

# **Anti-Retroviral Dispensing Tool User Guide**

## **(ADT)**

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## Preface

This guide contains instructions on how to use the Antiretroviral Dispensing Tool (ADT). ADT is used by facilities to provide services to the HIV/AIDS infected patients. The manual gives the instructions for *ADT version 3.2*.

For instructions as a Facility Administrator or a Pharmacist, refer to *Section 1: Facility Administrator and Pharmacist* of the guide. For the System Administrator, refer to *Section 2: System Administrator of the guide*.

## How This Guide is organized

The manual is divided into two sections:

### [\*\*Section 1: Facility Administrator and Pharmacist\*\*](#)

The chapters in this section will focus on the operations of both the facility administrator and the pharmacist. Both users have similar functions with a difference of the access level. The facility administrator has a higher access level and the privilege of accessing the system settings. Some modules to be covered include the patient, inventory, reports module etc.

### [\*\*Section 2: System Administrator\*\*](#)

The chapters in this section will explain how the system administrator operates. He has the highest access level. Some of the modules to be covered include the migration, backup, update module etc.

## Section 1: Facility Administrator and Pharmacist

### Chapter 1: Starting up ADT and User Module

This chapter introduces you to the ADT system. It will focus on starting up ADT and the user module.

#### Starting up ADT

Open chrome browser and type in localhost/ADT or use one of the shortcuts created during the installation. You will find one of the shortcuts at the desktop and another on the bookmark bar of your chrome browser.



On starting ADT, the first window to be displayed is the login page. Use the credentials used in the previous version of ADT to log into the system.

The screenshot shows the 'Login' page of the Web-ADT system. At the top, there is a logo of the National AIDS/STD Control Programme (NASCOP) and text indicating it is part of the Ministry of Health Government of Kenya. The main form is titled 'Login' and contains two input fields: 'Username' and 'Password'. Both fields have placeholder text ('username' and 'password' respectively). Below the password field is a 'Login' button. At the bottom of the form is a link 'Forgot Password?'

## User Module

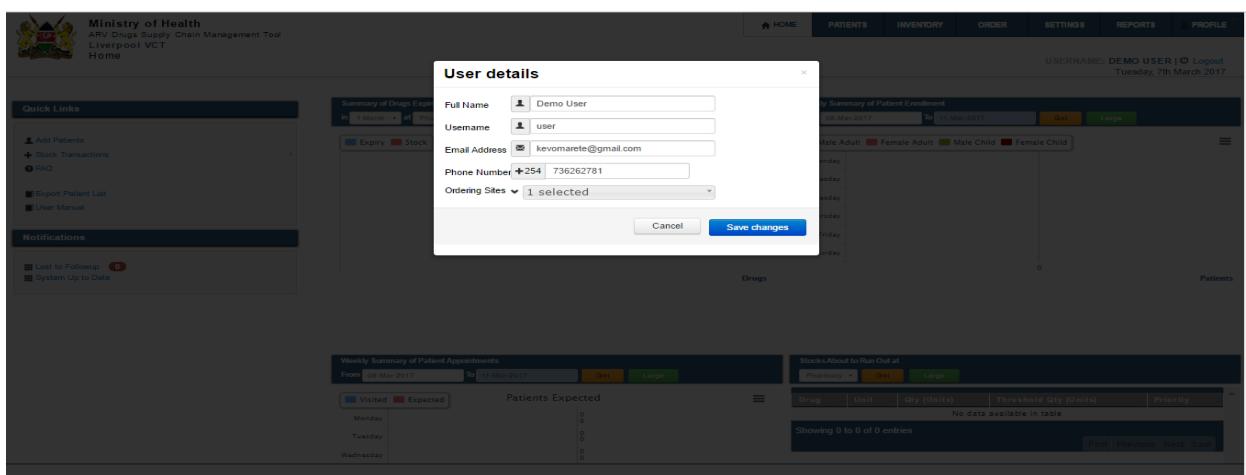
A user can edit profile, change and reset their password and logout of the system.

### Edit Profile:

- Click Profile on the menu bar. Select ‘Edit Profile’.

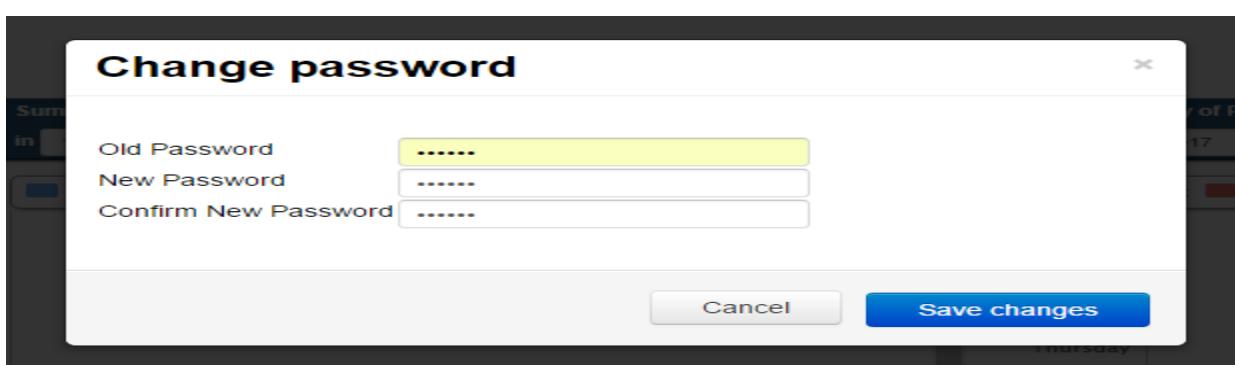


- This will pop up a modal to allow you edit. Click ‘Save Changes’.



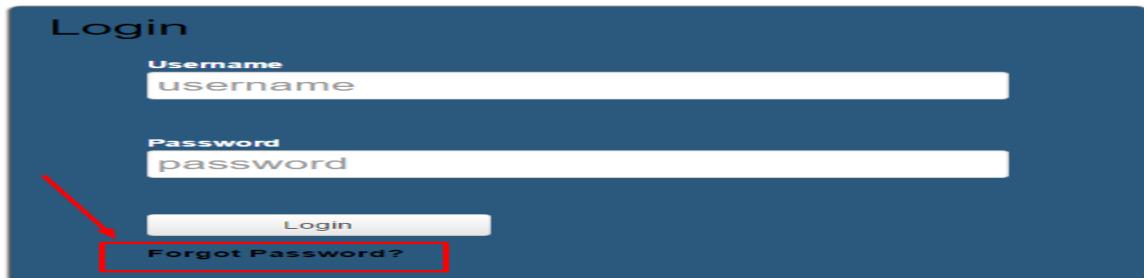
### Change Password:

- Click Profile on the menu bar. Select ‘Change Password’.
- Enter your old password and your new password. Click ‘Save Changes’.



