

Process Guideline

1.1. Adding client personal data 2

Last update

Admission | Clinic staff | Clinic

Page 1 of

tus: Current Quit Mever N/A

Lifestyle Rep

InSteps ription May 26, 2017 Author(s): X Gonzalez

Client-centred process: data types (map in next page)

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1. Client basic record

4.1

The client basic registration record is usually limited to identification fields, in order to facilitate fast data entry at the admission post. Consideration of privacy determines which data elements can be collected in an open area where other people may hear client answers.

2. Client extended record

An extended record can then be completed along the client flow by counsellors, nurses, physicians or other administrative staff. Data can be organised in sections such as Client Record, Contact data, Socioeconomic data, etc., according to organizational needs.



3. Clinic history (anamnesis)

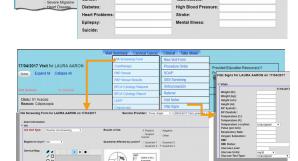
Medical protocols usually require that past health history provided by the client and/or by other medical testimonies (anamnesis) are collected during the first visit in order to conform her/his general medical history.

Data can be organised in sections including: Family health history, personal (medical/surgical), as well as ITS / VBG screening, gynaecological, obstetric, urological and other sexual and reproductive health relevant data

Through layout-based forms (LBF) configured according to local needs. OpenEMR allows da

according to local needs, OpenEMR allows data entry of different health topics such as Vital signs, Gyn/Obs/Family planning consultation, components of Cervical Cancer detection and treatment, Laboratory services, etc.

LBFs are designed according to clinic protocols and the recognition of international data standards; and then are configured according to specific organization needs.



5. Clinic Referrals

4. Clinic Findings

If during the visit the client needs to be referred to other internal (within the clinic) or external service provider, OpenEMR allows the creation of a Referral / Counter-Referral form, in order to document the continuation of services and facilitate client's health condition follow up.



6. Clinic Issues

OpenEMR also handles special medical situations called 'issues', which document relevant health conditions that can be followed up and generate important alerts in the client record, such as allergies or medical problems to be taken into account for proper diagnosis and treatment.

Issues include cases of: Medical problems, allergies, medications, surgeries, abortions, contraception, and cervical cancer

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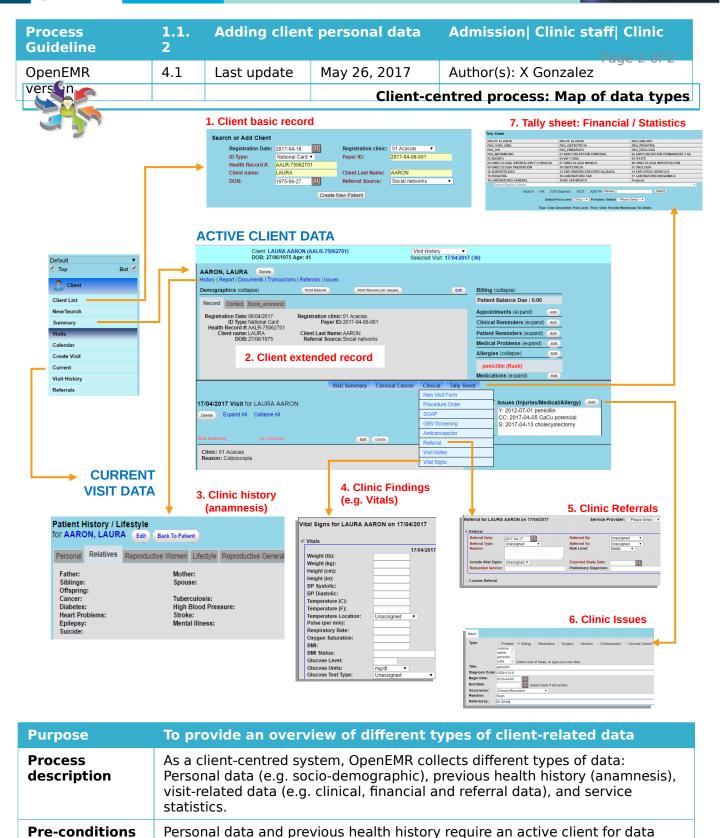
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7. Tally sheet: | Financial | Statistical | data During the visit to the clinic, each service provider records services and/or product delivered to the client.

These data is organized for both invoicing and service statistics purposes in a Tally Sheet.

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PAQ CONS_GINE.	PAQ_OBSTETRICIA	PAQ_PEDIATRIA
PAQ_VIH	PAQ_EMBARAZO	PAQ_UROLOGIA
PAQ_MATRIMONIO	01 ANTICONCEPCIÓN TEMPORAL	02 ANTICONCEPCIÓN PERMANENTE Y AE
03 ABORTO	04 VIH Y SIDA	05 ITS/ITR
06 GINECOLOGÍA ORIENTACIÓN Y CONSULTA	07 GINECOLOGIA MANEJO	08 GINECOLOGIA INVESTIGACIÓN
09 GINECOLOGIA PREVENCIÓN	10 OBSTETRICIA	11 UROLOGÍA
12 SUBFERTILIDAD	13 SSR ORIENTACIÓN ESPECIALIZADA	14 SSR OTROS SERVICIOS
15 PEDIATRÍA	16 LABORATORIO SSR	17 LABORATORIO BIOQUÍMICA
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Visit-related data requires both an active client and an open visit.

The objective of this process guide is to allow users to identify OpenEMR different types of data and their location, in order to facilitate data entry.

entry.

Observations