



Implementing Nigeria's Master Facility List

Manual for Public Access to the Health Facility Registry

June 2019





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CONTENTS

Introduction	7
Public Access to the System.....	8
Accessing the System	8
Statistics.....	12
Facilities List.....	15
Downloads	16
Resources	18
About.....	18
Contact Us.....	18

FIGURES

Figure 1. HFR home page.....	8
Figure 2. Country map.....	9
Figure 3. Drill down to state map	9
Figure 4. Facilities in Google map	10
Figure 5. Facility details on Google map.....	11
Figure 6. Hospitals and clinics, by level of care	11
Figure 7. Hospitals and clinics, by ownership	12
Figure 8. Facilities with geocoordinates	12
Figure 9. Facility summary tables	13
Figure 10. Facility summary charts.....	14
Figure 11. Population index	14
Figure 12. List of hospitals and clinics	15
Figure 13. Facility details	16
Figure 14. Guest download form.....	17
Figure 15. Code verification.....	17
Figure 16. Facility download.....	18
Figure 17. Resources	18
Figure 18. User feedback.....	19

INTRODUCTION

The Health Facility Registry (HFR) is a customized, open source, web-based application that allows users to access the Master Facility List (MFL): a list of all healthcare facilities, public and private, in Nigeria. In addition to government stakeholders who oversee facility management and the provision of healthcare services, additional stakeholders who may be interested include the authorities responsible for budgeting and allocation, human resource managers, those overseeing supply chain management, insurance companies, researchers assessing health system performance, and donors planning coverage for public health interventions. The system requires Internet connectivity to be accessed and is available to the general public.

The purpose of this manual is to provide a broad overview of the functions of the system that are available to anyone who is interested in querying the MFL. A complementary manual for HFR administrators reviews the additional functions required for curating the MFL, including adding new facilities, modifying records for existing facilities, and signaling the closure of facilities.

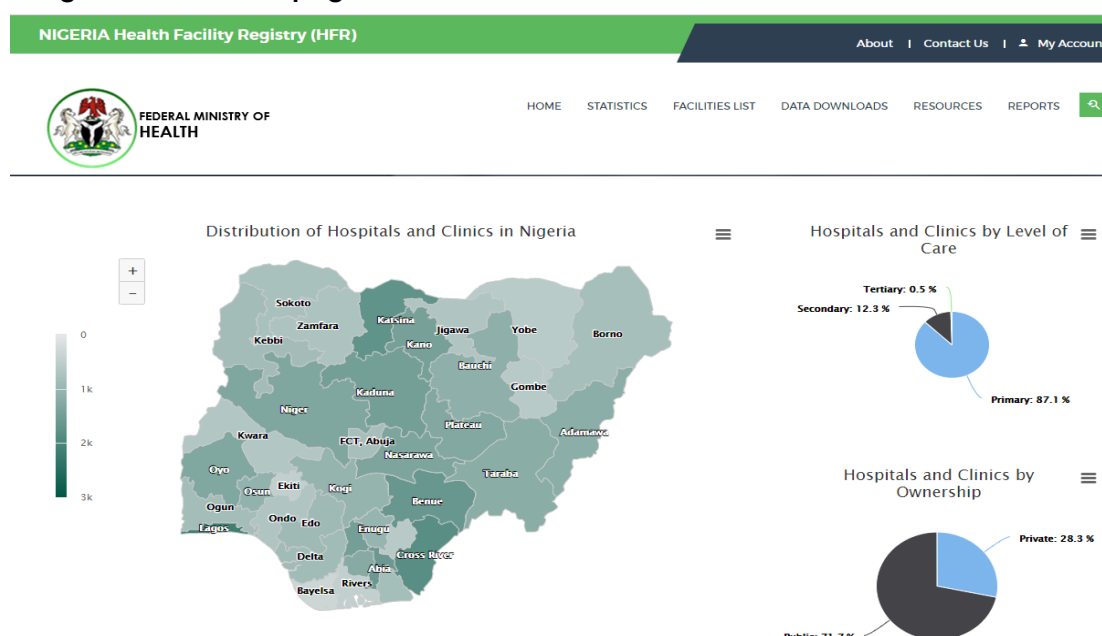
PUBLIC ACCESS TO THE SYSTEM

This section describes how to access the HFR.