### Reset Password:

- Go to the login page.
- Click the link at the bottom written ‘Forgot Password?’



- In the reset password page, enter your email address. Click 'Send'

Login / Forgot Password

Find your ADT account Enter your email.

@

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- On screen message confirming that your password has been reset.

Login / Forgot Password

**RESET!**

Account password was reset to the default password 123456

Find your ADT account Enter your email.

@   Please fill out this field.

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- Log in using the reset password

*Logout:*

- Click logout at the top right of the system.

USERNAME: DEMO USER | [Logout](#)  
Monday, 27th February 2017

## Chapter 2: Dashboard

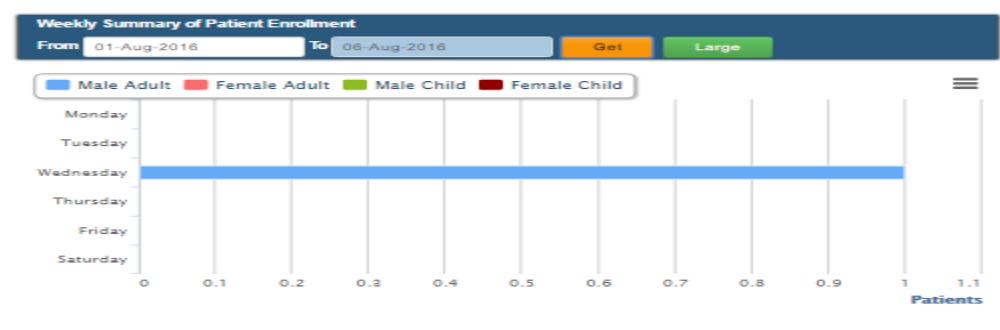
The dashboard displays some historical trends such as summary of the patient enrollment and appointments and current status of the stock running out and drugs expiring.



*The Summary of Drugs Expiring* gives all the drugs about to expire within the duration and the dispensing point chosen.



*The Summary of Patient Appointment* shows a summary of patients who have had their appointment and those expected to come in that current week. The pharmacist can backdate to view the patients who had appointment in previous weeks.



*The Stock About to Run Out at* gives a summary of the drugs that are running out at the dispensing point selected. The stock is listed according to the priority. Below, the stock running out at the pharmacy with high priority.

Stocks About to Run Out at				
Pharmacy	Get	Large		
Drug	Unit	(Units)	Qty (Units)	Priority
acyclovir 400mg tabs	Pack	0	20	HIGH
AMOXYCILLIN 250MG /5MLS SUSP	Bottle	0	3	HIGH
AMOXYCILLIN 500MG CAPS	Capsule	19	47	HIGH
AZITHROMYCYIN 250MG TABS	Tablet	3	14	HIGH
ZINC OXIDE OINTMENT	Pack	0	1	HIGH

Showing 1 to 5 of 5 entries

First Previous 1 Next Last

Note: the 'Large' button is used to show the summaries individually.

## Chapter 3: Patient Module

This chapter will introduce you to all the operations related to a patient. This chapter describes how to:

- Add a patient to the system
- View and edit patient details
- Dispense to the patient
- Export patient master list

### Patient Listing

It lists all patients in the facility. It consists of details such as the total number, name and medical number of the patients, next appointment, status which the patient is currently in and links to view and edit their details etc.

A pharmacist can:

- Choose the number of entries he wants to view at a time from the ‘Show entries’ (1), show the active (inactive/all) in the “Active” (2) or Search from the “Search” box (3)

The screenshot shows a table of patient records. At the top left, there is a dropdown menu labeled "Filter Patients Based on Status" with an arrow (1) pointing to it. Next to it is another dropdown menu labeled "Active". Below these are two input fields: "Show" with a dropdown containing "10" and "entries". To the right of these is a "Search" input field with an arrow (3) pointing to it. The main table has columns for CCC No, Patient Name, Next Appointment, Contact, Current Regimen, Status, and Action. The table shows 10 of 1,058 entries. At the bottom, there are navigation links for First, Previous, Next, and Last.

CCC No	Patient Name	Next Appointment	Contact	Current Regimen	Status	Action
XXX	XX XX XX	Aug 4th, 2015	XXXX	OI 2   OI Medicines	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Mar 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Jan 31st, 2017	XXXX	AS2B   TDF + ABC + LPV/r (>15Y...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	May 16th, 2016	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX		XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX		XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Apr 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Jan 17th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Apr 3rd, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Feb 7th, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Feb 28th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	Dispense Detail   Edit   Disable

### Export Patient Master List

Patient master list hold the facility’s patient information. To export the list:

- Click Export Patient List under Quick Links in your Home page to download.

The screenshot shows the home page with a "Quick Links" sidebar on the left. The "Export Patient List" link is highlighted with a red box and an arrow. The main area displays a "Summary of Drugs Expiring" chart. The chart shows the number of expiring drugs by category. The categories and counts are: ABACAVIR (ABC) 300MG TABS(3024350) 1, AZT / 3TC / NVP FDC (300MG / 150MG / 200MG)(7224181) 3, AZT / 3TC / NVP FDC (60MG / 20MG / 50MG)(3010273) 1, ATAZANAVIR - RITONAVIR (200MG / 100MG)(3028916) 1, and AZT / 3TC FDC (60MG / 20MG)(3010273) 1. The total count is 6,394.

Category	Count
ABACAVIR (ABC) 300MG TABS(3024350)	1
AZT / 3TC / NVP FDC (300MG / 150MG / 200MG)(7224181)	3
AZT / 3TC / NVP FDC (60MG / 20MG / 50MG)(3010273)	1
ATAZANAVIR - RITONAVIR (200MG / 100MG)(3028916)	1
AZT / 3TC FDC (60MG / 20MG)(3010273)	1

## Add Patients

- Go to the ‘Quick Links’ in your Home page. Click ‘Add Patients’

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there's a logo for the Ministry of Health, Liverpool VCT. The menu bar includes links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. Below the menu, it says "USERNAME: DEMO USER | Logout" and "Monday, 27th February 2017". On the left, a "Quick Links" sidebar has "Add Patients" highlighted with a red arrow. The main content area has three tabs: "Summary of Drugs Expiring", "Expiring Drugs", and "Weekly Summary of Patient Enrollment". Each tab has its own set of filters and data displays.

- Add Patient page will be displayed. Patient details are divided into three sections, program information and demographics (1), program history (2) and patient information (3). Below is a segment of the page.

This screenshot shows the "Patient Listing > Add Patients" page. It is divided into three main sections: "Patient Information & Demographics (1)", "Patient History (2)", and "Patient Information (3)". The "Patient Information & Demographics" section contains fields for Medical Record No., Patient Number CCC, Last Name, First Name, Other Name, Date of Birth, Place of Birth, and Gender. The "Patient History" section includes fields for chronic illnesses and other illnesses. The "Patient Information" section covers enrollment date, current status, source of patient, and type of service. A note at the top right indicates "(Fields Marked with \* Asterisks are required)".

