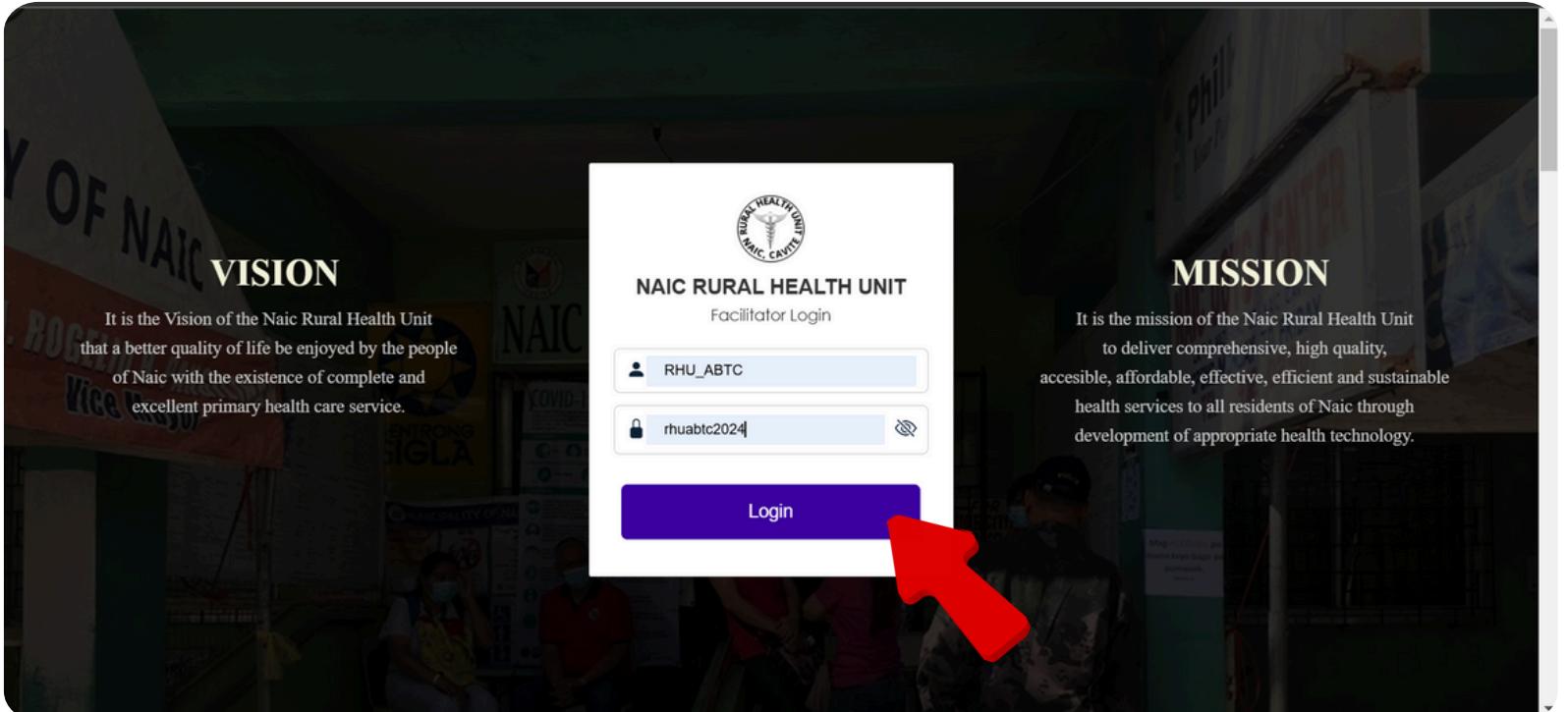


**RURAL HEALTH HUB**

*Facilitator Manual*

# FACILITATOR SIDE

## STEP 1: FACILITATOR LOGIN



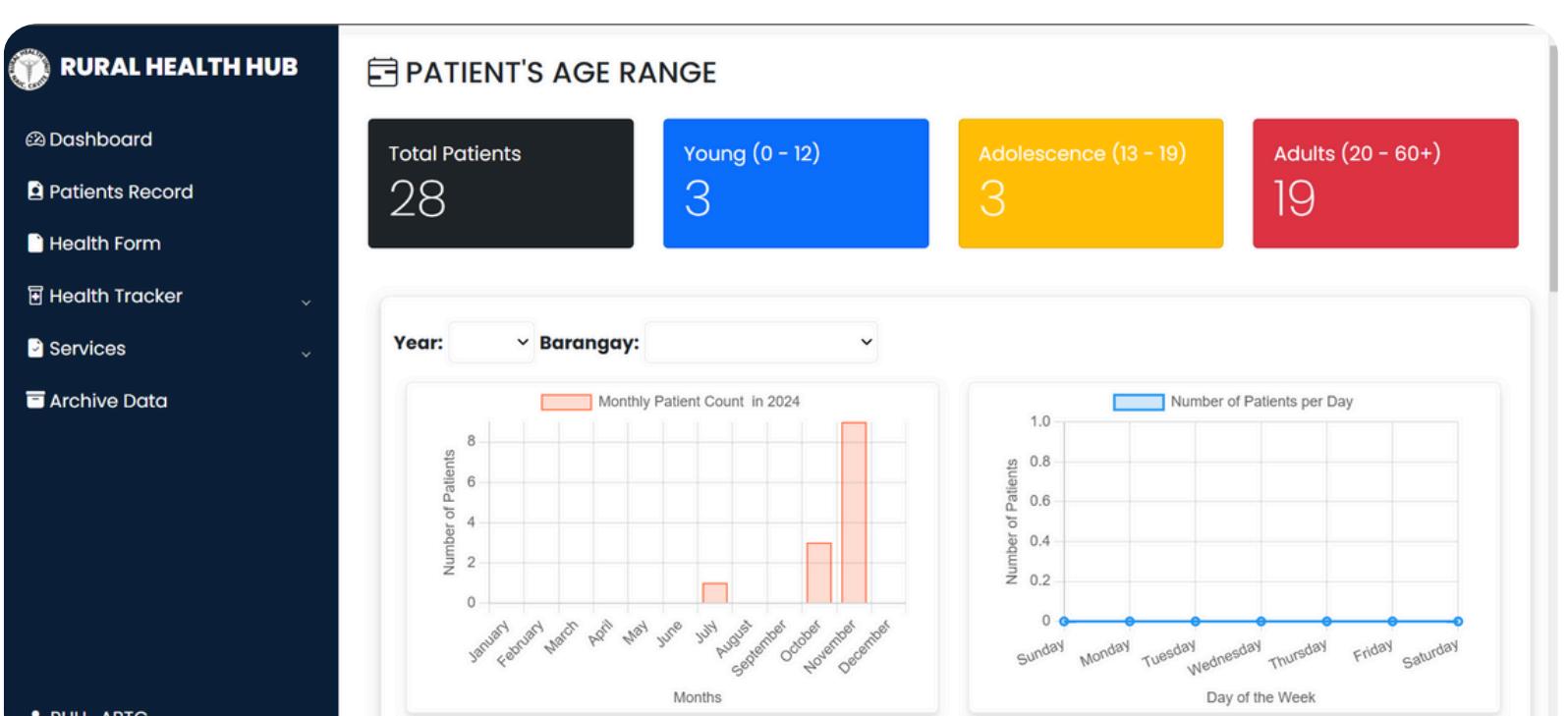
In this page the user will able to access the website by inputting the account provided by the admin.

## STEP 1.1: ANNOUNCEMENT FROM ADMINISTRATOR



This page able the user to view the announcements created by the administrator. It includes the Title, Announcements Content and Image.