Accessing the System

The system has been tested and works well with Google Chrome and Firefox. To access the system, you need the URL/link to the application. Type <https://hfr.health.gov.ng> into the address bar of your browser after connecting to the Internet. The home page should then be displayed in your browser (Figure 1).

Figure 1. HFR home page



This section describes in detail how to use the different features in the HFR public portal.

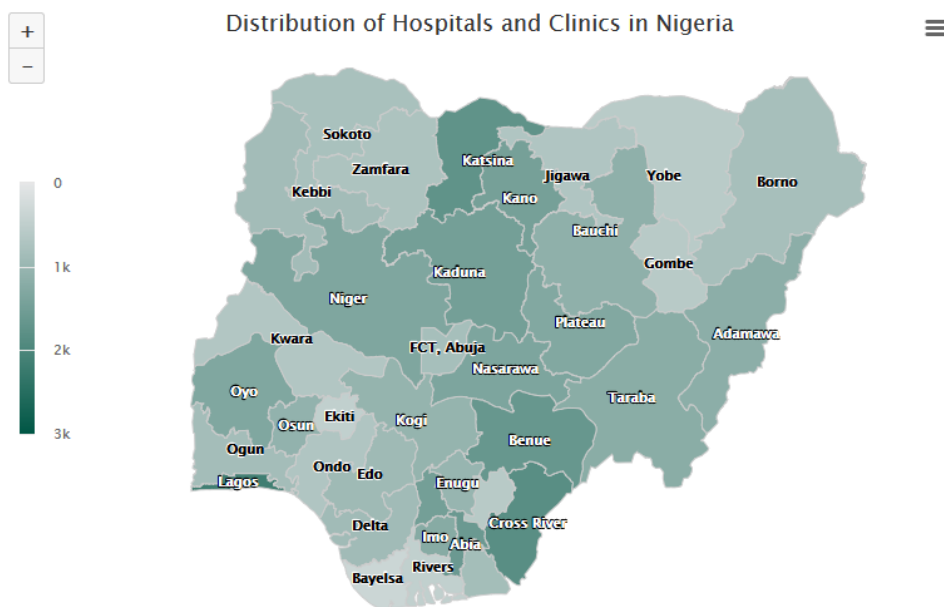
Home Page

The home page is the default landing page when you visit the HFR site. It has a map and various charts.

Map

The map (Figure 2) shows distribution of health facilities (hospitals and clinics) in Nigeria. The color density indicates the number of facilities in each state. The darker the color, the more facilities there are in a state.

