

MARTINEZ MEMORIAL
HOSPITAL

GynCare User Manual

Version 1.0
January 21, 2024

Table of Contents

1. Introduction.....	1
1.1. Overview of the Software.....	1
1.2. Purpose of the Manual.....	1
1.3. Target Audience.....	1
2. Getting Started.....	1
2.1. System Requirement.....	1
2.2.1. PostgreSQL.....	1
2.2.2. Python.....	6
2.2.3. VS Code.....	7
2.2.4. Git.....	8
2.3. Database Setup.....	9
2.3.1. Creating a database.....	9
2.4. App Setup.....	12
2.5. Running the app.....	15
3. User Interface Overview.....	18
3.1. Interface.....	18
3.1.1. Navigation Bar.....	19
3.1.2. Display Area.....	19
3.1.3. Modal Forms.....	19
3.2. Input Controls.....	20
3.2.1. Textbox.....	20
3.2.2. Date Picker.....	20
3.2.3. Dropdown.....	20
3.2.4. Text Area.....	20
3.2.5. Buttons.....	20
3.2.6. Search Input.....	21
4. Basic Operations.....	21
4.1. General User.....	21
4.1.1. Log In.....	21
4.2. For Medical Secretary.....	22
4.2.1. Patient Management.....	22
4.2.1.1. Register New Patient.....	22
4.2.1.2. Update Patient Profile.....	23
4.2.1.3. Delete Patient Record.....	25
4.2.2. Queue Management.....	25
4.2.2.1. Add New Patient to Queue.....	25
4.2.2.2. Update Patient Queue Status.....	27
4.2.3. Medicine Inventory Management.....	27

4.2.3.1. Add New Medicine.....	27
4.2.3.2. Update Medicine Information.....	29
4.2.4. Payment Management.....	31
4.2.4.1.1. Create Invoice.....	31
4.3. For Physician.....	34
4.3.1. Create New Consultation Note.....	34
4.3.2. View Previous Consultation Note.....	37
4.3.3. Delete Consultation Note.....	37
5. Troubleshooting.....	38
5.1. Unable to Log In.....	38
5.2. Logo Does Not Appear.....	38
5.3. Data Entry Issues.....	38
5.4. Data Not Displayed on the Application.....	38
5.5. Application Not Running.....	38
6. Frequently Asked Questions (FAQs).....	39
7. Glossary.....	39
8. Index.....	40
9. Appendices.....	40
9.1. Providing Service to a New Patient.....	40
9.2. Providing Service to a Returning Patient.....	41
9.3. Updating Medicine Inventory.....	41
9.4. PostgresSQL Code for the Setup of Database.....	41
10. Legal Information and Contact Information of the Developers.....	43
11. Updates and Version History.....	43

1. Introduction

1.1. Overview of the Software

GynCare is an information system designed to improve the efficiency of the operations at Martinez Memorial Hospital. It is a platform that allows stakeholders to manage patient information, medical records, and administrative tasks. Through digitization, the processes involved in accomplishing those duties are modernized, leading to more streamlined support activities.

1.2. Purpose of the Manual

This manual aims to serve as a guide for the users of GynCare. It provides detailed instructions for navigating the application to grant the users the skills and knowledge to maximize its features. Ultimately, this manual intends to assist users in getting the most out of the app to make their work smoother and consequently, be of better service to the patients.

1.3. Target Audience

The target users of GynCare are the medical secretaries and the physician. For the medical secretaries, the app's use lies in handling appointments and executing administrative tasks. Meanwhile, the physicians will find the app's use in efficiently managing patient records and consultation notes.

2. Getting Started

Since GynCare is still currently in the development phase, this section mainly focuses on running the application in its undeployed state. It will be updated once the application has been deployed.

2.1. System Requirement

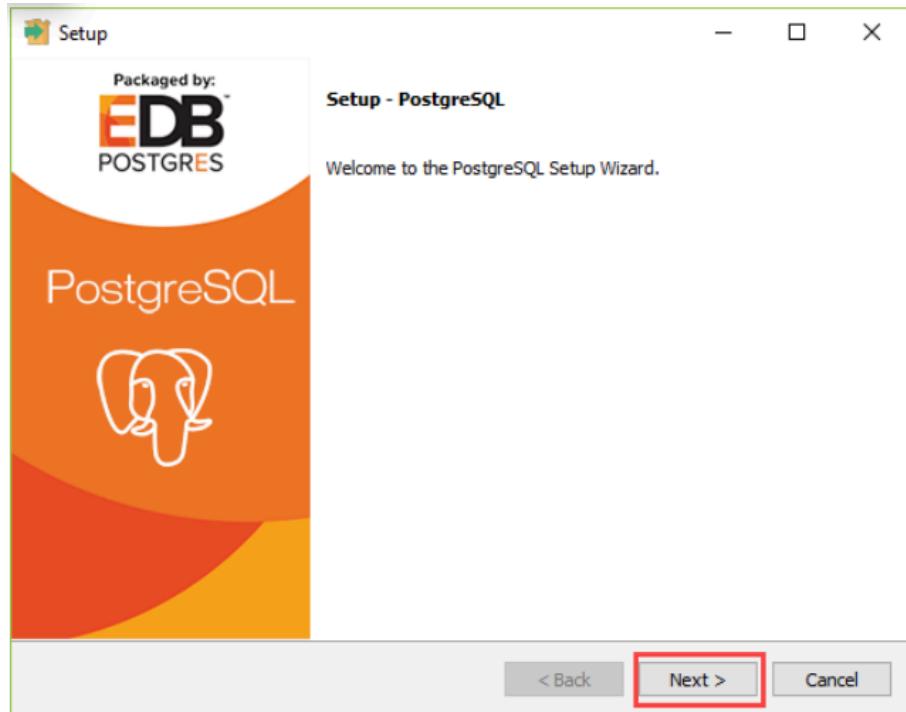
A compatible operating system with the latest versions of PostgreSQL, Python, VS Code, and Git.

2.2. Installation

2.2.1. PostgreSQL

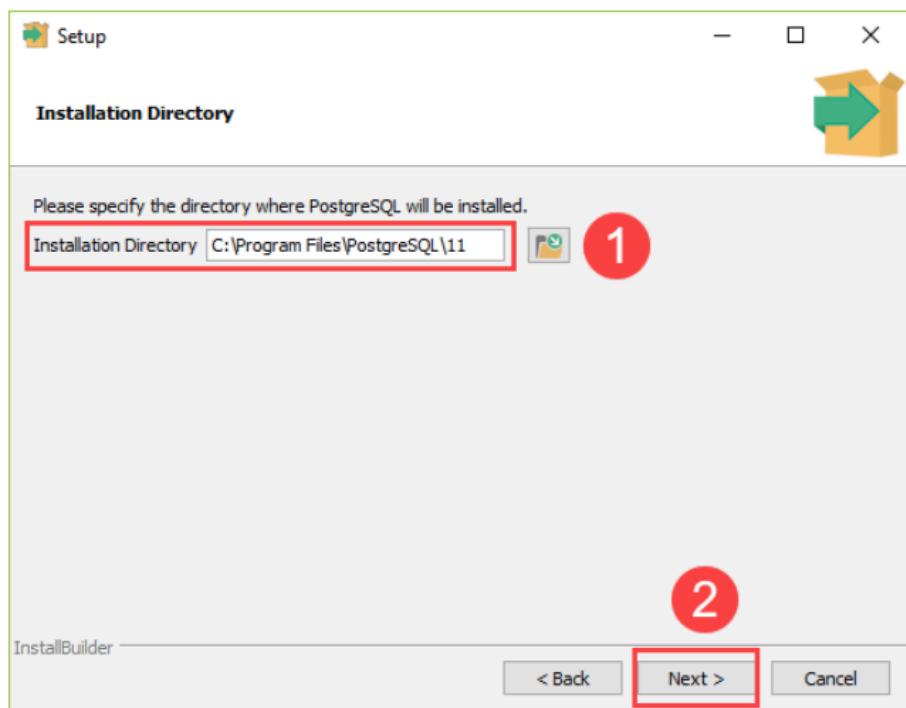
Step 1. [Download the latest version of PostgreSQL](#) for your operating system.

Step 2. Double-click on the installer file and an installation wizard will appear. For default settings, always click Next.

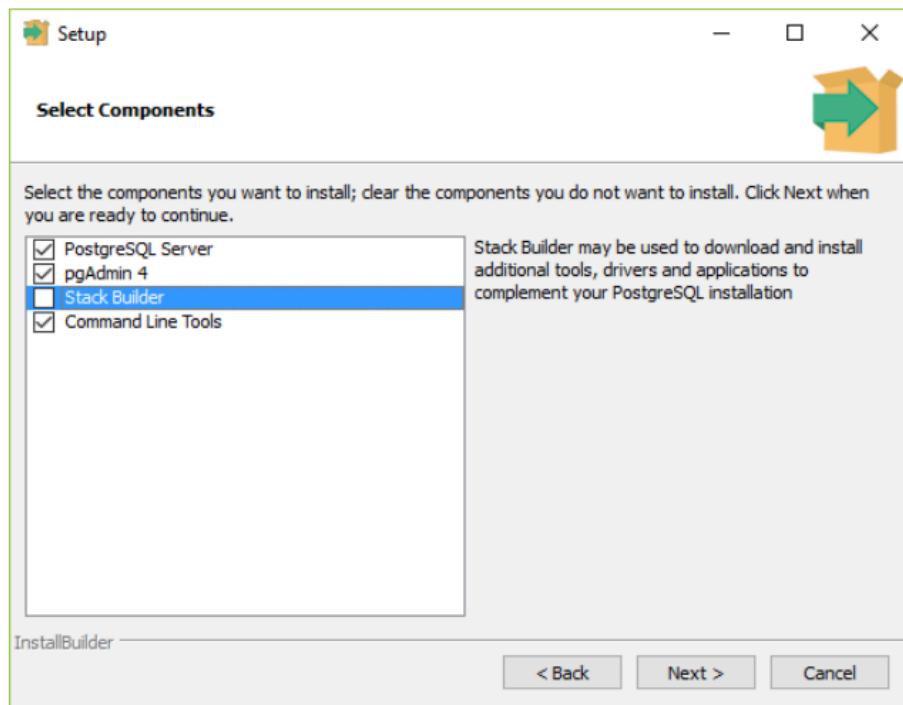


Step 3. Specify the installation folder or you can choose the default folder suggested by PostgreSQL.

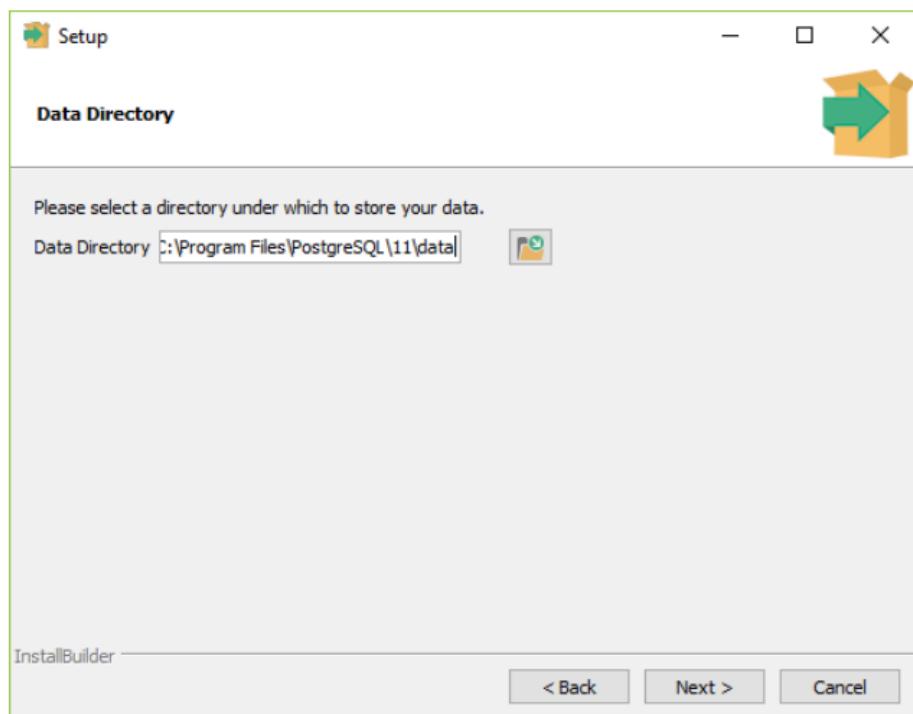
Step 4. Click Next.



