

Anti-Retroviral Dispensing Tool User Guide

(ADT)

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Preface

This guide contains instructions on how to use the Antiretroviral Dispensing Tool (ADT). ADT is used by facilities to provide services to the HIV/AIDS infected patients. The manual gives the instructions for *ADT version 3.2*.

For instructions as a Facility Administrator or a Pharmacist, refer to *Section 1: Facility Administrator and Pharmacist* of the guide. For the System Administrator, refer to *Section 2: System Administrator of the guide*.

How This Guide is organized

The manual is divided into two sections:

[**Section 1: Facility Administrator and Pharmacist**](#)

The chapters in this section will focus on the operations of both the facility administrator and the pharmacist. Both users have similar functions with a difference of the access level. The facility administrator has a higher access level and the privilege of accessing the system settings. Some modules to be covered include the patient, inventory, reports module etc.

[**Section 2: System Administrator**](#)

The chapters in this section will explain how the system administrator operates. He has the highest access level. Some of the modules to be covered include the migration, backup, update module etc.

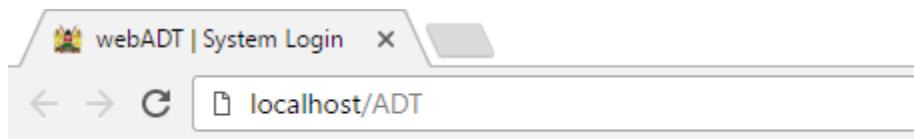
Section 1: Facility Administrator and Pharmacist

Chapter 1: Starting up ADT and User Module

This chapter introduces you to the ADT system. It will focus on starting up ADT and the user module.

Starting up ADT

Open chrome browser and type in localhost/ADT or use one of the shortcuts created during the installation. You will find one of the shortcuts at the desktop and another on the bookmark bar of your chrome browser.



On starting ADT, the first window to be displayed is the login page. Use the credentials used in the previous version of ADT to log into the system.

The screenshot shows the login page for the National AIDS/STD Control Programme (NASCOP). At the top, there is the Kenyan coat of arms and the text 'National AIDS/STD Control Programme (NASCOP)' followed by 'Ministry of Health Government of Kenya'. Below this is a large blue rectangular form with the word 'Login' at the top. It contains two input fields: 'Username' with the value 'username' and 'Password' with the value 'password'. Below these fields is a 'Login' button. At the bottom of the form is a link 'Forgot Password?'. At the very bottom of the page, there is a footer with the text 'Government of Kenya © 2017. All Rights Reserved' and 'Web-ADT version 3.1.1'.

User Module

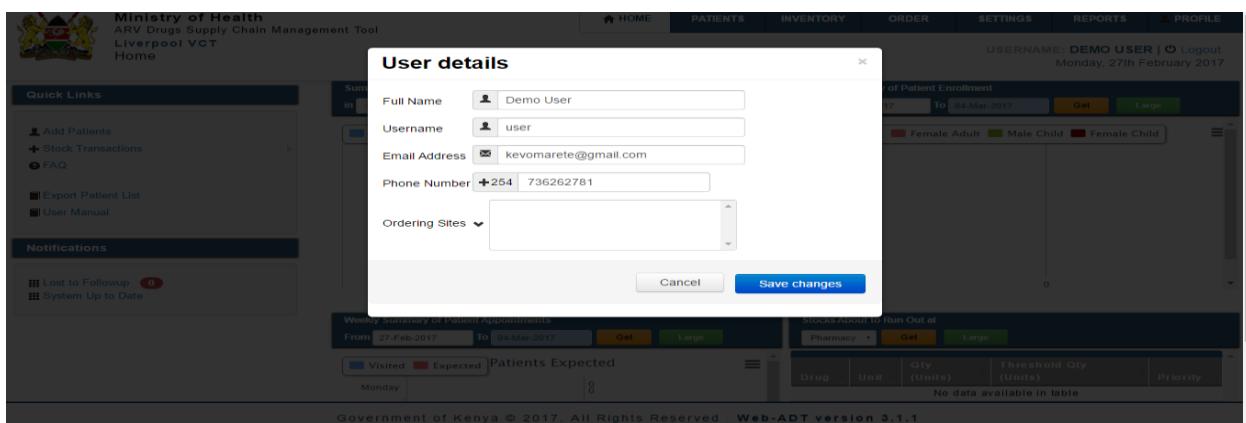
A user can edit profile, change and reset their password and logout of the system.

Edit Profile:

- Click Profile on the menu bar. Select ‘Edit Profile’.

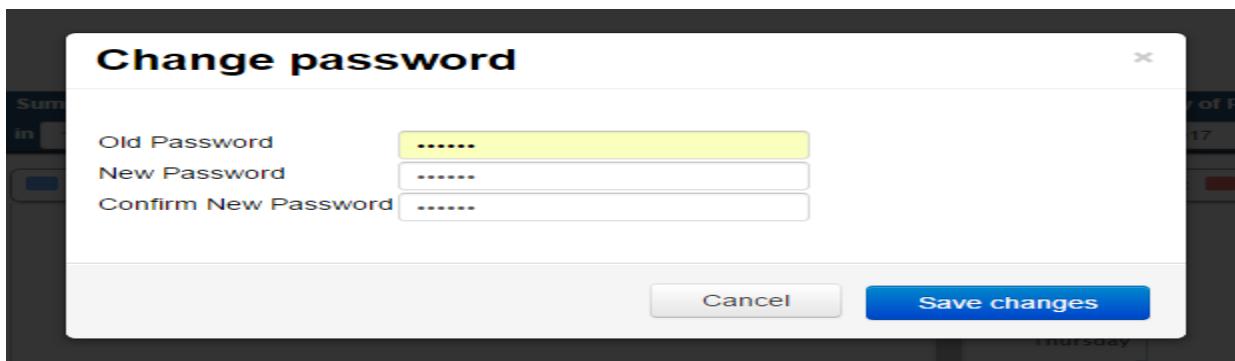


- This will pop up a modal to allow you edit. Click ‘Save Changes’.



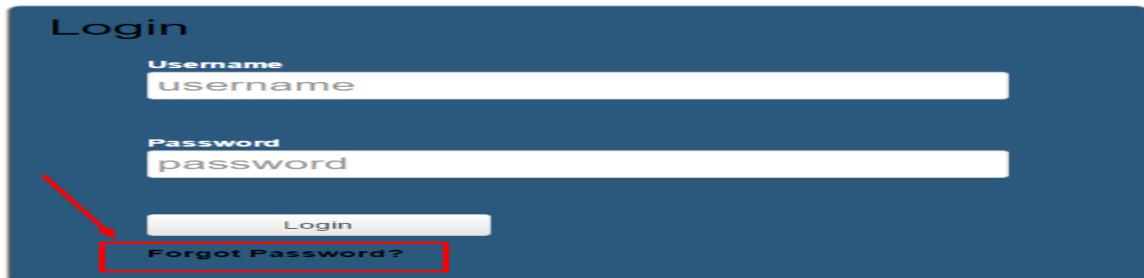
Change Password:

- Click Profile on the menu bar. Select ‘Change Password’.
- Enter your old password and your new password. Click ‘Save Changes’.



Reset Password:

- Go to the login page.
- Click the link at the bottom written ‘Forgot Password?’



- In the reset password page, enter your email address. Click 'Send'

Login / Forgot Password

Find your ADT account Enter your email.

@

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- On screen message confirming that your password has been reset.

Login / Forgot Password

RESET!

Account password was reset to the default password 123456

Find your ADT account Enter your email.

@ Please fill out this field.

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- Log in using the reset password

Logout:

- Click logout at the top right of the system.

USERNAME: DEMO USER | [Logout](#)
Monday, 27th February 2017

Chapter 2: Dashboard

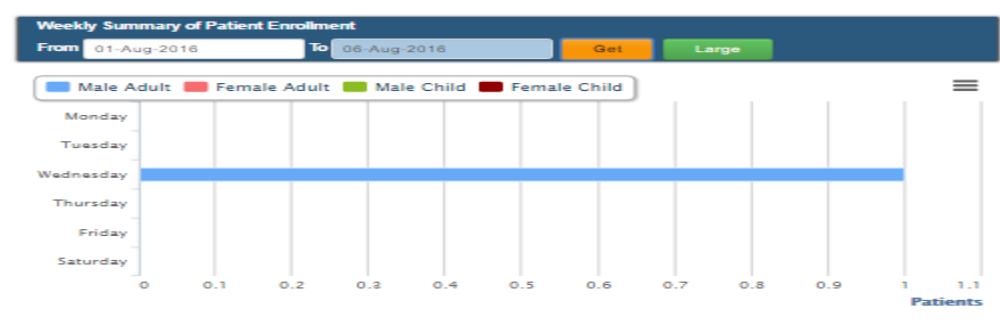
The dashboard displays some historical trends such as summary of the patient enrollment and appointments and current status of the stock running out and drugs expiring.



The Summary of Drugs Expiring gives all the drugs about to expire within the duration and the dispensing point chosen.



The Summary of Patient Appointment shows a summary of patients who have had their appointment and those expected to come in that current week. The pharmacist can backdate to view the patients who had appointment in previous weeks.



The Stock About to Run Out at gives a summary of the drugs that are running out at the dispensing point selected. The stock is listed according to the priority. Below, the stock running out at the pharmacy with high priority.

| Stocks About to Run Out at | | | | |
|------------------------------|---------|---------|-------------|----------|
| Pharmacy | Get | Large | | |
| Drug | Unit | (Units) | Qty (Units) | Priority |
| acyclovir 400mg tabs | Pack | 0 | 20 | HIGH |
| AMOXYCILLIN 250MG /5MLS SUSP | Bottle | 0 | 3 | HIGH |
| AMOXYCILLIN 500MG CAPS | Capsule | 19 | 47 | HIGH |
| AZITHROMYCYIN 250MG TABS | Tablet | 3 | 14 | HIGH |
| ZINC OXIDE OINTMENT | Pack | 0 | 1 | HIGH |

Showing 1 to 5 of 5 entries

First Previous 1 Next Last

Note: the 'Large' button is used to show the summaries individually.

Chapter 3: Patient Module

This chapter will introduce you to all the operations related to a patient. This chapter describes how to:

- Add a patient to the system
- View and edit patient details
- Dispense to the patient
- Export patient master list

Patient Listing

It lists all patients in the facility. It consists of details such as the total number, name and medical number of the patients, next appointment, status which the patient is currently in and links to view and edit their details etc.

A pharmacist can:

- Choose the number of entries he wants to view at a time from the ‘Show entries’ (1), show the active (inactive/all) in the “Active” (2) or Search from the “Search” box (3)

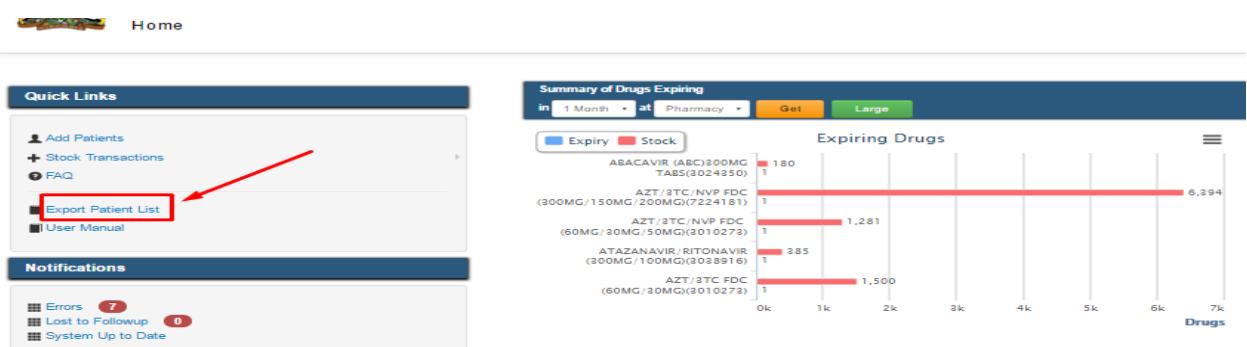
The screenshot shows a table of patient records. At the top left, there's a dropdown labeled 'Filter Patients Based on Status' with 'Active' selected. To its left is a dropdown 'Show' set to '10 entries'. On the right is a search bar. Red arrows point from labels (1), (2), and (3) to these respective controls. The table has columns for CCC No, Patient Name, Next Appointment, Contact, Current Regimen, Status, and Action. The 'Action' column contains links like 'Dispense|Detail | Edit | Disable'. At the bottom, it says 'Showing 1 to 10 of 1,058 entries' and has navigation buttons for First, Previous, Next, and Last.

| Patient Listing | | | | | | |
|-----------------|--------------|------------------|---------|------------------------------------|--------|----------------------------------|
| CCC No | Patient Name | Next Appointment | Contact | Current Regimen | Status | Action |
| XXX | XX XX XX | Aug 4th, 2015 | XXXX | OI2 OI Medicines | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Mar 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 31st, 2017 | XXXX | AS2B TDF + ABC + LPV/r (>15Y...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | May 16th, 2016 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 17th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 3rd, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 7th, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 28th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |

Export Patient Master List

Patient master list hold the facility’s patient information. To export the list:

- Click Export Patient List under Quick Links in your Home page to download.



Add Patients

- Go to the ‘Quick Links’ in your Home page. Click ‘Add Patients’

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top left is the Ministry of Health logo and the text "ARV Drugs Supply Chain Management Tool Liverpool VCTC Home". At the top right are navigation links: HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. Below these are user details: "USERNAME: DEMO USER | Logout" and the date "Monday, 27th February 2017". The main area features three summary boxes: "Summary of Drugs Expiring" (with dropdowns for Month, Facility, and Buttons for Get and Large), "Expiring Drugs" (with tabs for Expiry and Stock), and "Weekly Summary of Patient Enrollment" (with dropdowns for Date Range, Buttons for Get and Large, and color-coded categories: Male Adult, Female Adult, Male Child, Female Child).

- Add Patient page will be displayed. Patient details are divided into three sections, program information and demographics (1), program history (2) and patient information (3). Below is a segment of the page.

This screenshot shows the "Patient Listing > Add Patients" page. It is divided into three main sections:

- Patient Information & Demographics (1):** Contains fields for Medical Record No., Patient Number CCC, Last Name, First Name, Other Name, Date of Birth, Place of Birth, and Gender (Female).
- Patient History (2):** Contains fields for Chronic Illnesses (Select options, If Other Illnesses, Click Here, List Them Below), and Other Drugs Patient is Taking.
- Patient Information (3):** Contains fields for Date Patient Enrolled (2017-02-27), Current Status (Select), Source of Patient (Select), Type of Service (Type of Service), and Start Regimen Date (2017-02-27), WHO Stage (Select One).

 A note at the top right indicates "(Fields Marked with * Asterisks are required)".

- Fill in all the details taking note of the describe areas below:

Note: this is applicable for both the ADD and EDIT patients.

- Female patients who are pregnant are by default on the PMTCT service type. The service will be added on selecting Gender >Female, Pregnant >Yes.

This screenshot shows the "Patient Information & Demographics" section. It includes fields for Date of Birth (1986-02-06), Place of Birth (Select), Age (Years) (31), Gender (Female), and Pregnant? (Yes, highlighted with a red box and arrow). Other fields include Weight (KG) and Match to parent/guardian in ccc?

- Patients under the adult age defined facility must be matched with a parent/guardian. In the example, adult age of Demo Facility is 15 years hence any patient under 15 years must be matched to their parent/guardian CCC number.

This screenshot shows the "Patient Information & Demographics" section. It includes fields for Date of Birth (2015-02-05), Place of Birth (Select), and Match to parent/guardian in ccc? (abcd4567, highlighted with a red box and arrow).

