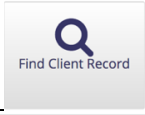
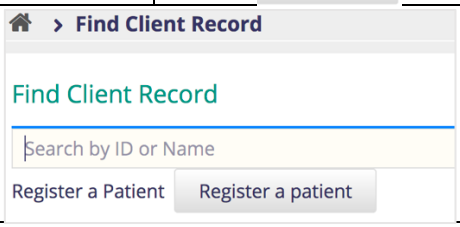
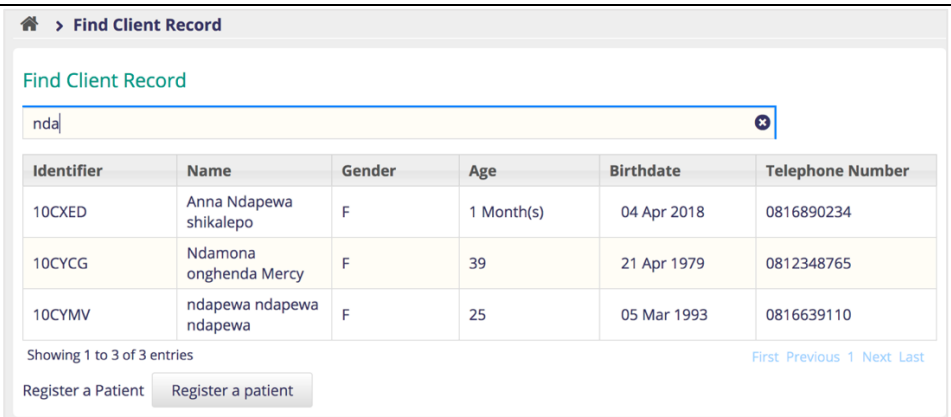
3. How to Record a First ANC (ANC1) visit in PTracker

Objective:	Ensure that ALL MCH clients attending a First ANC have an ANC1 record in PTracker
Tasks:	a. Search for a registered client before an First ANC visit is recorded b. Create a new (First) ANC visit record
When:	When a client arrives for an ANC visit, has been newly registered or previously enrolled in PTracker
Who:	ANC nurses staff who receive clients. These users should have logins and data entry roles to create visits.
Required Materials:	Username, password, hardware with a Firefox web browser or ODK collect application to access the PTracker remotely installed, **Antenatal Clinic/Care Register** with client details for ANC visits (Gravida, Para, Last Normal Menstrual period (LNMP), HIV testing and ART initiation details, Next visit date).

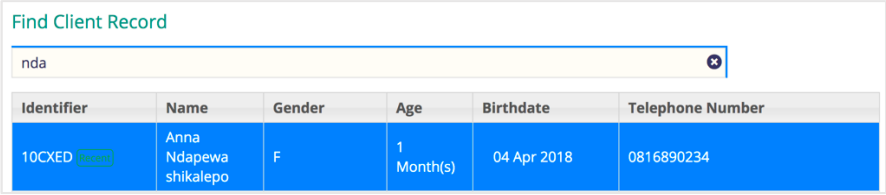
STEP	ACTION	
	IF	**THEN**
1.	a. Newly unregistered client on this visit.	See steps in Section 2. **How to Register or Create a New Client Record in PTracker**
	b. Client is already in PTracker from a previous registration or encounter	**Go to step 2**

Avoid creating duplicate client records!