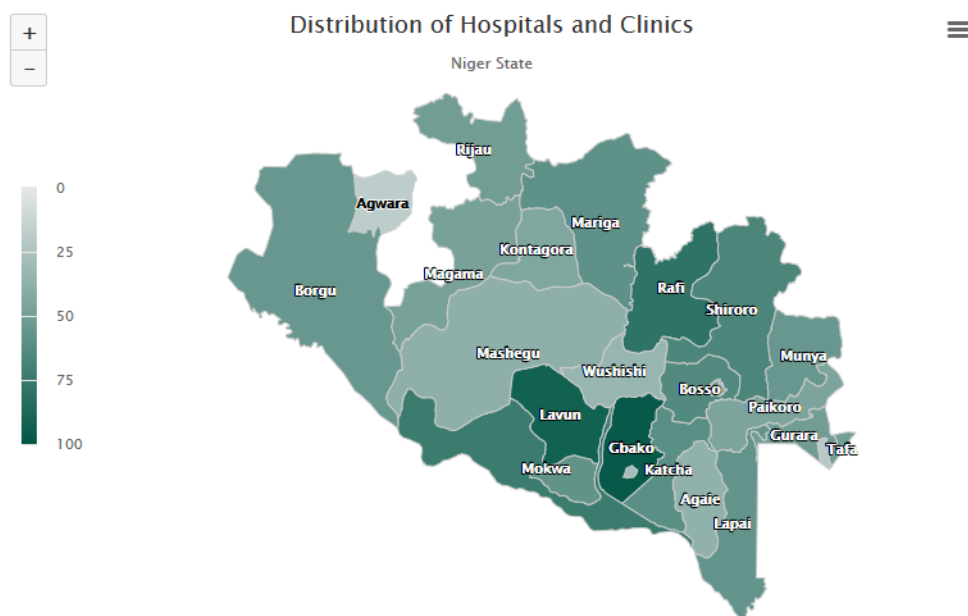
Figure 1. Country map



- Placing the cursor on the map will show the number of facilities in a given state.
- You can zoom the map using (+) and (-) signs at the top left corner of the map.
- To download the map, click on the three bars at the top right corner of the map.

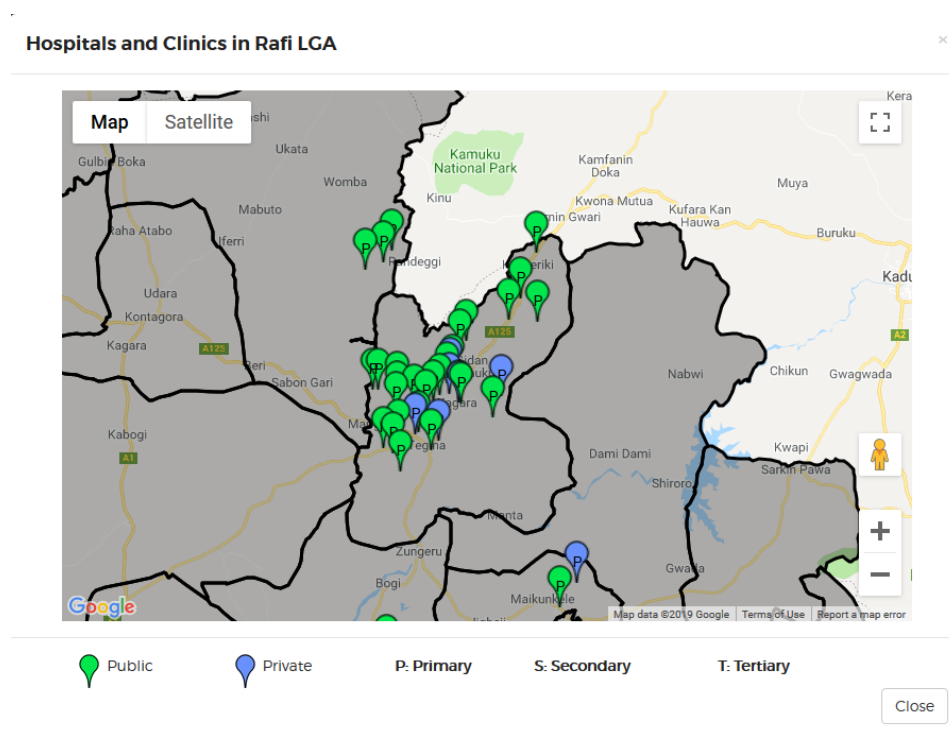
To view details of the state, click on the state (e.g., Niger), and the map will display the map of Niger state with its local government areas (LGAs) (Figure 3).

Figure 2. Drill down to state map



- To view the number of facilities in an LGA, hover the cursor on the LGA.
- The color density shows the number of facilities in each LGA.
- Zoom and download work as with the country map.
- To view the details of facilities in an LGA, click on the LGA (e.g., Rafi). This will open facilities in a selected LGA in a Google map (Figure 4).

Figure 3. Facilities in Google map



- Public facilities are displayed in green and private facilities are in blue. The letter P indicates a primary facility, S a secondary facility, and T a tertiary facility.
- Hovering the cursor over the facility will show a facility name.
- Click on any facility to display the details of the facility (Figure 5).

