

**Ministry Of Health, The Gambia
National Public Health Laboratories**

**Guidelines for Using Africa Laboratory Information System
(A-LIS)**

JANUARY 2023

FORWARD

Africa-Laboratory Information System (A-LIS) is one of the software solutions for Health Laboratory Information Management System (HLIMS). Installing A-LIS in public and private health centers (HC) enables laboratories to receive electronic laboratory result report of referred samples and laboratory test requests from clinicians. Laboratories are also able to generate electronic laboratory test result report, patient laboratory history, data values for HMIS 105-6, 033A, 033B, orders for supplies and laboratory information for referral samples.

The information generated by A-LIS is paramount in supporting evidence-based decision making in the provision and coordination of laboratory services in public HCs. A-LIS is one of the products of HLIMS Master Plan which is a detailed prescription of how to achieve what the strategic and policy documents articulate on laboratory information management in The Gambia.

The plan is informed by National Development Plan, MOH Strategic plan, NPHL policy and plan, MOH E-health policy and plan, HMIS&DHIS2 guidelines, guidelines, Hub systems guidelines among others, to ensure its relevance to the entire laboratory landscape while achieving the HLIMS vision of, “Quality laboratory information for a productive and healthy The Gambia”, and Mission of, “Supporting quality laboratory services through an integrated system that innovatively collects, stores, analyzes and communicates laboratory information”.

These guidelines will promote embracing ALIS in HCs and ensure compliance when using ALIS. This in turn facilitates the generation of quality information and sustainability of ALIS. So I encourage laboratory staff and other health workers who may be involved in A-LIS at all levels to make use of them appropriately.

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TABLE OF CONTENTS

Forward	i
Acknowledgement	ii
Acronyms.....	iv
SECTION 1: INTRODUCTION	1
SECTION 2: SYSTEM CONTROL MODULE.....	2
2.1 Creating new user	3
2.2 Creating a role.....	3
2.3 Assigning a Role to the user	4
2.4 Assigning permissions to roles	4
2.5 Changing a Password.....	4
2.6 Logging out.....	5
2.7 Tracking User activities	5
2.8 Creating a new Lab section.....	5
2.9 Creating a Specimen type	6
2.10 Creating a new Test Type	6
2.11 Creating a New Drug	7
2.12 Creating a new Organism.....	8
2.13 Data Back up.....	8
SECTION 3: LABORATORY ROUTINE OPERATIONS MODULE	9
3.1 PRE ANALYTIC PHASE	9
3.1.1 Registering a new patient.....	9
3.1.2 Searching for registered patient	10
3.1.2.1 Updating patient details	10
3.1.2.2 Requesting for a test.....	11
3.1.3 View and download patient lab history report	12
3.1.3.1 View a patient lab history report.....	12
3.1.2.2 Download or Print Patient History report	13
3.1.4 Accept or Reject sample	13
3.1.5 Assign patient ULIN	14
3.2 ANALYTIC PHASE	14
3.2.1 Manage Laboratory requests.....	14
3.2.2 Make test Request	15
3.2.3 Display of all test requests made.....	15
3.2.4 List of all completed tests	15
3.2.5 Samples not received	15

3.2.6 Pending test requests.....	16
3.2.7 Tests Started.....	16
3.2.8 Verified Tests.....	16
3.2.9 View and Verify lab test request.....	17
3.2.10 Generate Lab test result report.....	17
3.3 POST ANALYTIC PHASE.....	18
3.3.1 Reports	18
3.3.2 Daily reports.....	19
3.3.2.1 Patient report.....	19
3.3.2.1 Daily Log	19
3.3.3 Aggregate Reports	20
3.3.3.1 Positivity rates.....	20
3.3.3.2 Surveillance.....	21
3.3.3.3 Counts Report	22
3.3.3.4 Turnaround Time Report	24
3.3.3.5 Test summary Report.....	25
3.3.3.4 User statistics Report	26
3.4 BIOSAFETY AND BIOSECURITY.....	26
3.4.1 Registering a Biosafety/bio-security incident	27
3.4.2 Assessing reported Biosafety or bio-security incidents	28
3.4.3 Editing Biosafety or bio-security incidents.....	29
3.4.4 Updating Clinical Intervention.....	30
3.4.5 Updating Incident Analysis.....	31
3.4.6 Updating National Bio-risk Management Response.....	32
3.4.7 Generating BB periodic Report.....	33
3.5 EQUIPMENT, LOGISTICS AND STORES (ELS).....	34
3.5.1 Registering a new Equipment	35
3.5.2 Search for a registered Equipment	35
3.5.3 Manage service schedule of equipment	36
3.5.4 Report Equipment Breakdown.....	36
3.5.5 Report Equipment Restoration details.....	37
3.5.6 Generate Periodic Equipment Performance Report	38
3.5.7 Update inventory of lab commodities	38
3.5.8 Issuing requested lab commodities (filling in stock book).....	39
3.5.9 Record findings from conducted physical count.....	40
3.5.10 Generate stock status report	41
3.5.11 Adding a Supplier	42
3.6 FAQs.....	44

ACRONYMS

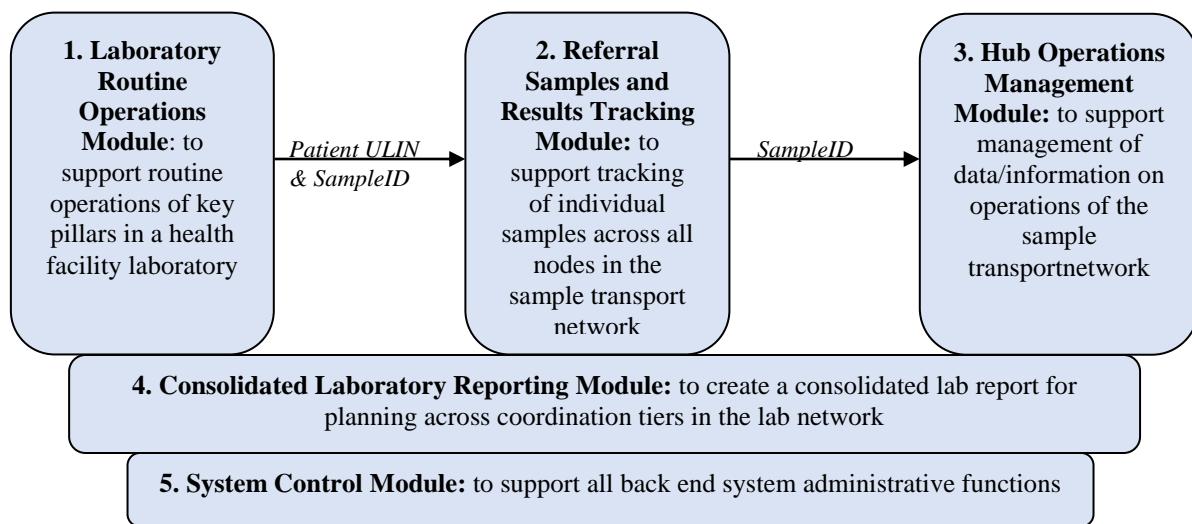
ALIS	Africa-Laboratory Information System
CDC	US Centers for Disease Control
NPHL	National Public Health Laboratories
DHIS2	District Health Information System 2
eHealth	Electronic Health
HC	Health Centre
HMIS	Health Management Information System
HLIMS	Health Laboratory Information Management System
ICT	Information Communication Technology
IT	Information Technology
LQMS	Laboratory Quality Management System
MOH	Ministry of Health
SLMTA	Strengthening Laboratory Management Towards Accreditation
TA	Technical Advisor
TWG	Technical Working Group

SECTION 1: INTRODUCTION

ALIS is a transaction processing system for supporting operations at a facility laboratory. ALIS is also referred to as LabAPP1, and is one of the critical building blocks of the NPHL Application Architecture (Suite) in Health Laboratory Information Management Systems (HLIMS) master plan.

ALIS is part of the NPHL HLIMS Suite

Basing on the NPHL Business Architecture, ALIS has five (5) major modules that are accessible across the health laboratory network in order to harmoniously support effective management of information on laboratory service delivery.



SECTION 2: SYSTEM CONTROL MODULE

2.0 Getting Started with A-LIS

Open Laboratory Information System (A-LIS) using any web browser e.g. Google Chrome or Mozilla Firefox by entering the IP address of the server <http://lims.moh.gm/> as the URL. This will bring a page requesting for login information that you enter to proceed.



[Check out other laboratory services information systems](#)

[Sample Tracking](#)

Page requesting for login information

Fill in the username and password then click **Login**

When you don't fill in either of the username or password, you will get errors as displayed below

- The 'Username' field is required.
- The 'Password' field is required.

When you fill in wrong username or password, the following errors shall be displayed

Username and/or password invalid.

When you forgot your username and password, kindly contact the lab-in-charge for help.

The page below will appear on successful login and it is the ALIS Landing page

DASHBOARD

PATIENTS

INVENTORY & EQUIPMENT

REPORTS

TESTS

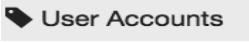
BIOSAFETY & BIOSECURITY

ACCESS CONTROL

BLOOD TRANSFUSION

Activate Windows
Go to Settings to activate Windows.

2.1 Creating new user

Click Access Control from the page (far right lower box) or  on the left menu bar, then click on  , then click on  and fill in the form below and click on **Save**

 **Create User**

Username	jsiku
Password	
Retype Password	
Full Name	Jay Siku
Email Address	j.siku@ilabafrica.ac.ke
Designation	Lab Technologist
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Photo	<input type="button" value="Choose File"/> No file chosen
<input type="button" value="Save"/>	

2.2 Creating a role

To create a new role in the system e.g. Receptionist, Data clerk; Under Access Control click on  roles to bring a page below



Name	Description	Actions
Superadmin		<input type="button" value="Edit"/> <input type="button" value="Delete"/>
Technologist		<input type="button" value="Edit"/> <input type="button" value="Delete"/>
Receptionist		<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Then click on New Role to fill in the form below and click **Save**

 **New Role**

Name	
Description	
<input type="button" value="Save"/>	

2.3 Assigning a Role to the user

Under Access Control click on  **Assign Roles** , then click on the relevant role for the newly created user and click **Save**

 **Assign roles to Users**

Users	Roles	Superadmin	Technologist	Receptionist
administrator		<input type="checkbox"/>	<input type="checkbox"/>	
ganguyo	<input type="checkbox"/>		<input type="checkbox"/>	

 **Save**

2.4 Assigning permissions to Roles

Under Access Control click on  **Permissions** , check the appropriate permissions as shown below and click **Save**

 **Permissions**  **New Role**

Permissions	Roles	Superadmin	Technologist	Receptionist
Can view patient names		<input type="checkbox"/>	<input type="checkbox"/>	
Can add patients		<input type="checkbox"/>	<input type="checkbox"/>	
Can receive test requests		<input type="checkbox"/>	<input type="checkbox"/>	
Can request new test		<input type="checkbox"/>	<input type="checkbox"/>	
Can accept test specimen		<input type="checkbox"/>	<input type="checkbox"/>	
Can reject test specimen		<input type="checkbox"/>	<input type="checkbox"/>	
Can change test specimen		<input type="checkbox"/>	<input type="checkbox"/>	
Can start tests		<input type="checkbox"/>	<input type="checkbox"/>	
Can enter tests results		<input type="checkbox"/>	<input type="checkbox"/>	
Can edit test results		<input type="checkbox"/>	<input type="checkbox"/>	
Can verify test results		<input type="checkbox"/>	<input type="checkbox"/>	
Can send test results to external systems		<input type="checkbox"/>	<input type="checkbox"/>	
Can refer specimens		<input type="checkbox"/>	<input type="checkbox"/>	
Can manage users		<input type="checkbox"/>	<input type="checkbox"/>	
Can manage test catalog		<input type="checkbox"/>	<input type="checkbox"/>	
Can manage lab configurations		<input type="checkbox"/>	<input type="checkbox"/>	
Can view reports		<input type="checkbox"/>	<input type="checkbox"/>	
Can manage inventory		<input type="checkbox"/>	<input type="checkbox"/>	
Can request top-up		<input type="checkbox"/>	<input type="checkbox"/>	
Can manage Quality Control		<input type="checkbox"/>	<input type="checkbox"/>	

 **Save**

2.5 Changing a Password

Click on your Username in the top right of your screen, then click on  **Edit Profile** , select the **Change Password** tab and fill in the form below and click **Update**.

Edit User Details

Edit Profile	Change Password
Current Password	<input type="text"/>
New Password	<input type="text"/>
Retype Password	<input type="text"/>
Update	

2.6 Logging out

Click on your Username in the top right of your screen, and then click on **Logout**

2.7 Tracking User activities

Click on Reports on the left side menu, and then click on User Statistics Report

User Statistics Report

2.8 Creating a new Lab section

Click on Test Catalog **Test Catalog** on the left menu bar, then click on **Lab Sections** and click on Create Lab Section



Lab Section		Create Lab Section
Show	10	entries
Name	Description	
BLOOD TRANSFUSION	View	Edit
HEMATOLOGY	View	Edit
MICROBIOLOGY	View	Edit
PARASITOLOGY	View	Edit
SEROLOGY	View	Edit

Showing 1 to 5 of 5 entries

Previous

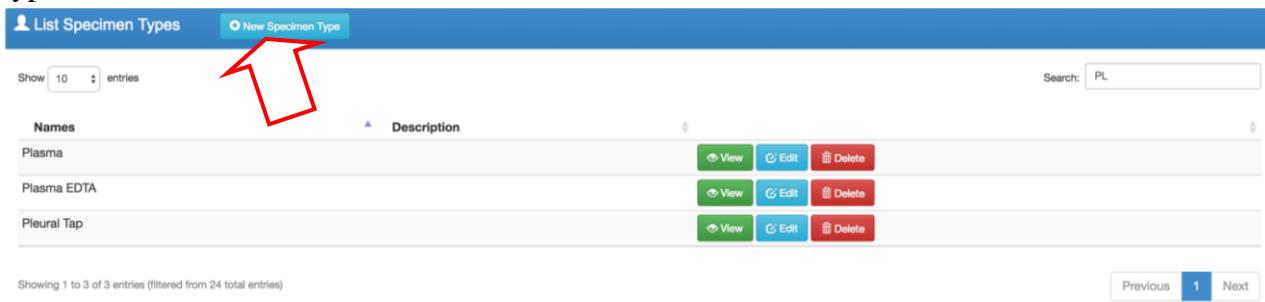
Fill in the form below

Create Lab Section

Name	<input type="text"/>
Description	<input type="text"/>
Save	

2.9 Creating a Specimen type

Click on Specimen Types from test catalogue, then click on New Specimen Type



The screenshot shows a table of specimen types with columns for Name and Description. Each row has three buttons: View, Edit, and Delete. A red arrow points to the 'New Specimen Type' button at the top left of the page.