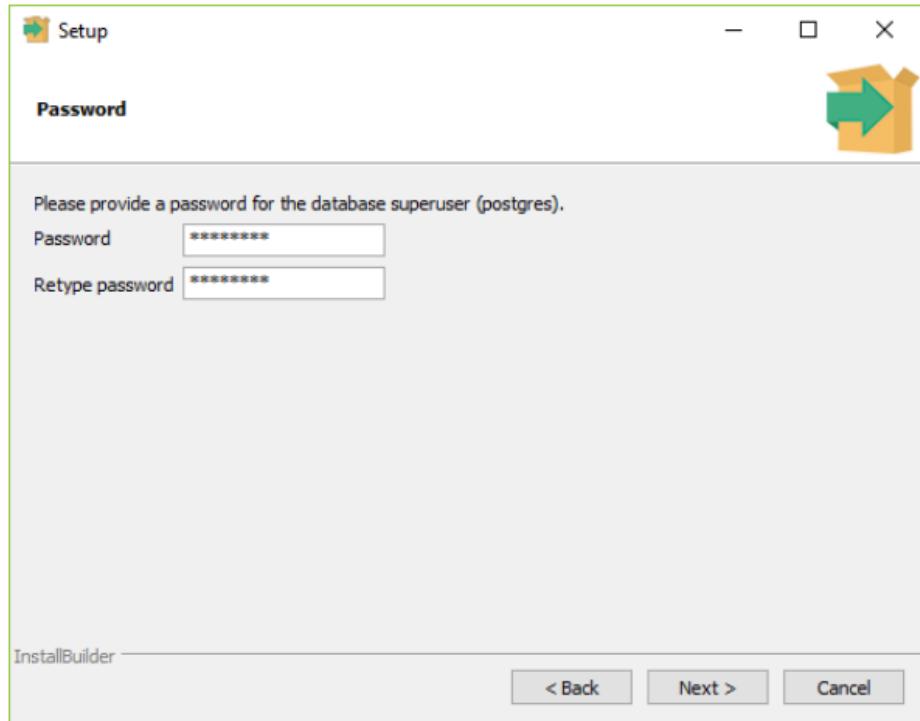
Step 5. Select components to install.



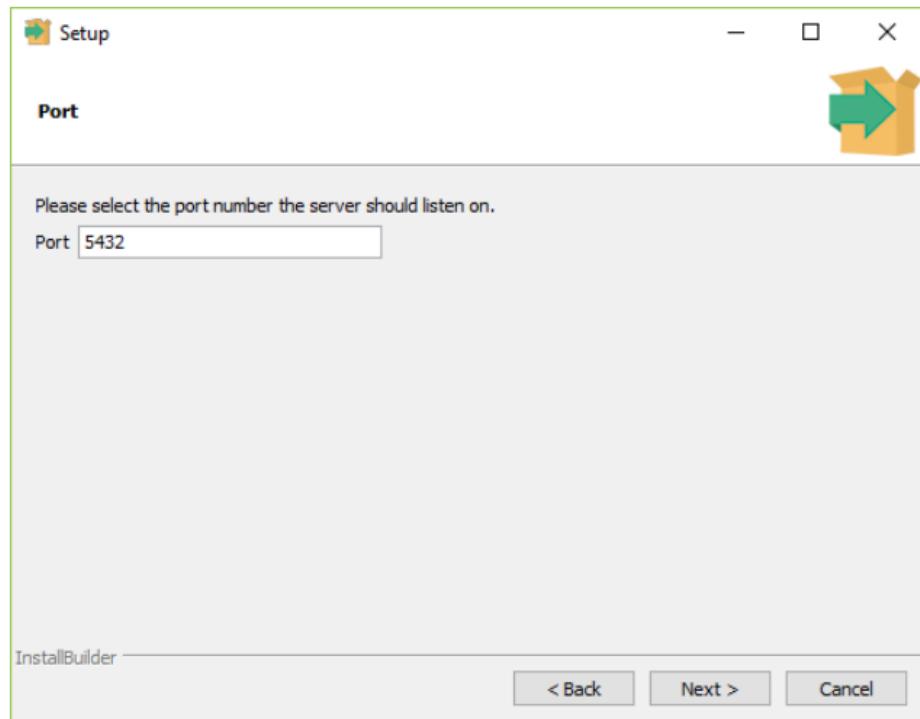
Step 6. Select the database directory to store your data. You can leave it by default.



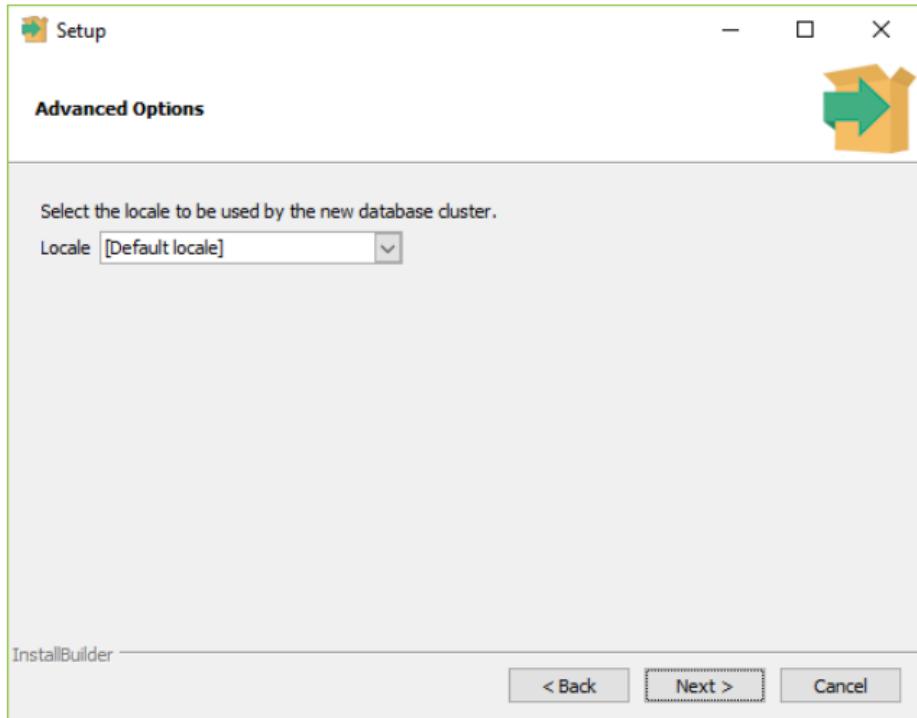
Step 7. Enter a password for the database superuser (PostgreSQL database). Do not forget this password.



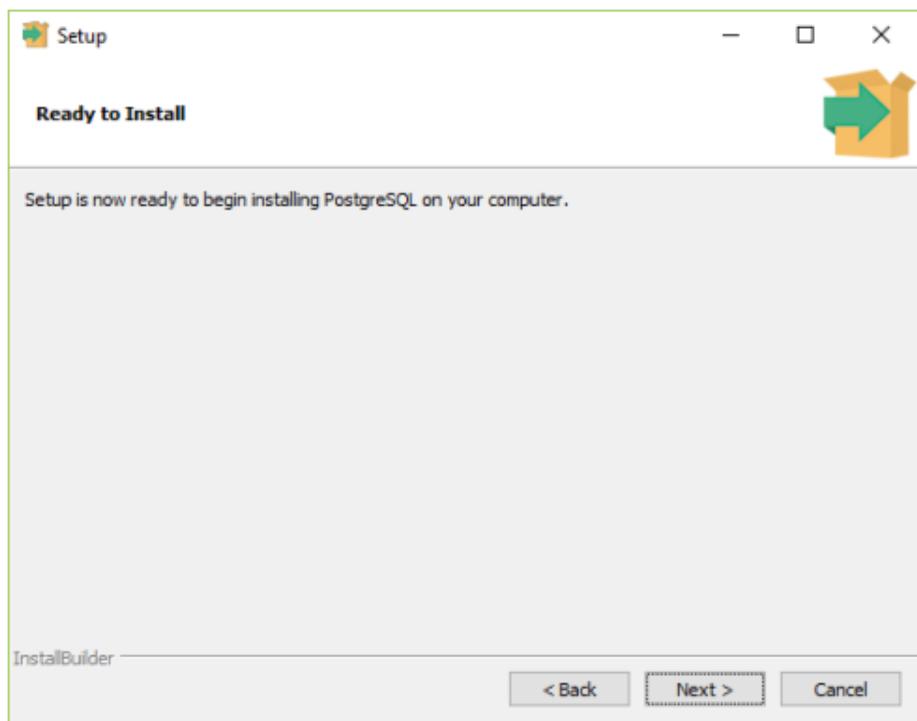
Step 8. Enter the port for PostgreSQL. Make sure that no other applications are using this part.



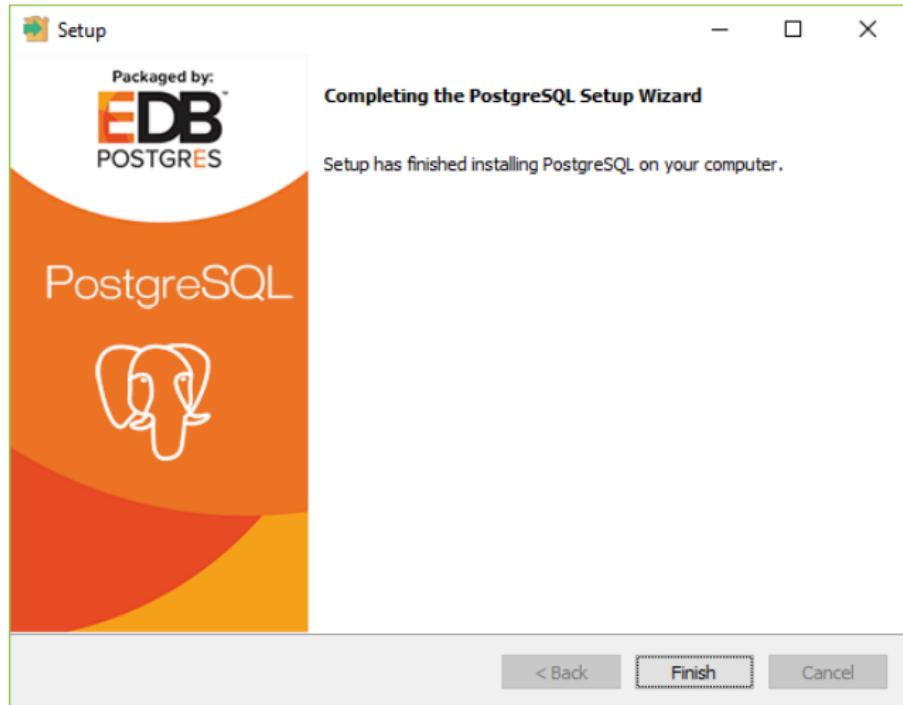
Step 9. Choose the default locale used by the database and click on the Next button.



Step 10. Click Next.



Step 11. Click the Finish button to complete the PostgreSQL installation.



2.2.2. Python

Step 1. [Download the latest version of Python](#) for your operating system.

Step 2. Open the installer.

Step 3. Tick the checkbox on “Add Python 3.9 to path” (Python version may change if you are installing a newer version).



Step 4. Click on Install Now.

2.2.3. VS Code

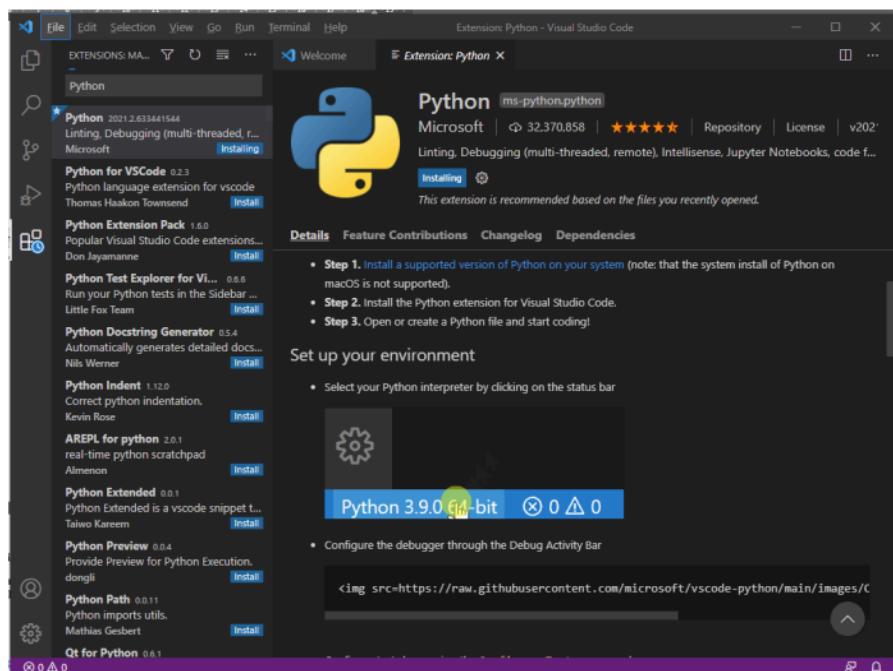
Step 1. [Download the latest version of VS Code](#) for your operating system.

Step 2. Open the installer.

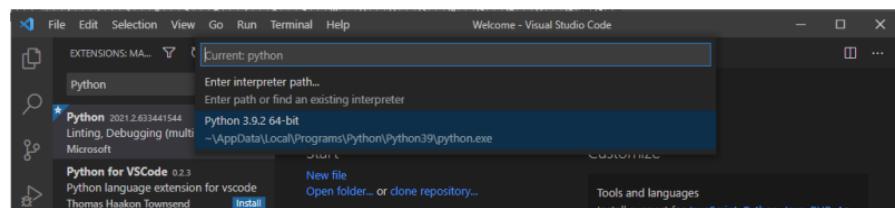
Step 3. Agree to the User Agreement, click Next until you Install.

Step 4. Launch VS Code for Python setup.

Step 5. Go to Manage Extensions (Ctrl/Cmd+Shift+X). Search for Python, and install the Python extension by Microsoft by clicking the small blue Install button.