Figure 4. Facility details on Google map

Ringa Primary Health Centre

Status

Operational Status:

Operational

Regulatory Status:

License Status:

Unknown

Services

Days of Operation

Contacts

Personnel

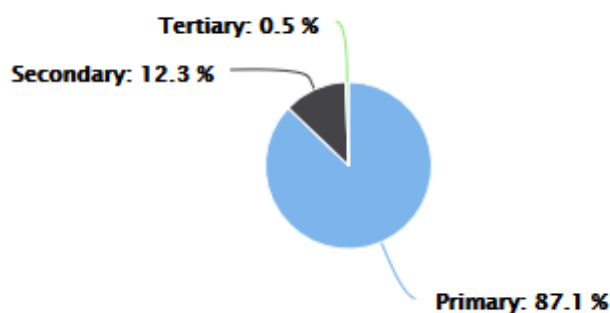
Close

Charts

In addition to the map on the home page, three other charts are also shown.

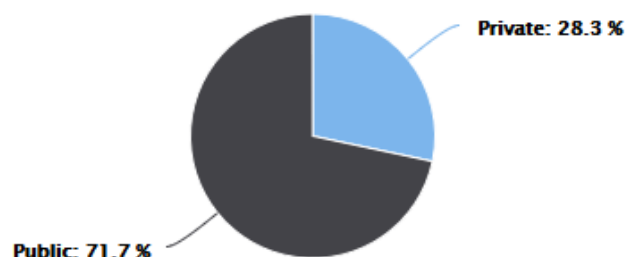
- Hospitals and clinics, by level of care: This chart shows the distribution of primary, secondary, and tertiary facilities by percentage (Figure 6).

Figure 5. Hospitals and clinics, by level of care



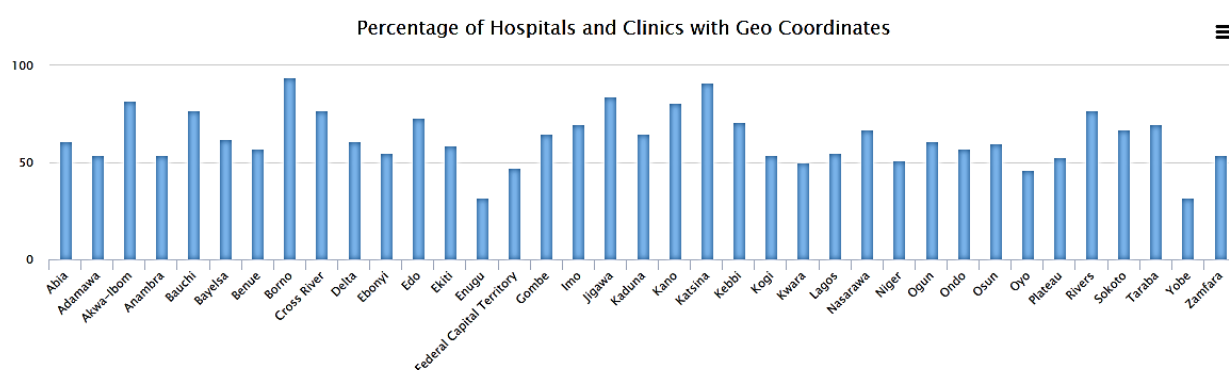
- Hospitals and clinics, by ownership: This chart shows the distribution of private and public facilities by percentage (Figure 7).

Figure 6. Hospitals and clinics, by ownership



- Percentage of hospitals and clinics with geocoordinates: This chart shows the percentage of facilities with coordinates (Figure 8).

