

**MINISTRY OF HEALTH
COMMUNITY DEVELOPMENT,
GENDER, ELDERLY AND CHILDREN**



**National HIV Care and Treatment
Appointment Register**

Date _____

Scheduled Visits

	Col. A	Col. B	Col. C	Col. D	Col. E	Col. F	Col. G	Col. H	Col. I	Col. J
S/No	Unique CTC ID Number	Name of CTC Client	Patient on ART Y=Yes, N=No	Enrolled in Community HBC Services Y=Yes N=No R=Refused	Time Block (A, B or C)	Attended Today (Tick if Yes)	Visit Type R=Refill, CD4 check TS=Treatment Support Drug Pick up, O=Others	Date Attended if Before Appointment Date (dd/mm/yy)	Date Attended if After Appointment Date (dd/mm/yy)	Tick if Came Within 3 Days After Appointment
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
TOTAL			Total on ART=			Total on ART=		Total on ART=		Total on ART=
			Total in Care=			Total in Care=		Total in Care=		Total in Care=

% of ART pts who came on or before or within 3 days of their Appointment Date

=100* (Total patients on ART col F+H+J / Total number of patients on ART on col C

Unscheduled Visits

	Col. A	Col. B	Col. C	Col. D	Col. E	Col. F	Col. G
S/No	Unique CTC ID Number	Name of CTC Client	Patient on ART Y=Yes, N=No	Enrolled in Community HBC Services Y=Yes N=No R=Refused	Visit Type TB=Traced Back, RE=Reappeared, IP=In-Patient OP=Out-Patient OT=On Transit, NEW=New patient O=Others	Scheduled Date (dd/mm/yy)	Reasons for Missed Visits (for those Traced or Reappeared Check Codes Below)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Reason for Unscheduled Visit: 1. Forgot; 2. Too ill on the Day; 3. Lack of Disclosure; 4 Travel Problems; 5. Felt Better; 6. Employer did not give permission; 7. Travelling; 8. Other (specify)