- For the patients who have attained the adult age, they have to give details of their partner status (1) and family planning methods (3). Concordant partners should be matched to their spouses (2).

| | | |
|---|---------------------------------|---|
| Patient Information & Demographics | | Patient History |
| Medical Record No. | *Patient Number CCC DCBA7894 | Partner Status Concordant (1) |
| Last Name | Demo Patient | Disclosure Yes No |
| *First Name | Other Name Demo Patient | Match to spouse in this ccc? ABCD9876 (2) |
| *Date of Birth | Place of Birth 1992-02-12 | Family Planning Method 1 selected (3) |
| Age(Years) | --Select-- | Does Patient have other Chronic illnesses Select options |
| 25 | Age(Months) 300 | |

- Patients who have tested positive for TB (1) should be placed in the proper TB category (2) and TB phase (3), giving the start (4) and the end (5) phase

| | |
|--|----------------------------------|
| Has Patient been tested for TB? Yes | Does Patient Have TB? (1) Yes |
| Select TB category (2) Category 1 | TB Phase (3) Intensive |
| Start of Phase (4) 2017-02-01 | End of Phase(5) 2017-05-02 |

- For patients with drug prophylaxis and on isoniazid, the pharmacist has to fill in the start and end date.

| | | |
|-------------------------|------------------------------------|----------------------------------|
| Drug Prophylaxis | | |
| 1 selected | Isoniazid Start Date 2017-02-01 | Isoniazid End Date 2017-07-19 |

- A patient can either be on cotrimoxazole or dapsone. When one is selected, the other is disabled.

| |
|---|
| 1 selected |
| Filter: Enter keywords cotrimoxazole |
| Dapsone (Disabled) |

- Click ‘Save’ to complete the patient enrollment
- The Dispense (1) button takes the pharmacist to the dispensing page.
- The Reset (2) button is used to clear all the fields in the page.

| | |
|---|-----------------------------------|
| Does Patient Smoke? No | Does Patient Drink Alcohol? No |
| Has Patient been tested for TB? Yes | Does Patient Have TB? Yes |
| Select TB category Category 1 | TB Phase Intensive |
| Start of Phase 2017-02-01 | End of Phase 2017-05-02 |
| <input type="button" value="Save"/> <input type="button" value="Dispense(1)"/> <input type="button" value="Reset (2)"/> | |

Edit Patients

- Click ‘Patients’ in the menu bar. It gives a listing of all patients in the facility.



The screenshot shows a software application window with a dark blue header bar. The header contains several menu items: HOME, PATIENTS (which is highlighted with a red box and has a red arrow pointing to it), INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. To the right of the header, it says "USERNAME: DEMO USER | Logout" and "Thursday, 2nd March 2017". Below the header is a search bar labeled "Search:" and a table titled "Filter Patients Based on Status: Active". The table has columns for CCC No, Patient Name, Next Appointment, Contact, Current Regimen, Status, and Action. The "Action" column contains links like "Dispense|Detail | Edit | Disable". At the bottom of the table, there are filters for CCC No, Patient Name, Next Appointment, Contact, Current Regimen, Status, and Action, followed by a message "Showing 1 to 10 of 1,058 entries" and navigation links for First, Previous, Next, and Last.

| Filter Patients Based on Status: Active | | | | | | |
|---|--------------|------------------|---------|-----------------------------------|--------|--|
| Show 10 entries | Search: | | | | | |
| CCC No | Patient Name | Next Appointment | Contact | Current Regimen | Status | Action |
| XXX | XX XX XX | Aug 4th, 2015 | XXXX | OI 2 OI Medicines | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Mar 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 31st, 2017 | XXXX | AS2B TDF + ABC + LPV/r (>15Y... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | May 16th, 2016 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 17th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 3rd, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 7th, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 28th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |

Showing 1 to 10 of 1,058 entries

- To edit patient's information, click edit link on the right



The screenshot shows the same software application window as the previous one, but with a red box highlighting the "Edit" link in the "Action" column of the first row of the table. The rest of the interface is identical to the previous screenshot.

| Filter Patients Based on Status: All | | | | | | |
|--------------------------------------|--------------|------------------|---------|-----------------------------------|--------|--|
| Show 10 entries | Search: | | | | | |
| CCC No | Patient Name | Next Appointment | Contact | Current Regimen | Status | Action |
| XXX | XX XX XX | Aug 4th, 2015 | XXXX | OI 2 OI Medicines | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Mar 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XXXX | Jan 31st, 2017 | XXXX | AS2B TDF + ABC + LPV/r (>15Y... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | May 16th, 2016 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 17th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 3rd, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 7th, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ... | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 28th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR... | Active | Dispense Detail Edit Disable |

Showing 1 to 10 of 1,058 entries

- Change the relevant details of the patient. Click ‘Update Patient Info’.

Male

Start Age(Years) Current Age(Years)
0 3

Start Weight(KG) Current Weight(KG)
7.4 11

Start Height(CM) Current Height(CM)
0 60

Start Body Surface Area(MSQ) Current Body Surface Area(MSQ)
0 0

Patient's Phone Contact(s) Receive SMS Reminders
XXXX Yes or No

Patient's Physical Contact(s)
KIAMBUNDEDERU

Patient's Alternate Contact(s)
XXXX

Does Patient belong to any support group?
Yes List Them

Drugs Allergies/ADR
Select options
Does Patient have any other Drugs Allergies/ADR not listed?
Yes List Them

Current Regimen
OI 2 | OI Medicines Start Regimen Date

Current Regimen
OI 2 | OI Medicines WHO Stage
stage 1 Drug Prophylaxis
1 selected

Date of Next Appointment Days to Next Appointment
2015-08-04 -578

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View Patient Details

This shows all the details of the patient and his dispensing history. From the page, the pharmacist can navigate to viral load data, patient info report, edit patient and dispense to patient.

- Click ‘Patients’ in the menu bar.

| CCC No | Patient Name | Next Appointment | Contact | Current Regimen | Status | Action |
|--------|--------------|------------------|---------|------------------------------------|--------|----------------------------------|
| XXX | XX XX XX | Aug 4th, 2015 | XXXX | OI 2 OI Medicines | Active | Dispense Detail Edit Disable |
| XXX | XX XX.XX | Mar 7th, 2017 | XXXX | AF2B TDF + 3TC + EPV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 31st, 2017 | XXXX | AS2B TDF + ABC + LPV/r (>15Y...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | May 16th, 2018 | XXXX | AF2B TDF + 3TC + EPV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 7th, 2017 | XXXX | AF2B TDF + 3TC + EPV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX.XX | Jan 17th, 2017 | XXXX | AF2B TDF + 3TC + EPV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 3rd, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 7th, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 28th, 2017 | XXXX | AF2B TDF + 3TC + EPV (>15YR...) | Active | Dispense Detail Edit Disable |

Showing 1 to 10 of 1,058 entries

First Previous 1 2 3 4 5 Next Last

- Go to ‘Detail’ link on the patient listing

| Filter Patients Based on Status: | | | | | | |
|----------------------------------|--------------|------------------|---------|------------------------------------|--------|--|
| Show 10 entries | | | | | | |
| CCC No | Patient Name | Next Appointment | Contact | Current Regimen | Status | Action |
| XXX | XX XX XX | Aug 4th, 2015 | XXXX | O12 OI Medicines | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Mar 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 31st, 2017 | XXXX | AS2B TDF + ABC + LPV/r (>15Y...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | May 16th, 2016 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 7th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Jan 17th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Apr 3rd, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 7th, 2017 | XXXX | AF1A AZT+3TC+NVP (>15YRS ...) | Active | Dispense Detail Edit Disable |
| XXX | XX XX XX | Feb 28th, 2017 | XXXX | AF2B TDF + 3TC + EFV (>15YR...) | Active | Dispense Detail Edit Disable |

Showing 1 to 10 of 1,058 entries

First Previous 1 2 3 4 5 Next Last

Patient Details: holds the data of the patient as had been filled in during the enrollment. Additional data include their current regimen.

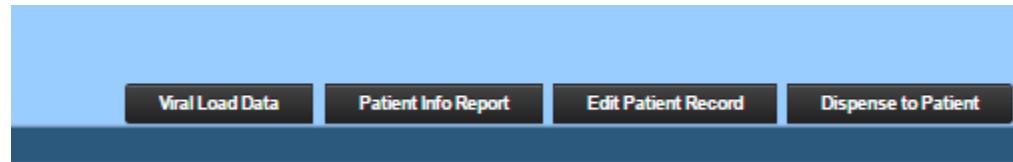
Dispensing History: gives a list of all the drugs previously dispensed to patient.

| Dispensing History | | | | | | | | | | | | | |
|---|------------------|------|----------|----------------------|--------------------------------|-----|--------|----------------------------|----------|------------|-----------|----------|--------------------|
| Viral Load Data Patient Info Report Edit Patient Record Dispense to Patient | | | | | | | | | | | | | |
| Search: | | | | | | | | | | | | | |
| Date | Purpose of Visit | Dose | Duration | Action | Drug | Sky | Weight | Current Regimen | BottleNo | Pill Count | Adherence | Operator | Reasons For Change |
| 2017-02-14 | Routine Refill | 10D | 30 | Edit | COTRIMOKAZOLE 960MG tabs | 30 | 42 | AZT+3TC+NVP (>15YRS ADULT) | E10216 | 0 | 0 | Susan | |
| 2017-02-14 | Routine Refill | 10D | 30 | Edit | AZT+3TC+NVP FDC (300MG/150...) | 60 | 42 | AZT+3TC+NVP (>15YRS ADULT) | E151354 | 0 | 0 | Susan | |
| 2016-11-21 | Routine Refill | 10D | 60 | Edit | AZT+3TC+NVP FDC (300MG/150...) | 120 | 42 | AZT+3TC+NVP (>15YRS ADULT) | E151354 | 0 | 0 | Susan | |
| 2016-11-21 | Routine Refill | 10D | 60 | Edit | COTRIMOKAZOLE 960MG tabs | 60 | 42 | AZT+3TC+NVP (>15YRS ADULT) | 620674 | 0 | 0 | Susan | |

Showing 1 to 4 of 4 entries

First Previous 1 Next Last

The four buttons in the image below are also found in the view patient details page. Click on any of the buttons to access more information as described below.



Viral Load Data

It provides the testing date and the results of patients. Viral load is done to test the level of HIV in patient blood and therefore determine when to start treatment or whether the medication being administered is effective.

Clicking on the 'Viral Load Data' button shows the viral load information from NASCOP.

Viral Load Summary

| Date Tested | Result | Justification |
|-------------------|--------|---------------|
| No Data Available | | |

| Date Tested | Result | Justification |
|-------------|--------|---------------|
| | | |

| Duration | Action |
|----------|----------------------|
| 30 | Edit |
| 60 | Edit |

| | AZT/3TC/NVP FDC (300MG/150MG/200MG) | Qty Dispensed | Pill Count | Missed Pills | AZT+3TC+NVP (>15YRS ADULT) | E151354 | 0 |
|----|-------------------------------------|---------------|------------|--------------|----------------------------|---------|---|
| 30 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 60 | 42 | 0 | AZT+3TC+NVP (>15YRS ADULT) | E151354 | 0 |
| 60 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 120 | 42 | 0 | AZT+3TC+NVP (>15YRS ADULT) | E151354 | 0 |

N.B. The facility has access to internet and is thus able to pull the data from NASCOP and the results should have been availed to the NASCOP portal. Otherwise there will be no data available as shown above.

Patient Info Report

Clicking the button allows access to the patient information summary.

Patient Summary

Patient Information

| Art Number | First Name | Surname | Sex | Age | Date Therapy Started | Current Status | Last Viral Load Date | Last Viral Load Result |
|------------|------------|---------|------|-----|----------------------|----------------|----------------------|------------------------|
| 0053 | Demo | Client | Male | 43 | 2009-07-02 | Active | 2016-06-15 | 4173 |

Patient Pill Count History (Last 12 Months)

| Date of Visit | Drug Name | Qty. Dispensed | Pill Count | Missed Pills | Adherence Rates | | | |
|---------------|-------------------------------------|----------------|------------|--------------|-----------------|-----------------|----------------|------------|
| | | | | | Pill Count(%) | Missed Pills(%) | Appointment(%) | Average(%) |
| 14-Feb-2017 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 60 | 0 | 0 | 100.00% | 100.00% | 0% | 66.67% |
| 14-Feb-2017 | COTRIMOXAZOLE 960MG TABS 100'S | 30 | 0 | 0 | 100.00% | 100.00% | 0% | 66.67% |
| 21-Nov-2016 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 120 | | | 100.00% | 100.00% | 0% | 66.67% |
| 21-Nov-2016 | COTRIMOXAZOLE 960MG TABS 100'S | 60 | | | 100.00% | 100.00% | 0% | 66.67% |

Patient Regimen Change History

| Date of Visit | Last Regimen Dispensed | Current Regimen | Reason for Change |
|---------------|----------------------------|-----------------|-------------------|
| 14-Feb-2017 | AZT+3TC+NVP (>15YRS ADULT) | - | - |
| 21-Nov-2016 | AZT+3TC+NVP (>15YRS ADULT) | - | - |

Patient Appointment History

| Date of Next Appointment | Days To Appointment |
|--------------------------|---------------------|
| 10-Mar-2017 | 7 Days To |

The following explains the segments of the patient summary:

Patient Information gives personal details including the patient number, age, names, his current status either being active, transfer or deceased and the viral load data.

Patient Summary

| Patient Information | | | | | | | | |
|---------------------|------------|---------|------|-----|----------------------|----------------|----------------------|------------------------|
| Art Number | First Name | Surname | Sex | Age | Date Therapy Started | Current Status | Last Viral Load Date | Last Viral Load Result |
| 0053 | Demo | Client | Male | 43 | 2009-07-02 | Active | 2016-06-15 | 4173 |

Patient Pill Count History (Last 12 Months) provides a list of all drugs dispensed to the patient for the last 12 months from the current date. For each drug, the pill count, missed pills and adherence is shown.

| Patient Pill Count History (Last 12 Months) | | | | | | | | |
|---|-------------------------------------|----------------|------------|--------------|-----------------|-----------------|----------------|------------|
| Date of Visit | Drug Name | Qty. Dispensed | Pill Count | Missed Pills | Adherence Rates | | | |
| | | | | | Pill Count(%) | Missed Pills(%) | Appointment(%) | Average(%) |
| 14-Feb-2017 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 60 | 0 | 0 | 100.00% | 100.00% | 0% | 66.67% |
| 14-Feb-2017 | COTRIMOXAZOLE 960MG TABS 100'S | 30 | 0 | 0 | 100.00% | 100.00% | 0% | 66.67% |
| 21-Nov-2016 | AZT/3TC/NVP FDC (300MG/150MG/200MG) | 120 | | | 100.00% | 100.00% | 0% | 66.67% |
| 21-Nov-2016 | COTRIMOXAZOLE 960MG TABS 100'S | 60 | | | 100.00% | 100.00% | 0% | 66.67% |

Patient Regimen Change History shows the patient last regimen and current regimen dispensed giving reasons for the change ranging from pregnancy, clinical treatment failure and other reasons.

| Patient Regimen Change History | | | |
|--------------------------------|----------------------------|-----------------|-------------------|
| Date of Visit | Last Regimen Dispensed | Current Regimen | Reason for Change |
| 14-Feb-2017 | AZT+3TC+NVP (>15YRS ADULT) | - | - |
| 21-Nov-2016 | AZT+3TC+NVP (>15YRS ADULT) | - | - |

Patient Appointment History shows a list of patient's dates of next appointment and the number of days to or late for the appointment.

| Patient Appointment History | | |
|-----------------------------|-------------------------------|--|
| Date of Next Appointment | Days To Appointment | |
| 10-Mar-2017 | 7 Days To | |
| 16-Jan-2017 | Late By 29 Days (14-Feb-2017) | |

Dispense to Patient

This button enables the pharmacist to dispense drugs to the patients. Fill in all the details prior to clicking the **Dispense Drugs** button.