Figure 7. Facilities with geocoordinates



Statistics

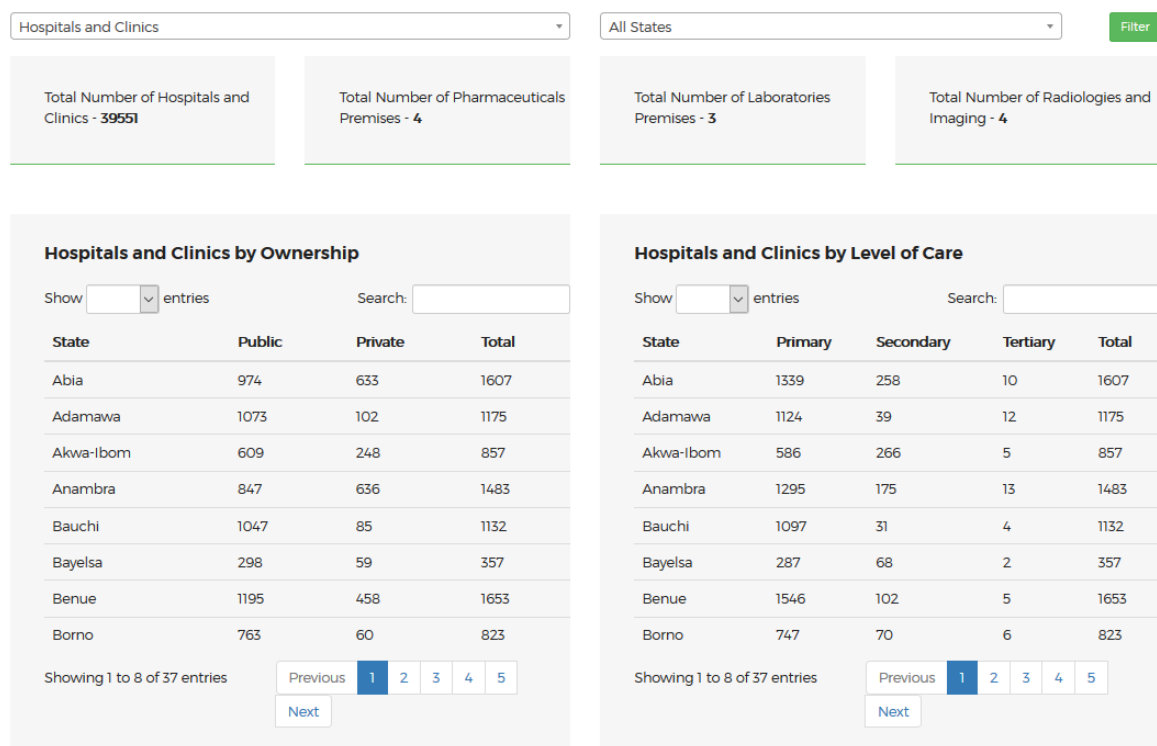
The Statistics section provides a summary of the facilities in the HFR by different types.

Summary Tables

The summary tables provide a tabular summary of facilities by ownership and level of care, disaggregated by state (Figure 9).

- Click on **Summary Tables** under Statistics to access the summary.
- To view the summary by LGA, select the state you want and then click on **Filter**.
- You can also filter the summary by facility type, e.g., hospitals, laboratories, pharmacies, or radiology facilities.