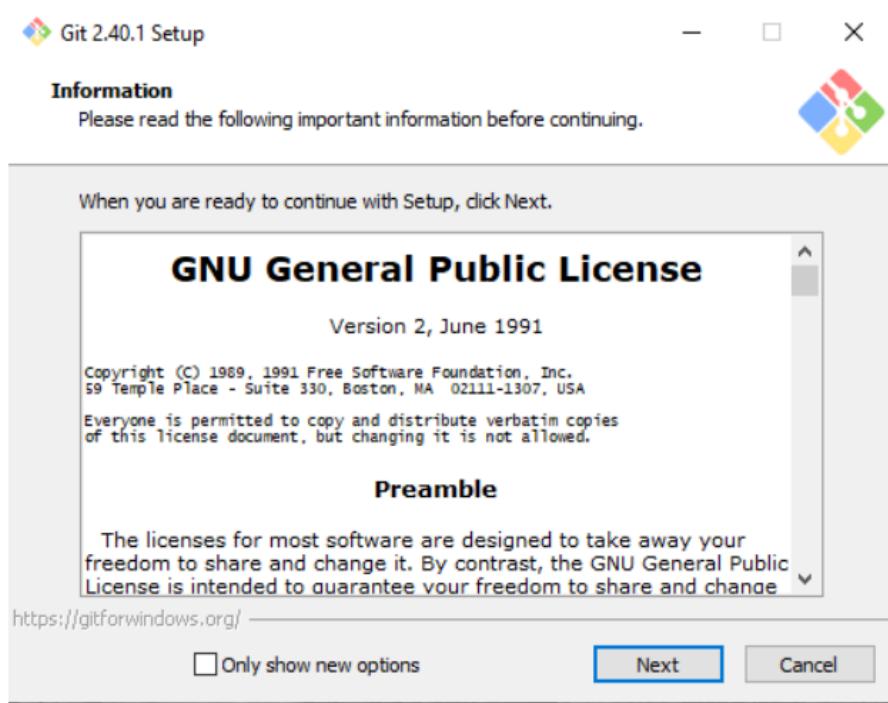
Step 6. After installing, you can find in your Status Bar the text “Select Python Interpreter”, as shown below. Click it.



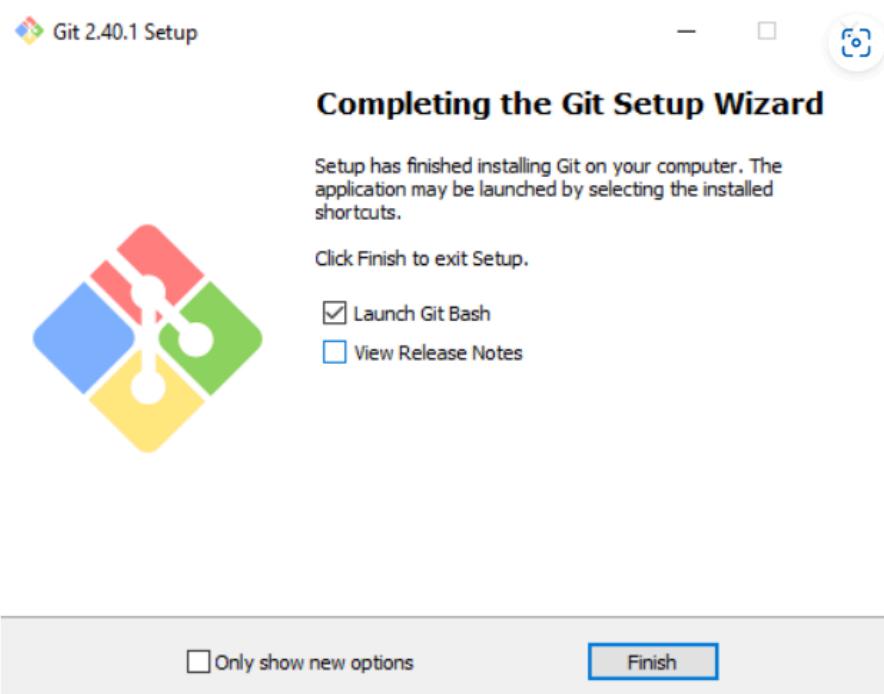
2.2.4. Git

Step 1. [Download the latest version of Git](#) for your operating system.

Step 2. Run the installer and follow the prompts. The installation process will vary depending on your operating system.



Step 3. Complete the installation.

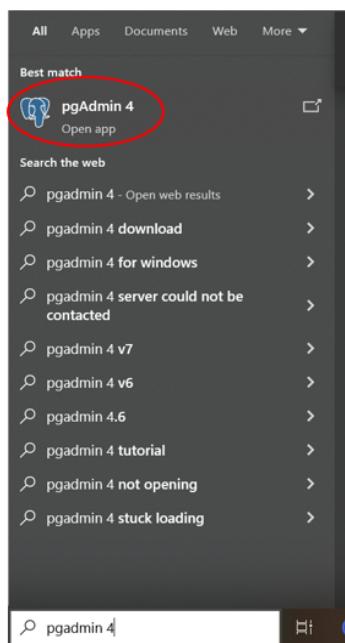


Step 4. Visit [Github.com](https://github.com) to create an account.

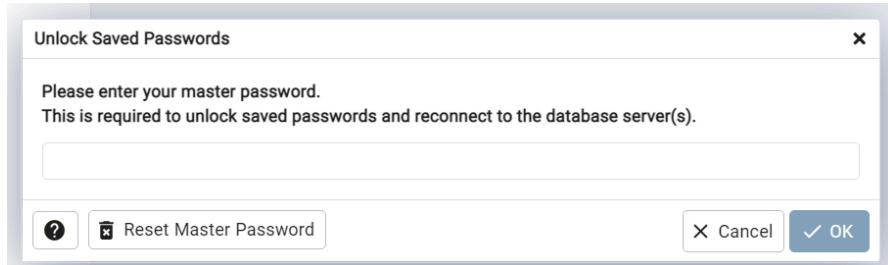
2.3. Database Setup

2.3.1. Creating a database

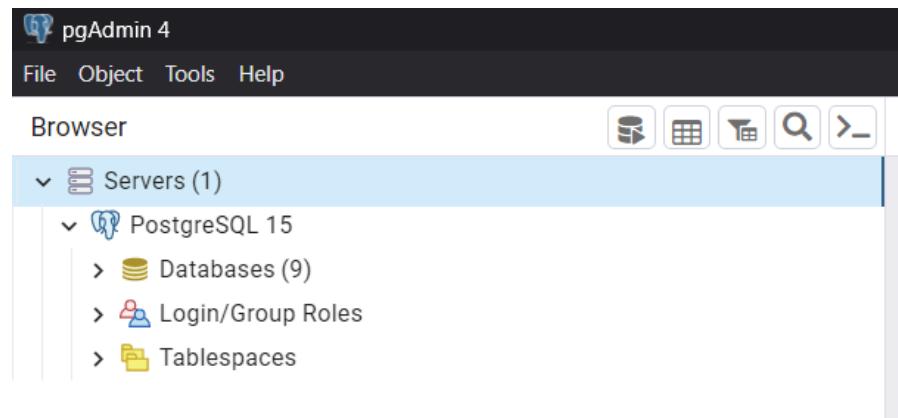
Step 1. Open pgAdmin.



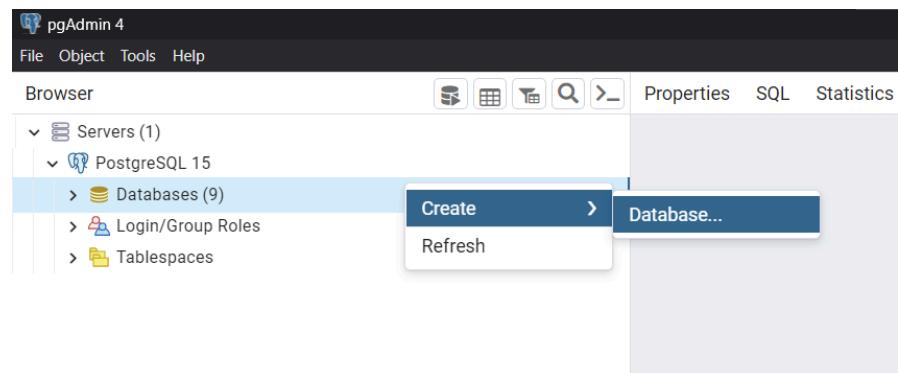
Step 2. Enter the password you set during installation.



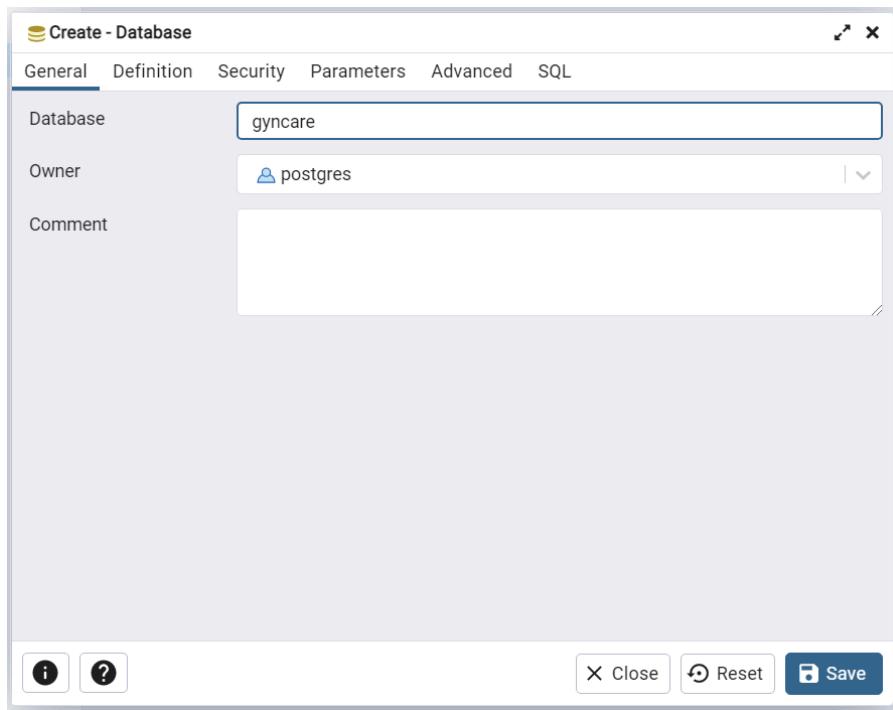
Step 3. Click Servers.



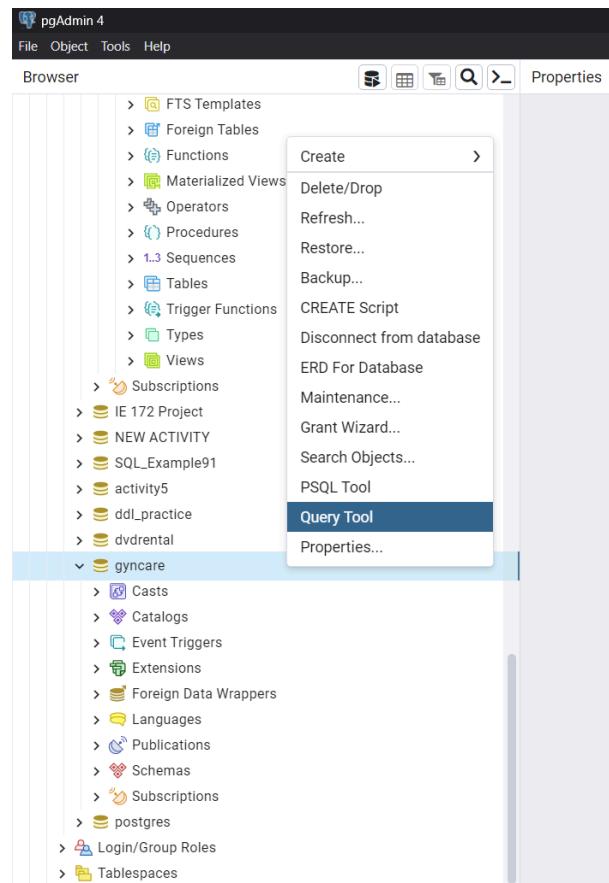
Step 4. Right-click on PostgreSQL and select Create then select Database.



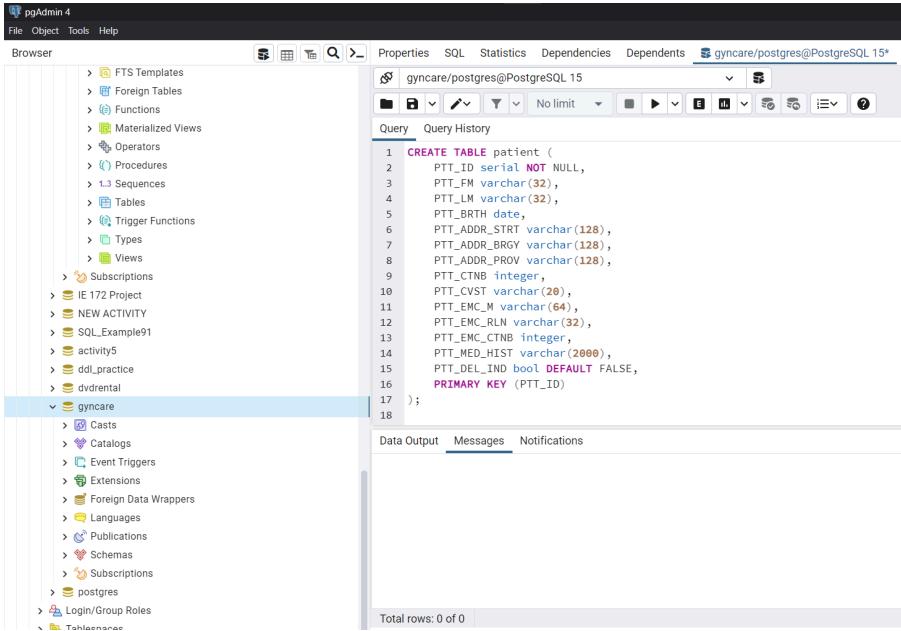
Step 5. Enter the title of your database.