| | | | | | | | | | | | | | |
|---|----------|-----------|--------------|--|---------------------|-------------------|----------|-----------|---------------|------------|---------|--------------|--------------|
| Dispensing Information | | | | Previous Patient Information | | | | | | | | | |
| *Select dispensing point: Main Pharmacy Patient Number CCC 0053 Dispensing Date 2017-03-03 Current Height(cm) 154 Days to Next Appointment 30 Patients Scheduled on Date: 0 Patients View appointments Last Regimen Dispensed AF1A AZT+3TC+NVP (>15YRS ADULT) | | | | Appointment Date 2017-03-10 Previous Visit Date 2017-02-14 Previously Dispensed Drugs AZT/3TC/NVP FDC (300MG/150MG/200MG) Qty Dispensed 60 COTRIMOXAZOLE 960MG tabs 100's Qty Dispensed 30 | | | | | | | | | |
| Current Regimen: AF1A AZT+3TC+NVP (>15YRS ADULT) | | | | | | | | | | | | | |
| Appointment Adherence (%) 100.00% | | | | Post/Refill Adherence Reasons -Selected One- | | | | | | | | | |
| Drug Details | | | | | | | | | | | | | |
| Drug | Unit | Batch No. | Expiry Date | Dose | Expected Pill Count | Actual Pill Count | Duration | Qty. disp | Stock on Hand | Indication | Comment | Missed Pills | Action |
| AZT/3TC/NVP FDC (300MG/150MG/200MG) | • Tablet | E151354 | • 2018-03-31 | 1BD | 28 | 28 | 8 | 60 | 4939 | None | * | | Add Remove |
| COTRIMOXAZOLE 960MG TABS 100'S | • Tablet | 610216 | • 2019-03-15 | 10D | 13 | 13 | 30 | 30 | 17058 | None | * | | Add Remove |
| Reset Fields Print Labels Dispense Drugs | | | | | | | | | | | | | |

Note: take note of the following areas while dispensing:

- You must select the dispensing point before filling any other field.
- On selecting routine refill as the purpose of visit, the drugs dispensed during the last appointment are auto filled in the ‘Select Drugs’ section
- If the patient has changed the current regimen, you must select the regimen change reason

Last Regimen Dispensed
AF1A | AZT+3TC+NVP (>15YRS ADULT)

Current Regimen
AF1B | AZT + 3TC + EFV (>15YRS ADULT)

*Regimen Change Reason
Immunological failure

In the ‘Select Drugs’ section, to add a new drug click Add (1) and to remove drug from the list, click Remove (2)

| Drug Details | | | | | | | | | | | | | |
|-------------------------------------|--------|-----------|-------------|------|---------------------|-------------------|----------|-----------|---------------|------------------|---------|--------------|--------|
| Drug | Unit | Batch No. | Expiry Date | Dose | Expected Pill Count | Actual Pill Count | Duration | Qty. disp | Stock on Hand | Indication | Comment | Missed Pills | Action |
| AZT/3TC/NVP FDC (300MG/150MG/200MG) | Tablet | E151354 | 2018-03-31 | 1BD | 20 | 30 | 60 | 4939 | None | (1) Add Remove | | | |
| COTRIMOXAZOLE 960MG TABS 100'S | Tablet | 610216 | 2019-03-15 | 10D | 13 | 30 | 30 | 17058 | None | (2) Add Remove | | | |

Print Label

When the pharmacist completes filling the dispensing details, he can print the drug labels before dispensing drugs to the patient. To do so, click **Print Labels** button.



In the print label window, the following can be done:

- Adjust the frequency in which drugs should be taken (1)
- Add instructions on how to take drugs (2)
- Select the number of labels to print per drug (3)
- Check all (4) to print all labels or check the needed labels individually.
- Click **Print** button to print

All (4)

Drugname: AZT/3TC/NVP FDC (300MG/150MG/200MG) Qty: 60 No. of Labels (3) 1

Tablets/Capsules: 1 to be taken 2 times a day after every 12 hours (1)

Before/After Meals: (2)

Name: Demo Client Pharmacy: Pharmacy Date: 03/03/2017

Keep all medicines in a cold dry place out of reach of children.

Chapter 4: Inventory Module

This chapter explains how to issue or receive stock from one point to another, generating pdf files for the stock issued and viewing the drugs and the amount available. The whole chapter will use illustrations from the Main Pharmacy

Drug Listing

Click Inventory on main menu. Select a service point to list drugs. Information such as the drug, quantity, unit, supplier etc. is shown.

The pharmacist can:

- Choose the number of entries to view at a time (1)
- Search drugs from the search bar (2)
- Access more details of a drug by clicking View Bin Card (3)

| Main Pharmacy | | | | | | | | |
|---------------------------------------|---------------------|-------------------|---------|-----------|----------|-------|------------------|--|
| Show 10 entries (1) | | (2) Search: _____ | | | | | | |
| Commodity | Generic Name | QTY/SOH | Unit | Pack Size | Supplier | Dose | Action | |
| ABACAVIR (ABC) LIQUID 20MG/ML (240ML) | ABACAVIR | 0 | Bottle | 1 | Kemsa | | (3)View Bin Card | |
| ABACAVIR (ABC)300MG TABS | ABACAVIR | 180 | Tablet | 60 | Kemsa | 1BD | View Bin Card | |
| ABC/3TC 60/30 FDC TABS | ABACAVIR/LAMIVUDINE | 1,440 | Tablet | 60 | Kemsa | | View Bin Card | |
| ACYCLOVIR 200MG-GOK | ACYCLOVIR | 0 | Tablet | 30 | Kemsa | | View Bin Card | |
| ACYCLOVIR 400MG | | 0 | Tablet | 30 | Kemsa | 1QDS | View Bin Card | |
| ALBENDANZOLE 400MG | | 0 | Tablet | 100 | Kemsa | 1OD | View Bin Card | |
| AMEBAZOLE SUSPENSION | | 0 | Bottle | 1 | Kemsa | 1TDS | View Bin Card | |
| AMOXYCILLIN 250MG | | 0 | Capsule | 1000 | Kemsa | 1/2BD | View Bin Card | |
| AMOXYCILLIN SYRUP 100MLS | | 0 | Bottle | 1 | Kemsa | 1TDS | View Bin Card | |
| AMPHOTERICIN B 50MG INJ | AMPHOTERICIN B | 0 | | 1 | Kemsa | | View Bin Card | |
| Showing 1 to 10 of 80 entries | | | | | | | | |
| First Previous 1 2 3 4 5 Next Last | | | | | | | | |

View Bin Card

It provides drug information, transaction history in the past and the batch information.

| Inventory - Main Pharmacy > Bin Card | | | | | | | | |
|--------------------------------------|-------------------------------|-------------------|-------------------------|-------------------|----------------|--------------|-------------|-------------------------|
| Drug Information | | | | Batch Information | | | | |
| Commodity ABACAVIR (ABC)300MG TABS | | | | | | | | Search: _____ |
| Unit Tablet | | | | | | | | |
| Total Stock 180 | | | | | | | | |
| Max Stock Level 0 | | | | | | | | |
| Min Stock Level 0 | | | | | | | | |
| Avg Monthly Consumption 0 | | | | | | | | |
| Transactions Information | | | | | | | | |
| Show 10 entries | | | | | | | | Search: _____ |
| Ref/Order No. | | | | | | | | |
| 08-Nov-2016 | Dispensed to Patients (1) | Batch No. 3024350 | Expiry Date 28-Feb-2017 | Pack size 60 | No. of Packs 3 | Quantity 180 | Balance 180 | |
| 09-Nov-2016 | Received from (Main Store) | 3024350 | 31-Jan-2017 | 60 | 3 | 180 | 200 | |
| 10-May-2016 | Dispensed to Patients (1) | 3024350 | 28-Feb-2017 | 60 | 3 | 180 | 180 | |
| 29-Jan-2016 | Starting Stock/Physical Count | 3024350 | 28-Feb-2017 | 60 | 6 | 360 | 360 | |
| 23-Mar-2015 | Adjustment (1) (Main Store) | 3025952 | 01-Mar-2016 | 60 | 4 | 240 | 240 | |
| 17-Mar-2015 | Received from (Main Store) | 3025952 | 01-Mar-2016 | 60 | 4 | 240 | 240 | |
| 01-Mar-2018 | | | | | | | | ... Previous 1 Next ... |
| Showing 1 to 6 of 6 entries | | | | | | | | |

Stock Transactions

The transactions involved include receiving or issuing stock from the main store or pharmacy. To access the transactions:

- Click **Stock Transactions** under Quick Links in your Home page.
- Select the transaction you want to perform. For this example, '**Receive/Issue-Main Pharmacy**'

The screenshot shows the 'Stock Transactions' section highlighted with a red box. An arrow points to this section from the text below.

A new window for the Inventory in the Main Pharmacy will open. Details include Transaction details (1) and Drug Details (2) which will be described below.

| Drug details (2) | | | | | | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| <input type="text"/> | <input type="button" value="Add Remove"/> |

Drug details

This is a table with drug details that are filled in by the user. Some of the details include the drug selected, unit, pack size, batch number etc.

On filling all the details, a user can generate a PDF (1) or submit transaction (3). In case of the need to clear fields, click the 'Reset' button (2)

(1) (2) (3)

Note: to add a drug, click Add (1) and to remove a drug from the list click Remove (2)

| Drug details | | | | | | | | | | | |
|-----------------------|--------|-----------|-----------|-------------|-------|------|---------------|-----------|-------|------------------|--------|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| ABACAVIR (ABC) Liquid | Bottle | 1 | 12345 | 2020-03-31 | 20 | 20 | 20 | | | (1) Add Remove | |
| ABC/3TC 60/30 FDC Tab | Tablet | 50 | 12345 | 2021-03-10 | 50 | 3000 | 3000 | | | Add Remove (2) | |

Transaction Details

Include:

Transaction Date is the current date when the transaction is being carried out.

| |
|-------------------------|
| Transaction Date |
| 03-Mar-2017 |

Transaction Type gives the user a list of transactions to do as explained below.

| |
|---|
| Transaction Type |
| Received from – Select Type -- Received from Balance Forward Returns from (+) Ajustment (+) Dispensed to Patients Issued To Ajustment (-) Returns to (-) Losses(-) Expired(-) Starting Stock/Physical Cour |

i. Received from:

When selected, it allows the user to select the Source (1) of the drugs One then proceeds to enter the drugs they have received from the selected source, the batch number, expiry date, packs, quantity, pack cost and a comment. In the example, Received 3TC 10MG/ML and ABACAVIR(ABC) 300MG Tabs from KEMSA.

Click **Submit** button to complete transactions.

| Transaction details | Drug details | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|-----------|-----------|-------------|-----------|-------------|---------------|-----------|---------------|-----------|--------------|---------|--------|-----------------------|--------|---|-------|------------|----|----|----|--|--|--|--------------|-----------------------|--------|----|-------|------------|----|------|------|--|--|--|--------------|
| Transaction Date 03-Mar-2017 Transaction Type Received from Ref./Order No 1234 Source (1) Kemsa | <table border="1"> <thead> <tr> <th>Drug</th> <th>Unit</th> <th>Pack Size</th> <th>Batch No.</th> <th>Expiry Date</th> <th>Packs</th> <th>Qty</th> <th>Available Qty</th> <th>Pack Cost</th> <th>Total</th> <th>Comment</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>ABACAVIR (ABC) Liquid</td> <td>Bottle</td> <td>1</td> <td>12345</td> <td>2020-03-31</td> <td>20</td> <td>20</td> <td>20</td> <td></td> <td></td> <td></td> <td>Add Remove</td> </tr> <tr> <td>ABC/3TC 60/30 FDC Tab</td> <td>Tablet</td> <td>50</td> <td>12345</td> <td>2021-03-10</td> <td>50</td> <td>3000</td> <td>3000</td> <td></td> <td></td> <td></td> <td>Add Remove</td> </tr> </tbody> </table> | Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action | ABACAVIR (ABC) Liquid | Bottle | 1 | 12345 | 2020-03-31 | 20 | 20 | 20 | | | | Add Remove | ABC/3TC 60/30 FDC Tab | Tablet | 50 | 12345 | 2021-03-10 | 50 | 3000 | 3000 | | | | Add Remove |
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ABACAVIR (ABC) Liquid | Bottle | 1 | 12345 | 2020-03-31 | 20 | 20 | 20 | | | | Add Remove | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ABC/3TC 60/30 FDC Tab | Tablet | 50 | 12345 | 2021-03-10 | 50 | 3000 | 3000 | | | | Add Remove | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <input type="button" value="Reset Fields"/> <input type="button" value="Submit"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

ii. Balance Forward:

It is the number of drugs that had remained in stock at the time new stock was received. The user enters each drug filling in the quantity remaining.

Click **Submit** button to complete the transaction.

| Transaction details | | | | | | | | | | | |
|-------------------------------------|------|-----------|-----------|-------------|-------|------|---------------|-----------|-------|---------|--------------|
| Transaction Date 03-Mar-2017 | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Transaction Type Balance Forward | | | 1234 | 2022-03-17 | 100 | 100 | | | | | Add Remove |
| Ref. /Order No | | | 2355 | 2022-03-10 | 50 | 3000 | | | | | Add Remove |

Reset Fields **Submit**

iii. Returns(from/to)

From: a user enters the drugs from the destination which they had been issued to. In this example, returns from the ‘Main Store’ are transferred back to the ‘Main Pharmacy’. This increases the quantity of drugs in the Main Pharmacy.

Click **Submit** button to complete the transaction.

| Transaction details | | | | | | | | | | | |
|--|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Transaction Date 03-Mar-2017 | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Transaction Type Returns from (+) | | | | | | | | | | | Add Remove |
| Ref. /Order No | | | | | | | | | | | |
| Destination --Select Destination -- | | | | | | | | | | | |

Reset Fields **Submit**

To: a user returns drugs to the source from which they had received. This reduces the amount of drug at the point of transaction, in this example, the ‘Main Pharmacy’ and adds them back to the source, ‘Main Store’.

Click **Submit** button to complete the transaction.

| Transaction details | | | | | | | | | | | |
|------------------------------------|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Transaction Date 03-Mar-2017 | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Transaction Type Returns to (-) | | | | | | | | | | | Add Remove |
| Ref. /Order No | | | | | | | | | | | |
| Source --Select Source -- | | | | | | | | | | | |

Reset Fields **Submit**

iv. Adjustment (+):

This option adds the quantity of a particular drug if the quantity in stock is less than the required.

Click **Submit** button to complete.

| Transaction details | | | | | | | | | | | |
|--|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Transaction Date 03-Mar-2017 | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Transaction Type Adjustment (+) | | | | | | | | | | | Add Remove |
| Ref. /Order No | | | | | | | | | | | |
| Destination --Select Destination -- | | | | | | | | | | | |

Reset Fields **Submit**

v. Adjustment (-):

This option deducts the quantity of a drug if the quantity in stock is larger than the required.

Adjustments are reflected in the Bin Card of the adjusted drug. Click **Submit** button to complete.

| Drug details | | | | | | | | | | | |
|------------------|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Select commodity | | | | | | | | | | | Add Remove |

Reset Fields **Submit**

vi. Dispensed to Patients:

This option allows the pharmacist to enter the drugs that have been dispensed to the patients.

Click **Submit** button to complete.

| Drug details | | | | | | | | | | | |
|------------------|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Select commodity | | | | | | | | | | | Add Remove |

Reset Fields **Submit**

vii. Issued to:

Upon selecting the transaction type, the ‘Destination’ field is displayed and allows the user to select one. One then proceeds to enter the drugs which they want to issue. Fill in all the relevant fields related to the drug.