Figure 8. Facility summary tables

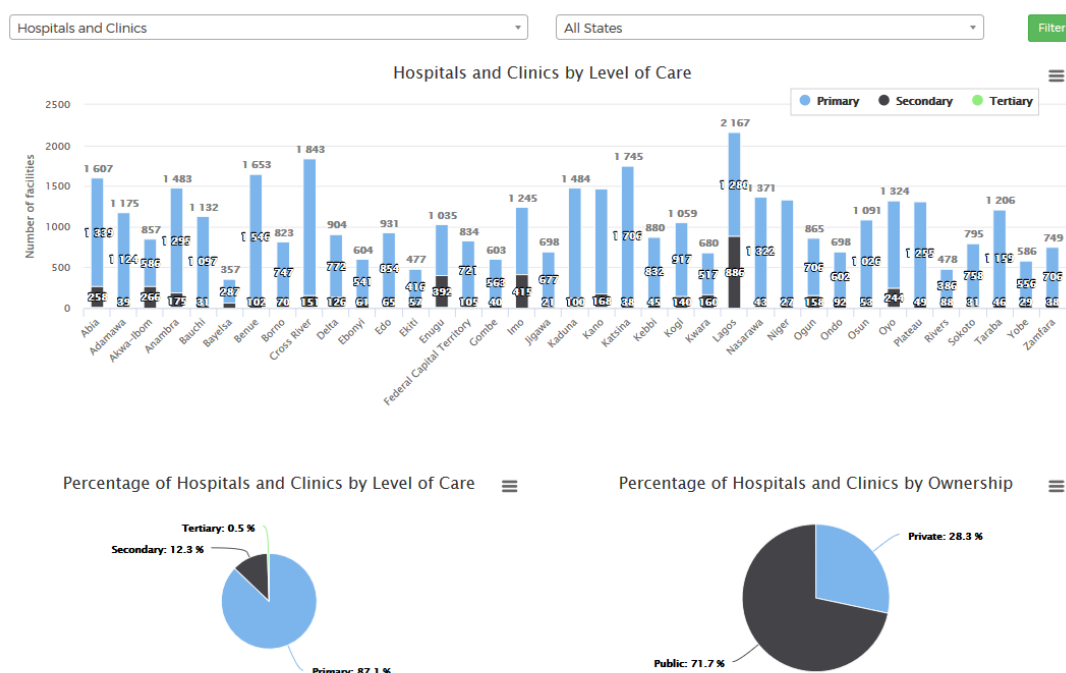


Summary Charts

The summary charts transform the data in the summary tables into charts by displaying the data in graphical view (Figure 10).

- Click on **Summary Charts** under Statistics to access the summary.
- To view the summary by LGA, select the state you want and then click on **Filter**.
- You can also filter the summary by facility type, e.g., hospitals, laboratories, pharmacies, or radiology facilities.

Figure 9. Facility summary charts

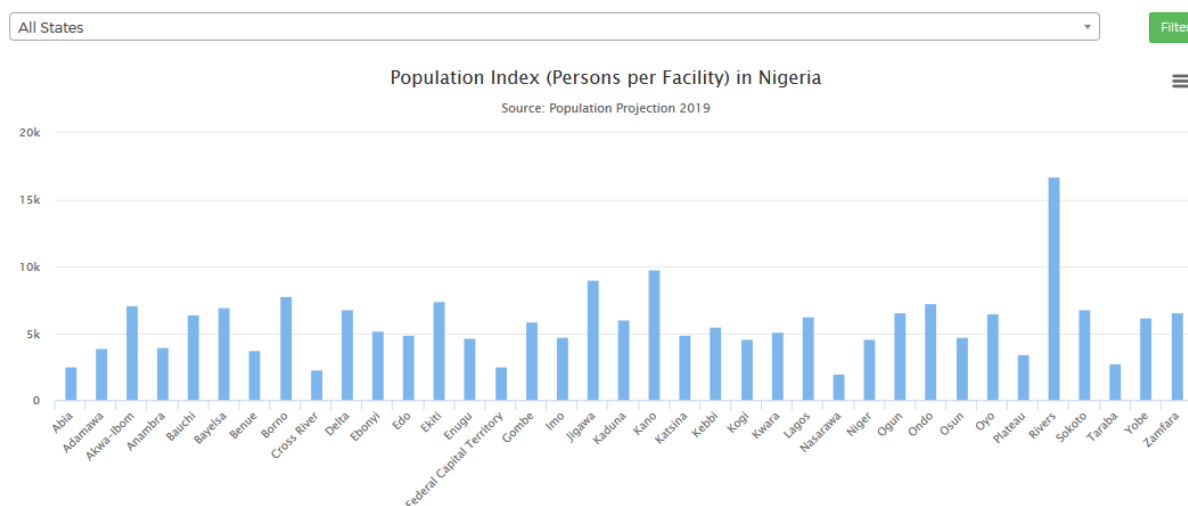


Population Index

This option allows you to view the population index of each state in a bar graph (Figure 11).