Step 6. Right-click on the title of your database then select the Query Tool.



Step 7. Copy and paste the SQL code shown in Appendix 9.4.



The screenshot shows the pgAdmin 4 interface. The left sidebar is titled 'Browser' and lists various database objects under 'gyncare'. The main area is titled 'Query' and contains the following SQL code:

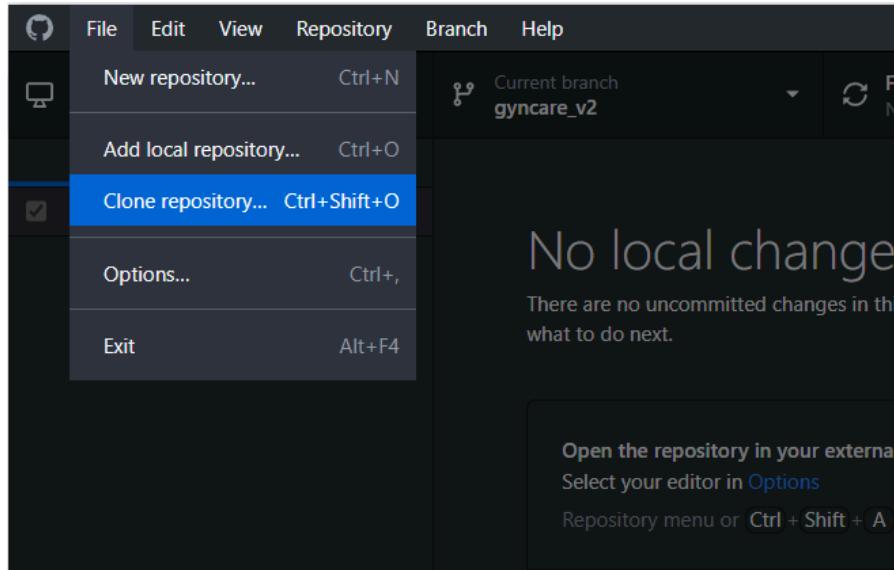
```
1 CREATE TABLE patient (
2     PTT_ID serial NOT NULL,
3     PTT_FM varchar(32),
4     PTT_LM varchar(32),
5     PTT_BRTH date,
6     PTT_ADDR_STRT varchar(128),
7     PTT_ADDR_BRGY varchar(128),
8     PTT_ADDR_PROV varchar(128),
9     PTT_CTNB integer,
10    PTT_CVST varchar(20),
11    PTT_EMC_M varchar(64),
12    PTT_EMC_RLN varchar(32),
13    PTT_EMC_CTNB integer,
14    PTT_MED_HIST varchar(2000),
15    PTT_DEL_IND bool DEFAULT FALSE,
16    PRIMARY KEY (PTT_ID)
17 );
18
```

The 'Data Output' tab at the bottom shows 'Total rows: 0 of 0'.

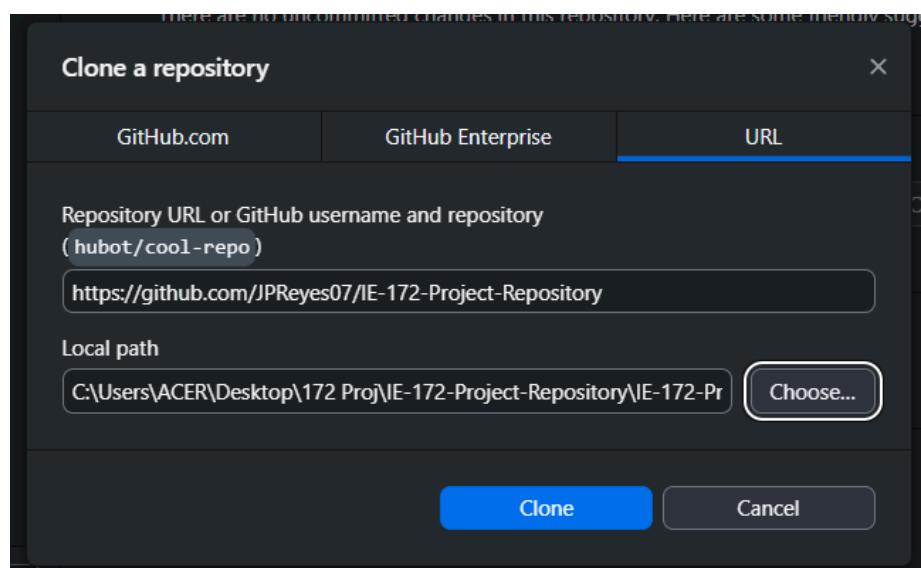
2.4. App Setup

Step 1. Open the Git app.

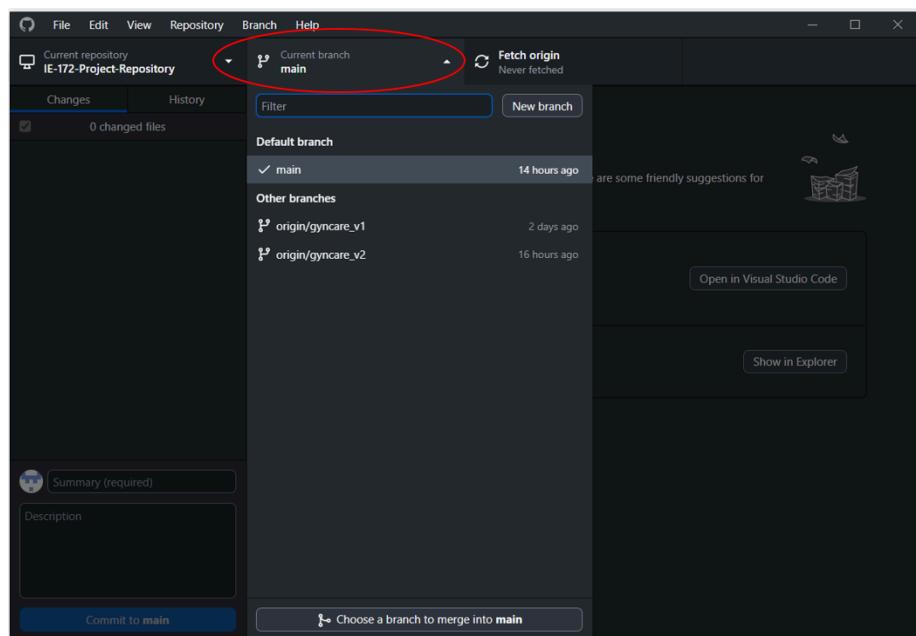
Step 2. Click “File” then select “Clone repository”.



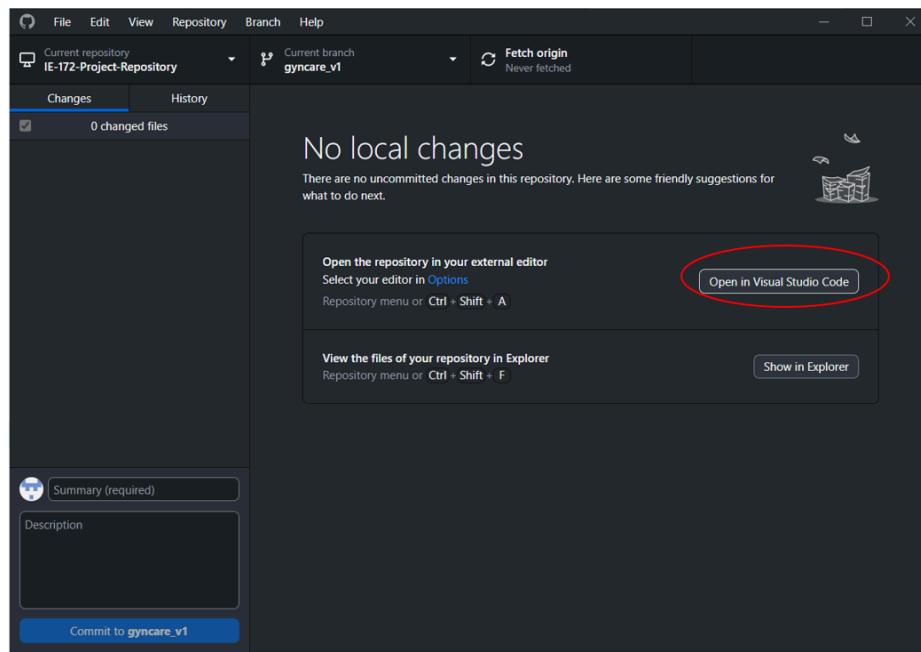
Step 3. Select the URL and paste the link to the repository containing the app: <https://github.com/JPReyes07/IE-172-Project-Repository>. Make sure that the local path where the repository will be saved is an empty folder, then click “Clone”.



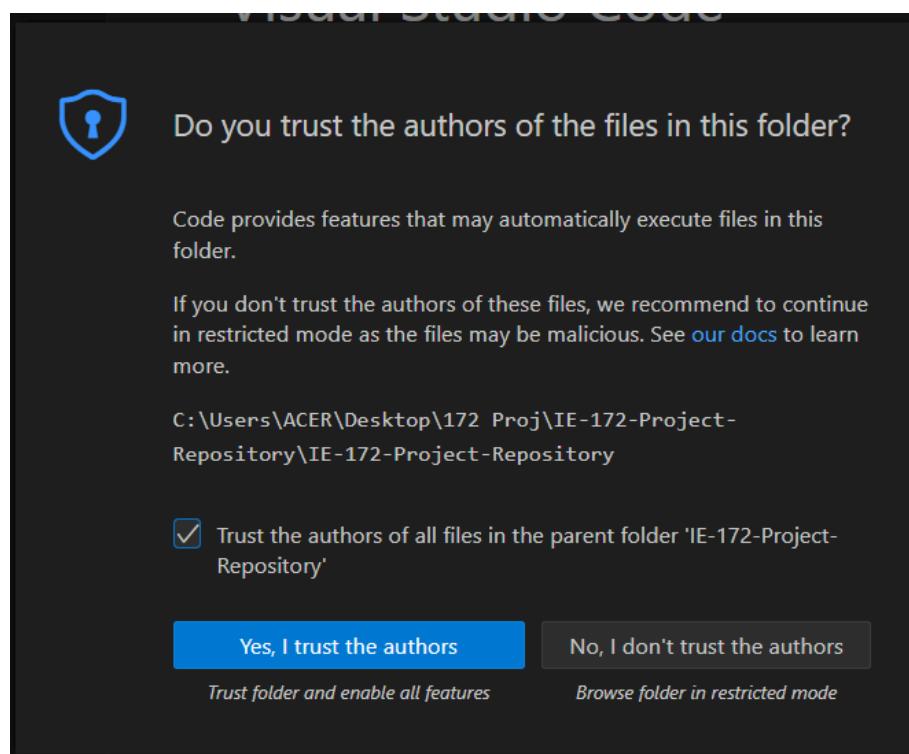
Step 4. Click “Current Branch” then select “gyncare_v2” under “Other Branches”.



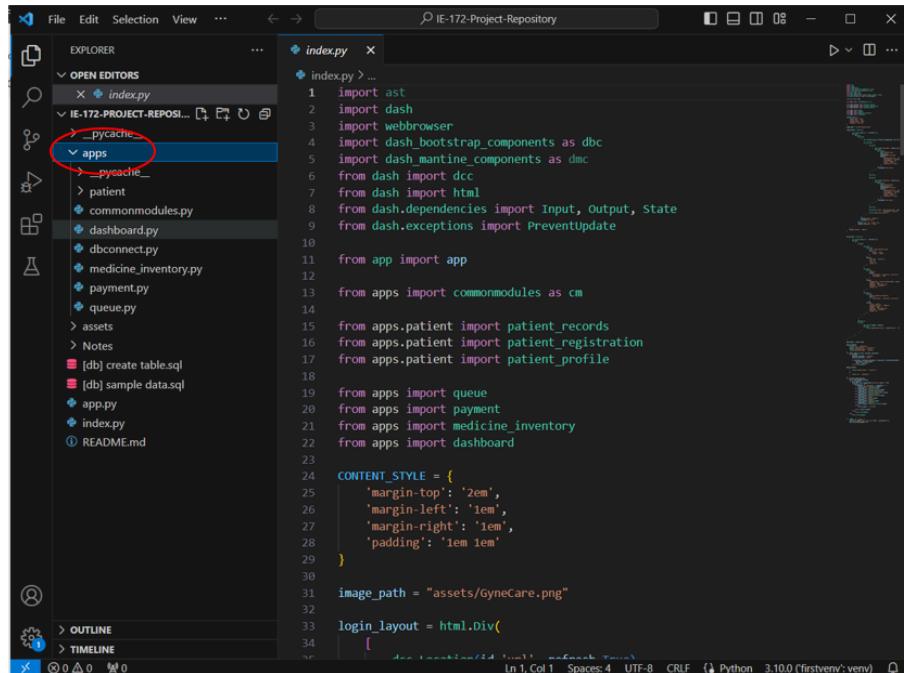
Step 5. Click “Open in Visual Code Studio”.



