Mobile Clinic EMR - User guide

# Overview of the EMR

After logging into the EMR, a start screen with the different areas of data entry is shown. They are used to enter data from the various stages and locations.

**Mobile Clinic:**

Register patient visits (and if necessary create patient records) at the Mobile Clinic.

**Consultation:**

Retrospectively enter data from the paper consultation sheets filled out by the providers (Nurse and/or Clinician) during the Mobile Clinic.

**TB Results:**

Enter up to 3 sputum results with dates or the PPD test together with a confirmative status of TB over the course of a few days.

**Referrals:**

Patients referred to the static facility for HIV or malnutrition as well as confirmed TB cases are listed to enter the enrollment at the static facility.

**Find patients:**

Search for patients by name or ID for historical purpose or data correction.

**Set Defaults:**

After every login the user is redirected first to this screen to set Default values for the current clinic. Changing these values is possible through this component.

**Reporting:**

Provides access to various reports and exports.

**Administration:**

Global configuration and administration like adding users and providers as well as extensive change of the installation are possible through this component. Needs to be carefully handled and is not available to every user.

# Startup and login to the EMR

* Log in with Windows account Informatics
* Click on startup link on the Desktop   
  (alternatively use the startup link in the EMR folder of the startmenu)
* Wait for up to 2 minutes
* Open Google Chrome and enter <http://localhost:8080/openmrs> in address field (default startup page should already point to this address)
* Enter username and password for OpenMRS

# Shutdown the EMR

* Click on shutdown link on the Desktop   
  (alternatively use the shutdown link in the EMR folder of the startmenu)
* After up to one minute the EMR window should disappear by itself. If not, click on the red X in the top right corner of the window.

# Make a backup of the EMR

Frequent backups should be made to make sure no data is lost in case of a system failure. For this purpose a flash drive is dedicated to store only the backup data. A backup can be invoked right from the Desktop by starting the script backup.bat (alternatively it is available through EMR folder in the start menu).

After starting the script it is asking for the drive letter of the USB flash drive (typically E but depending on the system it can vary). If the flash drive is not yet connected to the system, it needs to be plugged in now. The drive letter needs to be entered (without a trailing ‘:’) and needs to be confirmed with Enter.

Now the backup creates a directory with the name of the current time on the flash drive and copies all data and most of the EMR installation to it. This may take a few minutes. The end of the backup will be shown in the backup window.

Note that there is no check for available disk space on the flash drive. In case not enough space is available, data needs to be deleted. As every new backup is stored in a new directory and the old backups are remaining on the system, old backup sets may be deleted manually to create more disk space.

All patient related data will be encrypted so that it is not accessible by other users of the flash drive.