- Fill in all the details taking note of the describe areas below:

Note: this is applicable for both the ADD and EDIT patients.

- Female patients who are pregnant are by default on the PMTCT service type. The service will be added on selecting Gender >Female, Pregnant >Yes.

This screenshot shows the "Patient Information & Demographics" section. It includes fields for Date of Birth, Place of Birth, Age (Years) (set to 31), Gender (set to Female), and Pregnant? (a dropdown menu with "Yes" selected, indicated by a red box and arrow).

- Patients under the adult age defined facility must be matched with a parent/guardian. In the example, adult age of Demo Facility is 15 years hence any patient under 15 years must be matched to their parent/guardian CCC number.

This screenshot shows the "Patient Information & Demographics" section. It includes fields for Date of Birth (2015-02-05), Place of Birth (dropdown menu), and Match to parent/guardian in ccc? (an input field containing "abcd4567", indicated by a red box and arrow).

- For the patients who have attained the adult age, they have to give details of their partner status (1) and family planning methods (3). Concordant partners should be matched to their spouses (2).

<b>Patient Information &amp; Demographics</b>		<b>Patient History</b>
Medical Record No.	*Patient Number CCC <input type="text"/> DCBA7894	Partner Status Concordant (1)
Last Name	Demo Patient	Disclosure Yes <input type="radio"/> No <input type="radio"/>
*First Name	Other Name <input type="text"/> Demo Patient	Match to spouse in this ccc? <input type="text"/> ABCD9876 (2)
*Date of Birth	Place of Birth <input type="text"/> 1992-02-12	Family Planning Method 1 selected (3)
Age(Years)	Age(Months) <input type="text"/> 25 <input type="text"/> 300	Does Patient have other Chronic illnesses Select options

- Patients who have tested positive for TB (1) should be placed in the proper TB category (2) and TB phase (3), giving the start (4) and the end (5) phase

Has Patient been tested for TB? <input type="text"/> Yes	Does Patient Have TB? (1) <input type="text"/> Yes
Select TB category (2) <input type="text"/> Category 1	TB Phase (3) <input type="text"/> Intensive
Start of Phase (4) <input type="text"/> 2017-02-01	End of Phase(5) <input type="text"/> 2017-05-02

- For patients with drug prophylaxis and on isoniazid, the pharmacist has to fill in the start and end date.

Drug Prophylaxis	
1 selected	Isoniazid Start Date <input type="text"/> 2017-02-01
	Isoniazid End Date <input type="text"/> 2017-07-19

- A patient can either be on cotrimoxazole or dapsone. When one is selected, the other is disabled.

1 selected
Filter: Enter keywords <input type="text"/> <input type="checkbox"/> Check all <input type="checkbox"/> Uncheck all
<input checked="" type="checkbox"/> cotrimoxazole
<input type="checkbox"/> Dapsone (Disabled)

- Click ‘Save’ to complete the patient enrollment
- The Dispense (1) button takes the pharmacist to the dispensing page.
- The Reset (2) button is used to clear all the fields in the page.

Does Patient Smoke? <input type="text"/> No	Does Patient Drink Alcohol? <input type="text"/> No
Has Patient been tested for TB? <input type="text"/> Yes	Does Patient Have TB? <input type="text"/> Yes
Select TB category <input type="text"/> Category 1	TB Phase <input type="text"/> Intensive
Start of Phase <input type="text"/> 2017-02-01	End of Phase <input type="text"/> 2017-05-02
<input type="button" value="Save"/> <input type="button" value="Dispense(1)"/> <input type="button" value="Reset (2)"/>	

## Edit Patients

- Click ‘Patients’ in the menu bar. It gives a listing of all patients in the facility.



The screenshot shows a top navigation bar with several tabs: HOME, PATIENTS (highlighted with a red box and an arrow), INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. Below the navigation bar, there is a message area with 'USERNAME: DEMO USER | Logout' and the date 'Thursday, 2nd March 2017'. The main content area is titled 'Filter Patients Based on Status: Active'. It includes a search bar, a dropdown for 'Show 10 entries', and a table with columns: CCC No, Patient Name, Next Appointment, Contact, Current Regimen, Status, and Action. The table contains 10 rows of patient data. At the bottom, there are search and filter fields, and a pagination section showing 'Showing 1 to 10 of 1,058 entries' with links for First, Previous, Next, and Last.

CCC No	Patient Name	Next Appointment	Contact	Current Regimen	Status	Action
XXX	XX XX XX	Aug 4th, 2015	XXXX	OI 2   OI Medicines	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XXX XX	Mar 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Jan 31st, 2017	XXXX	AS2B   TDF + ABC + LPV/r (>15Y...	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	May 16th, 2016	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX		XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XXX XX	Jan 17th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 3rd, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 7th, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 28th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>

- To edit patient’s information, click edit link on the right



The screenshot shows the same application interface as the previous one, but with a red box highlighting the 'Edit' link in the 'Action' column of the first row of the patient table. The rest of the interface remains the same, including the navigation bar, search/filter fields, and pagination.

CCC No	Patient Name	Next Appointment	Contact	Current Regimen	Status	Action
XXX	XX XX XX	Aug 4th, 2015	XXXX	OI 2   OI Medicines	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XXX XX	Mar 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XXXXX	Jan 31st, 2017	XXXX	AS2B   TDF + ABC + LPV/r (>15Y...	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	May 16th, 2016	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX		XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XXX XX	Jan 17th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 3rd, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 7th, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 28th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>

- Change the relevant details of the patient. Click ‘Update Patient Info’.

Male

Start Age(Years) Current Age(Years)  
0 3

Start Weight(KG) Current Weight(KG)  
7.4 11

Start Height(CM) Current Height(CM)  
0 60

Start Body Surface Area(MSQ) Current Body Surface Area(MSQ)  
0 0

Patient's Phone Contact(s) Receive SMS Reminders  
XXXX Yes or No

Patient's Physical Contact(s)  
KIAMBUNDEDERU

Patient's Alternate Contact(s)  
XXXX

Does Patient belong to any support group?  
Yes List Them

Drugs Allergies/ADR  
Select options  
Does Patient have any other Drugs Allergies/ADR not listed?  
Yes List Them

Current Regimen  
OI 2 | OI Medicines Start Regimen Date

Current Regimen  
OI 2 | OI Medicines WHO Stage  
stage 1 Drug Prophylaxis  
1 selected

Date of Next Appointment Days to Next Appointment  
2015-08-04 -578

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## View Patient Details

This shows all the details of the patient and his dispensing history. From the page, the pharmacist can navigate to viral load data, patient info report, edit patient and dispense to patient.

- Click ‘Patients’ in the menu bar.