Name	Description	View	Edit	Delete
Plasma				
Plasma EDTA				
Pleural Tap				

Showing 1 to 3 of 3 entries (filtered from 24 total entries)

Search: PL

Previous 1 Next

Fill in the form below and Save

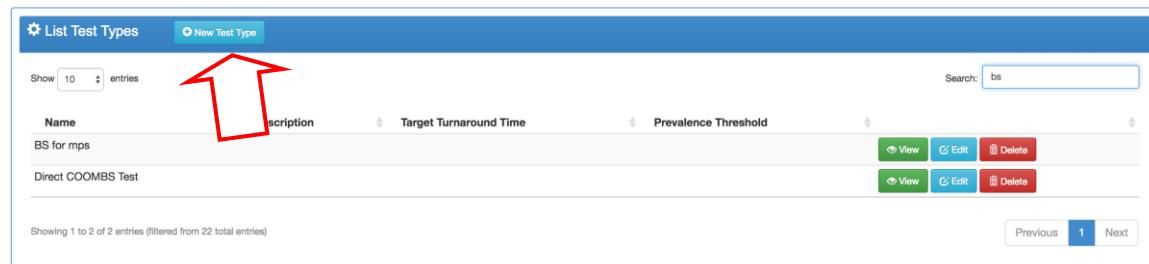
Create Specimen Type

Name

Description

2.10 Creating a new Test Type

Click on Test Types from test catalogue and click on New Test Types



The screenshot shows a table of test types with columns for Name, Description, Target Turnaround Time, and Prevalence Threshold. Each row has three buttons: View, Edit, and Delete. A red arrow points to the 'New Test Type' button at the top left of the page.

Name	Description	Target Turnaround Time	Prevalence Threshold	View	Edit	Delete
BS for mps						
Direct COOMBS Test						

Showing 1 to 2 of 2 entries (filtered from 22 total entries)

Search: bs

Previous 1 Next

Fill in the form below and check the relevant specimen type/s for the test type

Create Test Type

Name	<input type="text"/>		
Description	<input type="text"/>		
Lab Section	<input type="text"/>		
Select Specimen Types			
<input type="checkbox"/> Ascitic Tap	<input type="checkbox"/> Aspirate	<input type="checkbox"/> CSF	<input type="checkbox"/> Dried Blood Spot
<input type="checkbox"/> High Vaginal Swab	<input type="checkbox"/> Nasal Swab	<input type="checkbox"/> Plasma	<input type="checkbox"/> Plasma EDTA
<input type="checkbox"/> Peritoneal Tap	<input type="checkbox"/> Pus Swab	<input type="checkbox"/> Rectal Swab	<input type="checkbox"/> Semen
<input type="checkbox"/> Serum	<input type="checkbox"/> Skin	<input type="checkbox"/> Sputum	<input type="checkbox"/> Stool
<input type="checkbox"/> Synovial Fluid	<input type="checkbox"/> Throat Swab	<input type="checkbox"/> Urethral Smear	<input type="checkbox"/> Urine
<input type="checkbox"/> Vaginal Smear	<input type="checkbox"/> Vomitus	<input type="checkbox"/> Water	<input type="checkbox"/> Whole Blood
Measures			
<input type="button" value="Add New Measure"/>			

Click on **Add New Measures** just below the Select specimen types section

Select Specimen Types			
<input type="checkbox"/> Ascitic Tap	<input type="checkbox"/> Aspirate	<input type="checkbox"/> CSF	<input type="checkbox"/> Dried Blood Spot
<input type="checkbox"/> High Vaginal Swab	<input type="checkbox"/> Nasal Swab	<input type="checkbox"/> Plasma	<input type="checkbox"/> Plasma EDTA
<input type="checkbox"/> Peritoneal Tap	<input type="checkbox"/> Pus Swab	<input type="checkbox"/> Rectal Swab	<input type="checkbox"/> Semen
<input type="checkbox"/> Serum	<input type="checkbox"/> Skin	<input type="checkbox"/> Sputum	<input type="checkbox"/> Stool
<input type="checkbox"/> Synovial Fluid	<input type="checkbox"/> Throat Swab	<input type="checkbox"/> Urethral Smear	<input type="checkbox"/> Urine
<input type="checkbox"/> Vaginal Smear	<input type="checkbox"/> Vomitus	<input type="checkbox"/> Water	<input type="checkbox"/> Whole Blood
Measures			
Name	Measure Type	Unit	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Range Values			
<input type="button" value="Add New Range"/>			
<input type="button" value="Add New Measure"/>			
Target Turnaround Time			

Fill in the **Name** of the test measure, **Measure Type** e.g. Numeric, **Unit Description** and Target Turnaround Time and click on **Save**

2.11 Creating a New Drug

Click on  form test catalogue and click on Create Drug

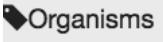
Drug		<input type="button" value="Create Drug"/>
Show	10 entries	<input type="text"/>
Name	Description	
AMPICILLIN	<input type="button" value="View"/>	<input type="button" value="Edit"/>
AMPICILLIN-SULBACTAM	<input type="button" value="View"/>	<input type="button" value="Edit"/>
CHLORAMPHENICOL	<input type="button" value="View"/>	<input type="button" value="Edit"/>
Showing 1 to 3 of 3 entries (filtered from 35 total entries)		
Previous		Next

Fill in the form below and click **Save**

Create Drug

Name	<input type="text"/>
Description	<input type="text"/>
Save	

2.12 Creating a new Organism

Click on  from test catalogue and click on Create Organism

Organism **Create Organism**

Name	Description	View	Edit	Delete
Beta-haemolytic streptococci				
Vibrio cholerae				

Show 10 entries Search: B

Showing 1 to 2 of 2 entries (filtered from 15 total entries) Previous 1 Next



Fill in the form below

Organism **Create Organism**

Name	Description	View	Edit	Delete
Beta-haemolytic streptococci				
Vibrio cholerae				

Show 10 entries Search: B

Showing 1 to 2 of 2 entries (filtered from 15 total entries) Previous 1 Next



SECTION 3: LABORATORY ROUTINE OPERATIONS MODULE

This section is about laboratory routine operations including; pre-analytic, analytic and post analytic tasks managed by receptionist/data person, clinician or a laboratory person. Initial tasks include; patient registration, editing and viewing of patient information in the system. To access this section, click **PATIENTS** (rounded) from ALIS landing page below. This shall display all existing information on patients already registered into the system.



A-LIS landing page

3.1 PRE-ANALYTIC PHASE

3.1.1 Registering a new patient

Click **PATIENTS** from the landing page, then click on the **+ New Patient** (circled) button at the top of the portlet to register a new patient

A screenshot of the A-LIS Patients module. The left sidebar has icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety & Biosecurity. The main area shows a list of patients with columns for OPD/IPD Number, National Identification No. (NIN), Name, Email, Gender, Date of Birth, Village of Residence, Village of Workplace, and Actions. One patient is listed: Mugisha Michael, Male, 1983-01-01, Kironde. At the top of the list, there is a blue button labeled '+ New Patient' with a white circle containing a plus sign. This button is circled in red in the screenshot. Below it is a search bar with a 'Search' button.

This will bring a page with fields for capturing patient details. Enter patient information in the fields provided and click **Save** to save the information captured as illustrated below.

Create Patient

Patient OPD/IPD Number.	1200
Unique Lab Identification Number *	LBK1-2017000007
National Identification No: (NIN)	cm1212k2ef
Names *	Besigye Kahunde
Date Of Birth *	30 / May / 2002
Age *	15 Years
Sex *	<input checked="" type="radio"/> Male <input type="radio"/> Female
Village of Residence	Iyantonde
Village of Workplace	
Physical Address	Iyantonde
Occupation	
Phone Number	07123456789
Email Address	
Save	

3.1.2 Searching for registered patient

Click **PATIENTS** from the landing page, use the search box to search for a patient of your interest using either the OPD/IPD number or the patient's name and click **Edit** to update patient information or click the **View** (Circled) below to request for a test.

Home / Patients

Besigye Kahunde

Successfully created patient!

List Patients		New Patient						
Show	10 entries	Search:						
Patient OPD/IPD Number.	National Identification No: (NIN)	Name	Email	Gender	Date of Birth	Village of Residence	Village of Workplace	Actions
1200		Besigye Kahunde	Male	2002-06-04	Iyantonde			<input type="button" value="Request For a Test"/> <input checked="" type="button" value="View"/> <input type="button" value="Edit"/>

Showing 1 to 1 of 1 entries

3.1.2.1 Updating patient details

Click **Edit** to bring a page below and update patient information and **Save**

Edit Patient Details

Patient OPD/IPD Number.	1200
messages.nin	
Unique Lab Identification Number	LBK1-2017000001
Name	Besigye Kahunde
Date of Birth *	4 / Jun / 2002
Age *	Years
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
Physical Address	
Village of Residence	Iyantonde
Village of Workplace	
Occupation	
Phone Number	
Email Address	
Save	

3.1.2.2 Requesting for a test

Click **View** above to bring a page below then click **Request For a Test** to request for a test (if your role is assigned to perform such an activity e.g. clinician).

Patient Details **Edit** **Request For a Test** 

Name	Besigye Kahunde
Patient OPD/IPD Number.	1200
NIN	
Unique Lab Identification Number	LBK1-2017000001
External Patient Number	
Date of Birth	2002-06-04
Gender	Male
Physical Address	
Village of Residence	Iyantonde
Village of Workplace	
Occupation	
Phone Number	
Email Address	
Registration Date	2017-05-31 23:18:13

This will bring a page below and a clinician fills in the patient's visit type (OPD or in-patient), location (ward, unit or clinic, Bed Number for only in-patients), clinical notes, previous therapy (if applicable), current therapy. Click on the “**Sample type**” drop down menu to select the sample type and click on “**Lab section**” to select where the tests are going to be carried out e.g. microbiology, parasitology, etc. For multiple tests, select the lab section where the different tests are carried out,

select tests and click



to add selected tests to the test request and click



to save the test request.

Patient OPD/IPD Number: 1200 Name: Besigye Kahunde Age: 14 years Gender: Male

Clinical Information and Sample Information

Visit Type: --- Select visit type ---
Ward/Clinic/Health Unit: Select Sample Origin
Bed No:
Clinical Notes:

Previous Therapy: _____
Current Therapy: _____
Test Requested By: A-LIS Admin

Cadre: _____
Phone Contact: _____
E-mail: _____
Programmer: _____

Sample Type: select Specimen Type
Time of Sample Collection: 01 ✓ / 06 ✓ / 2017 ✓ / 23 ✓ / 30 ✓
Time Sample was Received in Lab: 01 ✓ / 06 ✓ / 2017 ✓ / 23 ✓ / 30 ✓
Lab Section: Select Lab Section

Specimen: _____ Lab Section: _____ Test: _____

Full-screen Snip

3.1.3 View and download patient lab history report

Patient lab history report has details of all the tests performed on a patient, samples collected and identities of the clinicians and lab technologists who requested and worked on the patient's sample and may be required when requesting for a new test.

3.1.3.1 View a patient lab history report



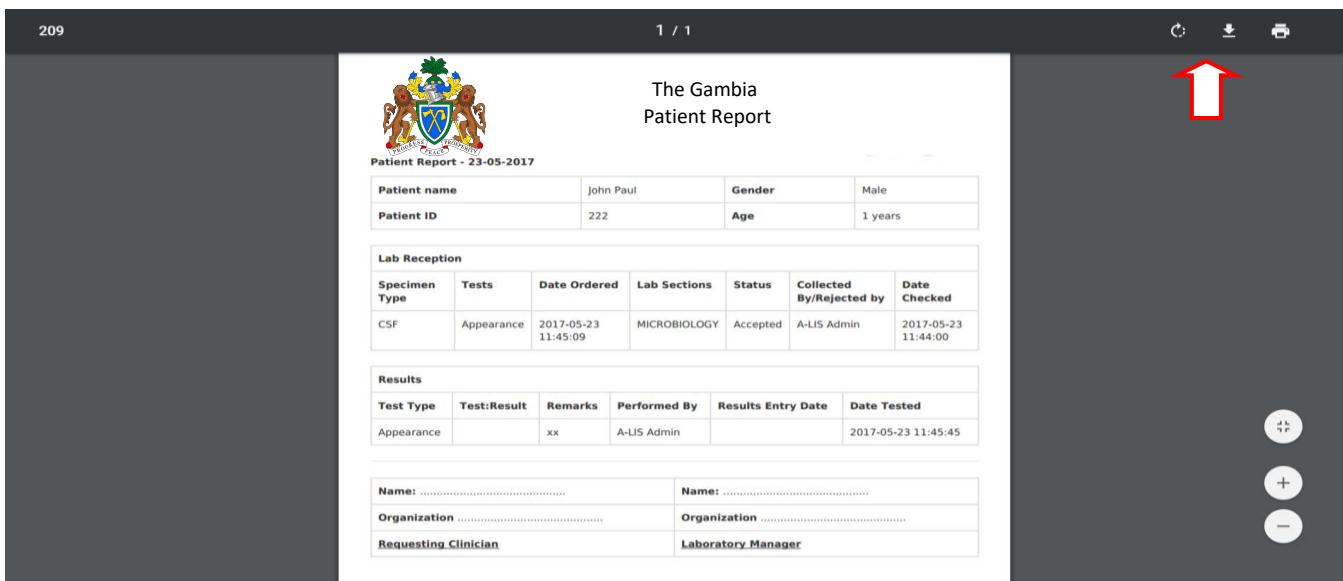
On the side navigation bar, place your cursor on the **Reports** option/button and select **Patient report** to display the list of all patient reports available in the system.

Main Menu

- DAILY REPORTS
 - Patient Report
 - Daily Log
- AGGREGATE REPORTS
 - Prevalence Rates
 - Surveillance
 - Counts
 - Turnaround Time
 - Infection Report
 - User Statistics Report
 - CD4 Report
 - Quality Controls
- INVENTORY REPORTS
 - Stock Levels
- DASHBOARD
 - Dashboard
- Biosafety & ...

Patient OPD/IPD Number.	Full Name	Gender	Age	Actions
	P Kitutu	M	124 days	<input type="button" value="View Report"/>
	Besigye Kahunde	M	15 years	<input type="button" value="View Report"/>
	Muhoozi Deus	M	43 years	<input type="button" value="View Report"/>
	Nakimbugwe Dorothy Denise	F	31 years	<input type="button" value="View Report"/>
	Cresson	M	34 years	<input type="button" value="View Report"/>
	Paul	M	17 days	<input type="button" value="View Report"/>
	Mudoola Macreen	F	58 years	<input type="button" value="View Report"/>
	Elvis Kato	M	55 years	<input type="button" value="View Report"/>

Click on  on the Actions column for a selected patient. This will bring a page with the patient's lab history report shown below for viewing.



The screenshot shows a patient report for John Paul, ID 222. The report includes sections for Lab Reception and Results. The Lab Reception table shows a sample of CSF from Appearance on 2017-05-23 at 11:45:09, sent to MICROBIOLOGY, accepted by A-LIS Admin, and checked on 2017-05-23 at 11:44:00. The Results table shows the same entry. Below these tables are fields for Name, Organization, Requesting Clinician, and Laboratory Manager. On the right side of the report, there are three circular icons: a white circle with a black 'J', a white circle with a black '+', and a white circle with a black '-'.

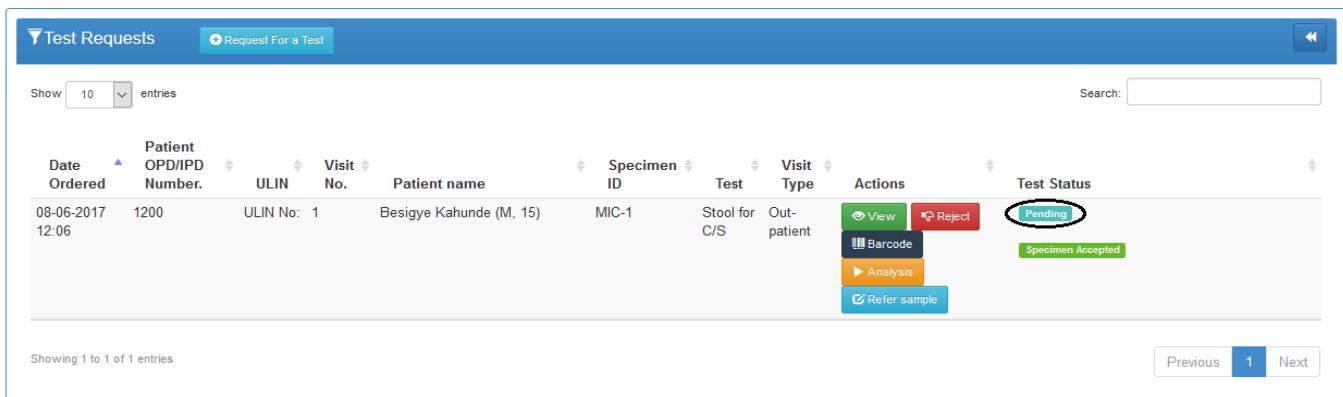
3.1.3.2 Download or Print Patient History Report

Click on the icon  to download or the icon  to print the report.