## STEP 2: DASHBOARD PAGE



In the dashboard the user will able to see the metric value for Total Patients, Young patients, Adolescence and Adults. It also have the graphs per week, month, year and also the graph of male and female

## STEP 3.1: PATIENT'S LIST

LAST NAME	FIRST NAME	MIDDLE NAME	REGISTRATION DATE	ACTION
Anonuevo	Marcelo	Uava	2025-04-22	
De Guzman	Glicerio	Morales	2024-07-17	
Delandido	Marites	Doce	2021-01-14	
Delos Santos	Teresita	Del Rosario	2022-08-26	
Escobar	0	Anaiah	0000-00-00	
goal	0	goal	0000-00-00	
Malda	Jomar	Vergara	2028-03-15	
Montuerto	Artemis	Dominion	2023-01-18	

In this page the user will able to see all the Patients Information inputted both from the Administrator and Facilitators account. It also have different buttons the VIEW, PDF, UPDATE and DELETE button.

## STEP 3.2: VIEWING PATIENTS INFORMATION

The VIEW button will able the user to see all the information that been inputted by the administrator and facilitator.

## STEP 3.3: PATIENTS FORM IN PDF

For the PDF button the user will be directed to another page which able the user to print and download the information from the particular patient.

## STEP 3.4: UPDATING PATIENT INFORMATION

The screenshot shows the 'PATIENT'S LIST' page with a table of patients. On the right, a detailed view of a patient record for 'Lorna Andriano Bulut' is shown. The 'Update' button is highlighted with a red arrow.

For the UPDATE button the user will be able to update or edit the patients information. After confirming all the details are correct and true click the “UPDATE” button.

## STEP 3.5: CONFIRMING TO UPDATE

A confirmation dialog box is displayed over the patient record view. It asks if the user is sure to update the patient information. The 'Update' button is highlighted with a red arrow.

If you are sure for the updated information click the “UPDATE” button and otherwise close

## STEP 3.6: MOVE TO ARCHIVE PATIENT FILES

A confirmation dialog box is displayed over the patient record view. It asks if the user wants to move the record to archive. The 'Yes' button is highlighted with a red arrow.

For deleting the Patients information just click the delete button. If you want to remove the Patient information click the “YES” button and otherwise no.

## STEP 4.1: ADDING A NEW PATIENT INFORMATION

The screenshot shows the 'PATIENT HEALTH INFORMATION FORM' page. The form is titled 'WIRELESS ACCESS FOR HEALTH PHILIPPINE HEALTH INFORMATION EXCHANGE' and includes fields for family ID, date, and patient information like lastname, firstname, middlename, suffix, sex, education, occupation, house number, street name, and barangay. The 'Save' button is highlighted with a red arrow.

For the Health Form it will able the user to add new patient information.

## STEP 4.2: CONFIRMING TO SAVE

A confirmation dialog box is displayed over the patient information form. It asks if the user wants to save the patient information. The 'Save' button is highlighted with a red arrow.

After confirming and adding all the needed information from the patients click the “SAVE” button and for confirming the adding of the Patients Information click the “SAVE” button and close button otherwise.

## STEP 5: CALCULATING YOUR BMI

The screenshot shows the 'BODY MASS INDEX (BMI)' calculator. It requires input for height (cm), weight (kg), age (years), and sex. The 'Calculate' button is highlighted with a red arrow.

To calculate the BMI (body mass index), input the height, weight, age and sex of the user. After ensuring all the data is correct click the CALCULATE button and it will automatically calculates the BMI of the user wth health range provided.

## STEP 6: TRACKING YOUR MEAL CALORIES

The screenshot shows the 'CALORIE TRACKER' section of the Rural Health Hub. It includes fields for Grains, Dairies, Fruits, and Eggs, with sub-sections for Breakfast, Lunch, Dinner, and Snacks. A table lists selected items like 'LECHON (345 Calories)' and 'Pinakbet (232 Calories)'. The total calorie count is shown as 'Total Calories: 466'.

For the user able to track their calories they can click a certain food and it will automatically go to the TOTAL CALORIES as they continue to click any variant of foods.