CCC No	Patient Name	Next Appointment	Contact	Current Regimen	Status	Action
XXX	XX XX XX	Aug 4th, 2015	XXXX	OI 2   OI Medicines	Active	Dispense Detail   Edit   Disable
XXX	XX XX.XX	Mar 7th, 2017	XXXX	AF2B   TDF + 3TC + EPV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Jan 31st, 2017	XXXX	AS2B   TDF + ABC + LPV/r (>15Y...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	May 16th, 2018	XXXX	AF2B   TDF + 3TC + EPV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX		XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Apr 7th, 2017	XXXX	AF2B   TDF + 3TC + EPV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX.XX	Jan 17th, 2017	XXXX	AF2B   TDF + 3TC + EPV (>15YR...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Apr 3rd, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Feb 7th, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	Dispense Detail   Edit   Disable
XXX	XX XX XX	Feb 28th, 2017	XXXX	AF2B   TDF + 3TC + EPV (>15YR...)	Active	Dispense Detail   Edit   Disable

Showing 1 to 10 of 1,058 entries

First Previous 1 2 3 4 5 Next Last

- Go to ‘Detail’ link on the patient listing

Filter Patients Based on Status: Active						
Show 10 entries						
CCC No	Patient Name	Next Appointment	Contact	Current Regimen	Status	Action
XXX	XX XX XX	Aug 4th, 2015	XXXX	O12   OI Medicines	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Mar 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Jan 31st, 2017	XXXX	AS2B   TDF + ABC + LPV/r (>15Y...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	May 16th, 2016	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX		XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 7th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Jan 17th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Apr 3rd, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 7th, 2017	XXXX	AF1A   AZT+3TC+NVP (>15YRS ...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>
XXX	XX XX XX	Feb 28th, 2017	XXXX	AF2B   TDF + 3TC + EFV (>15YR...)	Active	<a href="#">Dispense</a> <a href="#">Detail</a> <a href="#">Edit</a> <a href="#">Disable</a>

Showing 1 to 10 of 1,058 entries

First Previous 1 2 3 4 5 Next Last

**Patient Details:** holds the data of the patient as had been filled in during the enrollment. Additional data include their current regimen.

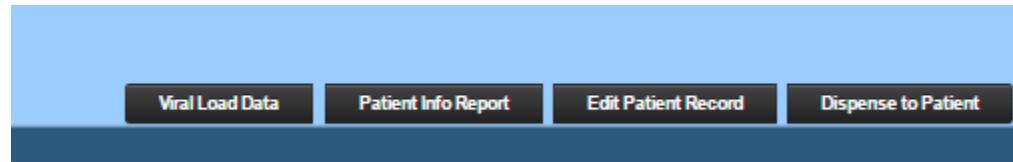
**Dispensing History:** gives a list of all the drugs previously dispensed to patient.

Dispensing History													
Viral Load Data Patient Info Report Edit Patient Record Dispense to Patient													
Search: <input type="text"/>													
Date	Purpose of Visit	Dose	Duration	Action	Drug	Sig	Weight	Current Regimen	BottleNo	Pill Count	Adherence	Operator	Reasons For Change
2017-02-14	Routine Refill	10D	30	<a href="#">Edit</a>	COTRIMOKAZOLE 960MG tabs	30	42	AZT+3TC+NVP (>15YRS ADULT)	E10216	0	0	Susan	
2017-02-14	Routine Refill	10D	30	<a href="#">Edit</a>	AZT+3TC+NVP FDC (300MG/150...)	60	42	AZT+3TC+NVP (>15YRS ADULT)	E151354	0	0	Susan	
2016-11-21	Routine Refill	10D	60	<a href="#">Edit</a>	AZT+3TC+NVP FDC (300MG/150...)	120	42	AZT+3TC+NVP (>15YRS ADULT)	E151354	0	0	Susan	
2016-11-21	Routine Refill	10D	60	<a href="#">Edit</a>	COTRIMOKAZOLE 960MG tabs	60	42	AZT+3TC+NVP (>15YRS ADULT)	620674	0	0	Susan	

Showing 1 to 4 of 4 entries

First Previous 1 Next Last

The four buttons in the image below are also found in the view patient details page. Click on any of the buttons to access more information as described below.



### Viral Load Data

It provides the testing date and the results of patients. Viral load is done to test the level of HIV in patient blood and therefore determine when to start treatment or whether the medication being administered is effective.

Clicking on the 'Viral Load Data button' shows the viral load information from NASCOP.

**Viral Load Summary**

Date Tested	Result	Justification
No Data Available		

Date Tested	Result	Justification

Duration	Action
30	<a href="#">Edit</a>
60	<a href="#">Edit</a>

	AZT/3TC/NVP FDC (300MG/150MG/200MG)	Qty Dispensed	Pill Count	Missed Pills	AZT+3TC+NVP (>15YRS ADULT)	E151354	0
30	AZT/3TC/NVP FDC (300MG/150MG/200MG)	60	42	0	AZT+3TC+NVP (>15YRS ADULT)	E151354	0
60	AZT/3TC/NVP FDC (300MG/150MG/200MG)	120	42	0	AZT+3TC+NVP (>15YRS ADULT)	E151354	0

N.B. The facility has access to internet and is thus able to pull the data from NASCOP and the results should have been availed to the NASCOP portal. Otherwise there will be no data available as shown above.

#### Patient Info Report

Clicking the button allows access to the patient information summary.

**Patient Summary**

**Patient Information**

Art Number	First Name	Surname	Sex	Age	Date Therapy Started	Current Status	Last Viral Load Date	Last Viral Load Result
0053	Demo	Client	Male	43	2009-07-02	Active	2016-06-15	4173

**Patient Pill Count History (Last 12 Months)**

Date of Visit	Drug Name	Qty. Dispensed	Pill Count	Missed Pills	Adherence Rates			
					Pill Count(%)	Missed Pills(%)	Appointment(%)	Average(%)
14-Feb-2017	AZT/3TC/NVP FDC (300MG/150MG/200MG)	60	0	0	100.00%	100.00%	0%	66.67%
14-Feb-2017	COTRIMOXAZOLE 960MG TABS 100'S	30	0	0	100.00%	100.00%	0%	66.67%
21-Nov-2016	AZT/3TC/NVP FDC (300MG/150MG/200MG)	120			100.00%	100.00%	0%	66.67%
21-Nov-2016	COTRIMOXAZOLE 960MG TABS 100'S	60			100.00%	100.00%	0%	66.67%

**Patient Regimen Change History**

Date of Visit	Last Regimen Dispensed	Current Regimen	Reason for Change
14-Feb-2017	AZT+3TC+NVP (>15YRS ADULT)	-	-
21-Nov-2016	AZT+3TC+NVP (>15YRS ADULT)	-	-

**Patient Appointment History**

Date of Next Appointment	Days To Appointment
10-Mar-2017	7 Days To

The following explains the segments of the patient summary:

*Patient Information* gives personal details including the patient number, age, names, his current status either being active, transfer or deceased and the viral load data.