Click **Generate PDF** button to download the list of drugs issued or

Click **Submit** button to complete transaction.

| Drug details | | | | | | | | | | | |
|------------------|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Select commodity | | | | | | | | | | | Add Remove |

Generate PDF **Reset Fields** **Submit**

viii. Losses:

This option allows deducting of the number of drugs that may have gone missing from the stock. This adjusts the stock leaving only the available amount. To complete the transaction, click **Submit** button.

| Drug details | | | | | | | | | | | |
|------------------|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|--------------|
| Drug | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Select commodity | | | | | | | | | | | Add Remove |

Reset Fields **Submit**

ix. Expired:

This option enables deduction of the expired drugs from the stock.

| Drug details | | | | | | | | | | | | | | |
|------------------|-------------|------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------------|------------------------|-------------------------------|
| Transaction Date | 03-Mar-2017 | Drug | | Unit | Pack Size | Batch No. | Expiry Date | Packs | Qty | Available Qty | Pack Cost | Total | Comment | Action |
| Transaction Type | Expired(-) | Select commodity | <input type="text"/> | <input type="text"/> | Add Returns |
| Ref. /Order No | | | | | | | | | | | | | | |
| | | | | | | | | | | | | Reset Fields | Submit | |

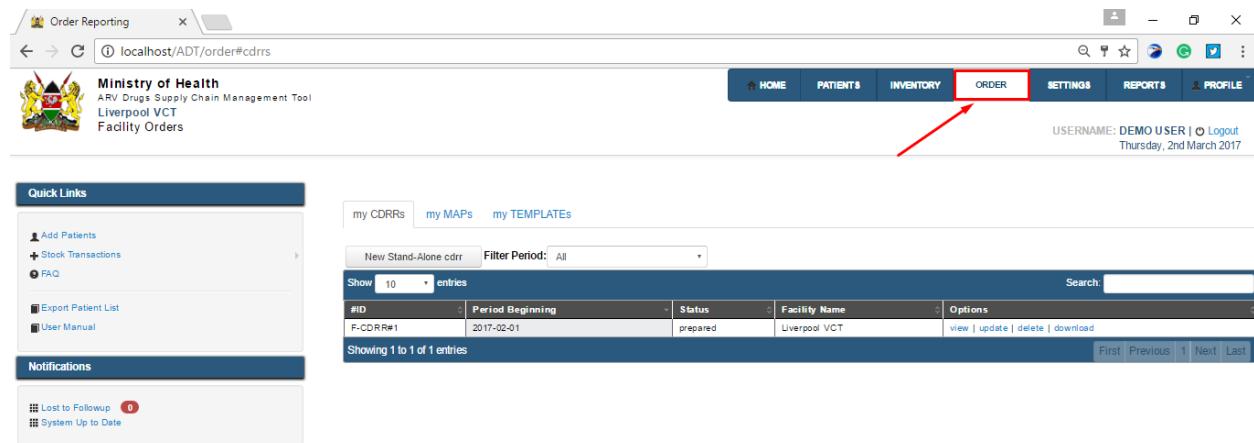
x. Starting stock/Physical count:

This option is done when the facility is starting on a new stock. Enter all the drugs and their relevant details. Click **Submit** button to complete.

| Transaction details | | | | | | | | | | | |
|---|------|-----------|-----------|-------------|-------|-----|---------------|-----------|-------|---------|------------------------------|
| Drug details | | | | | | | | | | | |
| Transaction Date | Unit | Pack Size | Batch No. | Expiry Date | Packs | Gty | Available Qty | Pack Cost | Total | Comment | Action |
| 03-Mar-2017 | | | | | | | | | | | Add Remove |
| Transaction Type | | | | | | | | | | | |
| Starting Stock/Physical Count | | | | | | | | | | | |
| <input type="text" value="Ret. /Order No"/> | | | | | | | | | | | |
| Reset Fields | | | | | | | | | | | |
| Submit | | | | | | | | | | | |

Chapter 5: Order Module

This chapter introduces the process of making MAPS and CDRR reports and ordering. Reports are submitted on the 5th day of the month to KEMSA's LIMS portal.



The screenshot shows the 'Order Reporting' interface with the URL localhost/ADT/order#cdrrs. The top navigation bar includes links for HOME, PATIENTS, INVENTORY, ORDER (which is highlighted with a red box and has a red arrow pointing to it), SETTINGS, REPORTS, and PROFILE. The username 'DEMO USER' and logout link are also visible. The main content area has tabs for 'my CDRRs', 'my MAPs', and 'my TEMPLATES'. A search bar and a table showing one entry ('F-CDRR#1') are present. The table columns include ID, Period Beginning, Status, Facility Name, and Options. Notifications on the left side indicate 'Lost to Followup' and 'System Up to Date'.

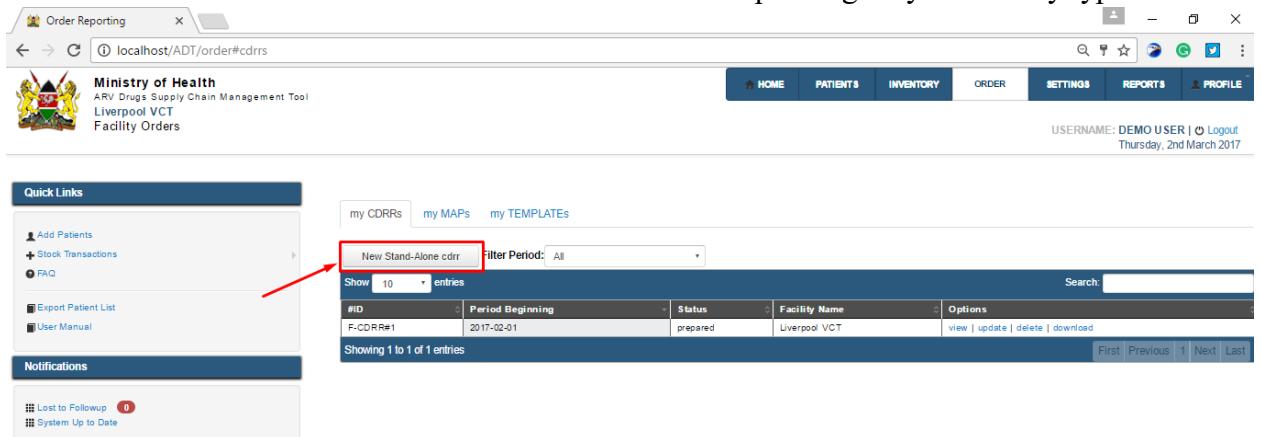
On clicking the order tab, you will see three tabs for selecting the CDRRs, Maps and templates.

My CDRRs

CDRRs (Consumption Data Report and Request) are monthly reports made by facilities about their drug consumption. There are two types of CDRRs generated relative to the facility type. If it is a central site, D-CDRR (District Store Consumption Data Report and Request) reports are prepared. For the satellites and standalone sites, they prepare the FCDRRs (Facility Consumption Data Report and Request).

To prepare a new CDRR:

- Click 'New Satellite/Standalone/Central CDRR button' depending on your facility type.



The screenshot shows the same 'Order Reporting' interface as before, but with a red box highlighting the 'New Stand-Alone cdrr' button in the 'my CDRRs' tab. The rest of the interface is identical to the previous screenshot.

- The CDRR form will be displayed with the reporting period of the previous month.

Order Reporting

localhost/ADT/order/create_order/cdrr/1

Ministry of Health
ARV Drugs Supply Chain Management Tool
Liverpool VCT
Stand-alone(F-CDRR)

HOME PATIENTS INVENTORY ORDER SETTINGS REPORTS PROFILE

USERNAME: DEMO USER | Logout
Thursday, 2nd March 2017

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

| Commodity Name | Unit of Issue / Pack Size | Beginning Balance | Total Quantity Received this month | Total Quantity Dispensed this month | Losses & Wastages | Positive Adjustments | Negative Adjustments | End of Month Physical Count | Commodities expiring in less than 6 months to expiry | Days out of stock this Month | Quantity required for RE-SUPPLY |
|---|---------------------------|-------------------|------------------------------------|-------------------------------------|-------------------|----------------------|----------------------|-----------------------------|--|------------------------------|---------------------------------|
| ARVs | | | | | | | | | | | |
| Adult Preparations | | | | | | | | | | | |
| Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs | 60 | | | | | | | | | | |
| Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs | 60 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/300mg FDC Tabs | 30 | | | | | | | | | | |
| Efavirenz [EFV] 600mg Tabs | 30 | | | | | | | | | | |
| Lamivudine [3TC] 150mg Tabs | 60 | | | | | | | | | | |
| Nevirapine [NVP] 200mg Tabs | 60 | | | | | | | | | | |
| Tenofovir [TDF] 300mg Tabs | 30 | | | | | | | | | | |
| Abacavir [ABC] 300mg Tabs | 60 | | | | | | | | | | |

- Select the service point, main store or main pharmacy or both.

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

| Commodity Name | Unit of Issue / Pack Size | Beginning Balance | Total Quantity Received this month | Total Quantity Dispensed this month | Losses & Wastages | Positive Adjustments | Negative Adjustments | End of Month Physical Count | Commodities expiring in less than 6 months to expiry | Days out of stock this Month | Quantity required for RE-SUPPLY |
|---|---------------------------|-------------------|------------------------------------|-------------------------------------|-------------------|----------------------|----------------------|-----------------------------|--|------------------------------|---------------------------------|
| ARVs | | | | | | | | | | | |
| Adult Preparations | | | | | | | | | | | |
| Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs | 60 | | | | | | | | | | |
| Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs | 60 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/300mg FDC Tabs | 30 | | | | | | | | | | |

- Click ‘Generate Report’ button

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

| Commodity Name | Unit of Issue / Pack Size | Beginning Balance | Total Quantity Received this month | Total Quantity Dispensed this month | Losses & Wastages | Positive Adjustments | Negative Adjustments | End of Month Physical Count | Commodities expiring in less than 6 months to expiry | Days out of stock this Month | Quantity required for RE-SUPPLY |
|---|---------------------------|-------------------|------------------------------------|-------------------------------------|-------------------|----------------------|----------------------|-----------------------------|--|------------------------------|---------------------------------|
| ARVs | | | | | | | | | | | |
| Adult Preparations | | | | | | | | | | | |
| Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs | 60 | | | | | | | | | | |
| Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs | 60 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs | 30 | | | | | | | | | | |
| Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/300mg FDC Tabs | 30 | | | | | | | | | | |
| Efavirenz [EFV] 600mg Tabs | 30 | | | | | | | | | | |
| Lamivudine [3TC] 150mg Tabs | 60 | | | | | | | | | | |
| Nevirapine [NVP] 200mg Tabs | 60 | | | | | | | | | | |
| Tenofovir [TDF] 300mg Tabs | 30 | | | | | | | | | | |
| Abacavir [ABC] 300mg Tabs | 60 | | | | | | | | | | |

This auto-calculates the consumption of each drug for the last one month.

Order Reporting

localhost/ADT/order/create_order/cdr/*1*

Ministry of Health
ARV Drugs Supply Chain Management Tool
Liverpool VCT
Stand-alone(F-CDRR)

HOME PATIENTS INVENTORY ORDER SETTINGS REPORTS PROFILE

USERNAME: DEMO USER | Logout
Thursday, 2nd March 2017

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

Facility Name: Liverpool VCT Facility code: 13050
County: Nairobi Sub-County: Westlands

Period of Reporting: February 2017 Main Pharmacy Generate Report

| Commodity Name | Unit of Issue / Pack Size | Beginning Balance | Generating... | | | | | | End of Month Physical Count | Commodities expiring in less than 6 months to expiry | Days out of stock this Month | Quantity required for RE-SUPPLY |
|--|---------------------------|-------------------|---------------|---|---|---|---|---|-----------------------------|--|------------------------------|---------------------------------|
| | | | B | C | D | E | F | G | | | | |
| Zidovudine/Lamivudine/Nevirapine (AZT/3TC/NVP) 300/150/200mg FDC Tabs | A | 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Zidovudine/Lamivudine (AZT/3TC) 300/150mg FDC Tabs | A | 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Tenofovir/Lamivudine/Efavrenz (TDF/3TC/EFV) 300/300/400mg FDC Tabs | A | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Tenofovir/Lamivudine/Efavrenz (TDF/3TC/EFV) 300/300/400mg FDC Tabs | A | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Tenofovir/Lamivudine (TDF/3TC) 300/300mg FDC Tabs | A | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Efavrenz (EFV) 600mg Tabs | A | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Lamivudine (3TC) 150mg Tabs | A | 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Nevirapine (NVP) 200mg Tabs | A | 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Tenofovir (TDF) 300mg Tabs | A | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Abacavir (ABC) 300mg Tabs | A | 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Total Quantity | | | | | | | | | | End of Month | | |

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- When the report has been generated, click ‘Save’ button at the bottom of the page.

| | | | | | | | | | | | | |
|--|-----|---|---|---|---|---|---|---|---|---|---|---|
| Pyridoxine (B6) 25mg Tabs | 100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Isoniazid (H) 300mg Tabs (for Pack of 672 tabs) | 672 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| TB/ HIV DRUGS | | | | | | | | | | | | |
| Pyrazinamide (Z) 500mg Tab (for Pack of 28 tabs) | 28 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Rifabutin (R) 150mg Tab | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |
| Rhambutin (I) 400mg Tab (for Pack of 28 tabs) | 28 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 |

Comments (Explain ALL Losses and Adjustments):

Save

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To view or edit or delete or download the past CDRRs:

- Click ‘View’ (1), ‘Update’ (2), ‘Delete’ (3), ‘Download’ (4) links.

USERNAME: DEMO USER | Logout
Thursday, 2nd March 2017

my CDRs my MAPs my TEMPLATES

New Stand-Alone cdr Filter Period: All

Show 10 entries Search:

| #ID | Period Beginning | Status | Facility Name | Options |
|----------|------------------|----------|---------------|---|
| F-CDRR#1 | 2017-02-01 | prepared | Liverpool VCT | view update delete download |

Showing 1 to 1 of 1 entries

(1) (2) (3) (4)

My MAPS

MAPS (Monthly ARV Patients Summary) are monthly reports made by facilities summarizing the number of patients on ARVs. There are two types of MAPS generated. If the facility is a

central site, D-MAPS (District Store Monthly ARV Patients Summary) reports are prepared. For the satellites and standalone sites, they prepare the F-MAPS (Facility Monthly ARV Patients Summary). To prepare new MAPS:

- Click ‘New Satellite/Standalone/Central MAPS button’ depending on your facility type.

The screenshot shows a web-based application interface for the ARV Drugs Supply Chain Management Tool. At the top, there's a header bar with links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. The PROFILE section shows 'USERNAME: DEMO USER | Logout' and the date 'Thursday, 2nd March 2017'. Below the header is a navigation menu with 'Quick Links' including Add Patients, Stock Transactions, FAQ, Export Patient List, and User Manual. A 'Notifications' section shows 'Lost to Followup' and 'System Up to Date'. The main content area has tabs for 'my CDRRs', 'my MAPS' (which is selected and highlighted with a red box), and 'my TEMPLATES'. A sub-section titled 'New Stand-Alone maps' is visible, with a 'Filter Period: All' dropdown and a 'Show 10 entries' button. A table below lists one entry: ID D-MAPS#1, Period Beginning 2017-02-01, Status prepared, Facility Name Liverpool VCT, and Options (view, update, delete, download). Navigation buttons at the bottom right include First, Previous, Next, and Last.

- A new form will be displayed with the reporting period of the previous month as in (1)

The screenshot shows a report titled 'MAPS / Satellite Facility(F-MAPS)'. At the top, it displays facility details: Facility code 13122, County Nairobi, and Facility Name Ngara Health Centre (City Council of Nairobi). It also shows Sub-County Starehe. The 'Reporting Period' is set to 'Beginning: 01 February-2017' and 'Ending: 28 February-2017', with the beginning date highlighted with a red box and labeled '(1)'. Below this, there's a 'Generate Report' button. The main content area is a table with columns 'Regimen Code', 'ARV Treatment Regimen', and 'No of Cumulative Active Patients/Clients on this regimen at the End of the Reporting period'. The table rows are: AF1A (AZT + 3TC + NVP), AF1B (AZT + 3TC + EFV), AF2A (TDF + 3TC + NVP), AF2B (TDF + 3TC + EFV), AF3A (d4T + 3TC + NVP), AF3B (d4T + 3TC + EFV), AF4A (ABC + 3TC + NVP), AF4B (ABC + 3TC + EFV), and AF5X (All other 1st line Adult regimens). All values in the last column are 0. At the bottom of the report, a footer states 'Government of Kenya © 2017. All Rights Reserved . Web-ADT version 3.2.0'.

- Click ‘Generate Report’ button, (2) This auto-calculates the number of patients on each regimen for the last one month.