- Click on **Population Index** under Statistics to access the summary.
- You can filter and view the population index of each state by using the **Filter** option at the top of the page.

Figure 11. Population index



Facilities List

This option allows the user to view the list of facilities and the facility details and to search for a facility (Figure 12).

- To access the page, click on the **Facilities List** menu, then select **Hospitals and Clinics**. The list of facilities will be displayed.

Figure 10. List of hospitals and clinics

Hospitals and Clinics

All States ▾

--Select LGA-- ▾

--Select Ward-- ▾

--Select Facility Lev... ▾

--Select Ownership... ▾

--Select Operational Status-- ▾

--Select Registration Status-- ▾

--Select License St... ▾

--Select Coordinat... ▾

--Select Service Ty... ▾

--Select Service Category-- ▾

Facility name

Reset

Search

State	LGA	Facility ID	Facility Name	Facility Level	Ownership	Details
Abia	Aba North	01/01/1/1/2/0001	Aba Holy Wounds Hospital	Primary	Private	View
Abia	Aba North	01/01/1/1/1/0001	Abayiogbuligba Health Post	Primary	Public	View
Abia	Aba North	01/01/1/1/1/0002	Alaukwu Health Centre	Primary	Public	View
Abia	Aba North	01/01/1/1/2/0002	Alpha Hospital	Primary	Private	View
Abia	Aba North	01/01/1/1/2/0003	Alpha Inland Hospital	Primary	Private	View
Abia	Aba North	01/01/1/1/2/0004	Angels Hospital	Primary	Private	View
Abia	Aba North	01/01/1/1/2/0005	Anthony Clinic	Primary	Private	View
Abia	Aba North	01/01/1/1/1/0003	Asa Okpulo Health Center	Primary	Public	View
Abia	Aba North	01/01/1/1/1/0006	Asa-Okpulo II Health Centre	Primary	Public	View

- To search for facilities, use the available search parameters at the top of the list, and click on **Search**. Use **Reset** to clear the search parameters.
- To display the facility details screen, click on **View**.

Figure 11. Facility details

Hospital/Clinic Details

Identifiers

Unique ID:

01/01/h/h/0001

State Unique ID:

Registration No:

Facility Name:

Abayiogbuligba Health Post

Alternate Name:

Start Date:

Ownership:

Public

Ownership Type:

Facility Level:

Primary

Facility Level Option:

Days of Operation:

Hours of Operation:

Location

Contacts

Status

Services

Personnel

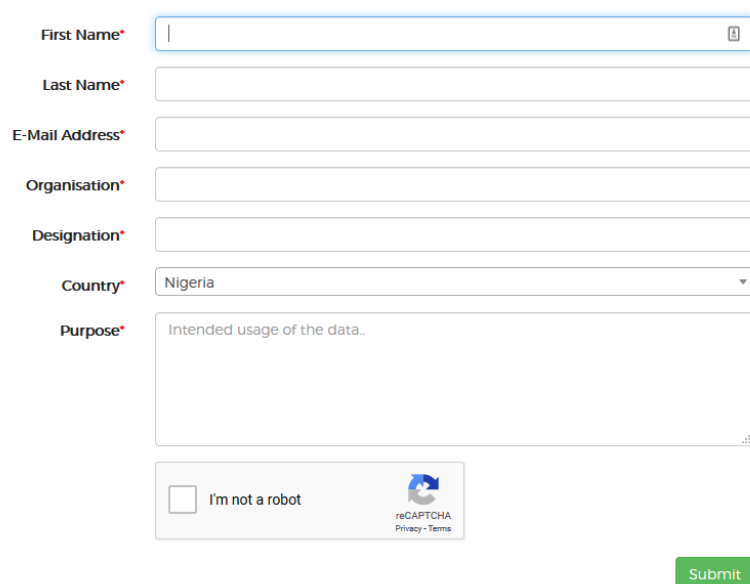
Close

Downloads

This part of the system allows users to download the list of facilities.

- To download facilities, click on **Data Downloads** on the home page. The system will open a guest form (Figure 14).