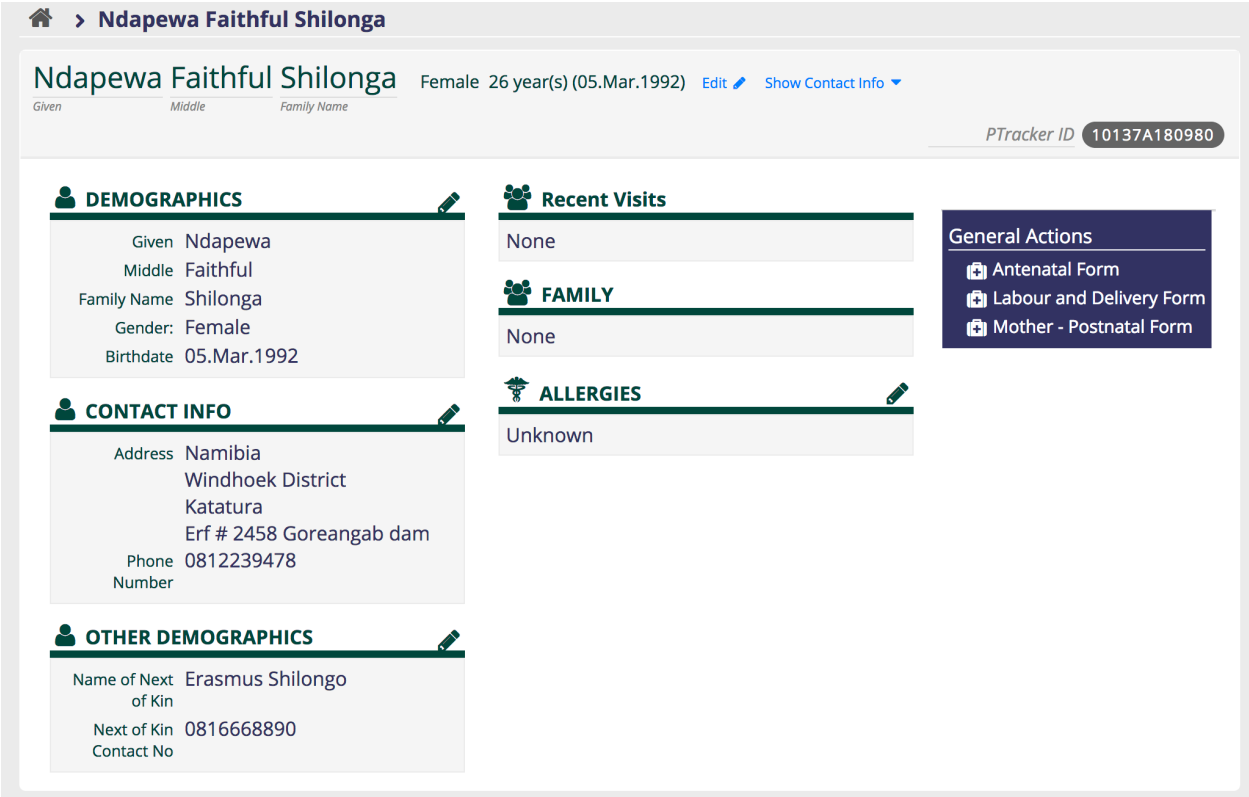
Before creating a new client record, **FIRST** confirm that the client does not have an existing record in PTracker by searching for the client's name or previously used PTracker ID

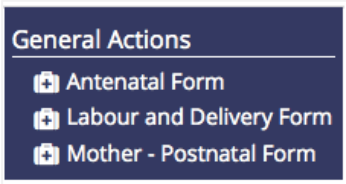
2.	Navigate to the **Search Client** screen by clicking on the **Find Client Record** button.	
	From the **Find Client Record** page, enter the client's name or Ptracker ID into the search box.	
	*For example, if a new client's name recorded in the register as or client gives her name as **Ndapewa Shilonga.** First search for the clients name by a part of the provided name. Entering "Nda" in the Search box returns a list of all records for clients whose names contain with "Nda".*	
3.		

STEP	ACTION	
4.	One or more PTracker client record(s) matches the client.	Double-check the client's age, demographic information, and/or PTracker Identifier to be sure you have the correct record. You can click on the client highlighted row by moving the mouse over it to see a client's full record in **step 5.**



5.	The client details page includes **Demographic Details, Contact Info, Recent Visits, Family (Infant),** and **General Actions** on the right. See the image below:



6.	On the **General Actions** box on the right, select and click on the **Antenatal Form**, to fill in details of the **first ANC visit form**.	