MAPS / Satellite Facility(F-MAPS)

| Facility code: | 13122 | Facility Name: | Ngara Health Centre (City Council of Nairobi) |
|---------------------------------|-----------------------------------|--|---|
| County: | Nairobi | Sub-County: | Starehe |
| Reporting Period : | Beginning: 01 February-2017 | Ending : | 28 February-2017 |
| Generate Report | | (2) | |
| Regimen Code | ARV Treatment Regimen | + No of Cumulative Active Patients/Clients on this regimen at the End of the Reporting period | |
| Adult First Line | | | |
| AF1A | AZT + 3TC + NVP | 0 | |
| AF1B | AZT + 3TC + EFV | 0 | |
| AF2A | TDF + 3TC + NVP | 0 | |
| AF2B | TDF + 3TC + EFV | 0 | |
| AF3A | d4T + 3TC + NVP | 0 | |
| AF3B | d4T + 3TC + EFV | 0 | |
| AF4A | ABC + 3TC + NVP | 0 | |
| AF4B | ABC + 3TC + EFV | 0 | |
| AF5X | All other 1st line Adult regimens | 0 | |

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- When the report has been generated, click ‘Submit Report’ (3) button at the bottom of the page.

| | | |
|--|--|-----|
| AF2G | TDF + 3TC + RAL (PWHs intolerant to ATV) | 0 |
| AF2H | TDF + FTC + ATV/r | 0 |
| AF4C | ABC + 3TC + DTG | 0 |
| Adult Second Line | | |
| Adult Third Line | | |
| Hepatitis B Patients who are HIV-ve | | |
| OIs Medicines [1. Universal Prophylaxis] | | |
| OIs Medicines [2. IPT] | | |
| OIs Medicines [3. Fluconazole (treatment & prophylaxis)] | | |
| OIs Medicines [CM] and [OC] For Diflucan Donation | | |
| Paediatric First Line | | |
| Paediatric Second Line | | |
| Paediatric Third Line | | |
| PEP Adult | | |
| PEP Child | | |
| PMTCT Child | | |
| PMTCT Mother | | |
| PrEP | | |
| Submit Report | | (3) |

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To view or edit or delete or download the past MAPS:

- Click ‘View’ (1), ‘Update’ (2), ‘Delete’ (3), ‘Download’ (4) links.

my CDRRs my MAPs my TEMPLATES

| New Satellite maps | | Filter Period: | All | Search: |
|------------------------------|------------------|----------------|---------------------|---|
| Show | entries | | | |
| 10 | | | | |
| #ID | Period Beginning | Status | Facility Name | Options |
| F-MAP S#1 | 2016-12-01 | prepared | Ngara Health Centre | View (1) Update (2) Delete (3) Download (4) |
| Showing 1 to 1 of 1 entries | | | | |
| First Previous 1 Next Last | | | | |

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Chapter 6: Settings Module

This chapter explains all the settings of the system. The system settings are only accessible to the Facility Administrator who can add, edit, delete, enable and disable services, drugs and users.

The screenshot shows a top navigation bar with links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS (which is highlighted with a red box and has a red arrow pointing to it), REPORTS, and PROFILE. Below the navigation bar, there is a user session information area showing 'USERNAME: DEMO USER | Logout' and the date 'Monday, 27th February 2017'. A sub-navigation menu below the main menu includes links for Regimens, Drugs, Facility, and Others. The main content area displays a table titled 'Users Management' with one entry: 'Demo User' with email 'kevomarete@gmail.com', phone number '736262781', access level 'Facility Administrator', registered by 'Admin', and options. There are also buttons for '+New User' and search functions.

To perform the aforementioned activities, click any of the four links shown below to access the various activities.



Regimens (1)

Information under regimens includes the list of regimens, the drugs under each regimen etc.

The list of events includes:

- Regimens
- Regimen Category
- Regimen Drugs
- Regimen Change Reasons
- Regimen Service Type
- Regimens Order
- Regimen Category Order

All the events mentioned above follow the same procedure of viewing, editing, enabling, disabling with an exception of **Regimens** that allows **Merge** of duplicate regimens and **Bulk Mapping**. Described below is **Regimens** used as the illustration.

Regimens

A user can view a list of regimens in the facility, add a new regimen, enable or disable regimens, merge and map regimens.

The regimen listing shows the regimen name, the regimen category such as adult first line, the type of service in which the regimen belongs and the actions which a user can take on an individual regimen including enable, disable edit etc.

The screenshot shows the 'Regimens' section of the application. At the top, there are four dropdown menus: 'Regimens', 'Drugs', 'Facility', and 'Others'. To the right of these is the 'Settings / Regimen Management' link. Below the menu bar is a toolbar with three buttons: 'Disable selected regimens' (red), 'Enable selected regimens' (blue), and 'Bulk mapping' (green). A red arrow points from the left towards the toolbar. The main area contains a table with columns: 'Regimen', 'Line', 'Regimen Category', 'Type Of Service', and 'Options'. The 'Options' column includes links for 'Edit | Disable | Merge'. Another red arrow points from the right towards the 'Edit | Disable | Merge' links. The table has several rows, each representing a different regimen with its details.

| Regimen | Line | Regimen Category | Type Of Service | Options |
|---------------------------------------|------|------------------|-----------------|--|
| (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF1C AZT + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF2A TDF + 3TC + NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF2B TDF + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF2C TDF + 3TC + AZT (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF3A d4T + 3TC + NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF3B d4T + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF3C d4T + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |

New Regimen/Edit: New Regimen allows the user to add a new regimen into the list. Edit enables updating of the existing regimens.

To add or edit:

- Click New Regimen, (1) button to add.
- Click Edit link, (2) to update regimen info.

This screenshot shows the same 'Regimens' section as the previous one, but with a focus on the 'New Regimen' button. The 'New Regimen' button is highlighted with a red box and a red arrow pointing to it from the left. The rest of the interface is identical to the previous screenshot, including the toolbar, search bar, and the list of regimens with their respective 'Edit | Disable | Merge' options.

| Regimen | Line | Regimen Category | Type Of Service | Options |
|---------------------------------------|------|------------------|-----------------|--|
| AF1A AZT+3TC+NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF1B AZT + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF1C AZT + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |

The two will open a similar window to the one below. Fill in or update the details of the regimen. On completing, click ‘Save’ button

Regimen details

Regimen Code: AF1A
 Description: AZT+3TC+NVP (>15YRS ADULT)
 Category: Adult First Line
 Line: 1
 Type of Service: ART
 Remarks:
 Mapping: -Select One--

Cancel Save

Enable/Disable selected regimens:

- Check the list of regimens you want to disable or enable
- Click the ‘Disable selected regimens’ (1) button to disable or click ‘Enable selected regimens’ (2) button to enable regimens
- To disable or enable a single regimen, click ‘Disable’ (3) link to disable and ‘Enable’ (4) link to enable in the Options column.

+ New Regimen Disable selected regimens Enable selected regimens Bulk mapping

| Show: 10 entries | Search: | | | | |
|---|---------|------------------|-----------------|--|--|
| Regimen | Line | Regimen Category | Type Of Service | Options | |
| AF1A AZT+3TC+NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge (iii) | |
| AF1B AZT + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Enable (iv) Merge | |
| <input checked="" type="checkbox"/> AF1C AZT + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |
| <input checked="" type="checkbox"/> AF2A TDF + 3TC + NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |

Merge: is done when there are two or more duplicate regimens.

- Check duplicate regimens,
- Click Merge on one of the drugs

| + New Regimen | | Disable selected regimens | | Enable selected regimens | |
|---|------|---------------------------|-----------------|--|--|
| Show 10 entries | | Search: | | | |
| Regimen | Line | Regimen Category | Type Of Service | Options | |
| <input checked="" type="checkbox"/> AF1B AZT + 3TC + EFV (>15YRS ADULT) | 1 | Adult/First Line | ART | Edit Disable Merge | |
| <input checked="" type="checkbox"/> AF1B AZT+3TC+EFV (>15YRS ADULT) | 1 | Adult/First Line | ART | Edit Disable Merge | |

Bulk mapping: is mapping of a list of regimens at once. Mapping is done to ensure that the regimen codes in the facility and Kenya Pharma are similar.

- Check the list of regimens to be mapped
- Click **Bulk mapping** button



| + New Regimen | | Disable selected regimens | | Enable selected regimens | |
|---|------|---------------------------|-----------------|--|--|
| Show 10 entries | | Search: | | | |
| Regimen | Line | Regimen Category | Type Of Service | Options | |
| <input checked="" type="checkbox"/> AF1A AZT+3TC+NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |
| <input checked="" type="checkbox"/> AF1B AZT + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |
| <input checked="" type="checkbox"/> AF1C AZT + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |
| <input type="checkbox"/> AF2A TDF + 3TC + NVP (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |
| <input type="checkbox"/> AF2B TDF + 3TC + EFV (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge | |

- A new window will pop allowing you to select similar regimens in the **Sync regimens** column
- Click Map Regimens after matching the regimens.




Bulk regimen Mapping [Regimens details]

| # | Regimens | Sync Regimens |
|---|---------------------------------------|------------------------|
| 1 | AF1A AZT+3TC+NVP (>15YRS ADULT) | AF1A AZT + 3TC + NVP |
| 2 | AF1B AZT + 3TC + EFV (>15YRS ADULT) | AF1B AZT + 3TC + EFV |
| 3 | AF1C AZT + 3TC + ABC (>15YRS ADULT) | -Select One-- |
| 4 | AF2A TDF + 3TC + NVP (>15YRS ADULT) | AF2A TDF + 3TC + NVP |
| 5 | AF2B TDF + 3TC + EFV (>15YRS ADULT) | AF2B TDF + 3TC + EFV |
| 6 | AF2C TDF + 3TC + AZT (>15YRS ADULT) | -Select One-- |
| 7 | AF3A d4T + 3TC + NVP (>15YRS ADULT) | -Select One-- |
| 8 | AF3B d4T + 3TC + EFV (>15YRS ADULT) | -Select One-- |

Cancel **Map regimens**

- On success, an on-screen message will be shown confirming the success
- Mapped regimens will show '(mapped)' in the regimens

| Regimen | Line | Regimen Category | Type Of Service | Options |
|--|------|------------------|-----------------|--|
| AF1A AZT+3TC+NVP (>15YRS ADULT) (mapped) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF1B AZT + 3TC + EFV (>15YRS ADULT) (mapped) | 1 | Adult First Line | ART | Edit Disable Merge |
| AF1C AZT + 3TC + ABC (>15YRS ADULT) | 1 | Adult First Line | ART | Edit Disable Merge |

Drugs (2)

Gives all drug related information including drugs classification, codes among others as explained below.

The list of events includes:

- Drug Classification
- Drug codes
- Drug Units
- Drug consumption
- Drug Doses
- Drug Instructions
- Drug Indications
- Drug sources
- Drug Destinations
- Generic Names
- Brand Names
- Drug Running Balance
- Pediatric Dosage Chart
- Drugs Order

All the events mentioned above follow the same procedure of viewing, editing, enabling, disabling with an exception of: **Drug Codes** that allows **merge** of duplicate drugs and **Bulk Mapping**; **Drug Consumption** that updates the consumption of drugs in a facility; **Drug Running Balance** that fixes any varying quantity of drugs in the stock.

The illustrations below will focus on the three exceptions:

Drug Codes

A user is able to view and define the drug details including the unit, dose, supplier etc. as shown in the drug codes listing.

- Select Drug Codes from the Drugs dropdown

| + New Drug Code | | Disable selected drugs | Enable selected drugs | Bulk mapping | |
|---------------------------------|--|--|---------------------------------------|------------------------------|--|
| Show | 10 | entries | Search: | | |
| Drug | | Unit | Dose | Supplier | Options |
| <input type="checkbox"/> | ABACAVIR (ABC) 300MG TABS | Tablet | | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC... | Tablet | | | Edit Disable Merge |
| <input type="checkbox"/> | ACYCLOVIR 400MG TABS | Tablet | | | Edit Disable Merge |
| <input type="checkbox"/> | AMPHOTERICIN B 50MG INJECTION | | | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | ATAZANAVIR/RITONAVIR (ATV/R) 300/100MG TABS | Tablet | | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | AZT/3TC FDC (300MG/150MG)TABS | Tablet | 1BD | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | AZT/3TC FDC (60MG/30MG) | Tablet | 1BD | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | AZT/3TC/NVP FDC (300MG/150MG/200MG) | Tablet | 1BD | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | AZT/3TC/NVP FDC (60MG/30MG/50MG) | Tablet | 1BD | Kemsa | Edit Disable Merge |
| <input type="checkbox"/> | COTRIMOXAZOLE 480MG TABS | Tablet | 10D | Kemsa | Edit Disable Merge |

Showing 1 to 10 of 64 entries First Previous 1 2 3 4 5 Next Last

A user can do the following while in the Drug Codes:

New Drug Code/Edit: New Drug Code allows the user to add a new drug into the list. Edit enables updating of the existing drugs.

To add or edit:

- Click New Regimen, (1) button to add.
- Click Edit link, (2) to update regimen info

| Drug Management | | | | | |
|--|--------|------|----------|--|--|
| Drug | Unit | Dose | Supplier | Options | |
| ABACAVIR (ABC) 300MG TABS | Tablet | | Kemsa | Edit Disable Merge | |
| ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC TABS | Tablet | | | Edit Disable Merge | |
| ACYCLOVIR 400MG TABS | Tablet | | | Edit Disable Merge | |
| AMPHOTERICIN B 50MG INJECTION | | | Kemsa | Edit Disable Merge | |

The two will open a similar window to the one below. Fill in or update the details of the regimen. On completing, click on the Save button.

Drug details

Standard Dispensing Information

| | | | |
|---------------------------------------|-----------------------------|---------------|---|
| Drug ID | such as Abacavir 300 mg | Dose Strength | mg |
| Unit | -Select | Dose | 1/2BD |
| Packsize | eg. 60 | Duration | eg. 8 |
| Generic Name | -Select One-- from the list | Quantity | eg. 400 |
| Supplied By | -Select One-- from the list | Comments | add comments if necessary |
| Classification | ART (as an example) | Mappings | -Select One-- from the list (e.g. NameAbbreviation Strength Formulation Packsize) |
| <input type="checkbox"/> Non ARV Drug | Check boxes if needed | Instructions | Select options from the list |

Cancel Save

Enable/Disable selected drugs:

- Check the list of drugs to disable or enable
- Click the 'Disable selected drugs'(1) button to disable or click 'Enable selected drugs'(2) button to enable regimens

To disable or enable a single drug, click 'Disable' (3) link to disable and 'Enable' (4) link to enable in the **Options** column.

| Drug Management | | | | | |
|---|--------|------|----------|--|--|
| Drug | Unit | Dose | Supplier | Options | |
| <input checked="" type="checkbox"/> ABACAVIR (ABC) 300MG TABS | Tablet | | Kemsa | Edit Disable Merge (iii) | |
| <input checked="" type="checkbox"/> ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC ... | Tablet | | | Enable (iv) | |
| <input checked="" type="checkbox"/> ACYCLOVIR 400MG TABS | Tablet | | | Edit Disable Merge | |

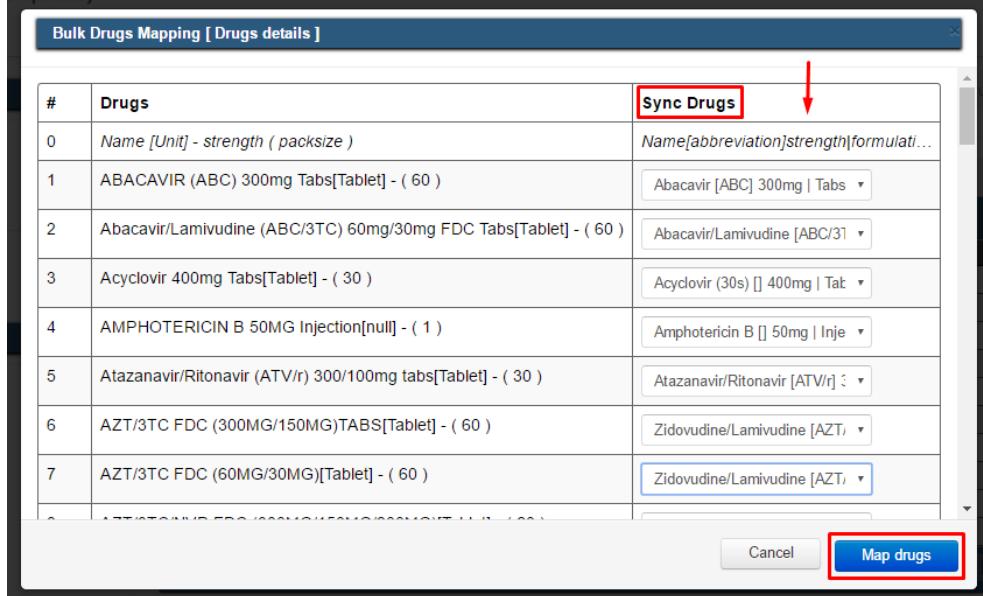
Merge: is done when two or more drugs are similar.

