
9:00– 10:30	Practical session: Cause of death tabulation	Countries supported by CF
10:30 – 11:00	Morning tea	
11:00– 11:30	Measures of cause of death <i>continued</i> : • Proportional causes of mortality • Cause – specific mortality rates • Probability of dying from specific causes	ABS/UNESCAP (Chris Ryan)
11:30– 12:00	Practical session: Measures of cause of death	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 2:00	Practical session continued	Countries supported by CF
2:00 – 3:00	Group discussion on causes of death	Countries supported by CF
3:00 – 3:30	Afternoon tea	
3:30 – 4:00	Uncertainty around cause of death-aggregation, age-standardization and confidence intervals. Dealing with under-reporting	ABS (Lauren Moran)
4:00 – 4:30	Practical session: • Age standardization and confidence intervals for cause of death data	Countries supported by CF
4:30 – 4:45	Questions and review of key outcomes of the day	UNESCAP (Chris Ryan)

#### **To submit: Basic cause of death tabulations**

5:00 – 5:30	Open session for support/additional help
5:30 – 6:00	Facilitators meeting

#### Day 9: 29<sup>th</sup> May 2018 Tuesday – Analysis issues, Special topics (COD)

8:00 – 8:30	Registration	
8:30 – 8:45	Recap and questions from the previous day	SPC (Alison Culpin)
8:45 – 9:00	Maternal mortality	UNESCAP (Chris Ryan)
9:00– 9:30	Non-communicable diseases	WHO (Katri Kontio)
9:30– 10:00	Practical session: • Maternal mortality • Estimating NCD mortality by different age groups and sex	Countries supported by CF

10:00 – 10:30	Morning tea	
10:30 – 12:00	Practical session <i>continued</i> : <ul style="list-style-type: none"> <li>• Maternal mortality</li> <li>• Estimating NCD mortality by different age groups and sex</li> <li>• Tabulating death by external causes</li> </ul>	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 2:00	Discussion	Countries supported by CF
2:00 – 3:00	Country work on analysis and drafting of report	Countries supported by CF
3:30 – 4:00	Afternoon tea	
4:00 – 5:00	Country work on analysis and drafting of report	Countries supported by CF

### Day 10: 30<sup>th</sup> May 2018 Wednesday – Analysis and report writing

8:00 – 8:30	Registration	
8:30 – 8:45	Recap and questions from the previous day	
8:45 – 10:00	Country work on analysis and drafting of report	Countries supported by CF
10:00 – 10:30	Morning tea	
10:30 – 12:00	Country work on analysis and drafting of report	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 3:30	Country work on analysis and drafting of report	Countries supported by CF
3:30 – 4:00	Afternoon tea	
4:00 – 5:00	Country work on analysis and drafting of report	Countries supported by CF

### Day 11: 31<sup>st</sup> May 2018 Thursday – Analysis issues, Special topics (COD) and Writing skills

8:00 – 8:30	Registration	
8:45 – 10:00	Country work on analysis and drafting of report	Countries supported by CF
10:00 – 10:30	Morning tea	
10:30 – 12:00	Country work on analysis and drafting of report	Countries supported by CF
12:00 – 1:00	Lunch	
1:00 – 2:15	Country work on analysis and drafting of report	Countries supported by CF
2:15 – 3:30	Practical session: Country presentations	Countries supported by CF
3:30 – 4:00	Afternoon tea	
4:00 – 4:45	Conclusion and farewell	

SUPPORTED BY THE BRISBANE ACCORD GROUP (BAG)