**Patient Summary**

Patient Information								
Art Number	First Name	Surname	Sex	Age	Date Therapy Started	Current Status	Last Viral Load Date	Last Viral Load Result
0053	Demo	Client	Male	43	2009-07-02	Active	2016-06-15	4173

*Patient Pill Count History (Last 12 Months)* provides a list of all drugs dispensed to the patient for the last 12 months from the current date. For each drug, the pill count, missed pills and adherence is shown.

Patient Pill Count History (Last 12 Months)								
Date of Visit	Drug Name	Qty. Dispensed	Pill Count	Missed Pills	Adherence Rates			
					Pill Count(%)	Missed Pills(%)	Appointment(%)	Average(%)
14-Feb-2017	AZT/3TC/NVP FDC (300MG/150MG/200MG)	60	0	0	100.00%	100.00%	0%	66.67%
14-Feb-2017	COTRIMOXAZOLE 960MG TABS 100'S	30	0	0	100.00%	100.00%	0%	66.67%
21-Nov-2016	AZT/3TC/NVP FDC (300MG/150MG/200MG)	120			100.00%	100.00%	0%	66.67%
21-Nov-2016	COTRIMOXAZOLE 960MG TABS 100'S	60			100.00%	100.00%	0%	66.67%

*Patient Regimen Change History* shows the patient last regimen and current regimen dispensed giving reasons for the change ranging from pregnancy, clinical treatment failure and other reasons.

Patient Regimen Change History			
Date of Visit	Last Regimen Dispensed	Current Regimen	Reason for Change
14-Feb-2017	AZT+3TC+NVP (>15YRS ADULT)	-	-
21-Nov-2016	AZT+3TC+NVP (>15YRS ADULT)	-	-

*Patient Appointment History* shows a list of patient's dates of next appointment and the number of days to or late for the appointment.

Patient Appointment History		
Date of Next Appointment	Days To Appointment	
10-Mar-2017	7 Days To	
16-Jan-2017	Late By 29 Days (14-Feb-2017)	

### Dispense to Patient

This button enables the pharmacist to dispense drugs to the patients. Fill in all the details prior to clicking the **Dispense Drugs** button.

<b>Dispensing Information</b>				<b>Previous Patient Information</b>									
*Select dispensing point: Main Pharmacy Patient Number CCC 0053 Dispensing Date 2017-03-03 Current Height(cm) 154 Days to Next Appointment 30 Patients Scheduled on Date: 0 Patients <a href="#">View appointments</a> Last Regimen Dispensed <b>AF1A   AZT+3TC+NVP (&gt;15YRS ADULT)</b>				Appointment Date 2017-03-10 Previous Visit Date 2017-02-14 Previously Dispensed Drugs AZT/3TC/NVP FDC (300MG/150MG/200MG)      Qty Dispensed 60 COTRIMOXAZOLE 960MG tabs 100's      30									
Current Regimen: <b>AF1A   AZT+3TC+NVP (&gt;15YRS ADULT)</b>													
Appointment Adherence (%) 100.00%				Post/Refill Adherence Reasons -Selected One-									
<b>Drug Details</b>													
Drug	Unit	Batch No.	Expiry Date	Dose	Expected Pill Count	Actual Pill Count	Duration	Qty. disp	Stock on Hand	Indication	Comment	Missed Pills	Action
AZT/3TC/NVP FDC (300MG/150MG/200MG)	• Tablet	E151354	• 2018-03-31	1BD	28	28	62	60	4939	None	*		Add   Remove
COTRIMOXAZOLE 960MG TABS 100'S	• Tablet	610216	• 2019-03-15	10D	13	13	30	30	17058	None	*		Add   Remove
<a href="#">Reset Fields</a> <a href="#">Print Labels</a> <a href="#">Dispense Drugs</a>													

Note: take note of the following areas while dispensing:

- You must select the dispensing point before filling any other field.
- On selecting routine refill as the purpose of visit, the drugs dispensed during the last appointment are auto filled in the ‘Select Drugs’ section
- If the patient has changed the current regimen, you must select the regimen change reason

Last Regimen Dispensed  
AF1A | AZT+3TC+NVP (>15YRS ADULT)

Current Regimen  
AF1B | AZT + 3TC + EFV (>15YRS ADULT)

\*Regimen Change Reason  
Immunological failure

In the ‘Select Drugs’ section, to add a new drug click Add (1) and to remove drug from the list, click Remove (2)

Drug Details													
Drug	Unit	Batch No.	Expiry Date	Dose	Expected Pill Count	Actual Pill Count	Duration	Qty. disp	Stock on Hand	Indication	Comment	Missed Pills	Action
AZT/3TC/NVP FDC (300MG/150MG/200MG)	Tablet	E151354	2018-03-31	1BD	20	30	60	4939	None	Add   Remove (1)			
COTRIMOXAZOLE 960MG TABS 100'S	Tablet	610216	2019-03-15	10D	13	30	30	17058	None	Add   Remove (2)			

#### Print Label

When the pharmacist completes filling the dispensing details, he can print the drug labels before dispensing drugs to the patient. To do so, click **Print Labels** button.



In the print label window, the following can be done:

- Adjust the frequency in which drugs should be taken (1)
- Add instructions on how to take drugs (2)
- Select the number of labels to print per drug (3)
- Check all (4) to print all labels or check the needed labels individually.
- Click **Print** button to print

All (4)

Drugname: AZT/3TC/NVP FDC (300MG/150MG/200MG) Qty: 60 No. of Labels (3) 1

Tablets/Capsules: 1 to be taken 2 times a day after every 12 hours (1)

Before/After Meals: (2)

Name: Demo Client Pharmacy: Pharmacy Date: 03/03/2017

Keep all medicines in a cold dry place out of reach of children.

## Chapter 4: Inventory Module

This chapter explains how to issue or receive stock from one point to another, generating pdf files for the stock issued and viewing the drugs and the amount available. The whole chapter will use illustrations from the Main Pharmacy

### Drug Listing

Click Inventory on main menu. Select a service point to list drugs. Information such as the drug, quantity, unit, supplier etc. is shown.