- Check the drugs to merge
- Click **merge** link on one of the drugs from the 'Options' column

| Drug Management | | | | | |
|---|--------|------|----------|--|--|
| Drug | Unit | Dose | Supplier | Options | |
| <input checked="" type="checkbox"/> ABACAVIR (ABC) 300MG TABS | Tablet | | Kemsa | Edit Disable Merge | |
| <input checked="" type="checkbox"/> ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC ... | Tablet | | | Edit Disable Merge | |

Bulk mapping: is mapping of a list of drugs at a go.

- Click **Bulk mapping** button.
- A new window will pop allowing you to select similar drugs in the **sync drugs** column. Gives a list of all drugs in the pharmacy
- Match the drugs you want to map
- Click Map drugs button.



- On success, an on-screen message will be shown confirming the success
- Mapped drugs will show ‘(mapped)’ in the drugs

| + New Drug Code | | Disable selected drugs | Enable selected drugs | Bulk mapping |
|---------------------------------------|--------|------------------------|-----------------------|------------------------|
| Show | 10 | ▼ entries | Search: | |
| Drug | Unit | Dose | Supplier | Options |
| 3TC 10MG/ML | Bottle | 4mls bd | Kenya Pharma | Edit Disable Merge |
| 3TC 200MG | Tablet | 1BD | Kenya Pharma | Edit Disable Merge |
| ABACAVIR (ABC) LIQUID 20MG/ML (240ML) | Bottle | | Kemsa | Edit Disable Merge |
| ABACAVIR (ABC)300MG TAB (mapped) | Tablet | 1BD | Kenya Pharma | Edit Disable Merge |

Drug Consumption

- Select ‘Drug Consumption’ from the list

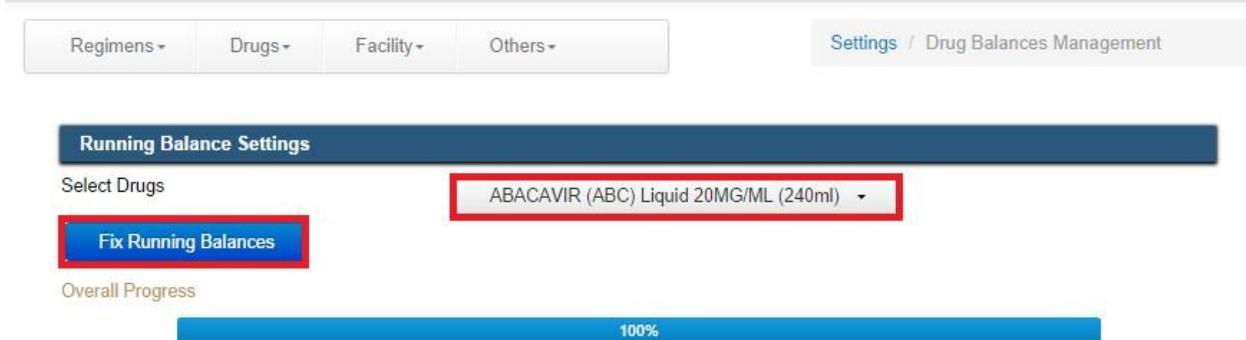
A loading image will be shown. It updated the consumption of drugs and gives a message with the number of rows updated.



➤ Drug Running Balances

Used to correct the number of drugs in the stock

- Click ‘Drug Running Balances’
- Select the drugs that need to be fixed from the list. Click ‘Fix Running Balances’ button. The overall progress bar will show the progress as the drugs are fixed.



Facility

This will explain all the facility settings which an administrator can manipulate.

The list of events includes:

- Facility Details
- Facility Users
- Facility Patient Sources
- Facility Supporters

Facility Users, patient sources and supporters follow the same procedure of viewing, editing, enabling, disabling. Facility Details give information concerning the Facility and can be modified.

This section will use the illustration of facility users and facility details:

Facility Details

The facility administrator can view and add the details of the facility.

- One can check the services offered by the facility under ‘services offered at the facility’ (2)
- Click ‘Save’ to finish

Facility Details

| | |
|---|----------------------------------|
| Organization Code/MFL No | 14445 |
| Name of Organization / System | |
| Adult Age | |
| Maximum Patients Per Weekday | |
| Maximum Patients Per Weekend | |
| Lost to follow_up days | 180 |
| Facility Type | Medical Clinic - Clinical office |
| District | Athi River |
| County | Siaya |
| Central Site | |
| Facility Phone No | +254123456 |
| Does Facility want to send sms to patients? | No |

Services offered at the facility

ART
 PMTCT
 PEP

Save

Facility Users

- Select ‘Facility Users’

A list of users is displayed and the Facility administrator can add or disable a user.

New user:

- Click ‘New User’ button
- Enter the details of the user in the fields. Click ‘Save’

User details

Fields with ★ are compulsory

| | |
|---------------|---------------------------------|
| Usertype | Pharmacist |
| Full Name | eg. Mary Winters |
| Username | eg. Mary |
| Phone number | e.g. +254721111111 |
| Email address | e.g. youremail@example.com |
| Facility | Embul - Bul Catholic Dispensary |
| Order Sites | Select options |

Save

Note: if the facility has access to internet, the new user needs to activate the account and obtain the password from their email. When there is no internet, a default password is given to the new user. On logging in, a user should change the password to that of their preference.

Disable/Enable:

- Click ‘Disable’ link for the user that needs to be disabled or ‘Enable’ link for the user to be enabled.

Others

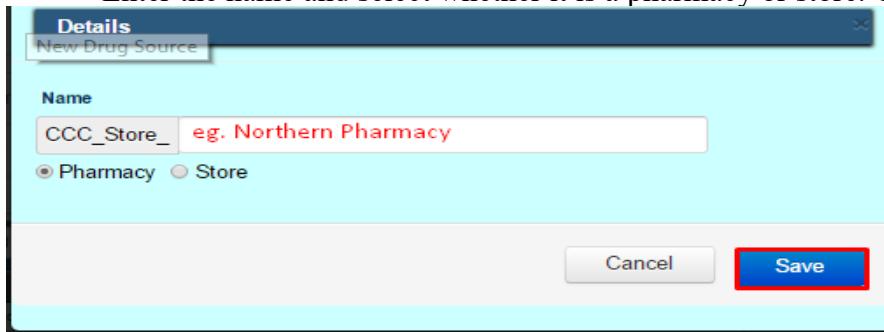
This shows a list of any other event that an administrator can manipulate. The list of events includes:

- CCC Store/Pharmacy
- Manual/Auto Scripts
- Non-adherence Reasons
- Patient Merging
- Transaction Types
- Visit Purpose
- Viral Load Results
- Patient Status

CCC Store/Pharmacy

These are the service points from which the facilities dispense their drugs to the patient.

- Select ‘CCC Store/Pharmacy’
- A facility adds the service points depending on the number it has. To add a new service point, click the ‘new_ccc_store_service_point’
- Enter the name and select whether it is a pharmacy or store. Click ‘Save’ button.



- Click the relevant links to edit (1), enable (2) or disable (3) the service points.

| +New ccc_store_service_point | |
|------------------------------|--|
| Show 10 | entries |
| Name | Edit Disable (2) |
| Main Pharmacy | Edit Disable (2) |
| Main Store | Edit Disable (2) Enable (3) |

Manual/Auto Scripts

This runs to sync data that could not be synchronized automatically.

- Click Manual/Auto scripts from the dropdown. A loading image will be displayed indicating the synchronization in progress.
- An on-screen message will be displayed showing what has been updated.

Dispensing date index (Patient Visit) successfully created !
Date Enrolled Index (Patient) successfully created !
Transaction Date index (Drug Stock Movement) successfully created !
(1) patients without current_regimen have been updated with last dispensed regimen!
(0) rows affected by fixes applied!
(23) rows affected!
Viral Load Download Failed!
Updated Dose Records in Visits (0)

Patient Merging

This is done when an individual patient has duplicate account.

➤ Select ‘Patient Merging’

Check the CCC No’s that holds the details of the patient. Click ‘merge’. After merging, one of the accounts will be disable

The screenshot shows a software interface for managing patient records. At the top, there are navigation links: 'Regimens', 'Drugs', 'Facility', 'Others', 'Settings' (highlighted in blue), and 'PATIENT MERGING'. Below this is a search bar labeled 'Search:' and a dropdown menu set to 'Show 10 entries'. The main area is a table titled 'Patient Merging' with three columns: 'CCC No.', 'Patient Name', and 'Options'. Two rows are visible, both for 'Demo Client'. In the first row, the 'CCC No.' is 03 and the 'Options' column contains a red 'Merge' button. In the second row, the 'CCC No.' is 05 and the 'Options' column contains a green 'Merge' button. Both rows have a checked checkbox in the first column.

| CCC No. | Patient Name | Options |
|---------|--------------|---|
| 03 | Demo Client | Merge |
| 05 | Demo Client | Merge |

Chapter 7: Reports Module

This chapter explains the kind of reports a user can generate from the system.

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there is a header with the Ministry of Health logo, the tool name, and the location 'Embul - Bul Catholic Dispensary'. Below the header, there is a navigation bar with links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. The PROFILE link shows the username 'DEMO USER' and a logout link. The date 'Sunday, 29th January 2017' is also displayed. The main content area has a 'Quick Links' sidebar on the left with links for Add Patients, Stock Transactions, FAQ, Export Patient List, and User Manual. The main panel shows a report titled 'Cumulative Number of Patients by Current Status as of 29-Jan-2017'. The report table includes columns for Current Status (Active), Total No., Total %, Adult Male, Female, Children Male, and Female. The data shows 33 Active patients, all 100.0% of whom are adults, with 2 males and 30 females. There are no children listed. The report also includes a search bar, a navigation bar at the bottom, and a message indicating 1 to 1 of 1 entries.

The types of reports include:

Standard Reports

Gives summary reports such as patients enrolled in a period, TB stages, cumulative number of patient to date etc.

By default, reports display the standard reports.

- Select the type of report to be generated.

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there is a header with the tool name and location. Below the header, there is a navigation bar with links for Standard Reports, Visiting Patients, Early Warning Indicators, Drug Inventory, MOH Forms, and Guidelines. The Standard Reports link is highlighted. The main content area has a 'Select Report' dropdown menu. The menu is expanded to show a list of report options: 'Number of Patients Enrolled in Period', 'Number of Patients Started on ART in the Period', 'Graph of Number of Patients Enrolled Per Month in a Given Year', 'Cumulative Number of Patients to Date', 'Number of Active Patients Receiving ART (by Regimen)', 'Family Planning Summary', 'Patient Indications Summary', 'TB Stages Summary', 'Chronic Illnesses Summary', 'Patient Allergy Summary', 'Patients Status & Disclosure', 'Patient BMI Summary', 'Patients on Drug Prophylaxis', and 'Patient PREP Summary'. To the right of the dropdown, there is a preview of a report titled 'Current Status as of 02-Mar-2017'. The preview shows a table with columns for Children Male, Female, and various ART, PEP, PMTCT, OI, and ART categories. The data is partially cut off, showing 'le in table'. The preview also includes a search bar and a navigation bar at the bottom.

- Select the donor, GOK or PEPFAR, and the range of dates. In this example, number of patients enrolled in a period of three months from 1st January to 311st March 2014 with PEPFAR as the donor.

Select Report: Number of Patients Enrolled in Period

Select Donor: -All Donor-

From: 01-Mar-2017 To: 31-Jul-2017

Generate Report



Note: to generate the other types of report under Standard Reports list, follow the same instructions as above

Report results are as shown below. The user can save the results as the file of their choice such as excel or pdf.

| | | Demo Facility | | | | | | | | | | | | | |
|-------------|----|---|------|-----|----|-----|--------|-------|------|-----|-------|-----|-----|------|--------|
| | | Patients Enrolled By Source Between 01-Jan-2014 And 31-Mar-2014 | | | | | | | | | | | | | |
| | | Source | | | | | | Adult | | | | | | | |
| | | Total | Male | PEP | OI | ART | Female | Total | Male | PEP | PMTCT | OI | ART | Male | Female |
| | | No. | % | No. | % | No. | ART | No. | % | No. | % | No. | No. | No. | ART |
| GATINA | 3 | 9.7 | - | - | - | - | - | - | - | - | - | - | 1 | 33.3 | - |
| KAWANGWARE | 10 | 32.3 | - | - | - | - | - | - | - | - | - | - | 4 | 40.0 | - |
| RIRUTA | 14 | 45.2 | - | - | - | - | - | - | - | - | - | - | 2 | 14.3 | - |
| TRANSFER IN | 4 | 12.9 | - | - | - | - | - | - | - | - | - | - | 4 | 25.0 | - |
| TOTALS | 31 | 100 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 8 | 25.8 | 0 |
| | | | | | | | | | | | | | | 0.0 | 6 |
| | | | | | | | | | | | | | | 19.4 | 7 |
| | | | | | | | | | | | | | | 22.6 | |

Showing 1 to 4 of 4 entries

First Previous 1 Next Last

Visiting Patients

To generate reports of the patients who have visited the facility for drugs:

- Select the type of report you want to generate. Such reports are patients scheduled to visit, patients started on a particular day, patients visited for refill and those missing appointments.

Standard Reports [Visiting Patients](#) Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report: -- Select a Report --

-- Select a Report --

- List of Patients Scheduled to Visit
- List of Patients Started (on a Particular Date)
- List of Patients Visited For Refill
- Patients Missing Appointments
- Patients Visit Summary
- Patients on Differentiated Care

Current

On selecting the type, choose the range of dates. In this example, generating a report for the patients scheduled to visit from 1st January to 4th March 2017.

Number of Patients by Current Status as of 02-Mar-2017

| | | Children | | | | | | Adult | | | | | | | | |
|-------------------|---|----------|-------|----|--------|-----|-------|-------|-----|-----|--------|----|-----|-----|-------|----|
| | | Male | | | Female | | | Male | | | Female | | | | | |
| | | PEP | PMTCT | OI | ART | PEP | PMTCT | OI | ART | PEP | PMTCT | OI | ART | PEP | PMTCT | OI |
| No data available | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |

Showing 0 to 0 of 0 entries

First Previous 1 Next Last



- Click ‘Generate Report’ button

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report: List of Patients Scheduled to Visit

From: 01-Jan-2017 To: 04-Mar-2017 **Generate Report**

Cumulative Number of Patients by Current Status as of **02-Mar-2017**

Note: to generate the other types of report under Visiting Patients, follow the same instructions as above.

The report results are:

| Demo Facility | | | | | | | | | | |
|---|--------------|------------------------|---|--------|-----|--------------------------------|------------------|--------------|------------------|--|
| Listing of Patients Expected to Visit Between 01-Jan-2014 And 04-Mar-2014 | | | | | | | | | | |
| Number of patients: 7 | | | | | | | | | | |
| Visited: 1 | | | Not Visited: 6 | | | | | | Visited Later: 0 | |
| Show: 10 | entries | | Copy Excel PDF | | | | | | Search: _____ | |
| Patient No | Patient Name | Phone No /Alternate No | Phys. Address | Sex | Age | Last Regimen | Appointment Date | Visit Status | | |
| 2074 | DEMO CLIENT | | FATHER,0727 -853443 /0723-936230 MOTHER | Male | 7 | TDF/3TC/LPV/R | 20-Jan-2014 | Not Visited | | |
| 8-2589 | DEMO CLIENT | | | Male | 3 | ABC/3TC/LPV/R | 30-Jan-2014 | Not Visited | | |
| 8-2760 | DEMO CLIENT | | | Female | 1 | OI Medicines | 10-Feb-2014 | Not Visited | | |
| 8-3228 | DEMO CLIENT | | | Female | 2 | O.I. Prophylaxis | 30-Jan-2014 | Not Visited | | |
| 8-3260 | DEMO CLIENT | | | Male | 2 | O.I. Prophylaxis | 01-Mar-2014 | Not Visited | | |
| 8-3261 | DEMO CLIENT | | | Female | 8 | AZT + 3TC + NVP (< 15YRS PAED) | 12-Feb-2014 | Yes | | |
| 8-3356 | DEMO CLIENT | | | Female | 14 | AZT/3TC/EFV | 01-Jan-2014 | Not Visited | | |

Showing 1 to 7 of 7 entries First | Previous | **1** | Next | Last

A user can then download the results as an excel file or a PDF file or copy the results to the destination of their choice such as word document.

Early warning Indicators

This allows generating of reports related to patients’ adherence to drugs, patients who may have changed the regimens etc.