STEP	ACTION
8.	Once you click the **Antenatal Form**, the screen below will appear.
	Ndapewa Faithful Shilonga › **Antenatal Form** Ndapewa Faithful Shilonga Female 26 year(s) (05.Mar.1992) Edit Show Contact Info Given Middle Family Name PTracker ID 10137A180980 Antenatal Form **Attending Clinican** User Guide **Health Facility** Andara Hospital **Visit Date** **ANC VISIT TYPE** **Is this your first antenatal visit** Yes No
9.	Begin with entering the **Visit Date** from the drop down menu for ANC encounter being recorded. This is a **required** field in PTracker.
	Visit Date May 2018 Su Mo Tu We Th Fr Sa 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2
10.	Proceed with the **ANC VISIT TYPE** Section and select if the encounter being recorded is the client's **first ANC (ANC1)** visit for the current pregnancy.
	ANC VISIT TYPE **Is this your first antenatal visit** Yes No
	a. If **"Yes"** Enter the assigned PTracker ID and Continue to **STEP 11.**
	b. If **"No"** Enter the assigned PTracker ID from the Pink book and Continue to **STEP 12.**
	PTRACKER ID CAPTURE **PTracker ID** 10137A180980
	Note: Clients may have had previous ANC1 visits for a different pregnancy. For these clients, the date of the previous ANC1 visit should not be the same as the current ANC1 visit.

STEP	ACTION	
11.	Go to **Details of Pregnancy** Section then enter the following details as recorded in the ANC register. a. **Gravida** and **Para** details b. **Date of Last Normal Menstrual Period** c. **Expected Date of Delivery (EDD)**	
	DETAILS OF PREGNANCY How many times have you been pregnant, including current pregnancy (Gravida)? * ☐ Gravida missing How many babies have you delivered before (Para)? * ☐ Para missing Date of last normal menstrual period (LNMP) * ☐ Date of last normal menstral period missing Estimated date of delivery (EDD) * ☐ Estimated date of delivery missing	
	NOTE: . A user reponse is required for **EVERY** field in PTracker. If any of the fields are left blank or without a response (eg. LNMP), the user will be unable to submit the encounter in PTracker as shown in the example below. Therefore in situations where the data field is blank in the register, users are advised to choose a missing reponse during record entry into PTracker.	Date of last normal menstrual period (LNMP) * LMP must be provided ☐ Date of last normal menstral period missing
12.	**HIV Testing and ART Initiation**	
	IF	**ACTION**
12a.	**HIV Test Status** is **Tested for HIV during this visit** HIV TESTING AND ART INITIATION HIV test status ◉ Tested for HIV during this visit ○ Previously known positive ○ Not tested for HIV during this visit ○ Missing	Indicate the **HIV test result** HIV test result ○ Negative ○ Positive ○ Unknown ○ Missing
	HIV Test result is **Negative**	Proceed to **Step 13**
	HIV Test result is **Positive**	Proceed to the **Step 12.c to** enter **details of the ART initiation**
12b.	**HIV test Status** is **Previously Known Positive (KP)**	Proceed to the **Step 12.c to** enter **details of the ART initiation**