The pharmacist can:

- Choose the number of entries to view at a time (1)
- Search drugs from the search bar (2)
- Access more details of a drug by clicking View Bin Card (3)

Main Pharmacy								
Show 10 entries (1)		(2) Search: <input type="text"/>						
Commodity	Generic Name	QTY/SOH	Unit	Pack Size	Supplier	Dose	Action	
ABACAVIR (ABC) LIQUID 20MG/ML (240ML)	ABACAVIR	0	Bottle	1	Kemsa		(3)View Bin Card	
ABACAVIR (ABC)300MG TABS	ABACAVIR	180	Tablet	60	Kemsa	1BD	View Bin Card	
ABC/3TC 60/30 FDC TABS	ABACAVIR/LAMIVUDINE	1,440	Tablet	60	Kemsa		View Bin Card	
ACYCLOVIR 200MG-GOK	ACYCLOVIR	0	Tablet	30	Kemsa		View Bin Card	
ACYCLOVIR 400MG		0	Tablet	30	Kemsa	1QDS	View Bin Card	
ALBENDAZOLE 400MG		0	Tablet	100	Kemsa	1OD	View Bin Card	
AMEBAZOLE SUSPENSION		0	Bottle	1	Kemsa	1TDS	View Bin Card	
AMOXYCILLIN 250MG		0	Capsule	1000	Kemsa	1/2BD	View Bin Card	
AMOXYCILLIN SYRUP 100MLS		0	Bottle	1	Kemsa	1TDS	View Bin Card	
AMPHOTERICIN B 50MG INJ	AMPHOTERICIN B	0		1	Kemsa		View Bin Card	
Showing 1 to 10 of 80 entries								
First Previous 1 2 3 4 5 Next Last								

### View Bin Card

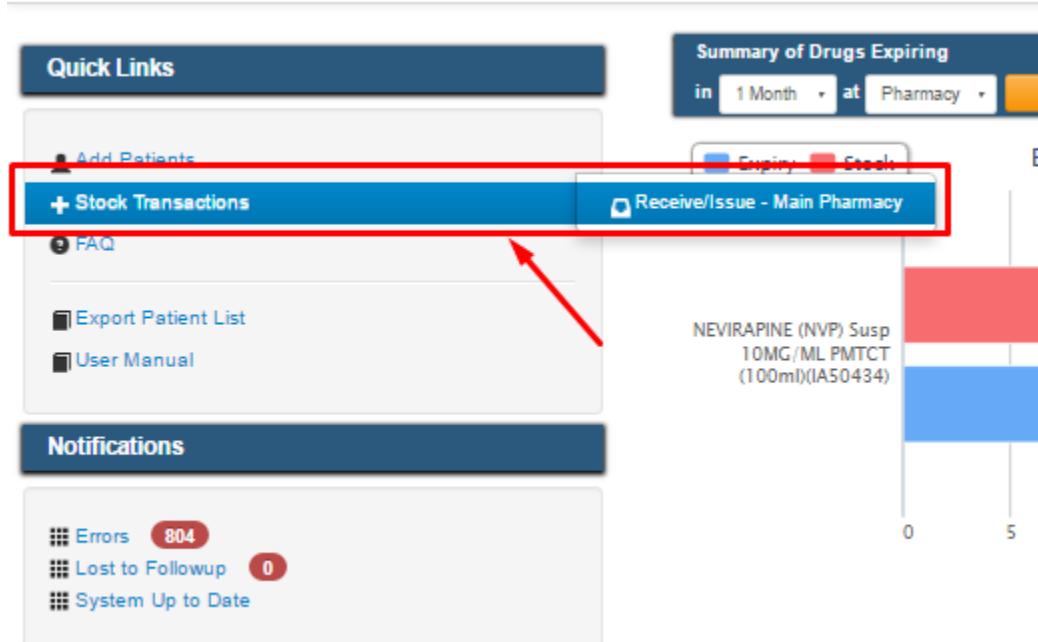
It provides drug information, transaction history in the past and the batch information.

Inventory - Main Pharmacy > Bin Card								
Drug Information				Batch Information				
Commodity ABACAVIR (ABC)300MG TABS								Search: <input type="text"/>
Unit Tablet								
Total Stock 180								
Max Stock Level 0								
Min Stock Level 0								
Avg Monthly Consumption 0								
Transactions Information								
Show 10 entries								Search: <input type="text"/>
Ref/Order No	Transaction Date	Transaction Type	Batch No	Expiry Date	Pack size	No. of Packs	Quantity	Balance
08-Nov-2016	Dispersed to Patients ( )	3024350	28-Feb-2017	60	180	3	180	360
15-Sep-2016	Received from (Special Treatment Clinic)	3024358	31-Mar-2018	60	180	3	180	360
10-May-2016	Dispensed to Patients ( )	3024350	28-Feb-2017	60	180	3	180	360
29-Jan-2016	Starting Stock/Physical Count	3024340	28-Feb-2017	60	360	6	360	360
23-Mar-2015	Adjustment ( ) (Main Store)	3025952	01-Mar-2018	60	240	4	240	240
17-Mar-2015	Received from (Main Store)	3025952	01-Mar-2018	60	240	4	240	240
Showing 1 to 6 of 6 entries								... Previous 1 Next ...

## Stock Transactions

The transactions involved include receiving or issuing stock from the main store or pharmacy. To access the transactions:

- Click **Stock Transactions** under Quick Links in your Home page.
- Select the transaction you want to perform. For this example, '**Receive/Issue-Main Pharmacy**'



A new window for the Inventory in the Main Pharmacy will open. Details include Transaction details (1) and Drug Details (2) which will be described below.

The screenshot shows the 'Inventory' window for 'MAIN PHARMACY'. It has two main sections: 'Transaction details (1)' and 'Drug details (2)'. The 'Transaction details (1)' section includes fields for 'Transaction Date' (03-Mar-2017), 'Transaction Type' ('-- Select Type --'), and 'Ref. /Order No'. The 'Drug details (2)' section is a table with columns: Drug, Unit, Pack Size, Batch No., Expiry Date, Packs, Qty, Available Qty, Pack Cost, Total, Comment, and Action. A dropdown menu for 'Select Commodity' is visible. At the bottom right are buttons for 'Generate PDF', 'Reset Fields', and 'Submit'.

### Drug details

This is a table with drug details that are filled in by the user. Some of the details include the drug selected, unit, pack size, batch number etc.

On filling all the details, a user can generate a PDF (1) or submit transaction (3). In case of the need to clear fields, click the 'Reset' button (2)

Inventory > MAIN PHARMACY

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
ABACAVIR (ABC) Liquid	Bottle	1	12345	2020-03-31	20	20	20		20		Add   Remove (1)
ABC/3TC 60/30 FDC Tab	Tablet	100	12345	2021-03-10	50	3000	3000		3000		Add   Remove (2)

(1) Generate PDF | (2) Reset Fields | (3) Submit

**Note:** to add a drug, click Add (1) and to remove a drug from the list click Remove (2)

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
ABACAVIR (ABC) Liquid	Bottle	1	12345	2020-03-31	20	20	20		20		(1) Add   Remove
ABC/3TC 60/30 FDC Tab	Tablet	100	12345	2021-03-10	50	3000	3000		3000		Add   Remove (2)

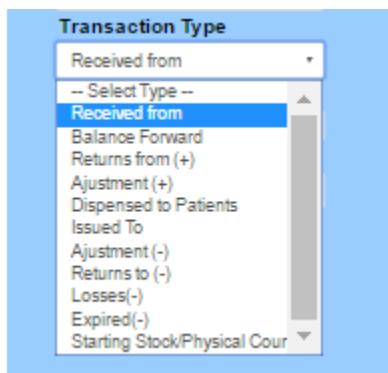
## Transaction Details

Include:

*Transaction Date* is the current date when the transaction is being carried out.