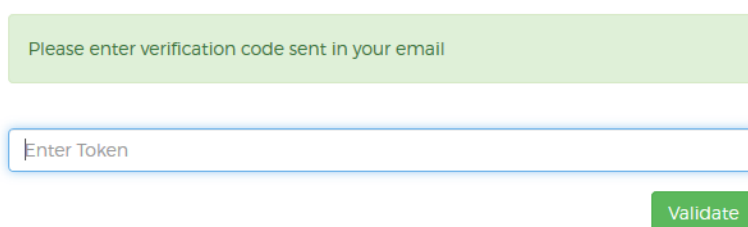
Figure 12. Guest download form



The form consists of several input fields stacked vertically. The first field is 'First Name*' with a small icon on the right. Below it is 'Last Name*'. Then 'E-Mail Address*', 'Organisation*', and 'Designation*'. The 'Country*' field is a dropdown menu currently showing 'Nigeria'. The 'Purpose*' field is a larger text area with the placeholder text 'Intended usage of the data..'. Below these fields is a reCAPTCHA widget with the text 'I'm not a robot' and a 'reCAPTCHA Privacy - Terms' link. At the bottom right is a green 'Submit' button.

- Fill in the form with your details and provide the reason for downloading the data. Be sure to provide a valid email address.
- Verify that you are not a robot. Then click on **Submit**.
- The system will send a verification code to your email, and you will be directed to the code (token) verification page (Figure 15).

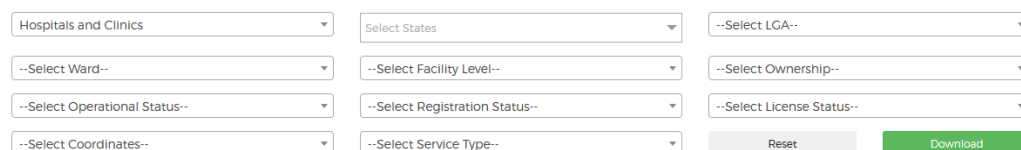
Figure 13. Code verification



The form is a simple verification page. At the top, a light green box contains the text 'Please enter verification code sent in your email'. Below this is a text input field with the placeholder 'Enter Token'. At the bottom right is a green 'Validate' button.

- Enter the code from your email and click on **Validate** to proceed with the download page (Figure 16).

Figure 14. Facility download



The form contains the following dropdown menus:

- Hospitals and Clinics
- Select States
- Select LGA--
- Select Ward--
- Select Facility Level--
- Select Ownership--
- Select Operational Status--
- Select Registration Status--
- Select License Status--
- Select Coordinates--
- Select Service Type--

Buttons: Reset, Download





- Select the options for the facility you want, e.g., which state and LGA. Then click on **Download**. The list of facilities you selected will be downloaded.

Resources

This section allows public users to download available resource documents relating to the Master Facility List as provided by the ministry.

To access the page, click on **Resources**. The list of available resources will be displayed. Click on **Download** to download the selected resource.

Figure 15. Resources

Public Resources		
	M&E Framework for MFL and HFR in Nigeria	Download
	Minimum Standards for Primary Health Care in Nigeria	Download
	Standard Operating Procedures for Maintaining Nigeria Health Facility Registry	Download
	HFR Data Collection Form for Hospitals and Clinics	Download

About

This section of the system contains general information about the HFR and Master Facility List in Nigeria.

Contact Us

This option provides contact details for the Ministry of Health and people responsible for the HFR. It also allows the public to submit their feedback to the HFR team at the ministry (Figure 18).

- To access the page, click on **Contact Us** at the top of the page.
- To submit feedback, complete the feedback form with your name, email address, and subject, and write your feedback in the message. Then verify that you are not a robot and click on **Submit**.
- Feedback will be sent to the HFR team, and the team will contact you for more information as needed, depending on the case.


Figure 16. User feedback

Your Name*

Your E-Mail*

Subject*

Message*

☐ I'm not a robot  [Privacy](#) [Terms](#)

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