



Punjab Health Facility Portal

STANDARD OPERATING PROCEDURES

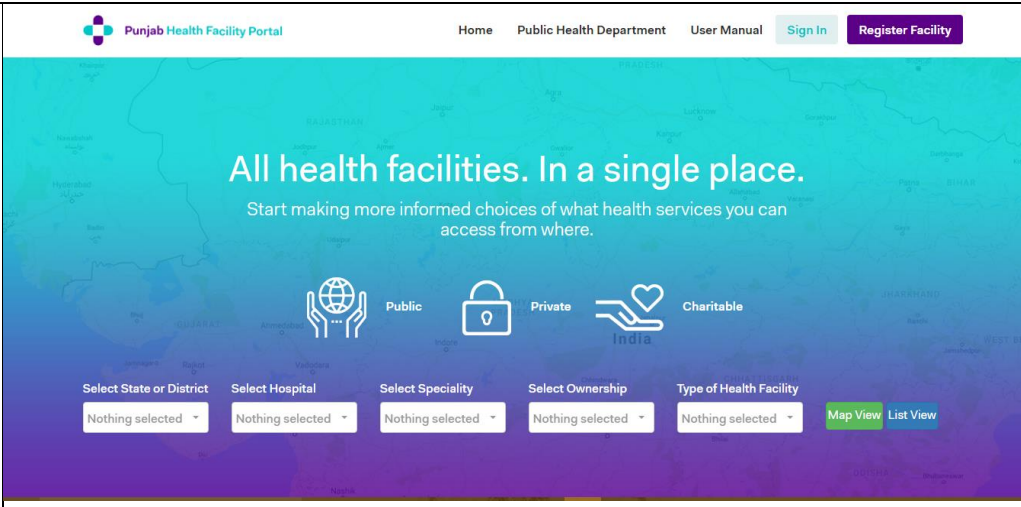
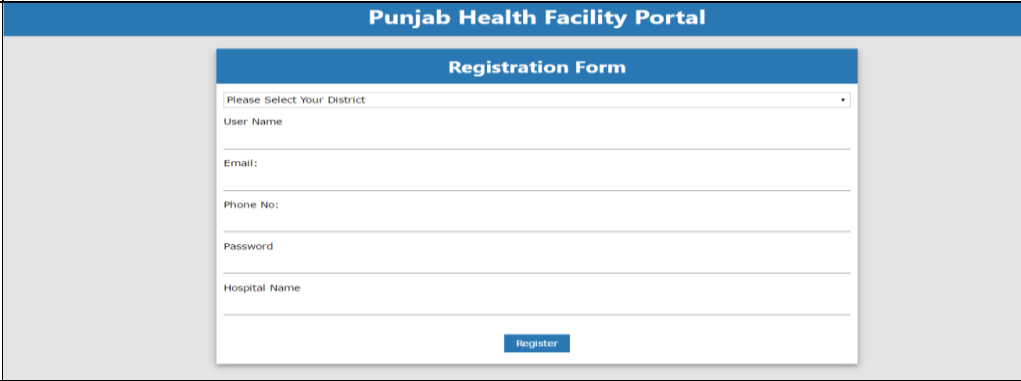
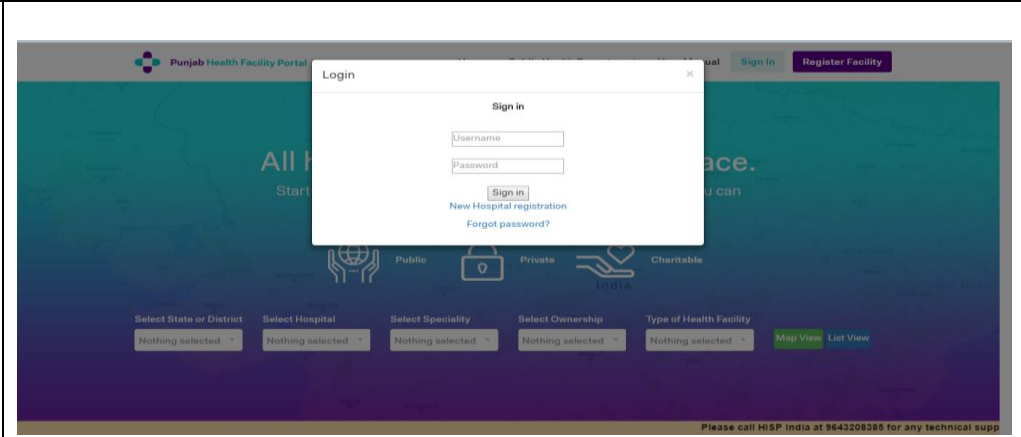
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1. Getting started