3.1.4 Accept or Reject sample

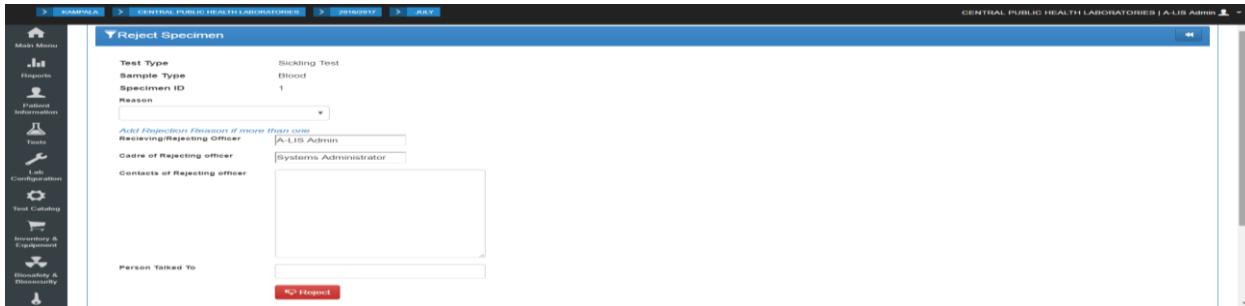


On the side navigation bar, click on  and view all test requests then select **Pending Tests**. Use the search box to search for a patient and click on  to accept and start test on that patient's sample. Note that the **Test Status** of that request changes from  to .



The screenshot shows a list of test requests. One request for patient Besigye Kahunde (M, 15) is listed with the following details: Date Ordered: 08-06-2017 12:06, Patient OPD/IPD Number: 1200, ULIN No: 1, Visit No.: 1, Patient name: Besigye Kahunde (M, 15), Specimen ID: MIC-1, Test: Stool for C/S, Visit Type: Out-patient. The Actions column contains buttons for View, Reject, Barcode, Analysis, and Refer sample. The Test Status is circled in red and labeled "Pending". Below the table, it says "Specimen Accepted". At the bottom, it shows "Showing 1 to 1 of 1 entries" and navigation buttons for Previous, Next, and Page 1.

To reject, click  button; which will open a page shown below where you specify reasons for rejection.



3.1.5 Assign patient a ULIN; Update patient details as in 3.1.2.1 above

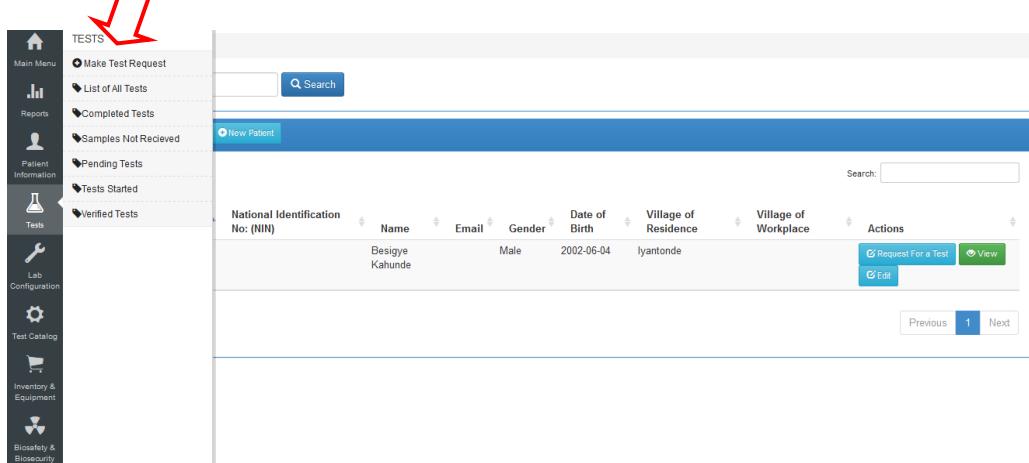
3.2. ANALYTIC PHASE;

3.2.1 Manage Laboratory requests



Click **TEST** from landing page to view details of all laboratory test requests including; “Make Test Request”, “List of All Tests”, “Completed Tests”, “Samples Not Received”, “Pending Tests”, and “Tests Started” or “Verified Tests”

Alternatively, on the side navigation bar, place your cursor on the  option/button to view details of all laboratory test requests.



3.2.2 Make test Request

Click  **Make Test Request** to bring the page below. Search for the patient using either the patient's name or ID and click the **View** button to see the results of the search. Select the patient by clicking on the corresponding radio button and click the  **Next** button to make the lab request as in **3.1.2.2** above.

Create New Test ×

First select a patient below

kato		
Patient ID	Names	
<input type="radio"/> 1	Elvis Kato	

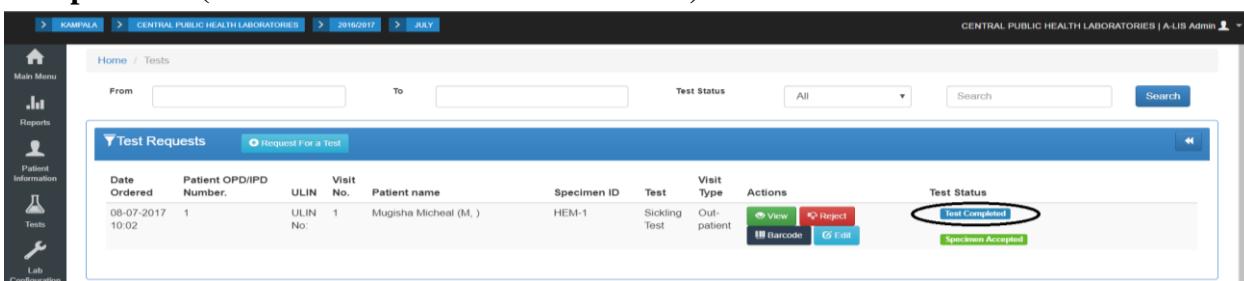
 

3.2.3 Display of all test requests made

Click  **List of All Tests** to display all test requests made to the laboratory.

3.2.4 List of all completed tests

Click  **Completed Tests** to show a list of all completed laboratory tests with a label **Test Completed** (circled in screenshot below) under the **Test Status** column.



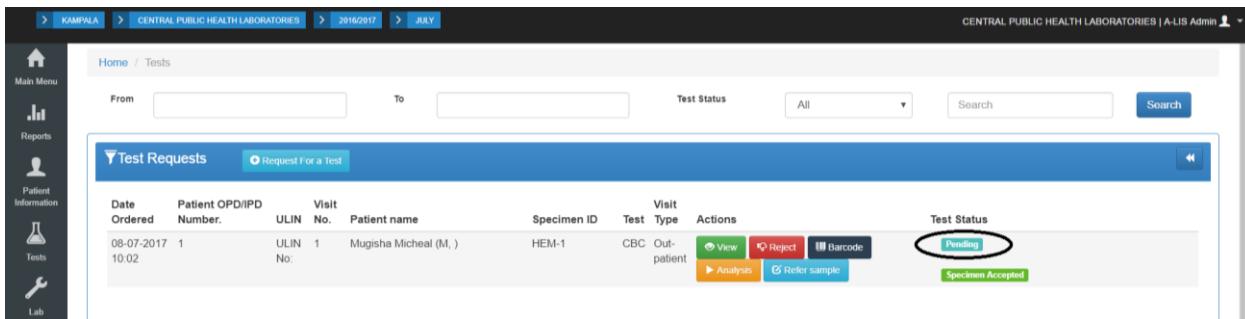
Date Ordered	Patient OPD/IPD Number.	ULIN	Visit No.	Patient name	Specimen ID	Test	Visit Type	Actions	Test Status
08-07-2017 10:02	1	ULIN No:	1	Mugisha Micheal (M.)	HEM-1	Sickling Test	Out-patient	   	 Specimen Accepted

3.2.5 Samples not received

Click  **Samples Not Received** to display incoming test request

3.2.6 Pending test requests

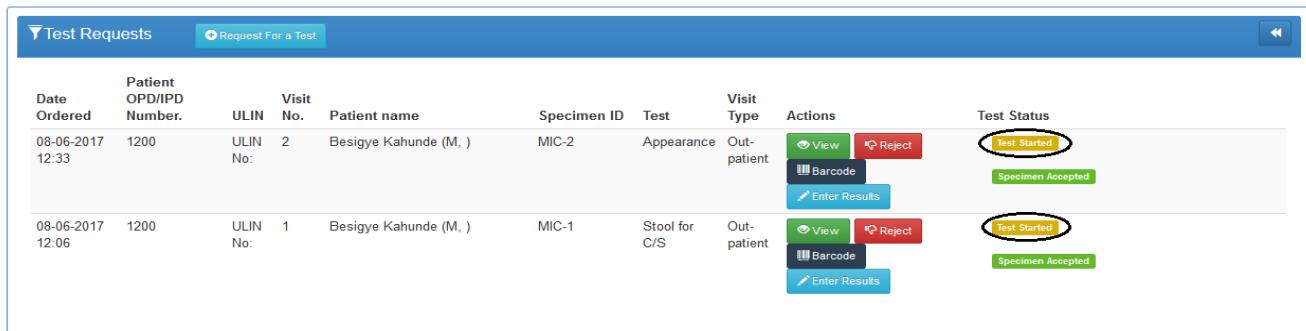
Click  **Pending Tests** to display pending test requests with a label **Pending** (circled in screenshot below) under the **Test Status** column.



The screenshot shows a table of test requests. One row is highlighted with a yellow background, indicating it is selected. The columns include Date Ordered, Patient OPD/IPD Number, ULIN No., Patient name, Specimen ID, Test Type, Visit Type, Actions, and Test Status. The 'Test Status' column for the selected row shows the status as 'Pending', which is circled in red. Other actions listed in the Actions column include View, Reject, Barcode, Analyse, Refer sample, and Enter Results. A 'Specimen Accepted' button is also visible in the Actions column.

3.2.7 Tests started

Click  **Tests Started** to display a list of all lab tests that have been started with a label **Test Started** (circled in screenshot below) under **Test Status** column.



The screenshot shows a table of test requests with two rows. The columns are identical to the previous screenshot. The 'Test Status' column for both rows shows the status as 'Test Started', which is circled in red. Other actions and buttons are present in the Actions column for each row.

3.2.8 Verified Tests

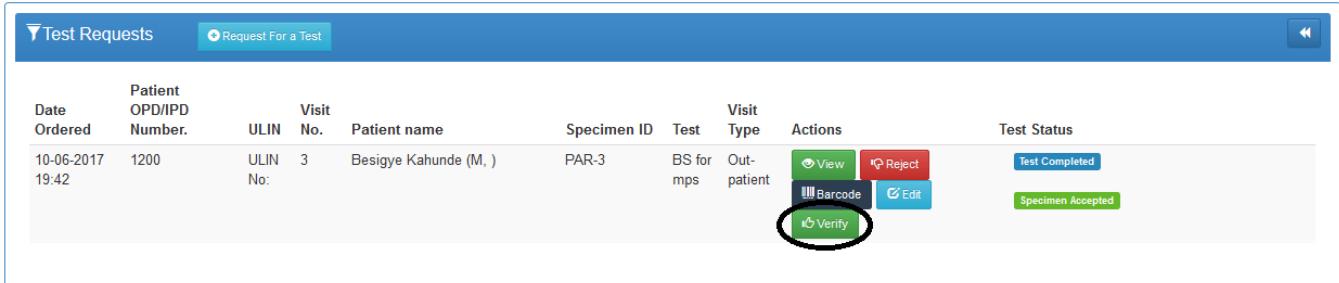
Click  **Verified Tests** to display a list of all lab tests that have been verified with a label **Test Verified** (circled in screenshot below) under **Test Status** column.



The screenshot shows a table of test requests with one row. The columns are identical. The 'Test Status' column for the row shows the status as 'Test Verified', which is circled in red. Other actions and buttons are present in the Actions column.

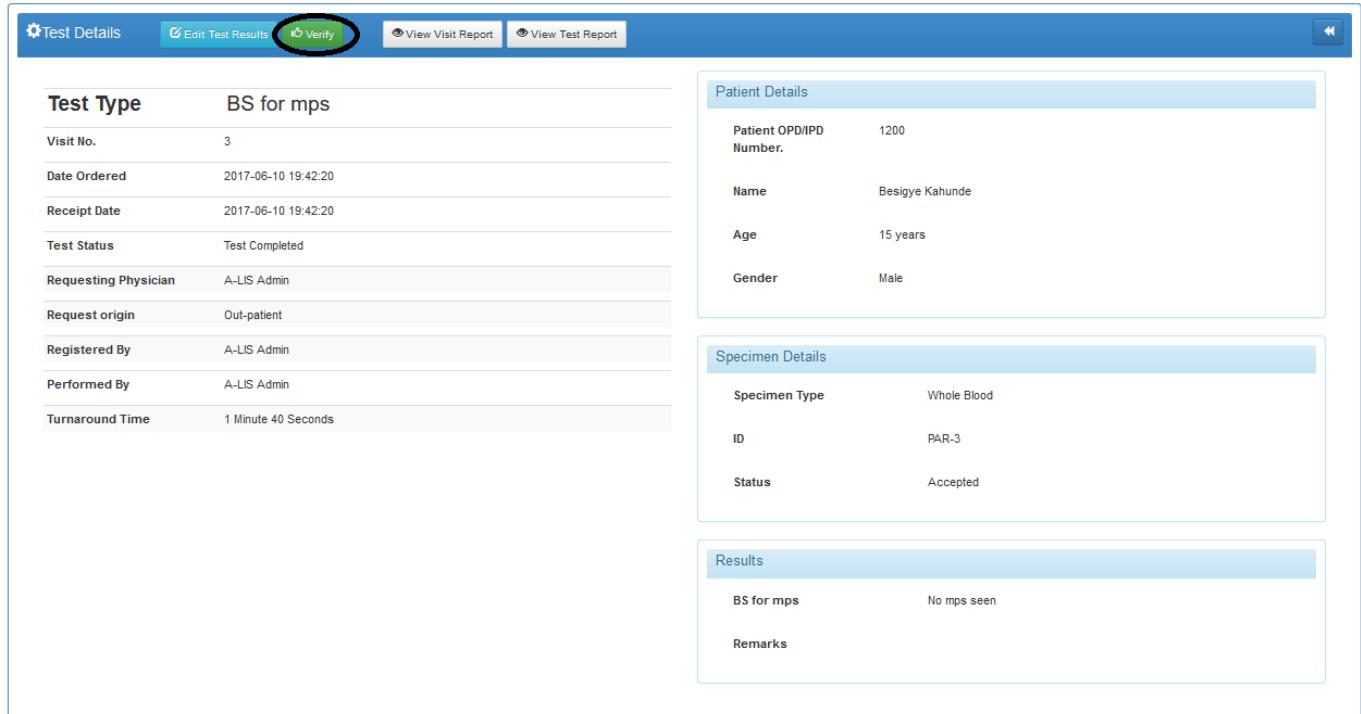
3.2.9 View and Verify lab test request

The person with permission to verify results finds completed tests as in 3.2.4 above, click the  button (circled) below.