Transaction Date  
03-Mar-2017

*Transaction Type* gives the user a list of transactions to do as explained below.



### i. Received from:

When selected, it allows the user to select the Source (1) of the drugs One then proceeds to enter the drugs they have received from the selected source, the batch number, expiry date, packs, quantity, pack cost and a comment. In the example, Received 3TC 10MG/ML and ABACAVIR(ABC) 300MG Tabs from KEMSA.

Click **Submit** button to complete transactions.

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
ABACAVIR (ABC) Liquid	Bottle	1	12345	2020-03-31	20	20	20		20		Add   Remove
ABC/3TC 60/30 FDC Tab	Tablet	100	12345	2021-03-10	50	3000	3000		3000		Add   Remove

Reset Fields | (2) Submit

## ii. Balance Forward:

It is the number of drugs that had remained in stock at the time new stock was received. The user enters each drug filling in the quantity remaining.

Click **Submit** button to complete the transaction.

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
ABACAVR (ABC) Liquid	Bottle	1	1234	2022-03-17	100	100					Add   Remove
ABC/OTC 60/30 FDC Tab	Tablet	50	2395	2022-03-10	50	3000					Add   Remove

## iii. Returns(from/to)

**From:** a user enters the drugs from the destination which they had been issued to. In this example, returns from the ‘Main Store’ are transferred back to the ‘Main Pharmacy’. This increases the quantity of drugs in the Main Pharmacy.

Click **Submit** button to complete the transaction.

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Select commodity											Add   Remove

**To:** a user returns drugs to the source from which they had received. This reduces the amount of drug at the point of transaction, in this example, the ‘Main Pharmacy’ and adds them back to the source, ‘Main Store’.

Click **Submit** button to complete the transaction.

Drug details											
Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Select commodity											Add   Remove

## iv. Adjustment (+):

This option adds the quantity of a particular drug if the quantity in stock is less than the required.

Click **Submit** button to complete.

Drug details												
Transaction details	Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Transaction Date 03-Mar-2017	Select commodity										Add   Remove	
Transaction Type Adjustment (-)												
Ref. /Order No												
Destination --Select Destination --												
<input type="button" value="Reset Fields"/> <input type="button" value="Submit"/>												

#### v. Adjustment (-):

This option deducts the quantity of a drug if the quantity in stock is larger than the required.

Adjustments are reflected in the Bin Card of the adjusted drug. Click **Submit** button to complete.

Drug details												
Transaction details	Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Transaction Date 03-Mar-2017	Select commodity										Add   Remove	
Transaction Type Adjustment (-)												
Ref. /Order No												
Destination --Select Destination --												
<input type="button" value="Reset Fields"/> <input type="button" value="Submit"/>												

#### vi. Dispensed to Patients:

This option allows the pharmacist to enter the drugs that have been dispensed to the patients.

Click **Submit** button to complete.

Drug details												
Transaction details	Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Transaction Date 03-Mar-2017	Select commodity										Add   Remove	
Transaction Type Dispensed to Patients												
Ref. /Order No												
Destination												
<input type="button" value="Reset Fields"/> <input type="button" value="Submit"/>												

#### vii. Issued to:

Upon selecting the transaction type, the ‘Destination’ field is displayed and allows the user to select one. One then proceeds to enter the drugs which they want to issue. Fill in all the relevant fields related to the drug.

Click **Generate PDF** button to download the list of drugs issued or

Click **Submit** button to complete transaction.

Drug details												
Transaction details	Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Transaction Date 03-Mar-2017	Select commodity										Add   Remove	
Transaction Type Issued To												
Ref. /Order No												
Destination --Select Destination --												
<input type="button" value="Generate PDF"/> <input type="button" value="Reset Fields"/> <input type="button" value="Submit"/>												

#### viii. Losses:

This option allows deducting of the number of drugs that may have gone missing from the stock. This adjusts the stock leaving only the available amount. To complete the transaction, click **Submit** button.

**Transaction details**

Transaction Date 03-Mar-2017	Transaction Type Losted(-)	Ref. /Order No
---------------------------------	-------------------------------	----------------

**Drug details**

Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Select commodity											Add   Remove

**Buttons:** Reset Fields, Submit

#### ix. **Expired:**

This option enables deduction of the expired drugs from the stock.

**Transaction details**

Transaction Date 03-Mar-2017	Transaction Type Expired(-)	Ref. /Order No
---------------------------------	--------------------------------	----------------

**Drug details**

Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Select commodity											Add   Remove

**Buttons:** Reset Fields, Submit

#### x. **Starting stock/Physical count:**

This option is done when the facility is starting on a new stock. Enter all the drugs and their relevant details. Click **Submit** button to complete.

**Transaction details**

Transaction Date 03-Mar-2017	Transaction Type Starting Stock/Physical Count	Ref. /Order No
---------------------------------	---	----------------

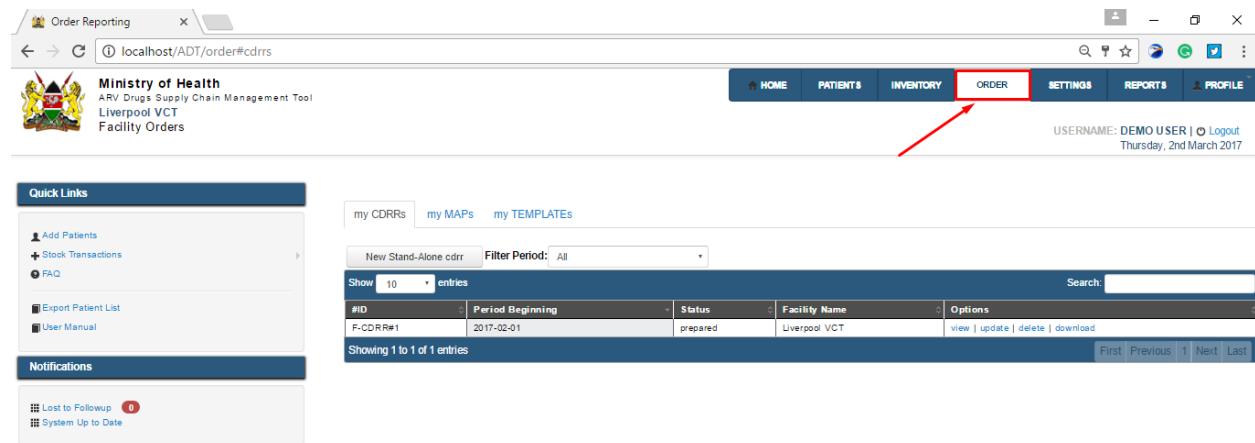
**Drug details**

Drug	Unit	Pack Size	Batch No.	Expiry Date	Packs	Qty	Available Qty	Pack Cost	Total	Comment	Action
Select commodity											Add   Remove

**Buttons:** Reset Fields, Submit

## Chapter 5: Order Module

This chapter introduces the process of making MAPS and CDRR reports and ordering. Reports are submitted on the 5th day of the month to KEMSA's LIMS portal.