1.1 Logging and Logout

Getting started with the application is actually quite simple. Below is the set of instructions with screen by screen description of the steps that you need to follow to login in to the system to perform your further tasks. The prerequisite for logging in is internet connection on your desktop and the google chrome browser

| | |
|---|--|
| <p>Login</p> <p>1.Enter URL in the browser: pbhealthportal.in</p> <p>2.Homescreen as shown to the right hand side will appear</p> <p>3. Click on register facility</p> |  |
| <p>A pop up will open. Enter your details and create user name and password and click register</p> |  |
| <p>Click on sign in and enter your user name and password to login</p> |  |

Click on user profile, choose account app and change the password as per user need.

To logout of the instance, go to the Profile at the top right corner and click on 'Log out'

2. Facility Registration

1. Click on facility from left side
2. Select program as "Health facility registration form"
3. Click on "register event" to view the new event form to enter the data

If yes is selected for OPD, IPD, lab, diagnostics then a new section will be shown below for the information to be entered.

dhis2 District Health Information Software 2

Contact person e-mail ID

Type of Health Facility

| Data element | Value |
|--|---|
| Providing outpatient care-only OPD | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Providing inpatient care-both IPD and OPD | <input type="radio"/> Yes <input type="radio"/> No |
| Providing laboratory testing- only Lab | <input type="radio"/> Yes <input type="radio"/> No |
| Providing diagnostic & imaging testing-only Diagnostic | <input type="radio"/> Yes <input type="radio"/> No |
| Allopathy | <input type="radio"/> Yes <input type="radio"/> No |
| Ayurveda | <input type="radio"/> Yes <input type="radio"/> No |
| Unani | <input type="radio"/> Yes <input type="radio"/> No |
| Siddha | <input type="radio"/> Yes <input type="radio"/> No |
| Homeopathy | <input type="radio"/> Yes <input type="radio"/> No |
| Naturopathy | <input type="radio"/> Yes <input type="radio"/> No |
| Yoga | <input type="radio"/> Yes <input type="radio"/> No |

Specialty

| Data element | Value |
|--------------|--|
| Dental | <input type="radio"/> Yes <input type="radio"/> No |
| Dermatology | <input type="radio"/> Yes <input type="radio"/> No |

If yes is checked a new section will open following the current selection for data to be entered

Under section Inpatient department if operation theatre is marked as yes then a new option for number of operation theatre count opens for entry

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Inpatient Department

| Data element | Value |
|-------------------------|---|
| Total bed count | |
| Wards | |
| IPD 1 | Select or search from the list |
| Bed count- IPD 1 | |
| IPD Doctors count 1 | |
| Operation theatre | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Operation theatre count | |
| Blood bank | <input type="radio"/> Yes <input type="radio"/> No |
| Ventilator available | <input type="radio"/> Yes <input type="radio"/> No |

If Yes is selected for health insurance schemes, below list for all type of health insurance will be available for selection

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Permanent staff count

Temporary staff count

Total doctors count

Nurses count

Trained staff count

Health Insurance Schemes

| Data element | Value |
|---|---|
| Health insurance schemes | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Bhagat puran singh bima yojana | <input type="radio"/> Yes <input type="radio"/> No |
| Punjab government employees & pensioners health insurance scheme (PGEPHS) | <input type="radio"/> Yes <input type="radio"/> No |
| Other health insurance schemes | <input type="radio"/> Yes <input type="radio"/> No |
| Bajaj Alliance Health Insurance Scheme | <input type="radio"/> Yes <input type="radio"/> No |
| Max Bupa Health Insurance schemes | <input type="radio"/> Yes <input type="radio"/> No |
| National Health Insurance schemes | <input type="radio"/> Yes <input type="radio"/> No |
| Others | <input type="radio"/> Yes <input type="radio"/> No |