Date Ordered	Patient OPD/IPD Number.	Visit No.	Patient name	Specimen ID	Test	Visit Type	Actions	Test Status
10-06-2017 19:42	1200	ULIN No:	Besigye Kahunde (M,)	PAR-3	BS for mps	Out-patient		

This will bring a page to view test results and then click 



Test Type	BS for mps
Visit No.	3
Date Ordered	2017-06-10 19:42:00
Receipt Date	2017-06-10 19:42:20
Test Status	Test Completed
Requesting Physician	A-LIS Admin
Request origin	Out-patient
Registered By	A-LIS Admin
Performed By	A-LIS Admin
Turnaround Time	1 Minute 40 Seconds

Patient Details

Patient OPD/IPD Number: 1200
Name: Besigye Kahunde
Age: 15 years
Gender: Male

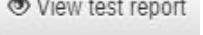
Specimen Details

Specimen Type: Whole Blood
ID: PAR-3
Status: Accepted

Results

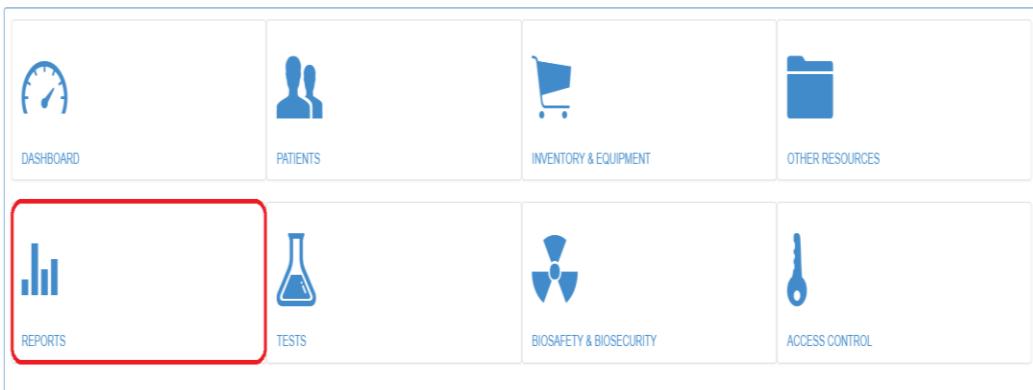
BS for mps: No mps seen
Remarks:

3.2.10 Generate Lab test result report

The person with permission to generate results finds completed tests as in 3.2.4 above, click the  button (circled) to view test results as in 3.2.8 above then click on  button to view the general lab test result report generated in a PDF format as shown below.

3.3 POST ANALYTIC PHASE

3.3.1 Reports



Click **REPORTS** from landing page to view details of all laboratory reports generated by ALIS.

Alternatively, on the side navigation bar, place your cursor on the option/button to display the list of all reports generated by the system.

3.3.2 Daily Reports

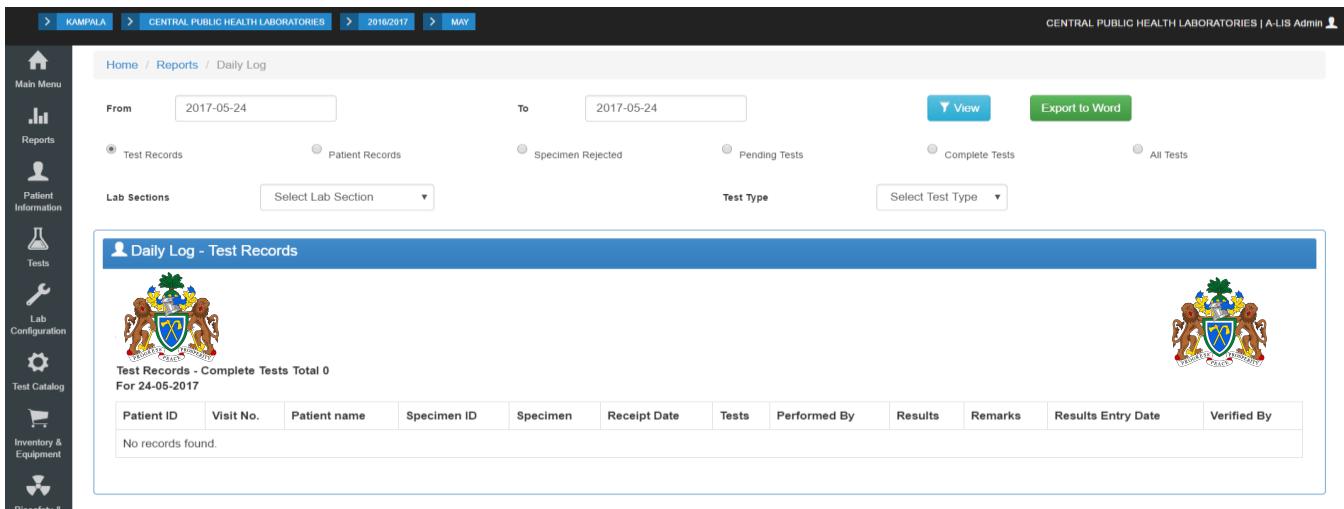
These include patient reports and daily logs

3.3.2.1 Patient Report

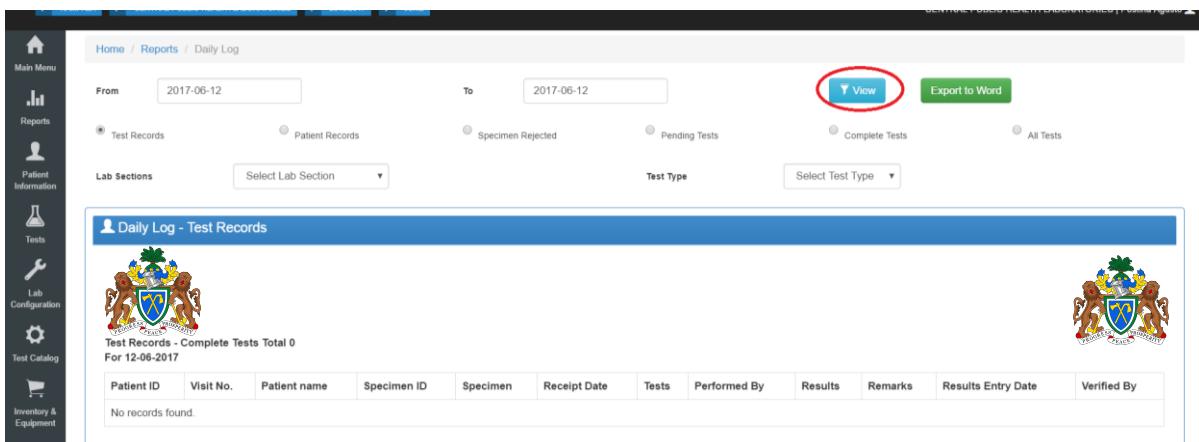
View patient information and history as in “**3.1.3 View and download patient lab history report**” above.

3.3.2.2 Daily Log

On the side navigation bar, place your cursor on the  option/button then click  to daily logs as below.



Filter using dates, test records, Patient Records, Specimen Rejected, Pending Tests, Complete Tests, All Tests, lab sections or Test Type and then select **View** to see the daily log for the filter.



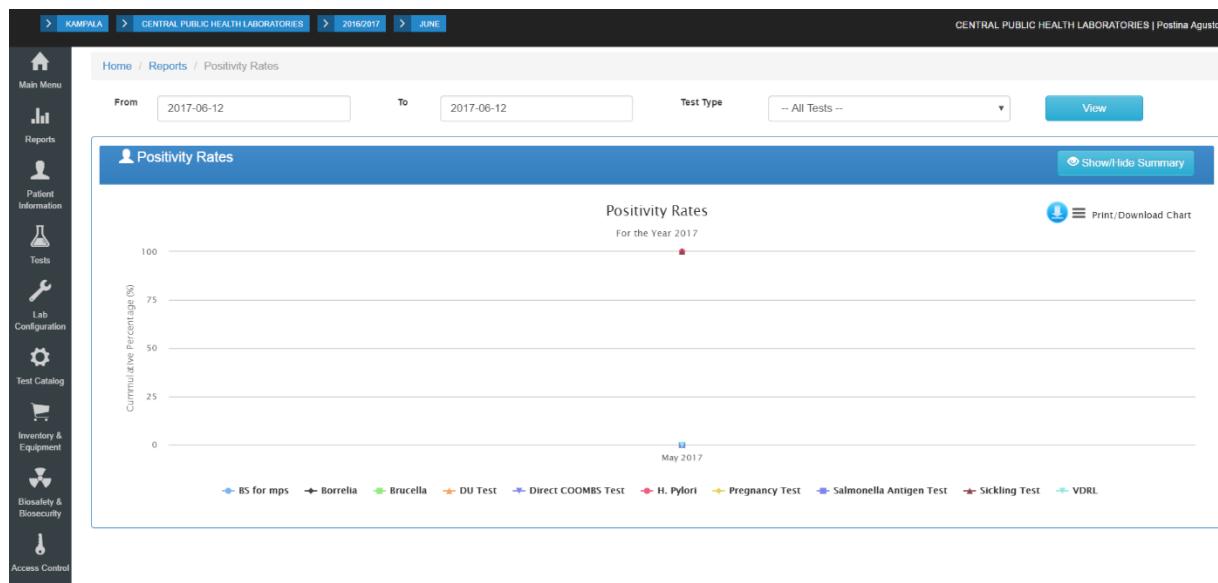
Use **Export to word** button to download and view the filter in a word document.

The screenshot shows the 'Daily Log - Test Records' page. The top navigation bar includes links for KAMPALA, CENTRAL PUBLIC HEALTH LABORATORIES, 2016/2017, JUNE, and a user icon. On the left, a sidebar menu lists: Main Menu, Reports (highlighted), Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety & Biosecurity. The main content area has filters for From (2017-06-12), To (2017-06-12), Test Records (selected), Patient Records, Specimen Rejected, Pending Tests, Complete Tests, All Tests, Lab Sections (Select Lab Section dropdown), Test Type (Select Test Type dropdown), and a 'View' button. A red circle highlights the 'Export to Word' button. Below these, a section titled 'Daily Log - Test Records' displays a crest and a message: 'Test Records - Complete Tests Total 0 For 12-06-2017'. A table header row is shown with columns: Patient ID, Visit No., Patient name, Specimen ID, Specimen, Receipt Date, Tests, Performed By, Results, Remarks, Results Entry Date, and Verified By. The message 'No records found.' is displayed below the table.

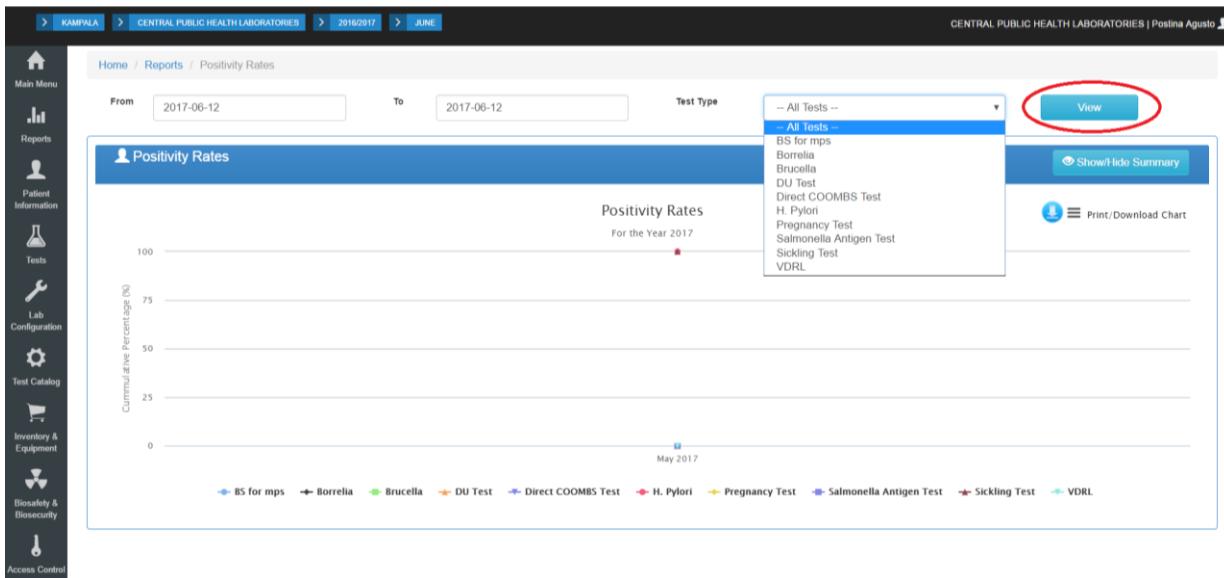
3.3.3 Aggregate Reports

3.3.3.1 Positivity rates

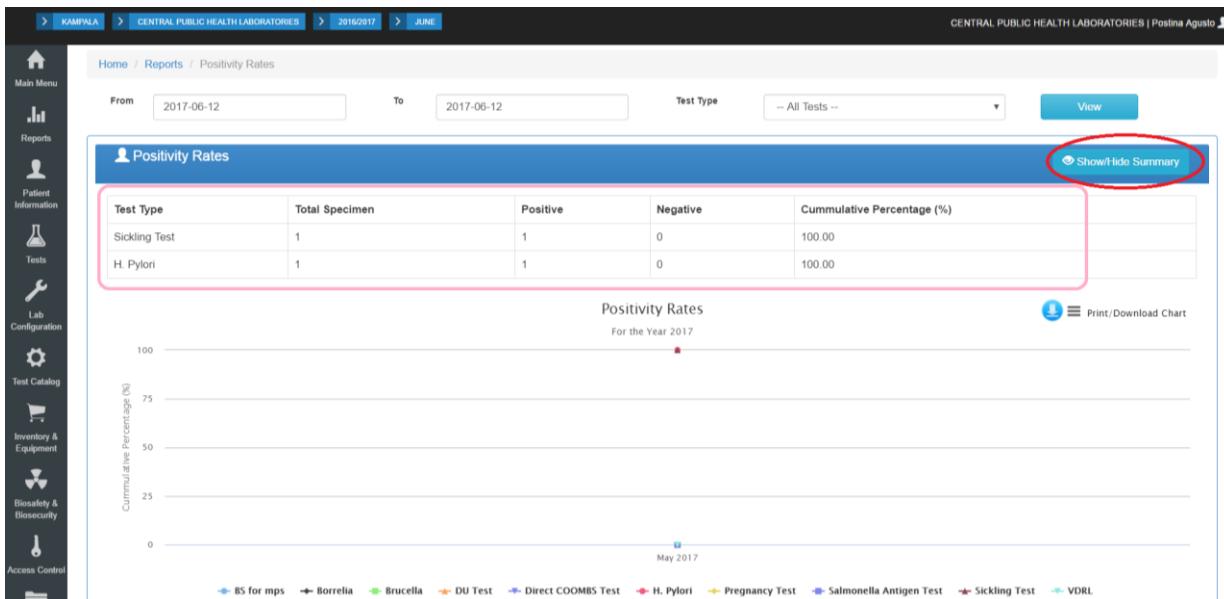
On the side navigation bar, place your cursor on the option/button then click to view the rates. By default, the report loads prevalence rates for the current year. A positivity rate is the total number of cases of a disease existing in a population divided by the total population. **Formula: Positivity Rate of Disease = (n / Total population) x 10ⁿ** Where n - All new & preexisting cases of specific disease



Set a date range to view infection graph and prevalence rates. You can also view by **test type** then click on **View** to load the report with the filters defined.