Step 6. In VS Code, tick the checkbox that will appear and select “Yes, I trust the authors”.



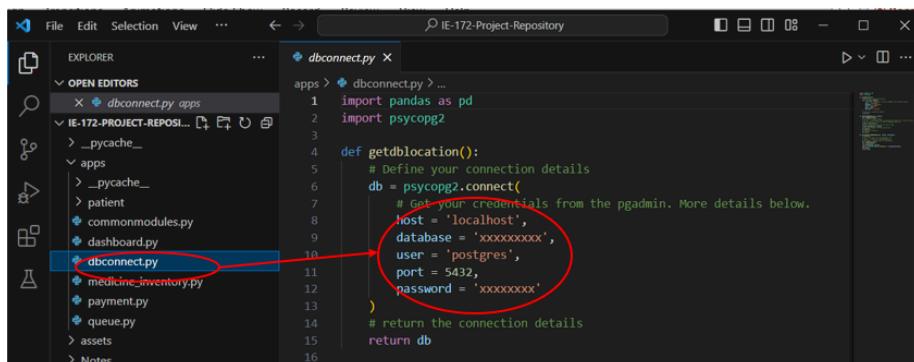
Step 7. Click “apps”.



The screenshot shows the VS Code interface with the project "IE-172-Project-Repository" open. In the Explorer sidebar, the "apps" folder is selected and highlighted with a red circle. The main editor window displays the "index.py" file, which contains Python code for a Dash application. The code imports various modules and defines a layout for the application.

```
index.py
import ast
import dash
import webbrowser
import dash_bootstrap_components as dbc
import dash_mantine_components as dmc
from dash import dcc
from dash import html
from dash.dependencies import Input, Output, State
from dash.exceptions import PreventUpdate
from app import app
from apps import commonmodules as cm
from apps.patient import patient_records
from apps.patient import patient_registration
from apps.patient import patient_profile
from apps import queue
from apps import payment
from apps import medicine_inventory
from apps import dashboard
CONTENT_STYLE = {
    'margin-top': '2em',
    'margin-left': '1em',
    'margin-right': '1em',
    'padding': '1em 1em'
}
image_path = "assets/GyneCare.png"
login_layout = html.Div([
    ...
])
```

Step 8. Select “dbconnect.py” and then change the database name to the name of your database and the password to your PostgreSQL password.



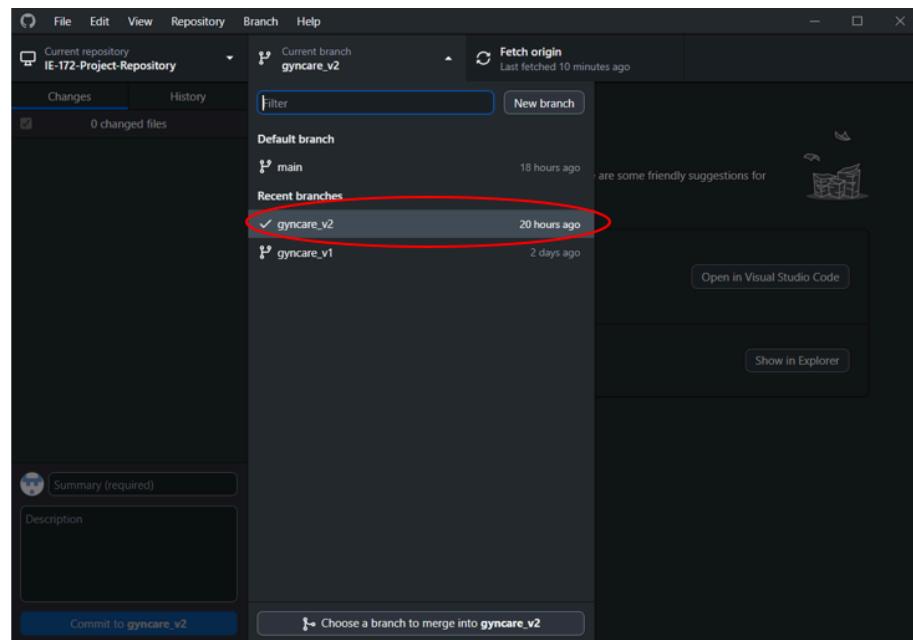
The screenshot shows the VS Code interface with the project "IE-172-Project-Repository" open. The "dbconnect.py" file is selected and highlighted with a red circle. The main editor window displays the "dbconnect.py" file, which contains Python code for connecting to a PostgreSQL database using the psycopg2 library. A specific section of the code, which defines the database connection parameters, is highlighted with a red circle.

```
dbconnect.py
import pandas as pd
import psycopg2
def getdblocation():
    # Define your connection details
    db = psycopg2.connect(
        # Get your credentials from the pgadmin. More details below.
        host = 'localhost',
        database = 'xxxxxxxx',
        user = 'postgres',
        port = 5432,
        password = 'xxxxxxxx'
    )
    # return the connection details
    return db
```

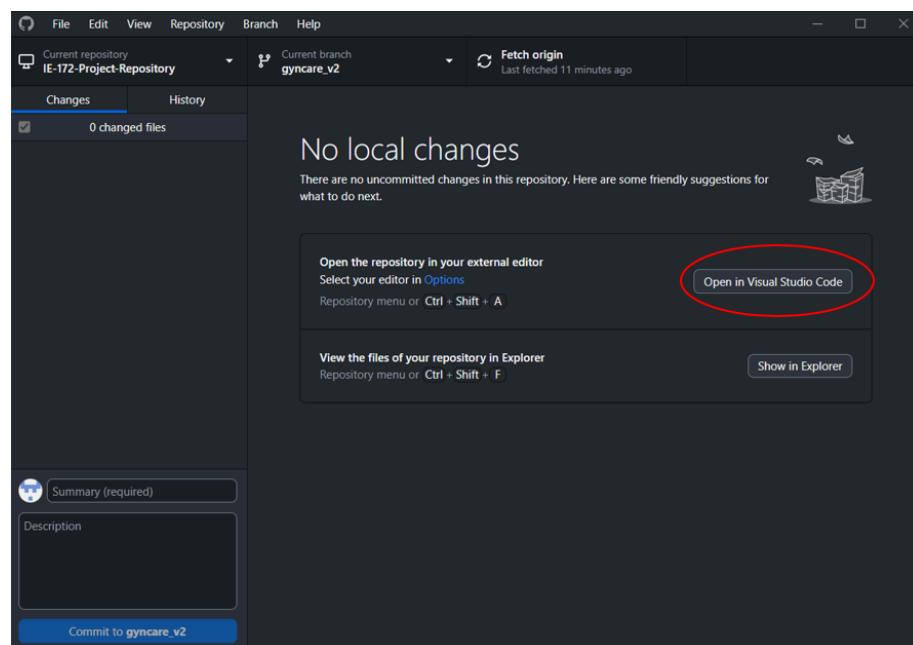
2.5. Running the app

Step 1. Open Git.

Step 2. Click “Current branch” and select “gyncare_v2”.



Step 3. Click “Open in Visual Code Studio”.



Step 4. In Visual Code Studio, click “index.py”.

The screenshot shows the VS Code interface with the 'index.py' file open in the editor. The Run button, located at the top right of the editor area, is circled in red.

```

    1 import ast
  2 import dash
  3 import webbrowser
  4 import dash_bootstrap_components as dbc
  5 import dash_mantine_components as dmc
  6 from dash import dcc
  7 from dash import html
  8 from dash.dependencies import Input, Output, State
  9 from dash.exceptions import PreventUpdate
 10
 11 from app import app
 12
 13 from apps import commonmodules
 14
 15 from apps.patient import patient_records
 16 from apps.patient import patient_registration
 17 from apps.patient import patient_profile
 18
 19 from apps import queue
 20 from apps import payment
 21 from apps import medicine_inventory
 22 from apps import dashboard
 23
 24 CONTENT_STYLE = {

```

Step 5. Click the Run button as shown below.

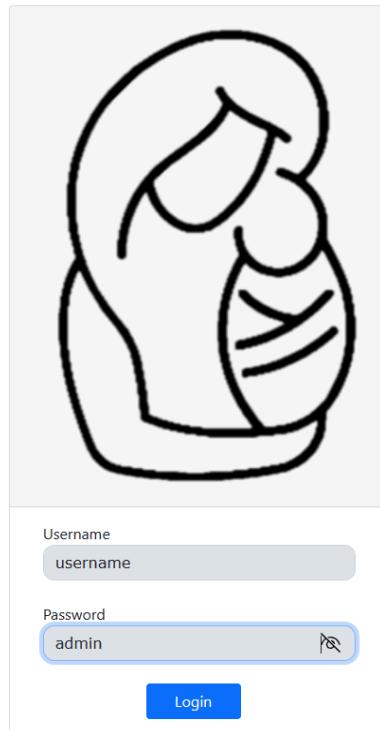
The screenshot shows the VS Code interface with the 'index.py' file open in the editor. The Run button, located at the top right of the editor area, is circled in red.

```

    1 import ast
  2 import dash
  3 import webbrowser
  4 import dash_bootstrap_components as dbc
  5 import dash_mantine_components as dmc
  6 from dash import dcc
  7 from dash import html
  8 from dash.dependencies import Input, Output, State
  9 from dash.exceptions import PreventUpdate
 10
 11 from app import app
 12
 13 from apps import commonmodules
 14
 15 from apps.patient import patient_records
 16 from apps.patient import patient_registration
 17 from apps.patient import patient_profile
 18
 19 from apps import queue
 20 from apps import payment
 21 from apps import medicine_inventory
 22 from apps import dashboard
 23
 24 CONTENT_STYLE = {

```

Step 6. Once the application is running, input your username and password.
The default username is ‘username’ while the default password is ‘admin’.



3. User Interface Overview

3.1. Interface

Shown below is the default view upon opening GynCare, the Dashboard. In this manual, this view will be used to demonstrate the interface of the application.

The screenshot displays the GynCare dashboard. At the top left is a logo of a pregnant woman and the text "GynCare" followed by "Martinez Memorial Hospital". On the far left is a vertical sidebar with a red header bar containing the text "Dashboard 3.1.1.". Below this are five menu items: "Patient Records", "Patient Registration", "Queue", "Medicine Inventory", and "Payment". To the right of the sidebar is a large central area. At the top of this area is the text "Welcome!" in bold. To the right of "Welcome!" is the text "3.1.2." in red. Below "Welcome!" are five rectangular boxes arranged in two rows. The top row contains three boxes: "Completed Service" (Services completed.), "Women's Wellness" (People in queue for wellness checkup.), and "Preventive Medicine" (People in queue for preventive medicine.). The bottom row contains two boxes: "Prenatal Pregnancy" (People in queue for prenatal checkup.) and "Postnatal Pregnancy" (People in queue for postnatal checkup.). At the very bottom of the dashboard are two horizontal bars: "Revenue This Month" on the left and "Low in Stock" on the right.

3.1.1. Navigation Bar

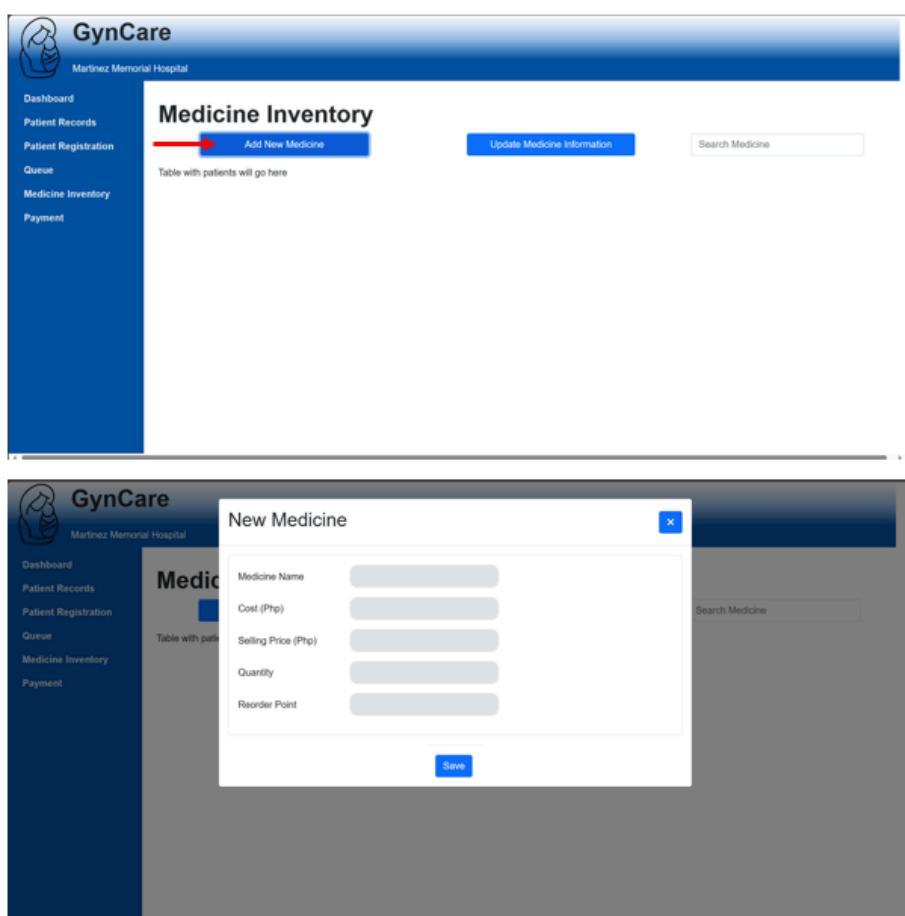
GynCare has 6 modules namely Dashboard, Patient Records, Patient Registration, Queue, Medicine Inventory, and Payment. These modules can be accessed through the navigation bar which is shown inside the red box in the image above.