Bio-medical Waste Management

| Data element | Value |
|---------------------------|--|
| Biomedical waste disposal | <input type="radio"/> Yes <input type="radio"/> No |

As data for procedure 1 is entered a new tab of procedure 2 will open and subsequently for 50 procedures data can be entered.

The screenshot shows the 'dhis2 District Health Information Software 2' interface. The sidebar on the left displays 'Agnala SDH'. The main content area is divided into sections: 'Insurance schemes' (with radio buttons for Yes/No), 'Bio-medical Waste Management' (with a 'Biomedical waste disposal' radio button), and 'Procedure Costs (You can add upto 50 procedures)'. The 'Procedure Costs' section has a table with columns 'Data element' and 'Value'. Below the table is a 'Comments' section with a text area and 'Save and add new', 'Save and go back', and 'Cancel' buttons. An orange arrow points to the 'Save and go back' button.

After completing all the entry, click on “save and go back” button

This screenshot is identical to the previous one, showing the 'dhis2 District Health Information Software 2' interface with the 'Procedure Costs' section. The orange arrow now points to the 'Save and go back' button.

After saving list of registered facility will appear. You can click on the registered facility and click on edit option to edit/update the data in the facility.

The screenshot shows the 'dhis2 District Health Information Software 2' interface. The sidebar on the left displays 'Agnala SDH'. The main content area is titled 'Event capture' and includes a form for 'Registering unit' (with a dropdown menu) and 'Program' (with a dropdown menu). Below the form are 'Register event' and 'Print list' buttons. A table titled 'Registered events (Total: 2)' shows columns for 'Incident date', 'Address', and 'Name'. The table contains two rows of data. An orange arrow points to the 'Edit' button in the table's context menu.

3. Human resource registration

Click on program and select human resource program and click on register event to open the form for entry

dhis2 District Health Information Software 2

Apps Aynala SDH

Event capture

Registering unit: Aynala SDH

Program: 02. Human resource

Register event Print form

New event

Report date*: yyyy-MM-dd

Data element: Medical staff Value: Select or search from the list

Name *

Highest qualification *

Comments

Add your comment here

Save and add new Save and go back Cancel

Select type of medical staff for which the information is to be entered.

dhis2 District Health Information Software 2

Apps Aynala SDH

Event capture

Registering unit: Aynala SDH

Program: 02. Human resource

Register event Print form

New event

Report date*: yyyy-MM-dd

Data element: Medical staff Value: Select or search from the list

Name *

Highest qualification *

Comments

Add your comment here

Save and add new Save and go back Cancel

Doctors
Nurses
Paramedical

Enter the name of concerned medical staff and its qualification from the drop down and then click on “save and add new” button to enter the other staff information in the facility or you can click on “save and go back” button to go back.

dhis2 District Health Information Software 2

Apps Aynala SDH

Event capture

Registering unit: Aynala SDH

Program: 02. Human resource

Register event Print form

New event

Report date*: yyyy-MM-dd

Data element: Medical staff Value: Doctors

Name *: AAAAA

Highest qualification *: Select or search from the list

Comments

Add your comment here

Save and add new Save and go back Cancel

Doctor of Medicine (MD)
Master of Surgery (M.S)
Master of Dental Surgery (MDS)
Doctor of Osteopathic Medicine (DO)
Bachelor of Medicine, Bachelor of Surgery (MBBS)
Bachelor of Dental Surgery (BDS)
Bachelor of Pharmacy (B.Pharm)
Bachelor of Homeopathic Surgery and Medicine (B.H.M.S)
Bachelor of Homeopathic Practice and Medicine (B.H.P.M.S)