## STEP 7: DOWNLOADING/PRINTING FORMS

The screenshot shows a 'RHU HEALTH FORM' page titled 'WIRELESS ACCESS FOR HEALTH PHILIPPINE HEALTH INFORMATION EXCHANGE'. It contains fields for Family ID No., Date, Lastname, Person with Disabilities,Firstname, Indigenous People, Middlename, Religion, Suffix, Education, Sex, Occupation, Civil Status, House No., Street Name, and Barangay. The top right corner of the form viewer has red arrows pointing to the download and print icons.

For blank Patient Forms you can just print or download the provided form in this page.

## STEP 9: ACCESS BROUCHURE

The screenshot shows a 'BROCHURE OF MEALS' titled 'FOOD CALORIES GUIDE'. It includes sections for 'LUNCH' and 'DINNER' with tables of calorie counts for various dishes like OATS, BREAD, SPAM, TOCINO, FRIED RICE, etc. A note at the bottom left says 'Calorie intake is important because it provides the energy needed for bodily functions and daily activities. Balancing calorie intake helps maintain a healthy weight and overall well-being.'

In this page you can access the food brochure which could be downloadable and printable

## STEP 10: VIEWING ARCHIVE PATIENTS FILES

The screenshot shows the 'ARCHIVE DATA' page of the Rural Health Hub. It lists patients with columns for LAST NAME, FIRST NAME, MIDDLE NAME, DAY OF REGISTRATION, and ACTION. The 'ACTION' column contains icons for View, Edit, and Delete. A red arrow points to the 'View' icon for the first entry.

This page contains all the archived data of the patients. If you want to view the details just click the "VIEW" button

## STEP 11.1: RESTORING A PATIENT FILE

The screenshot shows the same 'ARCHIVE DATA' page as before. A modal dialog box titled 'Are you sure to Restore it?' is overlaid. It contains the text 'Click "Restore" if you want to restore the Patient?' and two buttons: 'Cancel' and 'Restore'. A red arrow points to the 'Restore' button.

For restoring the patients file just click the "RESTORE" button .

## STEP 11.2: CONFIRMING TO RESTORE

The screenshot shows the same modal dialog box from the previous step. The text 'Are you sure to Restore it?' is visible, along with the 'Cancel' and 'Restore' buttons. A red arrow points to the 'Restore' button.

If you confirm to restore the patients file click the "RESTORE" button and otherwise the cancel button.

## STEP 12.1: DELETE PERMANENTLY THE PATIENT FILE

The screenshot shows a table with columns: LAST NAME, FIRST NAME, MIDDLE NAME, DAY OF REGISTRATION, and ACTION. The ACTION column contains three icons: a blue square, a grey circle, and a red square with a minus sign. The red square is highlighted with a red arrow.

For permanently deletion of the patients data just click the "DELETE" button.

## STEP 12.2: CONFIRMING TO DELETE PERMANENTLY

The dialog box has a title 'Sure you want to delete permanently?' and a message 'Click "Delete" if you want to delete this patient record permanently.'. It features a 'Cancel' button and a prominent 'Delete' button, which is highlighted with a red arrow.

To confirm the permanent deletion of the data click the "DELETE" button and if not click the cancel button

## STEP 13: FACILITATOR LOGIN

The left screenshot shows the main dashboard with a user profile icon labeled 'RHU\_ABTC'. The right screenshot shows a dropdown menu with 'Account' and 'Logout' options, both highlighted with red arrows.

To access the user's account just click the dropdown option below and click the "ACCOUNT" for you to direct in the account page.

## STEP 14: VIEWING AND UPDATING ACCOUNT INFO

The screenshot shows a form for updating account information. It includes fields for Username, Firstname, Middle name, Lastname, Email, and Password. The 'Update' button at the bottom is highlighted with a red arrow.

This page is for viewing and updating the user's account. Change the information and it automatically change/update the information after clicking the "UPDATE" button.

## STEP 15: LOGOUT

The screenshot shows the main dashboard with a user profile icon labeled 'RHU\_ADMINISTRATOR'. The 'Logout' button at the bottom right is highlighted with a red arrow.

If you want to close the website just click the LOGOUT button after use.