To generate such reports:

- Click ‘Early Warning Indicators’
- Select the type of report to generate. Such are active patients who have changed regimen, list of patients starting (by regimen), HIV early warning indicator, patients’ adherence and non-adherence reports.

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report -- Select a Report --

Current

- Select a Report --
 - Select a Report -
 - Active Patients who Have Changed Regimens
 - List of Patients Starting (By Regimen)
 - HIV Early Warning Indicators
 - Patients Adherence Report
 - Patients Non Adherence Report
 - Lost to Followup Report

Number of Patients by Current Status as of 02-Mar-2017

| | | Children | | | Male | | Female | |
|-----|-------|----------|-----|-----|-------|----|--------|-----|
| PEP | PMTCT | OI | ART | PEP | PMTCT | OI | ART | PEP |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

No data available in table

Showing 0 to 0 of 0 entries

First Previous Next Last

- Define the range of dates. This example will generate reports for active patients who have changed regimens from the 1st January to 4th March 2017.
- Click 'Generate Report'

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report Active Patients who Have Changed Regimens

From: 01-Jan-2017 To: 04-Mar-2017

Generate Report

Cumulative Number of Patients by Current Status as of 02-Mar-2017

Note: other types of report under Early Warning Indicators' list are generated following the above instructions

The results are as shown below. The user can then save them as PDF or excel file or copy them to a file of their choice

Demo Facility

Listing of Active Patients Who Have Changed Regimens In The Period Between 01-Jan-2014 And 28-Feb-2014

Number of patients: 148

| Show 10 entries | Copy Excel PDF | Search: | | | | |
|-----------------------------------|---------------------------------------|---------|-------------|---------|----------------|---------------|
| From Regimen | To Regimen | ART No | Name | Service | Date of Change | Change Reason |
| AF1A AZT+3TC+NVP (>15YRS ADULT) | OI OI Medicines | 757 | DEMO CLIENT | ART | 04-Feb-2014 | |
| AR4 AZT/3TC/EFV | CF1B AZT + 3TC + EFV (< 15YRS PAED) | 13-1673 | DEMO CLIENT | ART | 03-Feb-2014 | |
| AR4 AZT/3TC/EFV | AF1B AZT + 3TC + EFV (>15YRS ADULT) | 13-1680 | DEMO CLIENT | ART | 03-Feb-2014 | |
| AR4 AZT/3TC/EFV | AF1B AZT + 3TC + EFV (>15YRS ADULT) | 1756 | DEMO CLIENT | ART | 30-Jan-2014 | |
| AR4 AZT/3TC/EFV | AF1B AZT + 3TC + EFV (>15YRS ADULT) | 2092 | DEMO CLIENT | ART | 20-Jan-2014 | |
| AR4 AZT/3TC/EFV | AF1B AZT + 3TC + EFV (>15YRS ADULT) | 2098 | DEMO CLIENT | ART | 12-Feb-2014 | |
| AR4 AZT/3TC/EFV | CF1B AZT + 3TC + EFV (< 15YRS PAED) | 2619 | DEMO CLIENT | ART | 04-Feb-2014 | |
| AR4 AZT/3TC/EFV | CF1B AZT + 3TC + EFV (< 15YRS PAED) | 2663 | DEMO CLIENT | ART | 07-Jan-2014 | |
| AR4 AZT/3TC/EFV | AF1B AZT + 3TC + EFV (>15YRS ADULT) | 2674 | DEMO CLIENT | ART | 30-Jan-2014 | |
| AR4 AZT/3TC/EFV | CF1B AZT + 3TC + EFV (< 15YRS PAED) | 2757 | DEMO CLIENT | ART | 07-Jan-2014 | |

Showing 1 to 10 of 148 entries

First Previous 1 2 3 4 5 Next Last

Drug Inventory

Generates reports related to the drug consumption by the facility and its patients

- Click ‘Drug Inventory’

Select the report to be generated. The reports under drug inventory include drug consumption report, patient drug consumption report, drug stock on hand report, facility summary commodity report etc.

- Define the year. In this example, drug consumption report of the year 2017 in units.
- Click ‘Generate Report’

Standard Reports Visiting Patients Early Warning Indicators **Drug Inventory** MOH Forms Guidelines

Select Report: Drug Consumption Report

Select Year : 2017 Units **Generate Report**

Note: to generate the other types of report under Drug Inventory list, follow the same instructions as above

Report results are as shown below. The user can then save them as PDF or excel file or copy them to a file of their choice

| Demo Facility | | | | | | | | | | | | | |
|--|--------|-----------|------|-------|-------|------|------|-----|-----|-----|-----|-----|-----|
| Listing of Drug Consumption Report for 2014 (UNIT) | | | | | | | | | | | | | |
| Show | 10 | ▼ entries | | | | | | | | | | | |
| Drug | Unit | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| 3TC 10MG/ML | Bottle | - | - | - | - | - | - | - | - | - | - | - | - |
| ABACAVIR (ABC) Liquid 20MG/ML (240ml) | Bottle | - | - | - | - | - | - | - | - | - | - | - | - |
| ABACAVIR (ABC)300MG TABS | Tablet | 2696 | 1566 | 2204 | 2872 | 1786 | 840 | - | - | - | - | - | - |
| ABACAVIR 60MG/LAMIVUDINE 30MG FDC Tabs | Tablet | 9489 | 6133 | 10344 | 12006 | 9978 | 6486 | - | - | - | - | - | - |
| ABC-20MG/ML | Bottle | - | - | - | - | - | - | - | - | - | - | - | - |
| ABC60/3TC30 fdc paed. | Tablet | - | - | - | - | - | - | - | - | - | - | - | - |
| Acy-200mg TABS | Tablet | - | - | - | - | - | - | - | - | - | - | - | - |
| Acy-400mg | Tablet | - | - | - | - | - | - | - | - | - | - | - | - |
| ACY-CREAM | Pack | - | - | - | - | - | - | - | - | - | - | - | - |
| ACYCLOVIR 200MG-GOK | Tablet | 60 | 40 | 180 | 30 | - | 20 | - | - | - | - | - | - |

MOH forms

- Click ‘MOH forms’
- Select the type of form to download either GET MOH 711 or GET MOH 731

The screenshot shows a navigation bar with tabs: Standard Reports, Visiting Patients, Early Warning Indicators, Drug Inventory, MOH Forms (which is highlighted in blue), and Guidelines. Below the navigation bar, there is a section titled "Select Report" with a dropdown menu. The dropdown menu has the following options:

- Select a Report --
- Select a Report - (highlighted in blue)
- GET MOH 711
- GET MOH 731

- Choose the date for which to obtain the report. The example will generate MOH form for January 2017
- Click ‘Generate Report’

The screenshot shows the same navigation bar and "Select Report" dropdown as the previous screenshot, but now the "GET MOH 711" option is selected. Below the dropdown, there is a "Select Period" field containing "January-2017". To the right of the period field is a large orange "Generate Report" button. Two red arrows point upwards from the bottom of the page towards the "Generate Report" button, labeled (1) and (2).

This will download an excel file with results such as the one shown below:



Guidelines

- Click on guidelines

Show 10 entries Copy | Excel | PDF Search: _____

| File Name | Action |
|--|--------|
| ARV-RTV Paediatric Dosing Chart.pdf | View |
| Guidelines-on-Use-of-Antiretroviral-Drugs-for-Treating-and-Preventing-HIV-Infections-in-Kenya (2016 Edition).pdf | View |

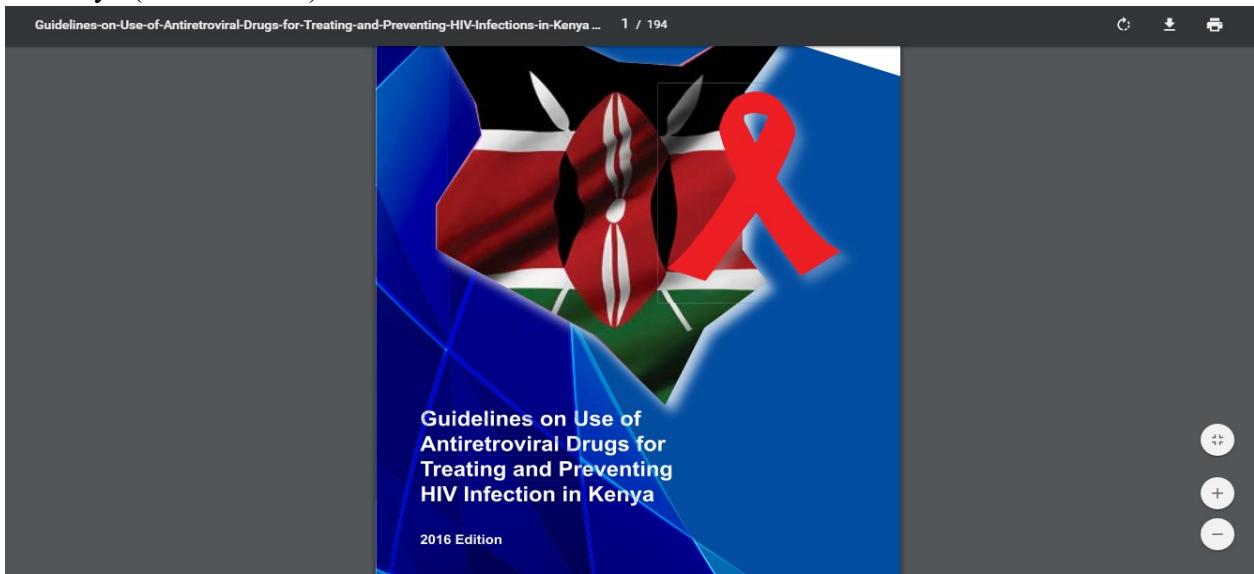
Showing 1 to 2 of 2 entries First | Previous | Next | Last

There are two Charts which contains guidelines. Click on view to get the guidelines

- ARV-RTV Pediatric Dosing Chart.

| PAEDIATRIC ANTIRETROVIRAL DRUGS DOSING CHART (OCTOBER 2014) | | | | | | | | | | | | |
|---|-----------------------------------|-------------------------------------|---|--|---|---------------------------|-------------------------------|-------------------------|-------------------------------------|---|-----------|-------------------|
| Weight Range (kg) | Fixed dose combination | | | Single formulations where FDCs are not available | | | Lopinavir/ ritonavir (LPV/r) | | | Additional dosing for Ritonavir for TB/HIV co-infection | | Weight Range (kg) |
| | Abacavir (ABC) + Lamivudine (3TC) | Zidovudine (ZDV) + Lamivudine (3TC) | Zidovudine (ZDV) + Lamivudine (3TC) + Nevropine (NVP) | Efavrenz (EFV) | Nevrapine (NVP) | | LPV/r 80/20mg per ml solution | LPV/r 200/50mg tablets | RTV liquid (80mg/ml as 90ml bottle) | 100mg RTV capsules | | |
| | TWICE Daily | TWICE Daily | TWICE Daily | Once Daily | Once daily for first 2 weeks then twice daily | | TWICE Daily | TWICE Daily | | | | |
| 3 - 5.9 | 60mg ABC + 30mg 3TC tablets | 60mg ZDV + 30mg 3TC tablets | 60mg ZDV + 30mg 3TC + 50mg NVP tablets | 200mg Efv tablets | 10mg/ml NVP suspension | 200mg NVP tablets | LPV/r 80/20mg per ml solution | LPV/r 200/50mg tablets | RTV liquid (80mg/ml as 90ml bottle) | 100mg RTV capsules | 3 - 5.9 | |
| 6 - 9.9 | 1.5 tab | 1.5 tab | 1.5 tab | See notes | 5 ml | - | 1.5 ml | - | 1 ml | - | 6 - 9.9 | |
| 10 - 13.9 | 2 tab | 2 tab | 2 tab | 1 tab | 10 ml | 0.5 tab | 2 ml | - | 1.5 ml | - | 10 - 13.9 | |
| 14 - 19.9 | 2.5 tab | 2.5 tab | 2.5 tab | 1.5 tab | 15 ml | 1 tab in am 0.5 tab in pm | 2.5 ml | 1 tab twice daily | 2 ml | 2 cap | 14 - 19.9 | |
| 20 - 24.9 | 3 tab | 3 tab | 3 tab | 1.5 tab | 15 ml | 1 tab in am 0.5 tab in pm | 3 ml | 1 tab twice daily | 2.5 ml | 2 cap | 20 - 24.9 | |
| 25 - 34.9 | 300 + 150mg | 300 + 150mg | 300/150/200mg | 2 tab | - | 1 tab | 4 ml | 2 tab in am 1 tab in pm | 4 ml in am 2 ml in pm | 2 cap in am 3 cap in pm | 25 - 34.9 | |

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Notifications

They are found in the homepage. They include lost to follow-up, errors and system up to date

The screenshot shows the homepage with a 'Quick Links' sidebar on the left containing links for 'Add Patients', 'Stock Transactions', 'FAQ', 'Export Patient List', and 'User Manual'. Below this is a 'Notifications' section with a red box around it. The 'Notifications' section contains three items: 'Errors 804', 'Lost to Followup 0', and 'System Up to Date'.

Errors: lists all the errors that the pharmacist may have made in the process of dispensing drugs to patients, editing their details among others. They include patients without start regimen, patients with incorrect current regimen etc.

The screenshot shows the 'Errors' page. On the left is a 'Quick Links' sidebar. The main area has a dropdown menu under 'Errors' showing 'Patients without Appointment(1)'. A red box highlights this dropdown. To the right is a table with columns: CCC No, Date Enrolled, Next Appointment, Current Regimen, Status, and Action. One row is visible: '0450' with '10-Apr-2013', 'TDF + 3TC + EFV (>15YR...)', 'Active', and 'Detail | Edit | Disable'. At the bottom, it says 'Showing 1 to 1 of 1 entries'.

Lost to Follow-up: shows cumulative number of the patients that missed their appointment by 90 or more days.

The screenshot shows the 'Notifications' page. It features a red box around the 'Lost to Followup 0' item in the list.

System Up to Date: shows that the system is the latest version.

Notifications

Errors 804

Lost to Followup 0

System Up to Date



Section 2: System Administrator

Chapter 8: Starting up ADT and User Module

This chapter will focus on how the system administrator gets started with the system and the dashboard

Starting up ADT

Open chrome browser and type in localhost/ADT or use one of the shortcuts created during the installation. You will find one of the shortcuts at the desktop and another on the bookmark bar of your chrome browser.



This will take you to the login page. Use the facility's system administrator's credentials.

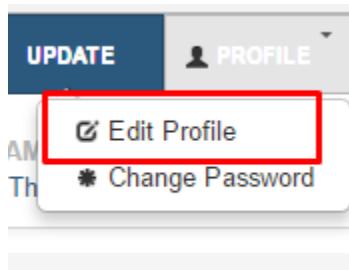
The screenshot shows the login page for the National AIDS/STD Control Programme (NASCOP). At the top, there is the Kenyan coat of arms and the text 'National AIDS/STD Control Programme (NASCOP)' followed by 'Ministry of Health Government of Kenya'. The main form is titled 'Login' and contains two input fields: 'Username' with the value 'username' and 'Password' with the value 'password'. Below these fields is a 'Login' button and a link 'Forgot Password?'. At the bottom of the page, there is a footer with the text 'Government of Kenya © 2017. All Rights Reserved' and 'Web-ADT version 3.1.1'. A watermark 'Rectangular Snip' is visible in the bottom right corner of the screenshot area.

User Module

An admin can edit profile, change the password and logout of the system.

To edit profile:

- Click ‘Profile’ on the menu bar. Select ‘Edit Profile’.