Select **Show/Hide Summary** to view/hide the numeric data



Click button to choose the various formats then print or download the chart

3.3.3.2 Surveillance

On the side navigation bar, place your cursor on the option/button then click to bring surveillance report on laboratory tests and their outcomes. Monthly reports are generated by default for the tests carried out and the figures for those **Tested** and **Positive** are given for the different age ranges plus the total sum for the tests. Filter for a given period by entering the different date ranges and then click on **View**. Click on the **Export to Word** button to download and view in a word document.

The screenshot shows the A-LIS Admin software interface. On the left, there is a vertical navigation bar with icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, Biosafety & Biosecurity, and Access Control. The main content area is titled "Surveillance" and shows a report for the period from 01-05-2017 to 24-05-2017. The report includes a header with the Kenyan coat of arms and a table with data for Malaria, Typhoid, and Shigella Dysentery across age groups < 5 Years and ≥ 5 Years.

Laboratory	< 5 Years		≥ 5 Years		Total	
	Tested	Positive	Tested	Positive	Tested	Positive
Malaria			0	0		
Typhoid			0	0		
Shigella Dysentery			0	0		

3.3.3.3 Counts Report

On the side navigation bar, place your cursor on the option/button then click “Counts” to generate a report for a particular time period for tests and specimens both grouped and ungrouped.

The screenshot shows the A-LIS Admin software interface. The navigation bar on the left is identical to the previous screenshot. The main content area is titled "Counts" and shows a report for the period from 01-05-2017 to 24-05-2017. The report includes a header with the Kenyan coat of arms and a table with data for various test types, grouped by "Test Types".

Test Types	Complete Tests	Pending Tests
BS for m/s	0	0
Stool for C/S	0	0
GXM	0	0
HB	0	0
Urinalysis	0	1
WBC	0	0
Salmonella Antigen Test	0	0
Direct COOMBS Test	0	0
DU Test	0	0
Sickling Test	0	0
Borelia	0	0
VDFL	0	0
Pregnancy Test	0	0
Brucella	0	0
H. Pylori	0	0
Culture and Sensitivity	0	0
Appearance	0	0
Gram stain	0	0
ZN stain	1	0
Modified ZN	0	0
Wt Saline Iodine Prep	0	0
CBC	0	0

The ungrouped tests and specimens, are summaries of the completed and pending test plus accepted and rejected specimens respectively as seen below

i. Test counts(ungrouped)

The screenshot shows the software's main menu on the left with various icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, Biorepository & Biosafety, Access Control, and Other Resources. The central area displays a 'Counts' report titled 'Test Counts (Ungrouped) - From 01-05-2017 To 24-05-2017'. It has three tabs at the top: 'Test Counts (Ungrouped)' (circled in red), 'Test Counts (Grouped)', 'Specimen Counts (Ungrouped)', and 'Specimen Counts (Grouped)'. The report table has columns for 'Test Types' (e.g., RBS for mps, Stool for C/S, GXM, HB, Urinalysis, WBC, Salmonella Antigen Test, Direct COOMBS Test, DU Test, Sickling Test, Röntgen), 'Complete Tests' (e.g., 1 for RBS for mps, 0 for others), and 'Pending Tests' (e.g., 0 for most, 1 for WBC). A 'View' button is at the bottom right.

ii. Specimen counts (ungrouped)

The screenshot shows the same software interface as the previous one. The 'Counts' report is now titled 'Specimen Counts (Ungrouped) - From 2017-05-01 To 2017-05-24'. It has four tabs at the top: 'Test Counts (Ungrouped)', 'Test Counts (Grouped)', 'Specimen Counts (Ungrouped)' (circled in red), and 'Specimen Counts (Grouped)'. The report table has columns for 'Specimen Types' (e.g., Ascitic Tap, Aspirate, CSF, Dried Blood Spot, High Vaginal Swab, Nasal Swab, Plasma, Plasma EDTA, Pleural Tap, Pus Swab, Rectal Swab, Semen, Serum, Skin, Vomitus), 'Accepted' (e.g., 0 for all), 'Rejected' (e.g., 0 for all), and 'Total Specimen' (e.g., 0 for all). A 'View' button is at the bottom right.

The grouped tests and specimens are categorized according to gender and age ranges.

iii. Test Counts (grouped)

Test Counts (Grouped) - From 2017-05-01 To 2017-05-24

Test Types	Gender	Age Ranges			M/F Total	Total Tests
		0-5	5-15	15-120		
BS for mps	Male Female	0 0	0 0	1 0	1	1
GXM	Male Female	0 0	0 0	0 0	0	0
HB	Male Female	0 0	0 0	0 0	0	0
Urinalysis	Male Female	0 0	0 0	0 0	0	0
WBC	Male Female	0 0	0 0	0 0	0	0
Salmonella Antigen Test	Male Female	0 0	0 0	0 0	0	0
Borrelia	Male Female	0 0	0 0	0 0	0	0

Test Types	Gender	Age Ranges			M/F Total	Total Tests
		0-5	5-15	15-120		

iv. Specimen counts (grouped)

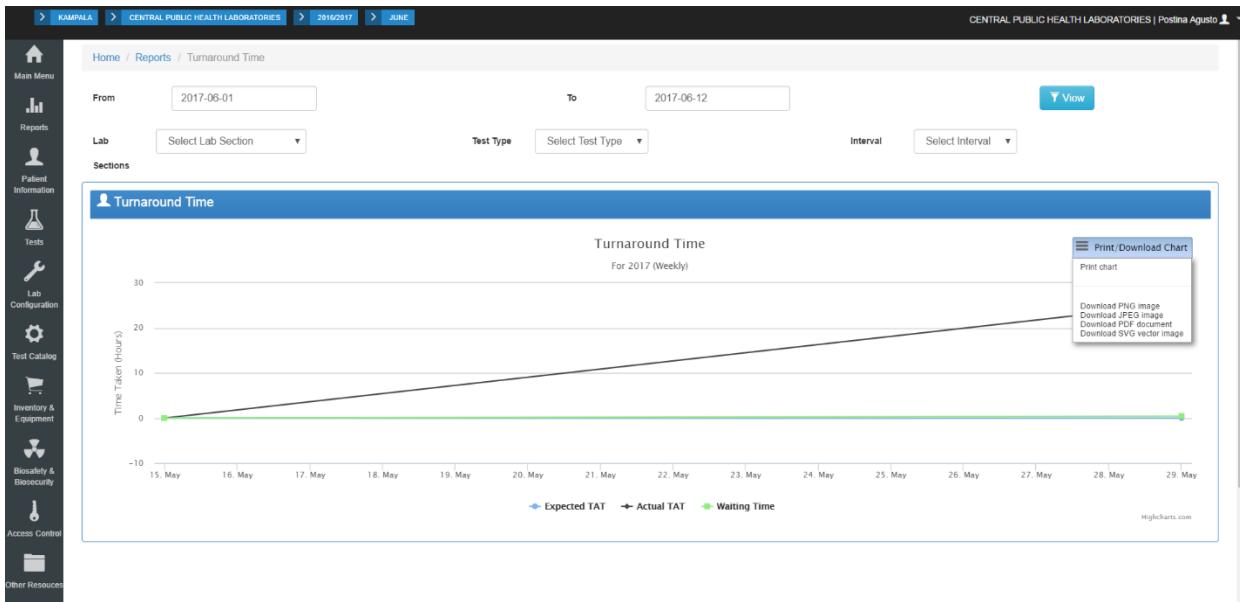
Specimen Counts (Grouped) - From 2017-05-01 To 2017-05-24

Test Types	Gender	Age Ranges			M/F Total	Total Specimen
		0-5	5-15	15-120		
Ascitic Tap	Male Female	0 0	0 0	0 0	0	0
Aspirate	Male Female	0 0	0 0	0 0	0	0
CSF	Male Female	0 0	0 0	0 0	0	0
Dried Blood Spot	Male Female	0 0	0 0	0 0	0	0
High Vaginal Swab	Male Female	0 0	0 0	0 0	0	0
Nasal Swab	Male Female	0 0	0 0	0 0	0	0
Plasma	Male Female	0 0	0 0	0 0	0	0
Plasma EDTA	Male Female	0 0	0 0	0 0	0	0
Pleural Tap	Male Female	0 0	0 0	0 0	0	0

3.3.3.4 Turnaround Time Report

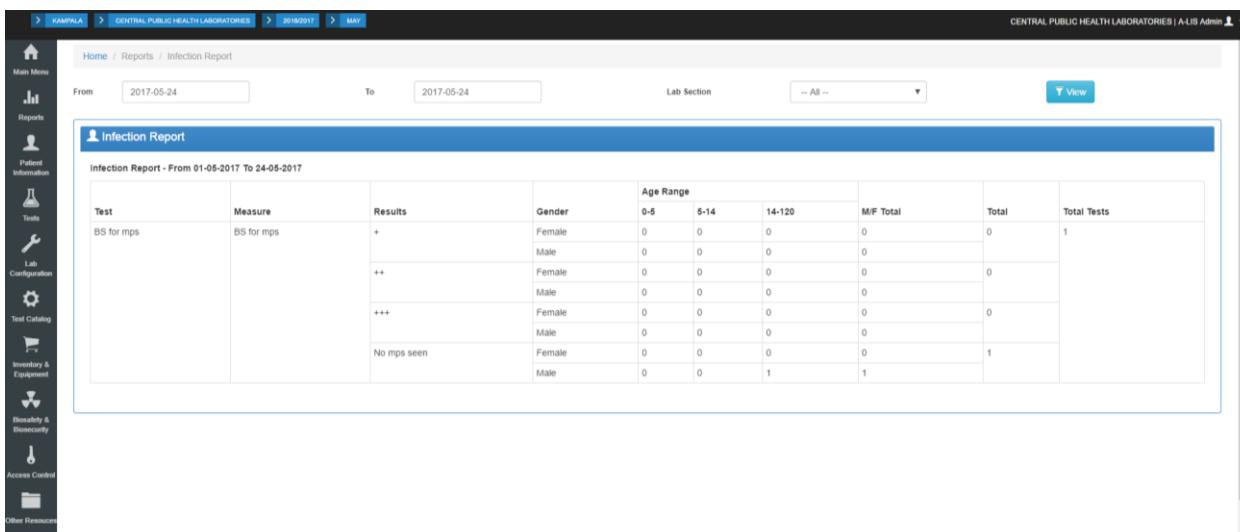
From the option/button, click the button to display the turnaround time from when a test is ordered to completion including specific tests. Select a turnaround time report for the

different intervals (daily, weekly, monthly), date ranges, lab sections and specific test type and then clicking **View**. Click on  to print or download.



3.3.3.5 Test summary Report

From the  option/button, click  to display infections by gender and age. Select a date range and lab section then clicking **View**.



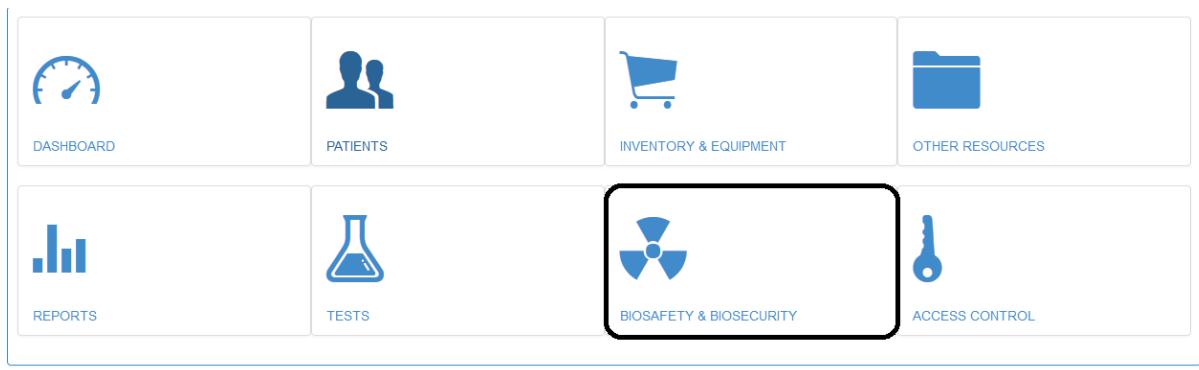
3.3.3.6 User Statistics Report

From the  option/button, click “User Statistics” to display report for users of the system and system activity logs. Filter by User, report type or date range and then click on **View**. Use a search

box to search a user by name and click the drop down of **Show entries** show a number of entries for a defined report.

Name	Tests Received	Specimen Collected	Specimen Rejected	Tests Performed	Tests Verified
1 A-LIS Admin	0	0	0	0	0
2 Geoffrey Anguyo	0	0	0	0	0
3 asim	0	0	0	0	0
4 Philip Kasibante	0	0	0	0	0
5 tmkim	0	0	0	0	0
6 Postina Agusto	0	0	0	0	0
7 P K	0	0	0	0	0
8 penny	0	0	0	0	0

3.4 BIOSAFETY AND BIOSECURITY



Click **BIOSAFETY & BIOSECURITY** from landing page to view details of all ordinary and emergency BB incidents occurring at a lab facility. Alternatively, on the side navigation bar, place your cursor on the **BB** option/button to display the list of all ordinary and emergency BB incidents.

Date / Time	Nature of Incident	Cause of Incident	Description	Actions
01 May 2017 12:34:00	Minor/Physical, Minor/Physical, Minor/Mechanical, Minor/Physical,	Defective Equipment, Lack of Adequate Physical Security, Lack of Personal Protective Equipment, Unsafe Procedure, Unsafe Working Environment,	Point Here	<input type="button"/> View <input type="button"/> Edit <input type="button"/> Delete Clinical <input type="button"/> Update Analysis <input type="button"/> Update IHRM Response
11 May 2017 13:56:00	Minor/Physical, Minor/Chemical, Major/Mechanical, Major/Physical, Minor/Physical,		Point Here	<input type="button"/> View <input type="button"/> Edit <input type="button"/> Delete Clinical <input type="button"/> Update Analysis <input type="button"/> Update IHRM Response
25 May 2017 17:14:00	Major/Ergonomic and Medical,		Point Here	<input type="button"/> View <input type="button"/> Edit <input type="button"/> Delete Clinical <input type="button"/> Update Analysis <input type="button"/> Update IHRM Response
26 May 2017 23:00:00	Minor/Physical,		Point Here	<input type="button"/> View <input type="button"/> Edit <input type="button"/> Delete Clinical <input type="button"/> Update Analysis <input type="button"/> Update IHRM Response
04 Jun 2017 09:54:00	Minor/Physical, Minor/Chemical, Major/Chemical,		Point Here	<input type="button"/> View <input type="button"/> Edit <input type="button"/> Delete Clinical <input type="button"/> Update Analysis <input type="button"/> Update IHRM Response

3.4.1 Registering a bio-safety/bio-security incident

On the side navigation bar, place your cursor on the BB option/button, then click “Register incident”.

This will bring a page below, then click the “SAVE” button to save details on incident after filling them in.

