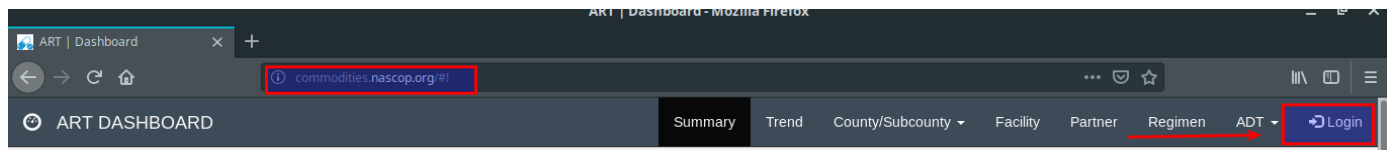


# ART COMMODITY MANAGER

## LOOKUP QUESTIONS

### 1. HOW DO I ACCESS THE ART COMMODITY MANAGER

- To access it go to the following link:
- <http://commodities.nascop.org>

A screenshot of the login page for the National AIDS & STI Control Programme (NASCOP) Commodity Manager. The page features the NASCOP logo and the Ministry of Health emblem. Below the header, there are two input fields for 'E-mail' and 'Password'. A blue 'Login' button is positioned below these fields. At the bottom of the form, there are two links: 'Forgot your Password?' and 'Go to Dashboard'.

### 2. WHAT ARE THE ACCESS LEVELS IN THE COMMODITY MANAGER?

- There are three access levels in the commodity manager the Sub County Pharmacist, the County Pharmacist and the National Pharmacist.
- The subcounty pharmacist views the reports and verifies orders from the subcounty and allocates based on the reports sent by the central sites
- The County Pharmacist views the allocations sent from the various sub counties and makes decisions based on the allocations.
- The National Pharmacist views the allocations and decides if the allocations should be dispatched

### 3. IS IT POSSIBLE TO VIEW THE SITES WHICH HAVE REPORTED?

Commodity Manager SUBCOUNTY: Thika Town Subcounty Pharmacist

Dashboard / Orders / Reports / ?

Dashboard

Orders

Allocation

Reporting Rates

Reports

Show 10 entries Search: (i)

Facility Name Show all	Period Beginning Show all	Description	Status	Actions
IMMACULATE HEART OF MARY HOSPITAL	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
GAWA MEDICAL CENTRE	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
KIANDUTU HEALTH CENTRE	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
EQUITY AFYA THIKA	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
THIKA LEVEL 5 HOSPITAL	2019-01-01	D-CDRR/D-MAPS	pending	<a href="#">View Order</a>
AVENUE HEALTHCARE THIKA	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
FAMILY HEALTH OPTIONS KENYA CLINIC	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
UON THIKA DROP IN CENTRE II (CHIVPR)	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
BOORE CLINIC	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>
GATUANYAGA DISPENSARY	2019-01-01	F-CDRR/F-MAPS	pending	<a href="#">View Order</a>

Showing 1 to 10 of 159 entries First Previous 1 2 3 4 5 ... 16 Next Last

- It is very possible to view the reports; each central site and standalone site sends the report to DHIS and the commodity manager picks the reports from it.
- Each account level has the ability to view the reports by going to the **Reports** section the in the commodity manager. Subcounty pharmacist will be able to view all the sites while the county pharmacist will have the option to specify which sub county.

#### 4. HOW DO YOU VIEW ORDERS WHICH HAVE COME IN?

Commodity Manager SUBCOUNTY: Thika Town Subcounty Pharmacist

Dashboard / Orders / Reporting Rates / ?

Dashboard

Orders

Allocation

Reporting Rates

Reports

Reporting Rate: 0% 0%

Show 10 entries Search: (i)

MFL Code	Facility Name Show all	Status Show all	Description	Period	Actions
10698	MARY HELP OF THE SICK HOSPITAL	PENDING	N/A	January 2019	Not Reported
10765	ST MULUMBA MISSION HOSPITAL	PENDING	N/A	January 2019	Not Reported
11094	THIKA LEVEL 5 HOSPITAL	PENDING	D-CDRR/D-MAPS	January 2019	<a href="#">View Order</a>

Showing 1 to 3 of 3 entries First Previous 1 Next Last

- Under **Reporting Rates** on is able to view all the orders which have come in.

- For Sub county pharmacists you should be able to view the orders and check on their status while for county pharmacists it is you can view the progress of the reports from the individual sub counties.

## 5. HOW DO YOU ALLOCATE ORDERS WHICH HAVE COME IN?

Commodity Manager

SUBCOUNTY: Thika Town Subcounty Pharmacist

Dashboard / Orders / Allocation

Allocation Rate: 0% 0%

Show 10 entries Search:

MFL Code	Facility Name	Period	Description	Status	Actions
10698	MARY HELP OF THE SICK HOSPITAL	January-2019	N/A	PENDING	Not Reported
10765	ST MULUMBA MISSION HOSPITAL	January-2019	N/A	PENDING	Not Reported
11094	THIKA LEVEL 5 HOSPITAL	January-2019	D-CDRR/D-MAPS	PENDING	<a href="#">Allocate Order</a>

Showing 1 to 3 of 3 entries

First Previous 1 Next Last

- Clicking on the **Allocations** section will take you to the allocations page.
- For Sub County Pharmacists you can be able to view the status of the orders and be able to allocate commodities to the pending orders.

Commodity Manager

SUBCOUNTY: Thika Town Subcounty Pharmacist

Dashboard / Allocation / View Allocation

[View Order](#)

Facility Name: Thika Level 5 Hospital Facility code: 11094  
 County: Kiambu Subcounty: Thika Town  
 Period of Reporting: January 2019 Status: Pending

Drug Name	Pack Size	Previous Closing Balance	Beginning Balance	Quantity Received	Quantity Issued	Losses & Wastage	Positive Adjustments	Code   Regimen	No. of Patients	(% Change)
A	B	C	D	E	F	G		AF1A   AZT + 3TC + NVP	533	697 -24%
Abacavir (ABC) 300mg Tabs	60	239	239	0	60			AF1B   AZT + 3TC + EFV	141	171 -18%
								AF1D   AZT + 3TC + DTG	3	2 +23%
Abacavir/Lamivudine (ABC/3TC)	60	887	887	931	843			AF2A   TDF + ...	965	1265 -24%

- For County Pharmacists you can be able to view and verify the allocations made by the subcounty pharmacists.

## FLOW DIAGRAM OF THE ALLOCATION PROCESS

