

Step 1: Open the browser & **URL:uphmis.in/dd**

Step 2:Login Credential: Sign-in with user name (Ehrms code) & Password as provided.



Doctor's Dairy



Online

XXXXXXXXXX

.....

Sign In

Clear

[Forget Password?](#)

If you get the below popup window,



Add Doctors Dairy to homescreen
uphmis.in

OK

Later



Docs Dairy
Install this website as a web page on the Apps screen?

Dismiss

Install

Click 'Ok' or 'Install' to Add Shortcut to Home Screen.

Step 3:Click on a particular date you want to fill data against: No of C-sec / No of Anaesthesia Provided.



Doctor's Dairy



Calendar will open in your screen

Data Entry

Report

Settings

Moradabad Division / Moradabad / Bilhari / BCHC BCHC Bilari

Sep 2019						
M	T	W	T	F	S	S
26	27	28	29	30	31	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	1	2	3	4	5	6

Log Out

Step 4: Select “Working status” as “Working” to enter data against each listed indicator.

The screenshot shows the 'Doctor's Dairy' interface. On the left, there is a sidebar with 'Data Entry', 'Report', and 'Settings'. The main area displays 'LSAS Trained Specialist [01 Sep 2019]' and 'Moradabad Division / Moradabad / Bilhari / BHC BHC Bilhari'. A dropdown menu for 'Working status' is open, showing options: '--Select--', 'Working', 'Off day', and 'Leave'. Below the dropdown, there is a section for 'Anaesthesia provided' and 'Anaesthesia -Details'.


- **“Off Day”:** A day in which an employee is not scheduled to work.
 - **“Leave” :**It is a period of time that one must be away from one's primary job.
- If it is “off day or leave” select accordingly, and click on send button for approval.

Step 5: Fill the detail as required


The screenshot shows the 'Doctor's Dairy' interface with the 'Detail Required' section highlighted. The sidebar on the left has 'Data Entry', 'Report', and 'Settings'. The main area contains a form with the following fields: 'Patient's Name:', 'RCH Id: *' (with a checkbox for 'Don't have RCH id'), 'EMOC Ehrms Id *' (with a checkbox for 'Doctor on Call/ Specialist'), 'MBBS Doctor 1', 'Staff Nurse 1', and 'OT Technician 1'. Each of these last three fields has a '+' button next to it. At the bottom, there is a blue button labeled 'Add Case'.

- If “RCH id” is not available then click on check-box “Don’t have RCH id” then “Case Id” will be open fill the “case I’d”.
- Similarly in place of “EMOC/LSAS”, any “doctor on call/Specialist” then fill the detail of that doctor.
- If more than one case perform in same date click on “Add Case” and follow the same.

Step 6: Comment box is available where you are able to put any comment regarding case or any similar detail



Doctor's Dairy



Final Step

Data Entry

Report

Settings

Log Out

OT Technician 1

Add Case

Comments (If any)

Approval status

--Select--

Back

Save

Send

<<

?

✓✓

Option provided on the bottom :

- “Back”: Click “Back” button to move to the previous page.
- “Save”: Click “Save” to save the data entered in the form for a particular date. Note: single tick means data saved .
- “Send” :”Click Send” to pass on the entered data for the approval. Note: Double tick means data sync to server.
- “Log out”: Click “Log out” to exit .

Legends in the Calendar

✓ Save in Offline

✓ Save in Online

✓✓ Pending for Approval

✓✓ Approved

✓x Rejected

? Help



Doctor's Dairy



Report

User Report of Current Month

Event Date	Data Status	Working status	Anaesthesia provided to C-section	Comments (If any)	Approval status	Reason For Rejection
01/11/2019	COMPLETED	Working	1		Pending1	
02/11/2019	COMPLETED	Working	1		Pending1	
03/11/2019	COMPLETED	Working	1		Pending1	
04/11/2019	COMPLETED	Working	1		Pending1	

Report Section: Click on “Report” and check your report



Doctor's Dairy



Setting

Data Entry

Report

Settings

Basic

Change Password

My Profile

Advanced

Reset

Manual Sync



Doctor's Dairy



Setting

Data Entry

Report

Settings

Change password

Moradabad Division / Moradabad / Bilhari / BHC BHC Bilari

New Password

Confirm Password

Back

Change

Settings: In this section you are able to “change your password” & “profile information”

- Reset: To clean the cache
- Manual Sync: Data saved in offline mode can be synced manually in one go on the availability of internet