Bio-safety and Bio-security Incident/Occurrence Details (to be completed by the person affected or his/her supervisor)					
Facility	LBK1 - CENTRAL PUBLIC HEALTH LABORATORIES - Kampala	Occurrence Date *		Occurrence Time *	
Identification No	To be generated automatically				
Description					
First Aid / Immediate Actions					
Nature of Incident/Occurrence					
<input type="checkbox"/> Assault/fight among staff <input type="checkbox"/> Attack on the Lab <input type="checkbox"/> Back pain from posture effects <input type="checkbox"/> Bike rider accident <input type="checkbox"/> Breakage of sample container <input type="checkbox"/> Chemical burn <input type="checkbox"/> Chemical spill <input type="checkbox"/> Collapsing building <input type="checkbox"/> Contact with radiological materials <input type="checkbox"/> Contact with VHP suspect <input type="checkbox"/> Death within lab <input type="checkbox"/> Electric shockburn <input type="checkbox"/> Fainting <input type="checkbox"/> Fire <input type="checkbox"/> Injury caused by laboratory objects <input type="checkbox"/> Machine cut/bruises <input type="checkbox"/> Needle prick or cuts by used sharps <input type="checkbox"/> Other <input type="checkbox"/> Other occupational hazard <input type="checkbox"/> Poor disposal of radiological materials <input type="checkbox"/> Poor vision from inadequate light <input type="checkbox"/> Product by unused sharps <input type="checkbox"/> Rupture <input type="checkbox"/> Slip or fall <input type="checkbox"/> Theft of chemical <input type="checkbox"/> Theft of equipment <input type="checkbox"/> Theft of laboratory consumables <input type="checkbox"/> Theft of radiological materials <input type="checkbox"/> Theft of samples <input type="checkbox"/> Unnecessary destruction of lab material					
Check if incident(s) is Minor or Major					
<input type="checkbox"/> Minor <input type="checkbox"/> Major					
Victim Details (to be completed by the person affected or his/her supervisor)					
Victim ID		Gender *	<input type="radio"/> Male	<input type="radio"/> Female	

When facility name and password are the log-in credentials, then the facility name in the page is automatically filled.

3.4.2 Assessing reported biosafety or biosecurity incidents

On the side navigation bar, place your cursor on the **BB** option/button, and then click “**Summary Log**”.

Date / Time	Nature of Incident	Cause of Incident	Description	Actions
01 May 2017 12:34:00	Minor/Physical; Minor/Physical; Minor/Mechanical; Minor/Physical;	Defective Equipment; Lack of Adequate Physical Security; Lack of Personal Protective Equipment; Unsafe Procedure; Unsafe Working Environment;	Point Here	View Edit Update Clinical Update Analysis Update BHM Response
11 May 2017 13:56:00	Minor/Physical; Minor/Chemical; Major/Mechanical; Major/Physical; Minor/Physical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
25 May 2017 17:14:00	Major/Ergonomic and Medical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
25 May 2017 23:00:00	Minor/Physical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
04 Jun 2017 09:54:00	Minor/Physical; Minor/Chemical; Major/Chemical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response

This will bring a page that displays a list of **BB** (Bio-safety and Bio-Security) incidents as shown below.

#	ID No	Date / Time	Nature of Incident	Cause of Incident	Description	Actions
1	BB/LBK1/2017/1	01 May 2017 12:34:00	Minor/Physical; Minor/Physical; Minor/Mechanical; Minor/Physical;	Defective Equipment; Lack of Adequate Physical Security; Lack of Personal Protective Equipment; Unsafe Procedure; Unsafe Working Environment;	Point Here	View Edit Update Clinical Update Analysis Update BHM Response
2	BB/LBK1/2017/2	11 May 2017 13:56:00	Minor/Physical; Minor/Chemical; Major/Mechanical; Major/Physical; Minor/Physical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
3	BB/LBK1/2017/3	25 May 2017 17:14:00	Major/Ergonomic and Medical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
4	BB/LBK1/2017/4	25 May 2017 23:00:00	Minor/Physical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response
5	BB/LBK1/2017/5	04 Jun 2017 09:54:00	Minor/Physical; Minor/Chemical; Major/Chemical;		Point Here	View Edit Update Clinical Update Analysis Update BHM Response

Click  to assess the required incident as shown below.



The screenshot shows a detailed incident report for BB/LBK1/2017/1. The report includes the following information:

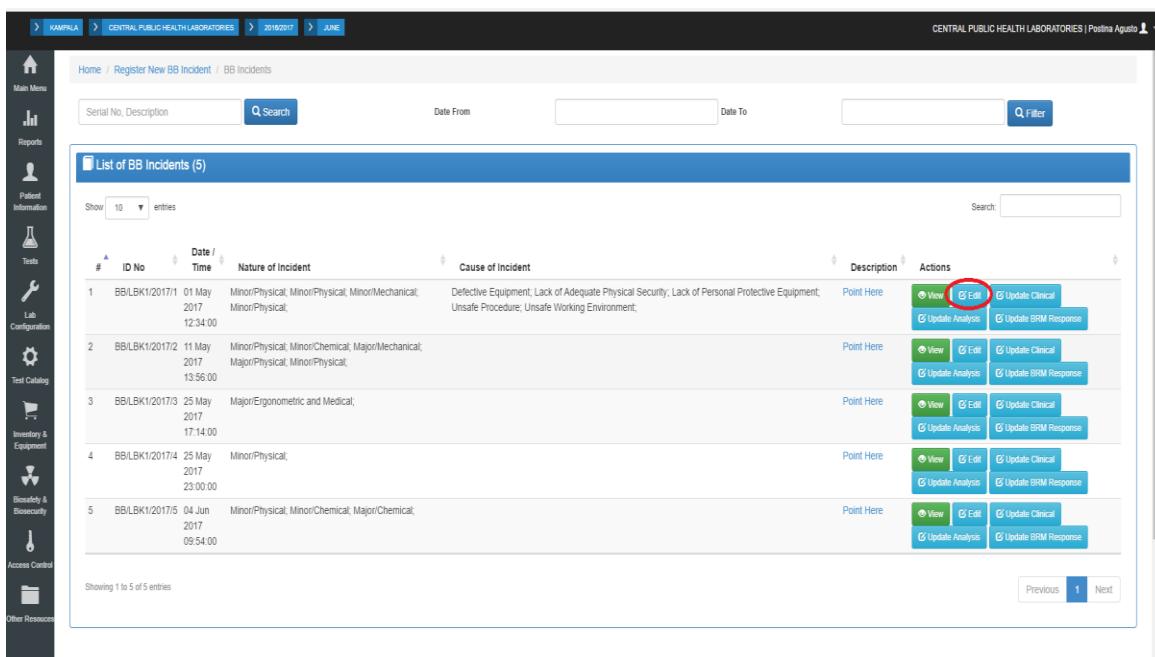
ID #	BB/LBK1/2017/1	Facility	LBM - CENTRAL PUBLIC HEALTH LABORATORIES
Occurrence Date & Time	01 May 2017 12:34:00	Description	The lab tech fell down and fainted and the fridge cut his hand
Location	EID Lab entrance	First Aid / Immediate Actions	First aid medicine was given
Nature of Incident/Occurrence	Fainting (Minor/Physical) Injury caused by laboratory objects (Equipment) Machine cut/buckles (Minor/Mechanical) Slip or fall (Minor/Physical)	Completion Status	Completed
Victim ID		Gender	Not Applicable
Name	Alli Osbert	DOB / Age	1990-05-02 /
Category	Laboratory Staff	Telephone	
Email	alli@cpht.org	NOK Email (Next of Kin)	
NOK Name		NOK Telephone	
Activity being performed	Sample processing	VHF Patient ULIN	
Equipment Code	MOH/PRG/23/2017	Equipment Name	Fridge
Reporting Officer	Andrew Kato	Designation	Lab Supervisor
Telephone	0755676543		
Extent/Magnitude of injury	severe	Clinical Intervention	
Date/Time of Intervention	0000-00-00 00:00:00	Intervention Followup	
Medical Officer		Telephone	

On the right side of the form, there are several icons for interacting with the document: rotate clockwise, print, download, fit width, zoom in (enlarge), and zoom out (reduce).

3.4.3 Editing Bio-safety and Bio-security incidents

On the side navigation bar, place your cursor on the **BB** option/button, and then click “**Summary Log**

Log to display a list of **BB** (Bio-safety and Bio-Security) incidents and click “**Edit BB Incident Information**”



The screenshot shows a list of BB Incidents (5). The table includes the following data:

#	ID No	Date / Time	Nature of Incident	Cause of Incident	Description	Actions
1	BB/LBK1/2017/1	01 May 2017 12:34:00	Minor/Physical; Minor/Physical; Minor/Mechanical; Minor/Physical;	Defective Equipment; Lack of Adequate Physical Security; Lack of Personal Protective Equipment; Unsafe Procedure; Unsafe Working Environment;	Point Here	    
2	BB/LBK1/2017/2	11 May 2017 13:56:00	Minor/Physical; Minor/Chemical; Major/Mechanical; Major/Physical; Minor/Physical;		Point Here	    
3	BB/LBK1/2017/3	25 May 2017 17:14:00	Major/Ergonomic and Medical;		Point Here	    
4	BB/LBK1/2017/4	25 May 2017 23:00:00	Minor/Physical;		Point Here	    
5	BB/LBK1/2017/5	04 Jun 2017 09:54:00	Minor/Physical; Minor/Chemical; Major/Chemical;		Point Here	    

Showing 1 to 5 of 5 entries

Bio-safety and Bio-security Incident/Occurrence Details (to be completed by the person affected or his/her supervisor)

Facility: LBI1 - CENTRAL PUBLIC HEALTH LABORATORIES - Kampala
Incurrence Date: 2017-05-01
Incurrence Time: 12:34:00

Identification No: BBILBK1/2017/1
Location: EID Lab entrance

Description: The lab tech fell down and fainted and the fridge cut his hand
First Aid / Immediate Actions: First aid medicine was given

Nature of Incident/Occurrence:

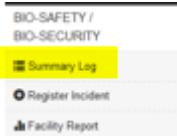
<input type="checkbox"/> Needs prick or cuts by used sharps	<input type="checkbox"/> Sample spillage	<input type="checkbox"/> Theft of samples	<input type="checkbox"/> Contact with VHF suspect
<input type="checkbox"/> Chemical burn	<input type="checkbox"/> Theft of chemical	<input type="checkbox"/> Chemical spillage	<input type="checkbox"/> Death within lab
<input type="checkbox"/> Poor vision from inadequate light	<input type="checkbox"/> Back pain from posture effects	<input type="checkbox"/> Other occupational hazard	<input checked="" type="checkbox"/> Machine cut/bruise
<input type="checkbox"/> Electric shock/short	<input type="checkbox"/> Other	<input type="checkbox"/> Assault/Fight among staff	<input checked="" type="checkbox"/> Falling
<input type="checkbox"/> Roof/wall/ceiling fall	<input type="checkbox"/> Slip or fall	<input type="checkbox"/> Unnecessary destruction of lab material	<input type="checkbox"/> Theft of laboratory consumables
<input type="checkbox"/> Breakage of sample container	<input type="checkbox"/> Prick/stab by unused sharp	<input checked="" type="checkbox"/> Injury caused by laboratory objects	<input type="checkbox"/> Theft of equipment
<input type="checkbox"/> Attack on the Lab	<input type="checkbox"/> Collapsing building	<input type="checkbox"/> Bike rider accident	<input type="checkbox"/> Fire
<input type="checkbox"/> Contact with radiological materials	<input type="checkbox"/> Theft of radiological materials	<input type="checkbox"/> Poor disposal of radiological materials	

Victim Details (to be completed by the person affected or his/her supervisor)

Edit and click “Save” to update changes on details of incident.

3.4.4 Updating Clinical Intervention

On the side navigation bar, the clinician places a cursor on the **BB** option/button, and then clicks



“**Summary Log**” to display a list of **BB** (Bio-safety and Bio-Security) incidents and click “**Update Clinical Intervention**”.

List of BB Incidents (5)

#	ID No	Date / Time	Nature of Incident	Cause of Incident	Description	Actions
1	BBILBK1/2017/1	01 May 2017 12:34:00	Minor/Physical; Minor/Physical; Minor/Mechanical; Minor/Physical;	Defective Equipment; Lack of Adequate Physical Security; Lack of Personal Protective Equipment; Unsafe Procedure; Unsafe Working Environment.	Point Here	<input type="button" value="View"/> <input type="button" value="Edit"/> <input checked="" type="button" value="Update Clinical"/> <input type="button" value="Update Analysis"/> <input type="button" value="Update BRM Response"/>
2	BBILBK1/2017/2	11 May 2017 13:56:00	Minor/Physical; Minor/Chemical; Major/Mechanical; Major/Physical; Minor/Physical;		Point Here	<input type="button" value="View"/> <input type="button" value="Edit"/> <input checked="" type="button" value="Update Clinical"/> <input type="button" value="Update Analysis"/> <input type="button" value="Update BRM Response"/>
3	BBILBK1/2017/3	25 May 2017 17:14:00	Major/Ergonomic and Medical;		Point Here	<input type="button" value="View"/> <input type="button" value="Edit"/> <input checked="" type="button" value="Update Clinical"/> <input type="button" value="Update Analysis"/> <input type="button" value="Update BRM Response"/>
4	BBILBK1/2017/4	25 May 2017 23:00:00	Minor/Physical;		Point Here	<input type="button" value="View"/> <input type="button" value="Edit"/> <input checked="" type="button" value="Update Clinical"/> <input type="button" value="Update Analysis"/> <input type="button" value="Update BRM Response"/>
5	BBILBK1/2017/5	04 Jun 2017 09:54:00	Minor/Physical; Minor/Chemical; Major/Chemical;		Point Here	<input type="button" value="View"/> <input type="button" value="Edit"/> <input checked="" type="button" value="Update Clinical"/> <input type="button" value="Update Analysis"/> <input type="button" value="Update BRM Response"/>

Show: 10 entries Search: _____

Showing 1 to 5 of 5 entries Previous: 1 Next: _____

The screenshot shows a web-based application interface for updating clinical interventions. The main title is "Updating Clinical Intervention for BB/LBK1/2017/1". The form includes fields for ID#, Occurrence Time, Facility, Description, Laboratory Section, EID Lab entrance, First Aid / Immediate Actions, Completion Status, and Nature of Incident/Occurrence. The "Nature of Incident/Occurrence" field contains a note about a lab tech falling and cutting his hand. A note at the bottom right states "Record created by A-LIS Admin at 2017-05-24 12:03:47". Below this is a section titled "Clinical Intervention if applicable (to be filled by the clinician)" with fields for Extent/Magnitude of injury, Clinical Intervention, Date of Intervention, Time of Intervention, Medical Officer (First Name and Last Name), Designation, Telephone, and Intervention Followup. A "Save" button is located at the bottom right of this section.

Updates and clicks “Save” to update changes on clinical intervention.

3.4.5 Updating Incident Analysis

On the side navigation bar, the Biosafety officer places a cursor on the **BB** option/button, and



then clicks “Summary Log” to display a list of **BB** (Bio-safety and Bio-Security) incidents and click “Update Incident Analysis”.

The screenshot shows a list of BB incidents with 5 entries. The columns include ID No, Date / Time, Nature of Incident, Cause of Incident, Description, and Actions. The 'Actions' column contains buttons for View, Edit, Update Clinical, and Update BRM Response, with the 'Update Analysis' button circled in red for the first entry. The first entry is BB/LBK1/2017/1, occurring on 01 May 2017 at 12:34:00, with a nature of incident of Minor/Physical, Minor/Physical, Minor/Mechanical, and a cause of incident of Defective Equipment, Lack of Adequate Physical Security, Lack of Personal Protective Equipment, Unsafe Procedure, Unsafe Working Environment.