STEP	ACTION	
	If	**Then**
	NOTE: ART Unique number may not be available at the time of data entry for newly initiated clients. If unavailable, please select the missing option for ART start/initiation date.	
12c.	**Client Already on ART before current Pregnancy** **ART initiation** (•) Already on ART before current pregnancy ( ) Started on ART in ANC current pregnancy ( ) Refused ART ( ) Not started due to stockout of ART ( ) Missing	**ART Unique Number** [ ] ☐ ART Unique Number missing **ART start date** [ ] ☐ ART start date missing
	Client Started on ART before current Pregnancy **ART initiation** ( ) Already on ART before current pregnancy (•) Started on ART in ANC current pregnancy ( ) Refused ART ( ) Not started due to stockout of ART ( ) Missing	
	Client Refused ART In a few words Enter **Reason for refusing ART** in the text field	**Reason for refusing ART initiation** [ ] ☐ Reason for refusing ART initiation missing
	Client not started due to Stockout of ART	Proceed to the **Step 12.d to** enter **details of Viral Load Test**
12d.	**Viral Load**	
	Viral load test done is **"YES"** **Viral Load test done?** (•) Yes ( ) No ( ) Missing	Enter **Viral load test date** and **Viral load results** **Viral load test date** [ ] ☐ Viral load test date missing **Viral load results** ( ) Target Detected ( ) Not Detected ( ) Sample Rejected ( ) Results Pending ( ) Missing
	Viral load **Target detected** **Viral load results** (•) Target Detected ( ) Not Detected ( ) Sample Rejected ( ) Results Pending ( ) Missing	Enter the Viral load copies **Viral load (copies/ml)** [ ] ☐ Viral load copies missing
	Viral load **Not detected** or **Sample Rejected** **Viral load results** ( ) Target Detected (•) Not Detected ( ) Sample Rejected ( ) Results Pending ( ) Missing	**Proceed to Step 13**

STEP	ACTION	
	If	**Then**
12d.	Viral load **Results Pending** **Viral load results** ○ Target Detected ○ Not Detected ○ Sample Rejected ◉ Results Pending ○ Missing	**Proceed to Step 13 NOTE:** **Note: This option should only be chosen if a Viral Load Test has been ordered but the results have not been returned by NIP to the facility**
	Viral load test done is **"NO"** **Viral Load test done?** ○ Yes ◉ No ○ Unknown	
12e.	**HIV test Status** is **Not tested for HIV during this visit / Missing** **HIV TESTING AND ART INITIATION** **HIV test status** ○ Tested for HIV during this visit ○ Previously known positive ◉ Not tested for HIV during this visit ○ Missing	**Proceed to Step 13**
13.	Under **Follow-up** Section, enter **Next Visit Date** and details for the **Facility of next appointment**	**FOLLOWUP** **Next Visit Date** 08/08/2018 ☐ Next visit date missing **Facility of next appointment** ○ This facility ○ In Transit ◉ Transfer ○ Missing
	If Client is transferring to another Clinic select **Transfer** and Select the facility of transfer for next appointment.	
14.	This task is complete when, after clicking on **Enter Form**.	Enter Form
15.	The client summary page appears (see next page) and displays the newly **recorded ANC visit** that occurred on **04 April 2018** under the **Recent visits** section.	
	Note: To review the details of the recorded ANC visit or any other recorded encounter in PTracker, click on the blue highlighted visit to reveal details of the recorded visit.	
	To edit the details of the most recently submitted encounter, see section on HOW to Edit a previously submitted record in PTracker.	

16.

Ministry of Health and Social Services
PMTCT Tracker
Help

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> Ndapewa Faithful Shilonga

Ndapewa Faithful Shilonga — Female 26 year(s) (05.Mar.1992) Edit Show Contact Info
Given | Middle | Family Name

PTracker ID 10137A180980

DEMOGRAPHICS

Given	Ndapewa
Middle	Faithful
Family Name	Shilonga
Gender:	Female
Birthdate	05.Mar.1992

CONTACT INFO

Address	Namibia Windhoek District Katatura Erf # 2458 Goreangab dam
Phone Number	0812239478

OTHER DEMOGRAPHICS

Name of Next of Kin	Erasmus Shilongo
Next of Kin Contact No	0816668890

Recent Visits

04.Apr.2018 — Antenatal

FAMILY

None

ALLERGIES

Unknown

General Actions

- Antenatal Form
- Labour and Delivery Form
- Mother - Postnatal Form