3.1.2. Display Area

The white space is the display area. This is where the user will input data into the information system and display outputs such as tables and graphs.

3.1.3. Modal Forms

Some modules contain pop-ups or modals so that related forms are in just one module. For instance, when the “Add New Medicine” button is clicked in the Medicine Inventory module, a modal form for new medicines will pop up as shown below.



3.2. Input Controls

Below are the different input controls that can be found within the system. They allow the user to input data into the database or control what appears in the display area of the application.

3.2.1. Textbox

It allows users to input short text or numeric values. Text boxes are present in the Patient Registration, Medicine Inventory, and Payment modules.

3.2.2. Date Picker

It allows the user to select dates using a calendar. This input control can be found in the Patient Registration and Queue modules.

3.2.3. Dropdown

It allows the user to select from a list of predefined values. Dropdowns are present in the Patient Registration, Queue, Medicine Inventory, and Payment Modules.

The screenshot shows the 'Patient Registration' page of the GynCare application. The left sidebar lists navigation options: Dashboard, Patient Records, Patient Registration (which is selected), Queue, Medicine Inventory, and Payment. The main content area has a title 'Patient Registration' and a section titled 'Personal Information'. It contains several input fields: 'Name' (with a placeholder '3.2.1.'), 'Last Name' (input field), 'First Name' (input field), 'Birthday' (with a placeholder '3.2.2.'), 'Civil Status' (with a placeholder '3.3.3.' and a dropdown arrow), 'Address' (input field), 'Street Address' (input field), 'Municipality/Barangay' (input field), and 'Province/Chartered City' (input field).

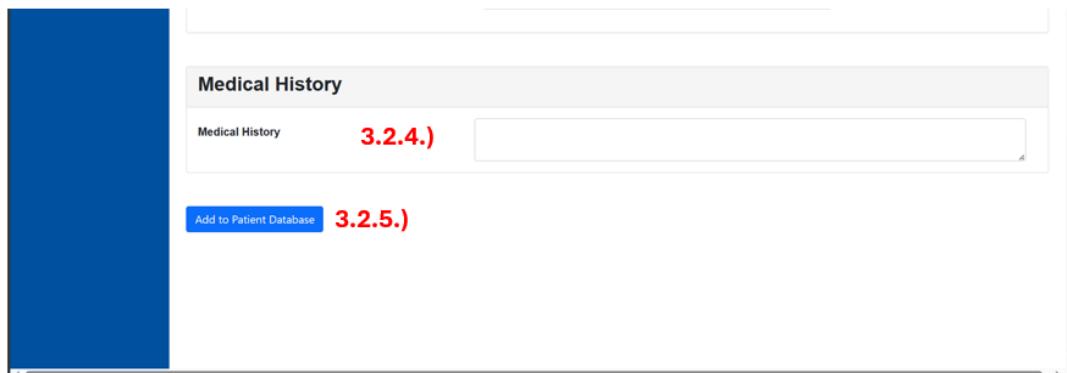
3.2.4. Text Area

It allows users to input multiple lines of text. The user will encounter text areas in the Consult Log modal in Patient Records and in Patient Registration.

3.2.5. Buttons

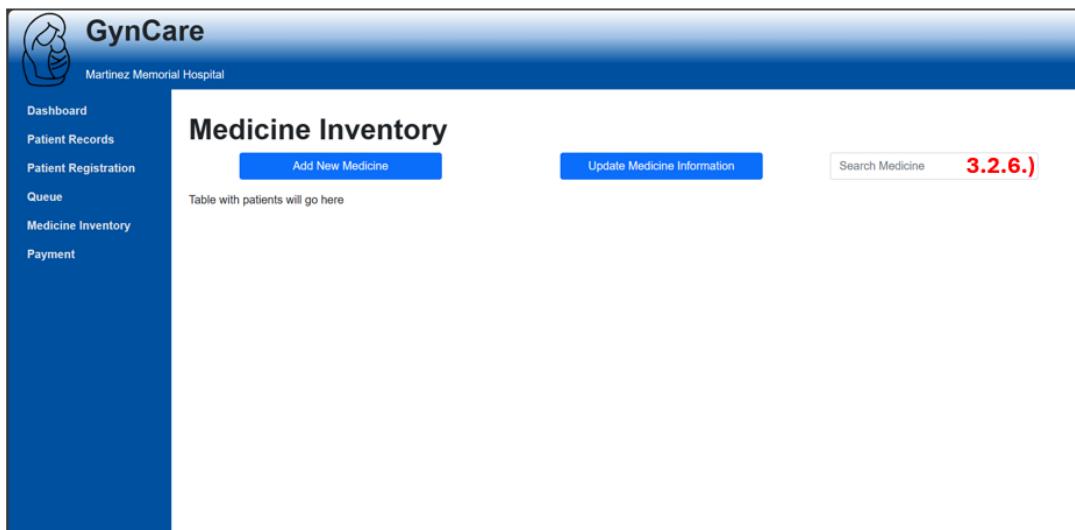
It allows the user to initiate a specific action or operation in the application. There are buttons in the Patient Records, Patient Registration, Queue, Medicine Inventory, and Payment. In the picture

above, users can use the “Add to Patient Database” button to add patient data to the database.



3.2.6. Search Input

It allows the users to search for specific information within the database by inputting their queries or keywords into the search input. It is present in the Patient Records, Medicine Inventory, and Payment modules. In the image above, the users can search for specific medicines from the inventory through the search input.



4. Basic Operations

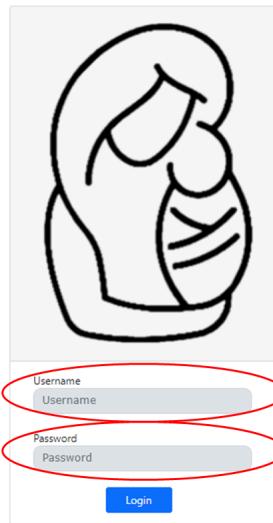
This section details the step-by-step process of accomplishing the basic tasks in the clinic.

4.1. General User

4.1.1. Log In

Step 1. Run the app.

Step 2. Type your username and password.



Step 3. Click “Login”. Once successful, you will automatically be redirected to the Dashboard.



4.2. For Medical Secretary

4.2.1. Patient Management

4.2.1.1. Register New Patient

Step 1. On the navigation bar on the left, click the “Patient Registration” module.



Step 2. Input the details of the patient being asked in the form. A screenshot of the form is shown below.

A screenshot of the "Patient Registration" form. It has a "Personal Information" section with fields for Name (Last Name and First Name), Birthday, Civil Status, Address (Street Address, Municipality/Barangay, Province/Chartered City), and a "Medical History" section with a text input field and a "Add to Patient Database" button.

Step 3. Scroll down and click the “Add to Patient Database” button on the lower left of your screen to submit the form.

A screenshot of the "Medical History" form. It shows a text input field and a blue "Add to Patient Database" button, which is circled in red.

4.2.1.2. Update Patient Profile

Step 1. Find the “Patient Records” module on the navigation bar and click it.



Step 2. Type the name of the patient whose details you want to update on the search bar.

Patient ID	Name	Birthdate	Contact No.	Address	
1	Maria Santos	1980-05-15	123456789	Metro Manila	View Remove
2	Lorna Garcia	1992-12-08	987654321	Metro Manila	View Remove
3	Lea Torres	1985-09-20	876543210	Manila	View Remove
4	Elena Villanueva	1998-03-02	765432109	Metro Manila	View Remove
5	Carmen Reyes	1970-07-12	654321098	Metro Manila	View Remove

Step 3. Click the “View” button that appears along the row of the target patient.

Patient ID	Name	Birthdate	Contact No.	Address	
1	Maria Santos	1980-05-15	123456789	Metro Manila	View Remove

Step 4. After hitting the “View” button, click the “Edit Profile” button that appears on the upper right of the screen. Note that the form you will see is similar to the one under the Patient Registration module.

Date	Service	Diagnosis	
2024-01-15	Wellness Check-up	Routine check-up: Patient in g...	View Note Remove
2024-01-19	Preventive Medicine		View Note Remove
2024-01-20	Preventive Medicine	has appendicitis...	View Note Remove
2024-01-20	Preventive Medicine	has appendicitis...	View Note Remove

Step 5. Edit the fields that you want to update. Make sure also that the details are correct.

Personal Information	
Name	Last Name: Santos
Birthday	1980-05-15
Civil Status	Single
Address	Street Address: 123 Main St
Municipality/Barangay:	Brgy. San Juan
Province/Chartered City:	Metro Manila

Step 6. Click the “Add to Patient Database” button on the lower left to save the changes.

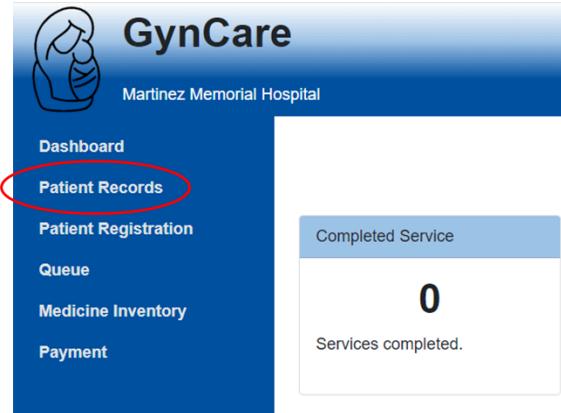
Medical History

Medical History	No significant medical history
-----------------	--------------------------------

Add to Patient Database

4.2.1.3. Delete Patient Record

Step 1. Go to the “Patient Records” module on the left.



Step 2. Type the name of the patient whose details you want to delete on the search bar.

GynCare
Martinez Memorial Hospital

- Dashboard
- Patient Records
- Patient Registration
- Queue
- Medicine Inventory
- Payment

Patients

Type patient's name here.

Search Patients

Patient ID	Name	Birthdate	Contact No.	Address	View	Remove
1	Maria Santos	1980-05-15	123456789	Metro Manila	View	X
2	Loma Garcia	1992-12-08	987654321	Metro Manila	View	X
3	Lea Torres	1985-09-20	876543210	Manila	View	X
4	Elena Vilanueva	1998-03-02	765432109	Metro Manila	View	X
5	Carmen Reyes	1970-07-12	654321098	Metro Manila	View	X

Step 3. Click the red box with an “X” to delete their record.

Patients

Maria

Search Patients

Patient ID	Name	Birthdate	Contact No.	Address	View	Remove
1	Maria Santos	1980-05-15	123456789	Metro Manila	View	X

4.2.2. Queue Management

4.2.2.1. Add New Patient to Queue

Step 1. Go to the “Queue” module as seen on the navigation bar.



Step 2. Select the patient you need to add to the queue and select their corresponding service.

The 'Queue' page interface. It features a 'Date' input field set to '2024-01-20' and a 'Service' dropdown. Below these are two search fields: 'Search Patient' and 'Select Service', both of which are circled in red. A blue 'Add' button is located to the right of the 'Select Service' field.

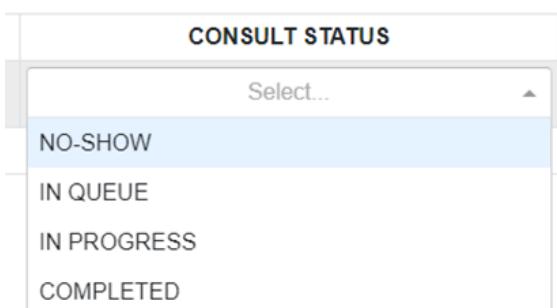
Step 4. Click “Add” to put them on the list.

The same 'Queue' page as before, but now it shows a single row in the list. The 'Add' button, which was previously circled, is now highlighted in blue.

Step 5. Choose the appropriate consult status by clicking the dropdown field under the “Consult Status” column.

The 'Queue' page now lists a single patient, Maria Santos, under the 'Preventive Medicine' service. The 'Consult Status' dropdown for this row is circled in red. The 'Add' button at the bottom right of the list is also highlighted in blue.

By clicking the encircled area above, the following choices will appear. Select the appropriate status.



4.2.2.2. Update Patient Queue Status

Step 1. Go to the “Queue” module on the left.

The screenshot shows the GynCare Martinez Memorial Hospital dashboard. On the left, a sidebar lists navigation options: Dashboard, Patient Records, Patient Registration, Queue (which is circled in red), Medicine Inventory, and Payment. The main content area is titled "Completed Service" and displays the number "0" with the message "Services completed.".