Central Public Health Laboratories | Postna Agata

Home / BB Incidents / Updating Bio Incident Analysis

Updating Incident Analysis for BB/LBK1/2017/1

ID #	BB/LBK1/2017/1	Facility	LBK1 - CENTRAL PUBLIC HEALTH LABORATORIES
Occurrence Time	2017-05-01 12:34:00	Description	The lab tech fell down and fainted and the fridge cut his hand
Laboratory Section	ED Lab entrance	First Aid / Immediate Actions	First aid medicine was given
Nature of Incident/Occurrence	Falling (Minor/Physical) Injury caused by laboratory objects (Minor/Physical) Machine cut/trusses (Minor/Mechanical) Drip or fall (Minor/Physical)	Completion Status	Completed

**Record created by A-LIS Admin at 2017-05-24 12:03:47

Incident Analysis (to be completed by facility bio-safety officer)

Cause of Incident

<input checked="" type="checkbox"/> Defective Equipment	<input type="checkbox"/> Hazardous Chemicals	<input checked="" type="checkbox"/> Lack of Adequate Physical Security	<input checked="" type="checkbox"/> Lack of Personal Protective Equipment
<input type="checkbox"/> Lack of Skill or Knowledge	<input type="checkbox"/> Other	<input type="checkbox"/> Psychological causes (e.g. emotional condition, depression, mental confusion)	<input type="checkbox"/> Unsafe location of laboratory equipment
<input checked="" type="checkbox"/> Unsafe Procedure	<input type="checkbox"/> Unsafe storage of laboratory chemicals	<input checked="" type="checkbox"/> Unsafe Working Environment	

Corrective Action

<input checked="" type="checkbox"/> Administered PPE	<input checked="" type="checkbox"/> Conducted risk assessment	<input type="checkbox"/> Contacted Police	<input type="checkbox"/> Contained the spillage
<input type="checkbox"/> Disinfected the place	<input type="checkbox"/> Disposed of broken container to designated waste bin/sharps	<input type="checkbox"/> Gave first aid (e.g. arrested bleeding)	<input type="checkbox"/> Intervened to interrupt/uninterrupt progress of incident (e.g. Used neutralizing agent, stopping a fight)
<input type="checkbox"/> Others	<input type="checkbox"/> Patient sample taken & referred to testing lab. Isolated suspected patient	<input checked="" type="checkbox"/> Referred to clinician for further management	<input checked="" type="checkbox"/> Referred to disciplinary committee
<input type="checkbox"/> Referred to mental department	<input type="checkbox"/> Reported to administration for further action	<input type="checkbox"/> Reported to or engaged national level BIRM for intervention	<input type="checkbox"/> Switched off the Electricity Mains
<input checked="" type="checkbox"/> Used spill kit	<input checked="" type="checkbox"/> Victim counseled	<input type="checkbox"/> Visited punctured area	

Updates and clicks “Save” to update changes on incident analysis

3.4.6 Updating National Bio-risk Management Response

On the side navigation bar, the National Bio-risk Management person places a cursor on the **BB** option/button, and then clicks “**Summary Log**” to display a list of **BB** (Bio-safety and Bio-Security) incidents and click “**Update NBRM Response**”.



option/button, and then clicks “**Summary Log**” to display a list of **BB** (Bio-safety and Bio-Security) incidents and click “**Update NBRM Response**”.

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Home / Register New BB Incident / BB Incidents

List of BB Incidents (5)

#	ID No	Date / Time	Nature of Incident	Cause of incident	Description	Actions
1	BB/LBK1/2017/1	01 May 2017 12:34:00	Minor/Physical, Minor/Chemical, Minor/Mechanical;	Defective Equipment; Lack of Adequate Physical Security; Lack of Personal Protective Equipment; Unsafe Procedure; Unsafe Working Environment;	Point Here	<input checked="" type="button"/> View <input checked="" type="button"/> Edit <input checked="" type="button"/> Update Clinical <input checked="" type="button"/> Update Analysis <input checked="" type="button"/> Update NBRM Response
2	BB/LBK1/2017/2	11 May 2017 13:56:00	Minor/Physical; Minor/Chemical; Major/Mechanical; Major/Physical, Minor/Physical,		Point Here	<input checked="" type="button"/> View <input checked="" type="button"/> Edit <input checked="" type="button"/> Update Clinical <input checked="" type="button"/> Update Analysis <input checked="" type="button"/> Update NBRM Response
3	BB/LBK1/2017/3	25 May 2017 17:14:00	Major/Ergonometic and Medical;		Point Here	<input checked="" type="button"/> View <input checked="" type="button"/> Edit <input checked="" type="button"/> Update Clinical <input checked="" type="button"/> Update Analysis <input checked="" type="button"/> Update NBRM Response
4	BB/LBK1/2017/4	25 May 2017 23:00:00	Minor/Physical,		Point Here	<input checked="" type="button"/> View <input checked="" type="button"/> Edit <input checked="" type="button"/> Update Clinical <input checked="" type="button"/> Update Analysis <input checked="" type="button"/> Update NBRM Response
5	BB/LBK1/2017/5	04 Jun 2017 09:54:00	Minor/Physical; Minor/Chemical; Major/Chemical;		Point Here	<input checked="" type="button"/> View <input checked="" type="button"/> Edit <input checked="" type="button"/> Update Clinical <input checked="" type="button"/> Update Analysis <input checked="" type="button"/> Update NBRM Response

Showing 1 to 5 of 5 entries

The screenshot shows the 'Updating Major Incident Response' page. The main content area contains fields for ID#, Occurrence Time, Facility, and various incident details. Below this is a section for 'Major Incident Response' with fields for Investigation Findings, Improvement Plan, Response Date, Response Time, and NBRM representative information. A red arrow points to the 'Save' button at the bottom left of the response section.

Updates and clicks “Save” to update changes NBRM response.

3.4.7 Generating BB periodic Report

On the side navigation bar, place your cursor on the **BB** option/button, and then click “**Facility Report**” and a page for the facility BB incident Report will show as a default for the current month (1st to Date) as shown below.

The screenshot shows the 'Facility BB Incident Report' page. At the top, there are date filters ('Date From' and 'Date To') and a 'Filter' button. The main content includes four summary tables: 'Facility Summary on Incidents' (Physical), 'Summary on Facility Incident Management' (Referral Status, Completion Status), 'Summary on Incident prevalence among Personnel and Other Facility Clients' (Laboratory Staff), and 'Summary on specific causes of Incidents' (Defective Equipment, Hazardous Chemicals).

Enter desired dates and click “**Filter**” to show report for a specified period The resultant report shows the period as shown below.

Date From Date To

Facility BB Incident Report (Filtered) - 2017-05-01 to 2017-05-23



Facility Summary on Incidents		Summary on Facility Incident Management		
Physical	Attack on the Lab	0	Referral Status	
	Bike rider accident	0	--	1
	Collapsing building	0	Resolved and not referred	1
	Fire	1	Completion Status	
	Theft of equipment	0	Completed	1
	Assault/Fight among staff	0	Ongoing	1
	Breakage of sample container	1		
	Fainting	1		
	Injury caused by laboratory objects	1		
	Prick/cut by unused sharps	0		
	Roof leakages	0		
	Slip or fall	1		
	Theft of laboratory consumables	0		
	Unnecessary destruction of lab material	1		
	Electric shock/burn	1		

Summary on Incident prevalence among Personnel and Other Facility Clients

--	1
Laboratory Staff	1

Summary on specific causes of Incidents

Defective Equipment	1
Hazardous Chemicals	0
Lack of Adequate Physical Security	1

Click “Print” to have a physical copy.

3.5 EQUIPMENT, LOGISTICS AND STORE (ELS)



Click **INVENTORY & EQUIPMENT** from landing page to view laboratory facility inventory and equipment details.

Click on inventory

3.5.1 Registering a new Equipment

Click “**Inventory &Equipment**” on the landing page then click **Equipment** to display a list of all equipment and click “Add”.

The screenshot shows the 'Equipment List' page. On the left is a vertical sidebar with icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, and Inventory & Equipment. The main area has a blue header bar with the title 'Equipment List' and a blue 'Add' button. Below the header is a search bar and a table with columns for Name, Model, Serial number, Location, Procurement type, Purchase date, Delivery date, Verification date, Installation date, Spare parts, Warranty period, Lifetime, Service frequency, and Service contract. A message 'No data available in table' is displayed. At the bottom, it says 'Showing 0 to 0 of 0 entries' and has 'Previous' and 'Next' buttons. A red arrow points to the 'Add' button.

This will bring a page for filling in the equipment information as shown below and click **Submit** to save the new equipment in the system

The screenshot shows the 'Equipment' registration form. The left sidebar includes icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, Biomass & Biomass, Process Control, and Other. The main form has fields for Name, Model, Serial number, Location, Procurement type, Purchase date, Delivery date, Verification date, Installation date, Spare parts, Warranty period, Lifetime (with a dropdown for 'Years'), and Service frequency. A large curly brace on the right side of the form encloses all these fields. To the right of the brace, the text 'All information should be filled in' is written in blue. In the top right corner of the form, there is a blue 'Submit' button.

3.5.2 Search for a registered Equipment

Click “**Inventory &Equipment**” on the landing page then click **Equipment** to display a list of all equipment and enter the name of equipment in the search box as shown below.

3.5.3 Manage service schedule of equipment

Click “**Inventory & Equipment**” on the landing page then click **Equipment** to display a list of all equipment and enter the name of equipment in the search box then click “**Manage service schedule**” under the action tab to enter information detailing: what machine, when was it serviced, who serviced the machine and when will it be serviced again as shown below. Click **Submit** to save the schedule in the system.

Equipment maintenance	
Equipment	Select
Service date	
Next service date	
Serviced by	Serviced by
Serviced by contact	Serviced by contact
Supplier	Select
Comment	Comment
<input type="button" value="Cancel"/> <input type="button" value="Submit"/>	

3.5.4 Report Equipment Breakdown

Click “**Inventory & Equipment**” on the landing page then click **Equipment** to display a list of all equipment and enter the name of equipment in the search box click “**Equipment Breakdown**” under the action tab to enter occurrence information as required by ISO standards and as shown as below. Click **Submit** to save the occurrence in the system.

3.5.5 Report Equipment Restoration details

Click “**Inventory & Equipment**” on the landing page then click **Equipment** to display a list of all equipment and enter the name of equipment in the search box click “**Equipment Restoration**” under the action tab to enter feedback regarding the repair of given broken equipment and as shown below. Click **Submit** to send the report.

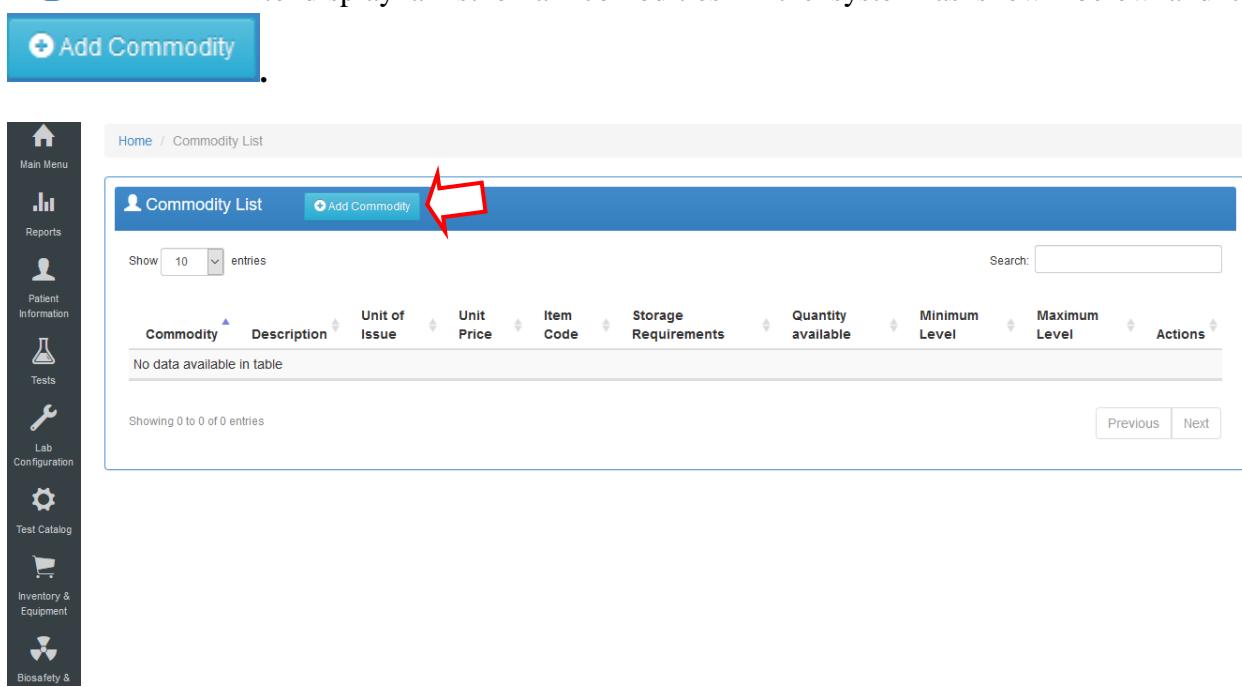
3.5.6 Generate Periodic Equipment Performance Report

(Content coming later)

3.5.7 Update inventory of lab commodities

Click “Inventory & Equipment” on the landing page and click “Inventory” then click

-  [Commodities](#) to display a list of all commodities in the system as shown below and click

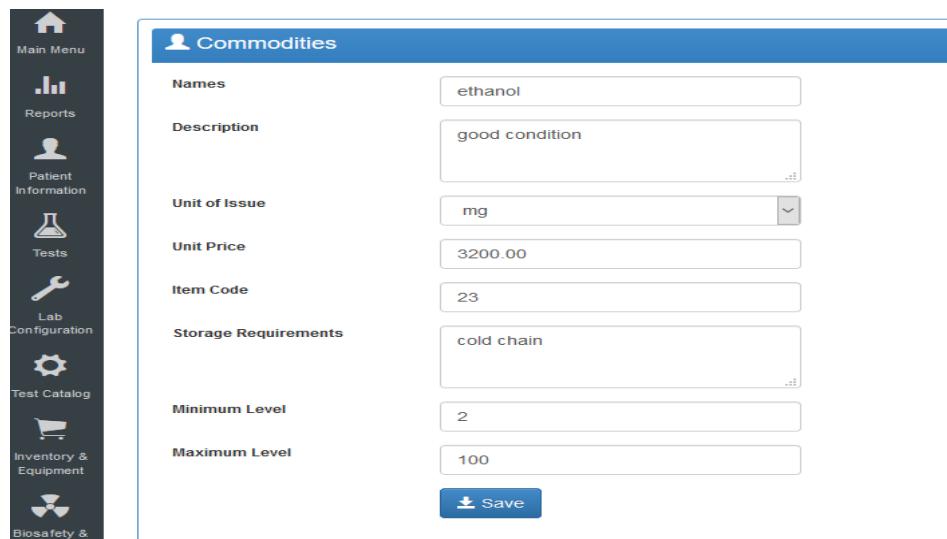


The screenshot shows the 'Commodity List' page. On the left is a vertical sidebar with icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety &.