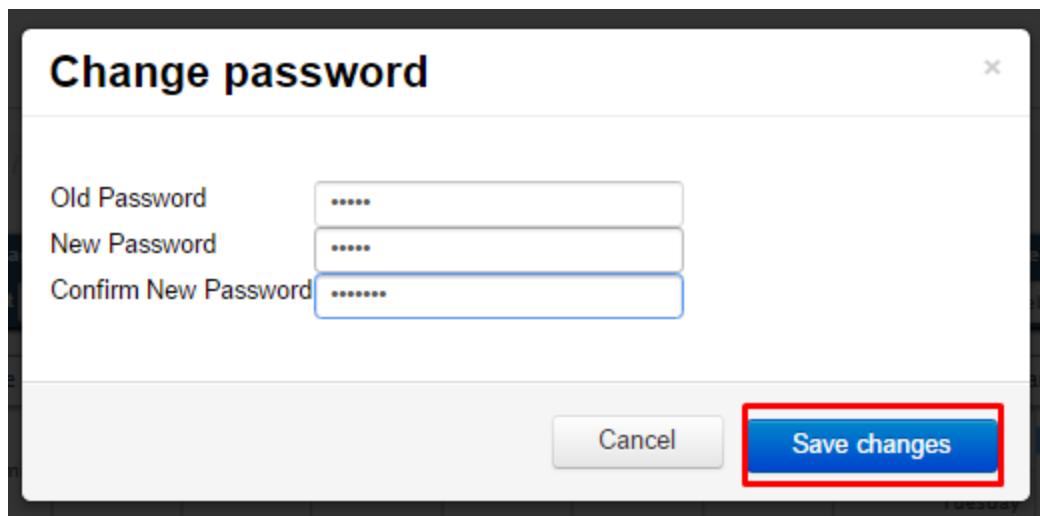


This will pop up a modal to allow you edit. Click ‘Save Changes’.

A screenshot of a modal window titled 'User details'. The window has a dark border and a white interior. Inside, there are five input fields: 'Full Name' with a person icon and the value 'Admin'; 'Username' with a person icon and the value 'admin'; 'Email Address' with an envelope icon and the value 'webadt@gmail.com'; 'Phone Number' with a plus sign and '254' followed by '0722123456'; and 'Ordering Sites' with a dropdown arrow and the value 'Select options'. At the bottom, there are two buttons: 'Cancel' on the left and a blue 'Save changes' button on the right, which is highlighted with a red box.

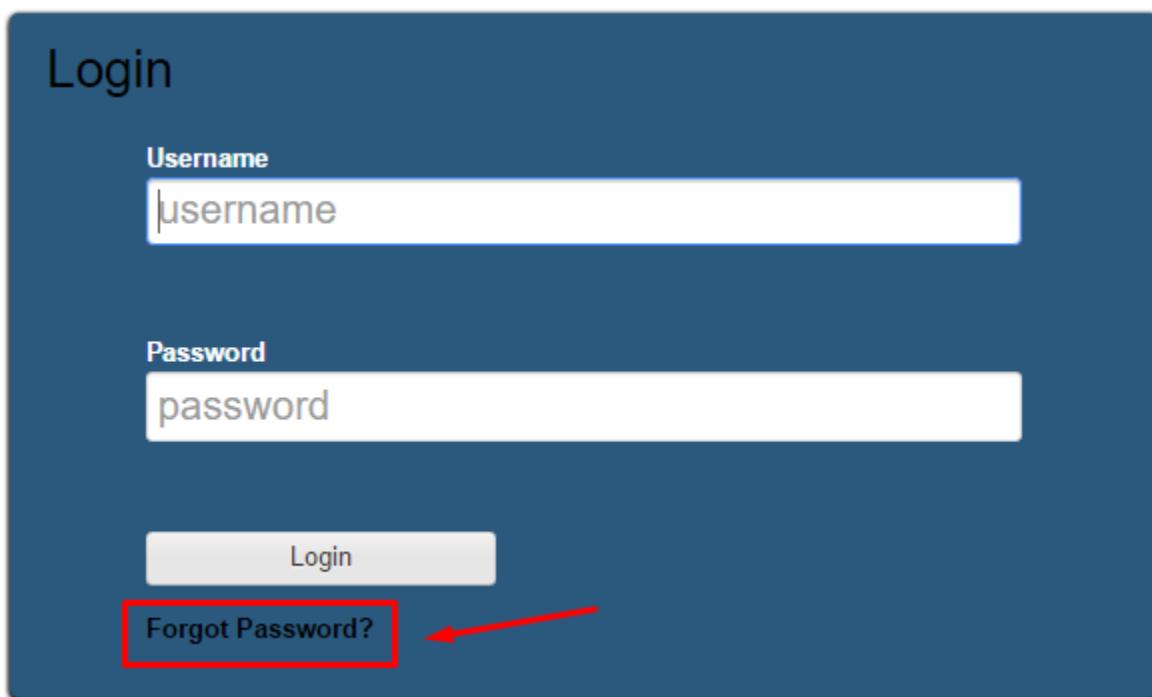
To change password:

- Click profile on the menu bar. Select ‘Change Password’.
➤ Enter your old password and your new password. Click ‘Save Changes’.



To reset your password:

- Go to the login page.
- Click the link at the bottom written 'Forgot Password?'



- In the reset password, enter your email address. Click 'Send'.

[Login](#) / [Forgot Password](#)

Find your ADT account Enter your email.

@ username@email.com

Send



On screen message confirming that an email has been sent will be displayed.

RESET!

Account password was reset to the default password 123456

Find your ADT account Enter your email.

@ username@email.com

Send

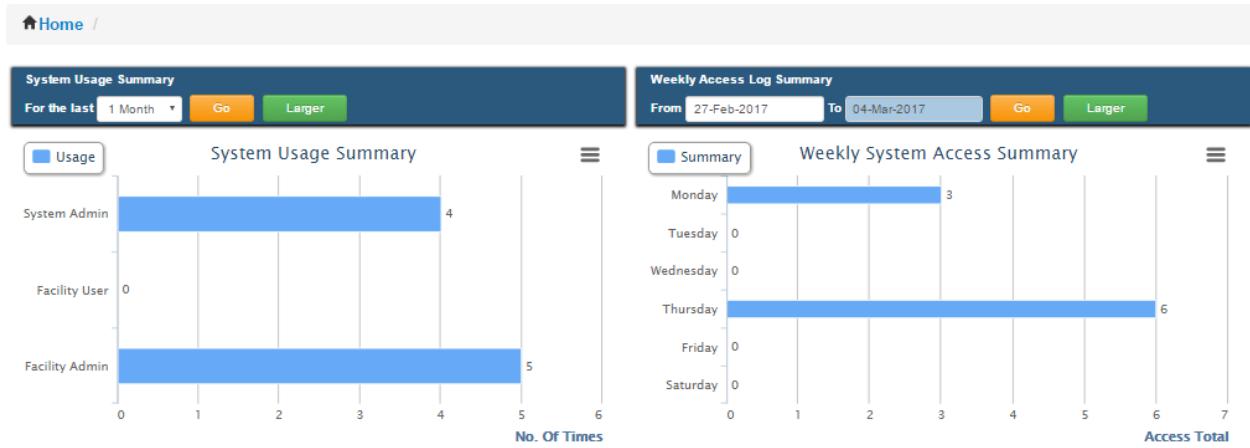
If the email is correct, the default password of 123456 will be used to log in to your account.

To logout of the system:

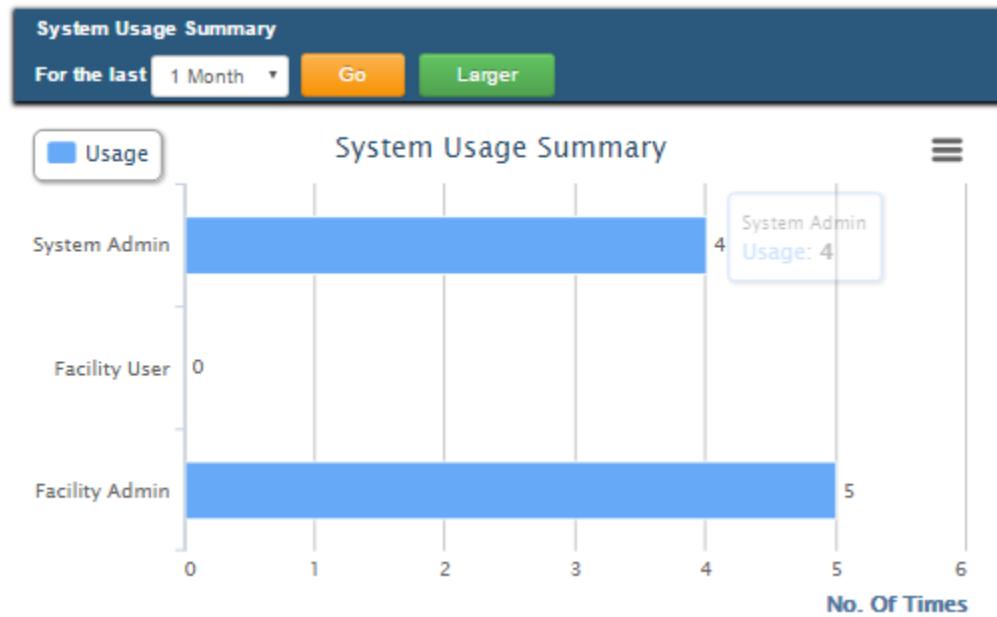
Click logout at the top right of the system.

Chapter 9: Dashboard

The dashboard shows the summary of system usage and that of weekly logs.



System Usage Summary: shows how often the facility users use the system. The example below displays the system usage for the last one month.



Weekly Access Log Summary: shows the weekly access of the system by all users. In the example, the summary of the system access for the week beginning on 27th Feb to 4th March 2017.

Weekly Access Log Summary

From 27-Feb-2017

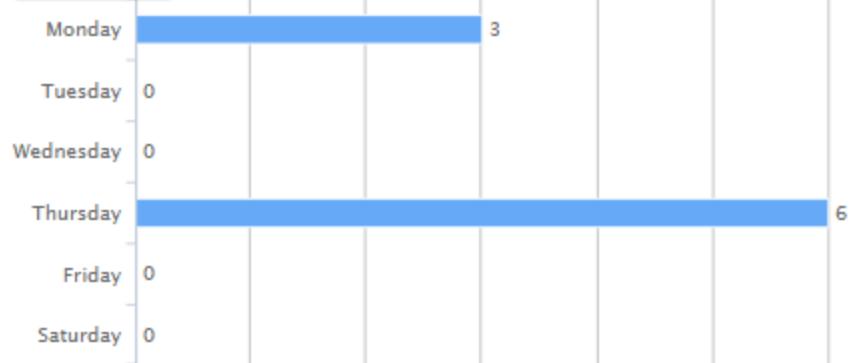
To 04-Mar-2017

Go

Larger

Summary

Weekly System Access Summary



Access Total

Chapter 10: Quick Links and Notifications

The quick links and notifications can be accessed from the homepage. They allow the administrator to view counties, satellites, online users among others.

The screenshot shows the Nascop homepage. On the left, there is a sidebar titled "Quick Links" containing links for View Counties, View Satellites, View Districts, View Menus, View FAQ, View Users, Assign User Rights, Nascop Settings, Access Logs, Denied Logs, and User Manual. Below this is a "Notifications" section with links for Online Users (2) and Deactivated Users (0). A red box highlights this sidebar area. To the right is the main content area. At the top of the main area is a navigation bar with "Home" and a breadcrumb trail. Below it is a "System Usage Summary" chart showing usage for System Admin, Facility User, and Facility Admin. To the right is a "Weekly Access Log Summary" chart showing access by day. A red arrow points from the "Online Users" link in the sidebar to the "Online Users" link in the main content area.

Quick Links

View Counties: lists the counties from the facility database. The administrator can:

- Add a new county by clicking the ‘New County’ button, (1) This displays a new window which the admin enters the name of the county and saves it by clicking ‘Save’ button.
- Edit the name of the county. Click the ‘Edit’, (2)
- To disable a county, click ‘Disable’, (3)
- To enable a county, click ‘Enable’, (4)

The screenshot shows the 'View Counties' page. At the top, there is a breadcrumb trail and a search bar. Below is a table with columns for 'County Name' and 'Options'. The table lists 10 counties: Baringo, Bomet, Bungoma, Busia, Elgeyo Marakwet, Embu, Garissa, Homa Bay, Isiolo, and Kajiado. Each county row has an '(2)' link next to its name and a 'Search:' input field. The 'Options' column contains links for 'Edit | Enable' and 'Edit | Disable' for each county. At the bottom, there is a pagination bar showing 'Showing 1 to 10 of 47 entries' and buttons for 'First', 'Previous', 'Next', and 'Last'.

Note: the above process described for the ‘View Counties’ is also applied in:

- View Satellites
- View Districts
- View Menus
- View Users
- Assign User Rights

NASCOP Settings: provides the system administrator with the link to NASCOP.

To update the URL, click ‘Update’

| Link | | Options |
|------------------------------|--|------------------------|
| http://192.168.133.10/NASCOP | | Update |

Showing 1 to 1 of 1 entries

Access and Denied Logs: list the users who have accessed the system and those who have been denied the rights to access the system respectively. In this example, the list of users who accessed the system

| User | Start Time | End Time | Session Duration | Status |
|-------|-------------------------|-------------------------|--------------------------|------------------------|
| Admin | 05-Sep-2014 01:04:02 pm | 05-Sep-2014 01:04:06 pm | 0 Minutes and 4 Seconds | Logout |
| Admin | 24-Sep-2014 09:35:33 am | 24-Sep-2014 09:36:03 am | 0 Minutes and 30 Seconds | Logout |
| Admin | 24-Sep-2014 09:36:12 am | 24-Sep-2014 09:36:14 am | 0 Minutes and 2 Seconds | Logout |

User Manual: allows the admin to access the user manual from the system.

Notifications

Online users: lists the users who are accessing the system at the moment

| Full Name | UserName | Access Level | Email Address | Activity Duration |
|-----------|----------|----------------------|-----------------------|------------------------|
| Admin | admin | System Administrator | webadt.chai@gmail.com | 13 minutes, 59 seconds |

Showing 1 to 1 of 1 entries

Deactivated users: lists the users who have been deactivated hence cannot access the system. To enable the user, click ‘Enable’

| Full Name | UserName | Access Level | Email Address | Phone Number | Account Creator | Options |
|-----------|----------|------------------------|----------------------|--------------|-----------------|------------------------|
| Demo User | user | Facility Administrator | kevomarete@gmail.com | 736262781 | Admin | Enable |

Showing 1 to 1 of 1 entries

Chapter 11: Migration Module

This chapter explains how to migrate database. Migration is only done during the installation of the ADT system.

- Click Migration on the main menu
- Select the facility name where installation is taking place, (1)
- Select the pharmacy name, (2)
- Select the database to migrate, (3)
- Select the tables that need to be migrated, (4)
- Click Start Migration. The overall progress will be shown in real time as the migration continues.

The screenshot shows the 'Migration Settings' interface. At the top, there's a header bar with the title 'Migration Settings'. Below it, the interface is divided into sections:

- Facility:** A dropdown menu labeled 'Facility' with a placeholder 'Select Facility'. A red box surrounds this field, labeled '(1)'.
- Pharmacy:** A dropdown menu labeled 'Pharmacy' with a placeholder 'Select Pharmacy'. A red box surrounds this field, labeled '(2)'.
- Database:** A dropdown menu labeled 'Database' with a placeholder 'Select Database'. A red box surrounds this field, labeled '(3)'.
- Tables:** A dropdown menu labeled 'Tables' with a placeholder 'None selected'. A red box surrounds this field, labeled '(4)'.

At the bottom left, there is a blue button labeled 'Start Migration' which is also surrounded by a red box.

Below the settings area, there's another header bar labeled 'Migration Progress'. Underneath it, there's a section labeled 'Overall Progress' which contains a progress bar.

Chapter 12: Backup Module

This chapter explains how the administrator can do backup for the facility database.

- Create a folder which will hold the backup databases in the location of your choice.
Example, backup folder in local disk C.
- Copy the location of the folder to the field given in the backup settings in ADT
- Click Run Backup button.



On completing the backup, a success message will be displayed.



Chapter 13: Update Module

This chapter shows the list of system updates and their dates. The administrator is able to see the last time the system was updated and the corresponding hash value.

- Click ‘Update Available’ from the main menu to view

National AIDS/STD Control Programme (NASCOP)
Ministry of Health Government of Kenya

| Show | 10 ▾ entries | Search: | Update Available |
|------|--|---------------------|------------------|
| # | Hash value | Timestamp | |
| 1 | 288765ad85627c2d0a72ecf3237ae3232245e267 | 2014-09-18 13:01:16 | |
| 2 | 288765ad85627c2d0a72ecf3237ae3232245e267 | 2014-09-18 13:00:13 | |

Showing 1 to 2 of 2 entries [First](#) [Previous](#) [Next](#) [Last](#)