Step 2. Look for the patient whose consult status you want to update. Below is an example, with Maria Santos as the patient.

The screenshot shows the Queue module. It has fields for Date (2024-01-20) and Service (Select...). Below is a search bar for "Select Patient and Service to Add to the Queue" with "Maria Santos" and "Preventive Medicine" selected. An "Add" button is shown. A table below lists the patient: NAME (Maria Santos), SERVICE (Preventive Medicine), and CONSULT STATUS (IN QUEUE). Buttons for "View Profile" and "REMOVE" are also present.

Step 3. Update the consult status by choosing from the available options under the consult status. Do this by clicking the dropdown field and selecting the updated status of the patient.

The screenshot shows the Queue module with a red circle highlighting the "CONSULT STATUS" dropdown in the table row for Maria Santos. The table columns are NAME, SERVICE, CONSULT STATUS, View Profile, and REMOVE.

4.2.3. Medicine Inventory Management

4.2.3.1. Add New Medicine

Step 1. Look for the “Medicine Inventory” tab on the left. Click it.



Step 2. Click the “Add New Medicine” button.

A screenshot of the 'Medicine Inventory' page. At the top, there is a blue button labeled 'Add New Medicine' which is circled in red. Below this is a table with columns: Med ID, Medication, Cost (Php), Selling Price (Php), Current Stock, Reorder Point, and Remove (with a red X icon). The table contains five rows of data:

Med ID	Medication	Cost (Php)	Selling Price (Php)	Current Stock	Reorder Point	Remove
1	Paracetamol	50	80	98	20	
4	Metformin	90	150	58	12	
3	Sabutamol	70	100	77	15	
2	Lisinopril	120	180	49	10	

Step 3. Input the necessary details.

A screenshot of the 'New Medicine' input form. It has fields for 'Medicine Name', 'Cost (Php)', 'Selling Price (Php)', 'Quantity', and 'Reorder Point'. At the bottom is a blue 'Save' button.

Step 4. Click “Save”, then wait for a prompt saying that your input has been saved.

Two screenshots of the 'New Medicine' form. The left screenshot shows the input fields and a blue 'Save' button at the bottom. The right screenshot shows the same form after saving, with a green header bar indicating 'A new medicine has been added'. The input fields now show sample data: Medicine Name: Amoxicillin, Cost (Php): 10, Selling Price (Php): 15, Quantity: 6, and Reorder Point: 7.

Step 5. Close the pop-up window by clicking the blue button marked with an X on the upper right.

New Medicine

A new medicine has been added

Medicine Name	Amoxicillin
Cost (Php)	10
Selling Price (Php)	15
Quantity	6
Reorder Point	7

Save

You can see the newly added medicine at the bottom of the table.

Medicine Inventory

Med ID	Medication	Cost (Php)	Selling Price (Php)	Current Stock	Reorder Point	Remove
1	Paracetamol	50	80	98	20	
4	Metformin	90	150	58	12	
3	Salbutamol	70	100	77	15	
2	Lisinopril	120	180	49	10	
5	Amoxicillin	10	15	6	7	

4.2.3.2. Update Medicine Information

Step 1. Click the “Medicine Inventory” tab on the navigation bar.

The dashboard features a logo for GynCare Martinez Memorial Hospital. On the left, a sidebar lists navigation options: Dashboard, Patient Records, Patient Registration, Queue, Medicine Inventory (which is circled in red), and Payment. To the right, a box displays "Completed Service: 0 Services completed."

Step 2. Click the “Update Medicine Information” button.

Medicine Inventory

Med ID	Medication	Cost (Php)	Selling Price (Php)	Current Stock	Reorder Point	Remove
1	Paracetamol	50	80	98	20	
4	Metformin	90	150	58	12	
3	Salbutamol	70	100	77	15	
2	Lisinopril	120	180	49	10	
5	Amoxicillin	10	15	6	7	

Update Medicine Information

The following pop-up window will appear.

Update Stock

Search Medication

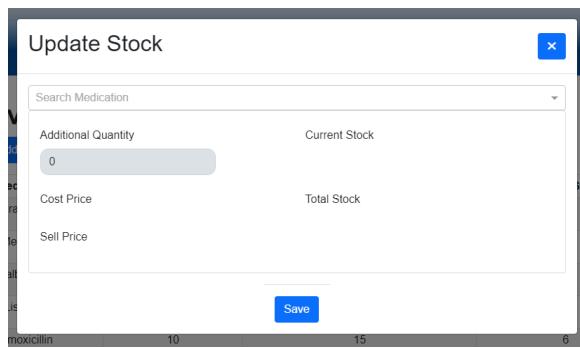
Additional Quantity	Current Stock
0	15

Cost Price Total Stock

Sell Price

Save

moxicillin 10 15 6



Step 3. Choose the medicine you want to update by finding it in the dropdown box.

Update Stock

Search Medication

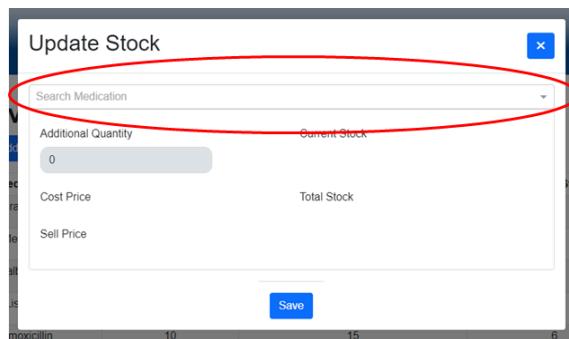
Additional Quantity	Current Stock
0	15

Cost Price Total Stock

Sell Price

Save

moxicillin 10 15 6



Step 4. Input the additional quantity.

Update Stock

Search Medication

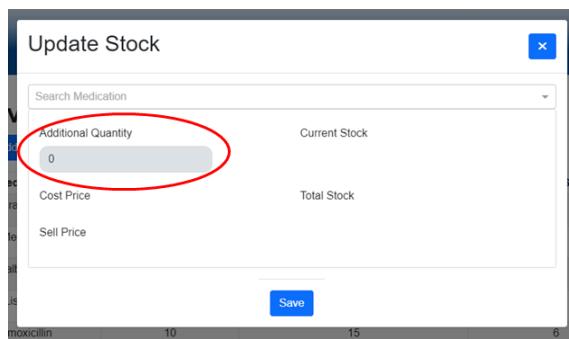
Additional Quantity	Current Stock
0	15

Cost Price Total Stock

Sell Price

Save

moxicillin 10 15 6



Step 5. Click “Save” and wait for the success prompt.

Update Stock

Search Medication

Additional Quantity	Current Stock
0	15

Cost Price Total Stock

Sell Price

Save

Update Stock

Paracetamol

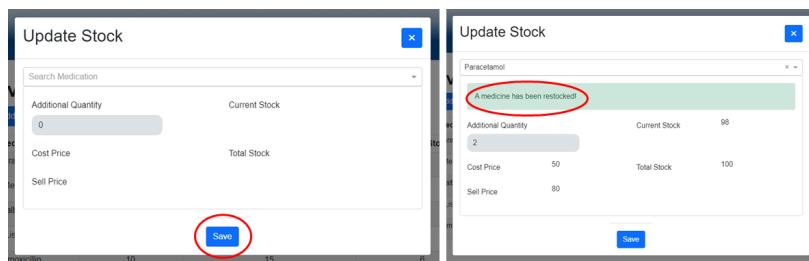
A medicine has been restocked!

Additional Quantity	Current Stock
2	98

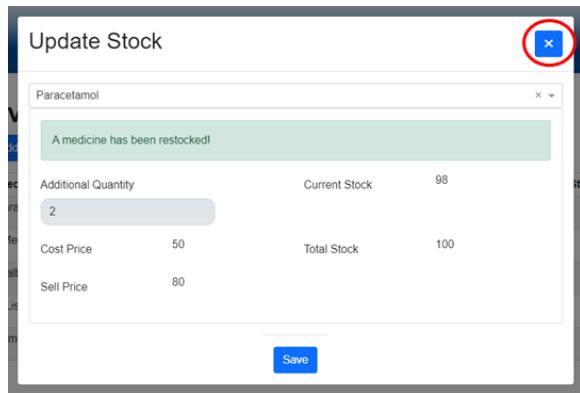
Cost Price Total Stock

Sell Price

Save



Step 6. Close the window by hitting the X mark on the upper right.



4.2.4. Payment Management

4.2.4.1.1. Create Invoice

Step 1. Go to the “Payment” tab found on the navigation bar.



Step 2. On the upper right side of the screen beside the search bar, click the “Create Invoice” button.

Service Fee	Medicine Fee	Payment Mode	Total Fee	Action
500	16	Cash	516	X
800	15	Cash	815	X
500	15	Cash	515	X
600	12	Cash	612	X
500	20	Cash	520	X

Step 3. Type in the details of the invoice on the window that will pop up. Below is the screenshot of the window.

New Invoice

Patient Name: Search Patient

Service Availed: Check Queue Status! Fee (in Php):

Medicines Bought: +

Payment Mode: Select Payment Mode

Save

If the patient buys one or more medicines, just click the button with the (+) icon to add fields. Then, select the appropriate medicine and quantity.

New Invoice

Patient Name: Search Patient

Service Availed: Check Queue Status! Fee (in Php):

Medicines Bought: +

Payment Mode: Select Payment Mode

Save

New Invoice

Patient Name: Search Patient

Service Availed: Check Queue Status! Fee (in Php):

Medicines Bought: +

Select... 0

Payment Mode: Select Payment Mode

Save

Step 4. Hit “Save” after you finish filling out the invoice form. Then, wait for a prompt that will inform you that your invoice has been created.

New Invoice

Patient Name: Search Patient

Service Availed: Check Queue Status! Fee (in Php):

Medicines Bought: +

Payment Mode: Select Payment Mode

Save

New Invoice

Patient Name: Maria Santos

Service Availed: Preventive Medicine Fee (in Php): 600

Medicines Bought: +

Metformin (Stock: 58) 3

1050

Payment Mode: Online - GCash

Save

Step 5. Close the window by clicking the close button.

New Invoice

Payment saved!

Patient Name: Maria Santos

Service Availed: Preventive Medicine Fee (in Php): 600

Medicines Bought: +

Metformin (Stock: 58) 3

1050

Payment Mode: Online - GCash

Save

4.2.4.1.2. Delete Invoice

Step 1. On the navigation bar on the left of the screen, look for the “Payment” tab.



Step 2. Find the patient whose transaction you want to delete using the search bar.

Payment								
Type patient's name here. <input style="width: 100px; margin-left: 10px;" type="text"/> <input style="margin-left: 10px;" type="button" value="Search"/> <input style="margin-left: 10px;" type="button" value="Create Invoice"/>								
Ref No.	Name	Service	Medicine/s Available	Service Fee	Medicine Fee	Payment Mode	Total Fee	Action
5	Maria Santos	Preventive Medicine	Metformin	600	450	Online - GCash	1050	<input type="button" value="X"/>
4	Elene Lopez	Postnatal Pregnancy Care	Metformin	600	300	Cash	900	<input type="button" value="X"/>
3	Luisa Gonzales	Prenatal Pregnancy Care	Salbutamol	1000	300	Cash	1300	<input type="button" value="X"/>
2	Anne Reyes	Preventive Medicine	Lisinopril	750	180	Cash	930	<input type="button" value="X"/>
1	Maria Santos	Wellness Check-up	Paracetamol	500	160	Cash	660	<input type="button" value="X"/>

Step 3. Once found, just click the red X button along the chosen row.

Payment					
<input style="width: 100px; margin-right: 10px;" type="text"/> <input style="margin-right: 10px;" type="button" value="Search"/> <input style="margin-right: 10px;" type="button" value="Create Invoice"/>					Action
	Service Fee	Medicine Fee	Payment Mode	Total Fee	
	600	450	Online - GCash	1050	<input type="button" value="X"/>
	600	300	Cash	900	<input type="button" value="X"/>
	1000	300	Cash	1300	<input type="button" value="X"/>
	750	180	Cash	930	<input type="button" value="X"/>
	500	160	Cash	660	<input type="button" value="X"/>

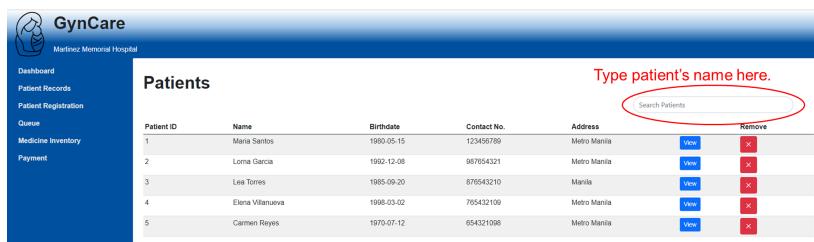
4.3. For Physician

4.3.1. Create New Consultation Note

Step 1. Click the “Patient Records” module.



Step 2. Find the patient that needs to have a new consultation note by typing their name on the search bar.



Step 3. Click “View” once the patient’s row appears. For example, the patient is named “Maria”.



Step 4. Hit “Create Note” on the upper right of the screen. A window will then pop up.