The main area has a blue header bar with 'Commodity List' and 'Add Commodity' buttons. Below is a table with columns: Commodity, Description, Unit of Issue, Unit Price, Item Code, Storage Requirements, Quantity available, Minimum Level, Maximum Level, and Actions. A message says 'No data available in table'. At the bottom are 'Previous' and 'Next' buttons.

This will bring a page for filling in details of the commodity as shown below and click on

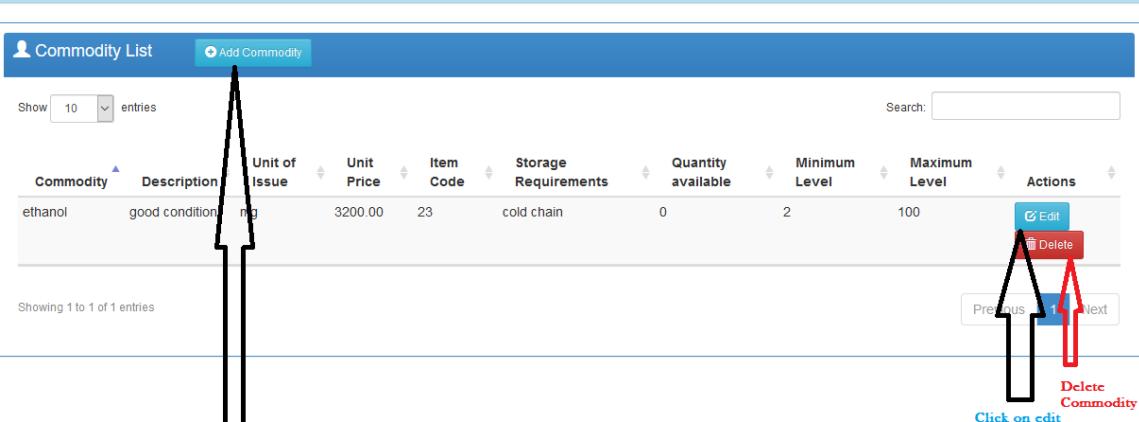
-  [Save](#) to add the commodity in the system.



The screenshot shows the 'Commodities' form page. On the left is a vertical sidebar with icons for Main Menu, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety &.

The main area has a blue header bar with 'Commodities' and a back arrow. Below is a form with fields: Names (ethanol), Description (good condition), Unit of Issue (mg), Unit Price (3200.00), Item Code (23), Storage Requirements (cold chain), Minimum Level (2), and Maximum Level (100). At the bottom is a 'Save' button.

Use the search box to search for a registered commodity of the commodity. Click  or click  to make other changes then click on  to update as shown below.



The commodity was successfully updated

Commodity List

Commodity	Description	Unit of Issue	Unit Price	Item Code	Storage Requirements	Quantity available	Minimum Level	Maximum Level	Actions
ethanol	good condition	ml	3200.00	23	cold chain	0	2	100	 

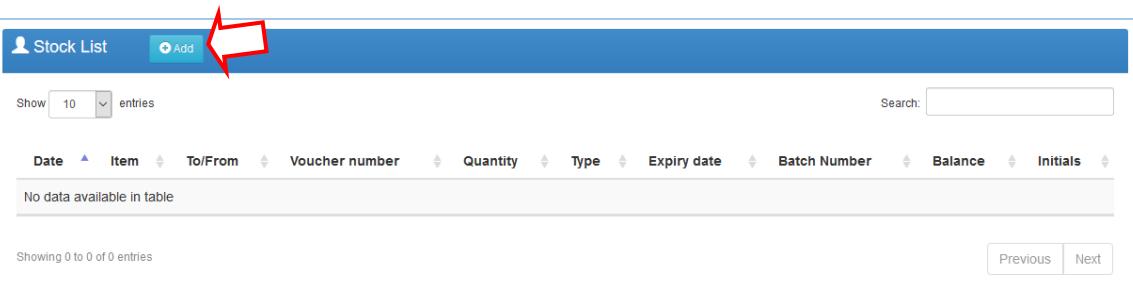
Showing 1 to 1 of 1 entries

Add Commodity

Main Menu
Reports
Patient Information
Tests
Lab Configuration
Test Catalog
Inventory & Equipment

3.5.8 Issuing requested lab commodities (filling in stock book)

Click “**Inventory &Equipment**” on the landing page and click “**Inventory**” then click “**Stock Card**” to display the stock list. To issue a commodity requested click .



Home / Stock List

Stock List

Date	Item	To/From	Voucher number	Quantity	Type	Expiry date	Batch Number	Balance	Initials
No data available in table									

Showing 0 to 0 of 0 entries

Add

Main Menu
Reports
Patient Information
Tests
Lab Configuration

The requesting staff should know all details of the commodity page will be displayed as shown below. Select the commodity and indicate whether the stock is inbound or outbound. Then click on continue to fill the stock card.

Stock card

District	Facility	Financial Year	Item	Unit of Issue	Max Stock	Min Stock
Kampala	CENTRAL PUBLIC HEALTH LABORATORIES	2016/2017	kits (packs good)	good	9	8

To:

Voucher number:

Quantity out:

Balance on Hand: 0

Batch number:

Expiry date:

Initials:

Click on button to save the item and a list of the saved item issued will be displayed as seen below

Stock List

Date	Item	To/From	Voucher number	Quantity	Type	Expiry date	Batch Number	Balance	Initials
24 May 2017	kits			13	3	O	24 May 2017	2353	-3 tk

Show 10 entries Search:

Showing 1 to 1 of 1 entries Previous Next

3.5.9 Record findings from conducted physical count

Click “Inventory &Equipment” on the landing page and click “Inventory” then click • Stockbook to select the item to reconcile with the physical findings then click on submit.

Stockbook

Tracer item:

This will bring a new page of existing stock as shown below

The screenshot shows a search interface for 'Stockbook'. A search bar contains 'Sysmex Lysing Reagents' with a dropdown arrow. Below it is a 'Submit' button. To the left is a vertical 'Main Menu' with icons for Home, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety & Biosecurity.

The main content area displays a table for 'Ampicillin' (Item code: AMP). The table has columns: Period, Quantity received, Quantity issued, Days out of stock, Losses & Adjustments, Balance on Hand, AMC, and Quantity to order. One row shows data for June 2016: 10, 9016, 20, 10, 10, 3, and 2 respectively. The table includes a 'Show' dropdown set to 10 entries, a 'Search' input field, and navigation buttons for 'Previous' (1), 'Next', and 'Showing 1 to 1 of 1 entries'.

3.5.10 Generate stock status report

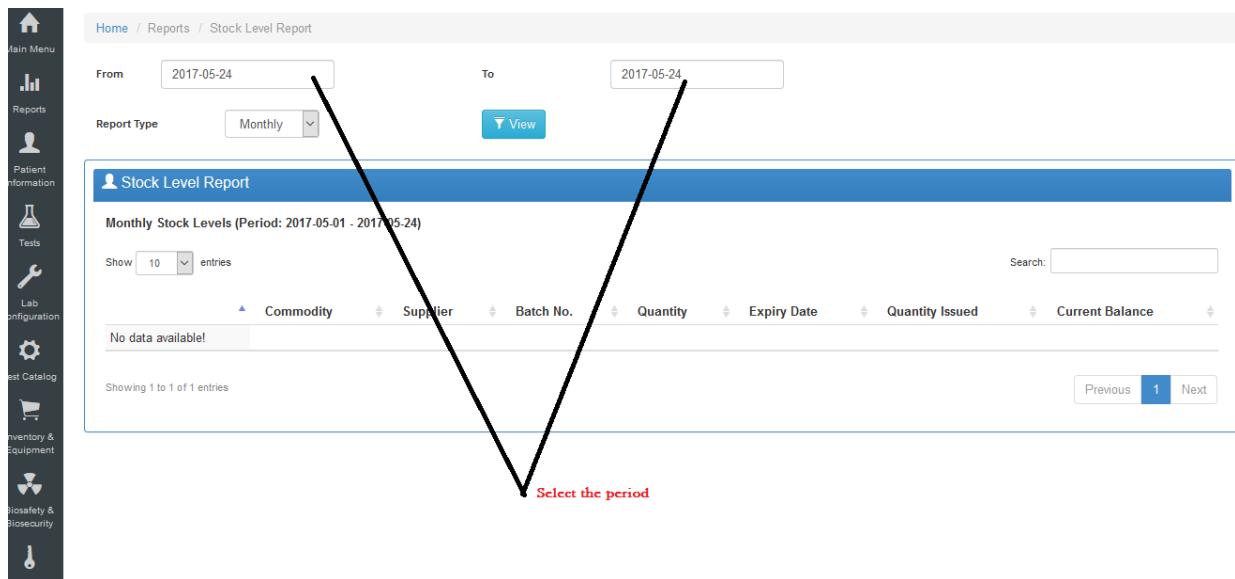


Click on **Reports** then click “**Inventory Reports**” and click “**Stock Levels**” as shown below.

The 'Reports' menu includes sections for Daily Reports, Aggregate Reports, Inventory Reports, and Dashboard. A callout points from the text 'Click on Stock levels' to the 'Stock Levels' link under the 'Inventory Reports' section.

- Daily Reports**
 - Patient Report
 - Daily Log
- Aggregate Reports**
 - Prevalence Rates
 - Surveillance
 - Counts
 - Turnaround Time
 - Infection Report
 - User Statistics Report
 - MOH 706
 - HMIS 105
 - CDI Report
 - Quality Controls
- Inventory Reports**
 - Stock Levels
- Dashboard**
 - Dashboard

Enter period of time for the report then click  as indicated below

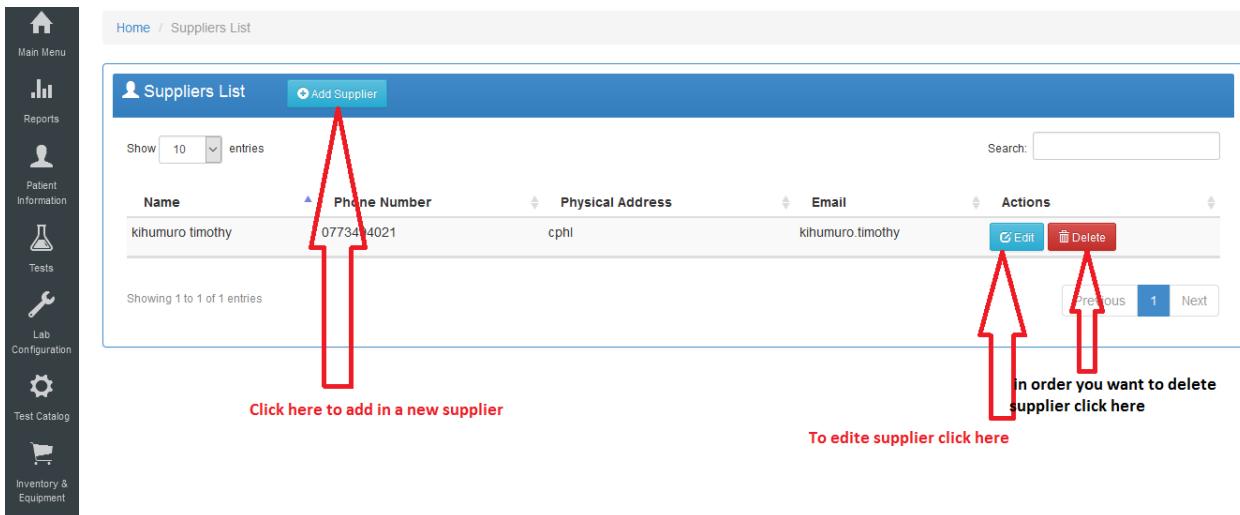


The screenshot shows the 'Stock Level Report' interface. On the left is a vertical 'Main Menu' sidebar with icons for Home, Reports, Patient Information, Tests, Lab Configuration, Test Catalog, Inventory & Equipment, and Biosafety & Biosecurity. The main area has 'From' and 'To' date pickers both set to '2017-05-24'. A 'Report Type' dropdown is set to 'Monthly'. A blue 'View' button with a magnifying glass icon is located to the right of the date fields. Below the buttons is a table header for 'Stock Level Report' with columns: Commodity, Supplier, Batch No., Quantity, Expiry Date, Quantity Issued, Current Balance. The table body displays the message 'No data available!'.

3.5.11 Adding a Supplier

Click “Inventory &Equipment” on the landing page and click “Inventory” then click

-  [Suppliers](#) to display a list of a supplier of an equipment or commodity as shown below.



The screenshot shows the 'Suppliers List' interface. The left sidebar is identical to the previous one. The main area has a table with columns: Name, Phone Number, Physical Address, Email, and Actions. One row is listed: 'kihumuro timothy' with phone number '0773444021', address 'cphl', email 'kihumuro.timothy', and actions 'Edit' (blue button) and 'Delete' (red button). Red arrows point to the 'Edit' button and the 'Delete' button. Red text at the bottom left says 'Click here to add in a new supplier'. Red text at the bottom right says 'In order you want to delete supplier click here' and 'To edit supplier click here'.

Click on  to enter details of a new supplier as shown below and click “Save” to update the list.



Suppliers

Name

Phone Number

Email

Physical Address

Save

Click or click to make other changes then click on to update as well.

3.7 FAQs

Inquiries and questions	Responses
1. Since the Hub module majorly depends on internet connectivity, will NPHL Provide Internet services to the Site.	We are using this period to study the use of data bundles before committing to the sustainability of the support.
2. How different is the A-LIS from the other Lab Information systems?	A_LIS has been customized to the The Gambia laboratory setting.
3. How will the A-LIS help the facility link its service data to DHIS 2?	A-LIS will later be able to upload data to DHIS2 but for now it is able to summarize data according to the HMIS 105 Lab section which can be printed and attached to the Monthly facility report.
4. Will A-LIS improve on the data reporting from the automated equipment and how?	We shall have A-LIS integrated with the automated equipment to enable automated data capture and reporting, but this will be done in the next sequent build.
5. Is 12 days enough for the NPHL data officer to stay at the site?	The 12 days will be enough to get a feedback on the HUB module, but this person will also assist in the utilization of the HLIMS paper based data collection tools.
6. Who will support the maintenance of the A-LIS equipment?	We are asking the IPs to take this role, since they are already very activate in this area.
7. Who will provide stationary for printing results?	The NPHL team came with a rim of paper for now for the duration of the pilot. There will be a cost analysis after this pilot to review the sustainability of provides paper.
8. The biggest struggle with utilizing any LIS is the poor HR numbers in the laboratory, so is NPHL providing a data clerk to assist in data collection and entry within the laboratory?	We are advocating for a HLIMS data person through the Health Officers's office. Otherwise for now we ask that someone is assigned the role within the laboratory or facility HMIS focal points/departments.
9. Can NPHL-HLIMS team be invited for CMEs with clinicians and other stakeholders.	Yes, all we need is an early communication.
10. How will we use ALIS and the HMIS105 monthly forms (HMIS 105, 033A, 033B)?	033A and 033B are not yet catered for in the next build but monthly reports can be automatically generated from ALIS.
11. If we use electronic ALIS and we have no counter books, how shall we populate HMIS105?	The system will automatically generate reports according to a specified date range.
12. What happens when power goes off?	Always revert back to the HMIS paper based tools then later on have the back log entered into A-LIS once the power is restored.
13. What happens when ALIS is not working?	Contact the HLIMS coordinator at NPHL after trying out abit of basic trouble shooting with the HLIMS focal persons onsite.
14. Who does the facility officer call for help whenever there is a technical problem?	Contact the HLIMS Coordinator at NPHL.
15. I forgot my pass word, what do I do?	Contact the site super user (HLIMS focal person) to reset your password.