Maria Santos			Edit Profile	Create Note
Birthdate	1980-05-15			
Civil Status	Single			
Contact Number	123456789			
Address	123 Main St, Brgy. San Juan, Metro Manila			
In case of emergency, please contact: • Juan Santos • 987654321 • Spouse				
Date	Service	Diagnosis		
2024-01-15	Wellness Check-up	Routine check-up. Patient in g...	View Note	X
2024-01-19	Preventive Medicine		View Note	X
2024-01-20	Preventive Medicine	has appendicitis.	View Note	X
2024-01-20	Preventive Medicine	has appendicitis...	View Note	X

Step 5. Input the details being asked for. Shown below is the screenshot of the form that needs to be filled out.

New Consultation Note

Maria Santos 2024-01-20

Vitals

Weight (kg)	50	Temperature (°C)	36
Systolic BP	90	Diastolic BP	60
Heart Rate (bpm)	78		

Diagnosis

Service Type: Select...

Note: Nothing happened!

Save Nothing happened!

Step 6. Click “Save” and wait for a prompt signifying that the data is saved.

New Consultation Note

Maria Santos 2024-01-20

Vitals

Weight (kg)	50	Temperature (°C)	36
Systolic BP	90	Diastolic BP	60
Heart Rate (bpm)	78		

Diagnosis

Service Type: Preventive Medicine

Note: No issues.

Save Nothing happened!

New Consultation Note

Maria Santos 2024-01-20

Vitals

Weight (kg)	50	Temperature (°C)	36
Systolic BP	90	Diastolic BP	60
Heart Rate (bpm)	78		

Diagnosis

Service Type: Preventive Medicine

Note: No issues.

Save Nothing happened!

Step 7. Close the window once successfully saved by clicking the blue X button on the upper right.

New Consultation Note

Maria Santos 2024-01-20

Vitals

Weight (kg)	50	Temperature (°C)	36
Systolic BP	90	Diastolic BP	60
Heart Rate (bpm)	78		

Diagnosis

Service Type: Preventive Medicine

Note: No issues.

Save Nothing happened!

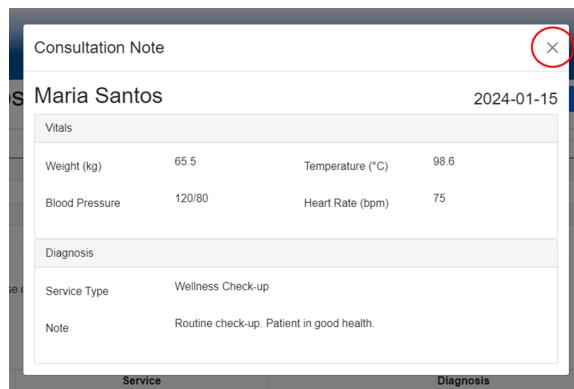
4.3.2. View Previous Consultation Note

Step 1. Follow Steps 1 to 3 in Section 4.3.1.

Step 2. Take a skim at the consultation log. Click the “View Note” button of the consultation note you wish to see.

Date	Service	Diagnosis	
			Remove
2024-01-15	Wellness Check-up	Routine check-up. Patient in g...	<button>View Note</button>
2024-01-19	Preventive Medicine		<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>

Step 3. After clicking the “View Note”, you will see a pop-up window as shown below. Click the X mark to close the window.



4.3.3. Delete Consultation Note

Step 1. Follow Steps 1 to 3 in Section 4.3.1.

Step 2. Pore over the consultation log and look for the consultation note you want to delete.

Date	Service	Diagnosis	
			Remove
2024-01-15	Wellness Check-up	Routine check-up. Patient in g...	<button>View Note</button>
2024-01-19	Preventive Medicine		<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>

Step 3. After finding the desired note, click the “X” button along its row to delete it.

Date	Service	Diagnosis	
			Remove
2024-01-15	Wellness Check-up	Routine check-up. Patient in g...	<button>View Note</button>
2024-01-19	Preventive Medicine		<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>
2024-01-20	Preventive Medicine	has appendicitis...	<button>View Note</button>

5. Troubleshooting

5.1. Unable to Log In

Make sure that the username and password that you enter are correct. The default username is ‘username’ and the password is ‘admin’. Should you still be unable to log in despite using the default credentials, send an email to the developers. Refer to 42 for the email addresses.

5.2. Logo Does Not Appear

Refresh the page until the logo appears. Make sure that you do not have any unsaved data before you refresh the page.

5.3. Data Entry Issues

Some input fields have required data types. Ensure that your input adheres to the prescribed data type then try again.

5.4. Data Not Displayed on the Application

Make sure that the database is connected to the application. Open Git. Click “current branch” then select “gyncare_v2”. Select “Open in Visual Studio Code”. Go to “dbconnect.py”. Make sure that the title and password match your database.

5.5. Application Not Running

The application might not run correctly if the necessary components are not installed. Open Git. Click “current branch” then select “gyncare_v2”. Select “Open in Visual Studio Code”. Go to “Terminal”. Copy and paste the following one by one then click run (play button):

```
pip install dash  
pip install dash_bootstrap_components  
pip install pandas  
pip install numpy  
pip install psycopg2  
pip install datetime  
pip install dash-mantine-components==0.13.0a3  
pip install matplotlib
```

Should the application still not run correctly after installing the components, reach out to the developers via email. Refer to Page 42 for the email addresses.

6. Frequently Asked Questions (FAQs)

Q: How do I log in to the system for the first time?

A: Use the default user credentials username = ‘username’ and password = ‘admin’.

Q: I forgot my password. How can I reset it?

A: GynCare does not have a reset password feature as of its first release. You may send an email to have your password reset for you. Refer to 42 for the email addresses.

Q: What should I do if I encounter an error message?

A: Refer to subsection 5.5. Application not Running under section 5 Troubleshooting.

Q: How do I export or download data from the system?

A: GynCare does not have export or download data as of its first release. You may, however, extract data directly from the database. Open pgadmin. Select your database. Select and expand schemas. Right-click on the title of the table that you would like to extract data from. Select “view/edit data”.

Q: How do I stay updated on new features or changes?

A: You may send an email to the developers to inquire regarding upcoming updates and changes. Refer to 42 for the email addresses.

7. Glossary

Consultation Note - also referred to as “Note”; notes of the physician; contains findings or diagnoses

Consult Status - synonymous with queue status; refers to the phase of the service the patient is currently in; can be *no-show*, *in queue*, *in progress*, or *completed*

Dashboard - the main page where a user will be automatically redirected after logging in; contains information on the number of patients served for the day, the number of patients still in queue per type of service, the accumulated revenue for the month, and the record of medicines that are already low in stock

GynCare - extracted from the word “gynecologist”, this term stands as the name of the developed information system for Martinez Memorial Hospital

Medicine Inventory - the module containing relevant information on medicines

Note - see definition of *Consultation Note*

Patient Records - the module showing a table that has the details of each patient; provides access to the consultation notes

Patient Registration - the module made of fields that needed to be answered in registering a new patient; follows the design of a form that needs to be filled out

Payment - the module displaying the transactions; allows the medical secretary to create a new invoice for a new transaction

Queue - the order of the patients that will be served by the physician; the module that allows the medical secretary to set and update the queuing or consult status of the patients

Reorder Point (ROP) - level of stock that will trigger reorder of medicine; if the current stock of the medicine is equal to or less than this quantity, then it is marked as low in stock

8. Index

Dashboard, 17, 18, 21
Consultation Note, 1, 33, 34, 36
Consult Status, 25, 26
GynCare, 1, 17, 18
Medicine Inventory, 18-20, 26, 28
Note, 34, 36
Patient Records, 1, 18-20, 22, 24, 33
Patient Registration, 18, 19, 21, 23
Payment, 18-20, 30, 32
Queue, 18, 19, 24-26
Reorder Point (ROP), 27

9. Appendices

Subsection 9.1 to 9.3 shows some sample use cases of the information system. Meanwhile, subsection 9.4 shows the code to be run in postgresql for the setup of the database.

9.1. Providing Service to a New Patient

A walk-in patient visits the clinic. She does not have a record yet on the system as this is her first time visiting the clinic. Therefore, registering the patient with GynCare is needed.

Steps:

1. Register the new patient.
2. Put the patient in the queue.
3. Once it is the patient's turn, create a new consult note.
4. After finishing her turn, update her queue status.
5. Create an invoice and receive payment.

With GynCare, capturing patients' details and accomplishing administrative tasks become faster.

9.2. Providing Service to a Returning Patient

A returning patient enters the clinic. Her record is already in the system. Hence, there will be no more need for that patient to undergo patient registration. However, the patient's profile must still be updated by the medical secretary.

Steps:

1. Update patient profile.
2. Put the patient in the queue.
3. Once it is the patient's turn, view her previous consult notes, if necessary.
4. Create a new consult note.
5. After finishing her turn, update her queue status.
6. Create an invoice and receive payment.

By using GynCare, it becomes easier to update the patients' profiles since the process of editing the details is digitized.

9.3. Updating Medicine Inventory

New medicines have arrived along with the purchased additional stocks for the old medicines. The medical secretary needs to record these new additions to accurately keep track of these resources.

Steps:

1. Add new medicines to the inventory.
2. Update the old medicines inventory.

Through GynCare, monitoring and tracking the medicine in the clinic is now an uncomplicated duty.

9.4. PostgreSQL Code for the Setup of Database

```
CREATE TABLE patient (
    PTT_ID serial NOT NULL,
    PTT_FM varchar(32),
    PTT_LM varchar(32),
    PTT_BRTH date,
    PTT_ADDR_STRT varchar(128),
    PTT_ADDR_BRGY varchar(128),
    PTT_ADDR_PROV varchar(128),
```

```

PTT_CTNB varchar(11),
PTT_CVST varchar(20),
    PTT_EMC_M varchar(64),
    PTT_EMC_RLN varchar(32),
    PTT_EMC_CNTB integer,
PTT_MED_HIST varchar(2000),
PTT_DEL_IND bool DEFAULT FALSE,
PRIMARY KEY (PTT_ID)
);

CREATE TABLE medical_secretary (
    MDSC_ID serial,
    MDSC_M varchar(32),
    MDSC_PASS varchar(64) not null,
    MDSC_MOD_ON timestamp without time zone default now(),
    MDSC_DEL_IND bool DEFAULT FALSE,
    PRIMARY KEY (MDSC_ID)
);

CREATE TABLE service (
    SRVC_ID serial,
    SRVC_M varchar(32),
    SRVC_DEL_IND bool DEFAULT FALSE,
    PRIMARY KEY (SRVC_ID)
);

CREATE TABLE patient_visit (
    VISIT_ID serial NOT NULL,
    VISIT_D_NOW date,
        VISIT_D_PREV date,
    VISIT_HR integer,
    VISIT_BP_SYS integer,
    VISIT_BP_DIA integer,
    VISIT_WGHT numeric,
    VISIT_TMP numeric,
        VISIT_Q varchar(32) DEFAULT 'NO-SHOW',
    VISIT_DGNS varchar(4000),
        SRVC_ID integer REFERENCES service(SRVC_ID),
    PTT_ID integer REFERENCES patient(PTT_ID),
    MDSC_ID integer REFERENCES medical_secretary(MDSC_ID),
    VISIT_DEL_IND bool DEFAULT FALSE,
    PRIMARY KEY (VISIT_ID)
);

CREATE TABLE payment (
    PYM_ID serial NOT NULL,
    PYM_MDE varchar(32),
        PYM_SP integer,
    PYM_DEL_IND bool DEFAULT FALSE,
        VISIT_ID integer REFERENCES patient_visit(VISIT_ID),
    PRIMARY KEY (PYM_ID)
);

CREATE TABLE medicine (
    MED_ID serial NOT NULL,
    MED_M varchar(64),
    MED_COST integer,
        MED_COUNT integer,
    MED_ROP integer,
        MED_MP integer,
    MED_COUNT_LAST_UPD timestamp without time zone DEFAULT NOW(),
    MED_DEL_IND bool DEFAULT FALSE,
    PRIMARY KEY (MED_ID)
);

```

```

CREATE TABLE medicine_payment (
    MED_PYPM_ID serial NOT NULL,
    MED_PYPM_Q integer,
    MED_PYPM_TIME timestamp without time zone DEFAULT NOW(),
    MED_PYPM_DEL_IND bool DEFAULT FALSE,
    PYM_ID integer REFERENCES payment(PYM_ID),
    MED_ID integer REFERENCES medicine(MED_ID),
    PRIMARY KEY (MED_PYPM_ID)
);

```

10. Legal Information and Contact Information of the Developers

Some of the contents and materials provided in this manual, including but not limited to text, graphics, and logos are open-sourced. The developers do not claim any form of ownership. Furthermore all contents and materials related to GynCare are owned by the developers and made specifically for the OB-GYN Clinic of Martinez Memorial Hospital. Unauthorized use, reproduction, or distribution of these materials is discouraged.

If you have any questions or concerns regarding GynCare, please reach out to the developers via their email addresses.

Developer's Name	Email Address
Joshua Philip Reyes	jbreyes19@up.edu.ph
Kaye Domingo	ktdomingo2@up.edu.ph
Nazka Leosala	nlleosala@up.edu.ph
Paul Rainer De Villa	pdevilla@up.edu.ph

11. Updates and Version History

Updates and Version History		
Version	Date	Description of Changes
1.0	01/21/2024	Original issue