The screenshot shows the 'Order Reporting' interface with the URL [localhost/ADT/order#cdrrs](http://localhost/ADT/order#cdrrs). The top navigation bar includes links for HOME, PATIENTS, INVENTORY, ORDER (which is highlighted with a red box and arrow), SETTINGS, REPORTS, and PROFILE. The username 'DEMO USER' and logout link are also visible. The main content area has tabs for 'my CDRRs', 'my MAPs', and 'my TEMPLATES'. A search bar and filter options ('Filter Period: All') are present. Below is a table showing one entry: F-CDRR#1, Period Beginning 2017-02-01, Status prepared, Facility Name Liverpool VCT. Buttons for view, update, delete, and download are shown. The left sidebar contains 'Quick Links' for Add Patients, Stock Transactions, FAQ, Export Patient List, User Manual, and Notifications (with 1 new notification).

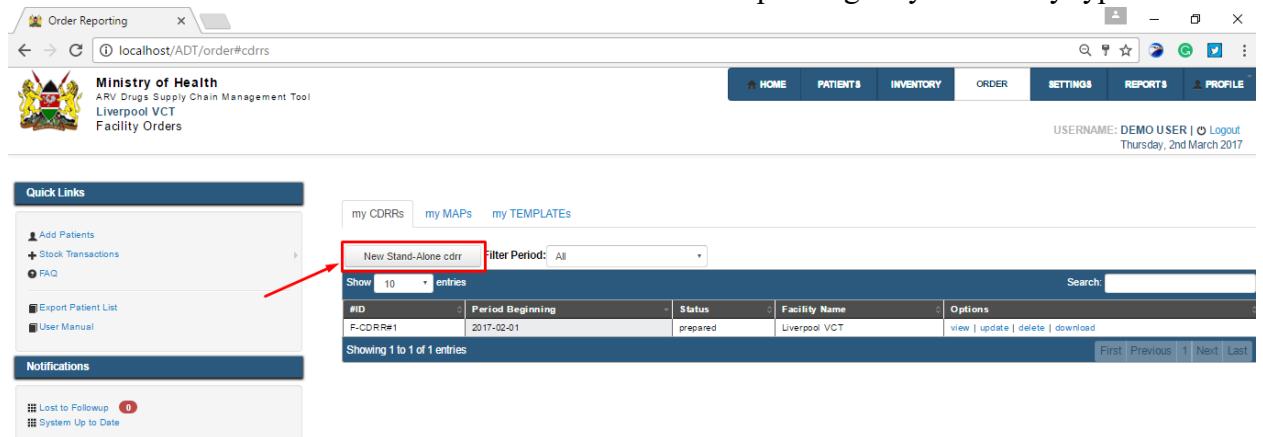
On clicking the order tab, you will see three tabs for selecting the CDRRs, Maps and templates.

### My CDRRs

CDRRs (Consumption Data Report and Request) are monthly reports made by facilities about their drug consumption. There are two types of CDRRs generated relative to the facility type. If it is a central site, D-CDRR (District Store Consumption Data Report and Request) reports are prepared. For the satellites and standalone sites, they prepare the FCDRRs (Facility Consumption Data Report and Request).

To prepare a new CDRR:

- Click 'New Satellite/Standalone/Central CDRR button' depending on your facility type.



The screenshot shows the same 'Order Reporting' interface as before, but with a red box and arrow highlighting the 'New Stand-Alone cdrr' button in the 'my CDRRs' tab area. The rest of the interface is identical to the previous screenshot.

- The CDRR form will be displayed with the reporting period of the previous month.

Order Reporting    localhost/ADT/order/create\_order/cdrr/1

**Ministry of Health**  
ARV Drugs Supply Chain Management Tool  
Liverpool VCT  
Stand-alone(F-CDRR)

HOME PATIENTS INVENTORY ORDER SETTINGS REPORTS PROFILE

USERNAME: DEMO USER | Logout  
Thursday, 2nd March 2017

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

Facility Name:	Liverpool VCT	Facility code:	13050								
County:	Nairobi	Sub-County:	Westlands								
Period of Reporting:	February 2017	None selected		Generate Report							
Commodity Name	Unit of Issue / Pack Size	Beginning Balance	Total Quantity Received this month	Total Quantity Dispensed this month	Losses & Wastages	Positive Adjustments	Negative Adjustments	End of Month Physical Count	Commodities expiring in less than 6 months to expiry	Days out of stock this Month	Quantity required for RE-SUPPLY
ARVs											
Adult Preparations											
Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs		60									
Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs		60									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/300mg FDC Tabs		30									
Efavirenz [EFV] 600mg Tabs		30									
Lamivudine [3TC] 150mg Tabs		60									
Nevirapine [NVP] 200mg Tabs		60									
Tenofovir [TDF] 300mg Tabs		30									
Abacavir [ABC] 300mg Tabs		60									

- Select the service point, main store or main pharmacy or both.

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

Facility Name:	Liverpool VCT	Facility code:	13050								
County:	Nairobi	Sub-County:	Westlands								
Period of Reporting:	February 2017	Main Pharmacy		Generate Report							
Commodity Name	Unit of Issue / Pack Size	Beginning Balance	Total Quantity Received this month	Total Quantity Dispensed this month	Losses & Wastages	Positive Adjustments	Negative Adjustments	End of Month Physical Count	Commodities expiring in less than 6 months to expiry	Days out of stock this Month	Quantity required for RE-SUPPLY
ARVs											
Adult Preparations											
Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs		60									
Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs		60									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									

- Click ‘Generate Report’ button

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

Facility Name:	Liverpool VCT	Facility code:	13050								
County:	Nairobi	Sub-County:	Westlands								
Period of Reporting:	February 2017	Main Pharmacy	Generate Report								
Commodity Name	Unit of Issue / Pack Size	Beginning Balance	Total Quantity Received this month	Total Quantity Dispensed this month	Losses & Wastages	Positive Adjustments	Negative Adjustments	End of Month Physical Count	Commodities expiring in less than 6 months to expiry	Days out of stock this Month	Quantity required for RE-SUPPLY
ARVs											
Adult Preparations											
Zidovudine/Lamivudine/Nevirapine [AZT/3TC/NVP] 300/150/200mg FDC Tabs		60									
Zidovudine/Lamivudine [AZT/3TC] 300/150mg FDC Tabs		60									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/400mg FDC Tabs		30									
Tenofovir/Lamivudine/Efavirenz [TDF/3TC/EFV] 300/300/300mg FDC Tabs		30									
Efavirenz [EFV] 600mg Tabs		30									
Lamivudine [3TC] 150mg Tabs		60									
Nevirapine [NVP] 200mg Tabs		60									
Tenofovir [TDF] 300mg Tabs		30									
Abacavir [ABC] 300mg Tabs		60									

This auto-calculates the consumption of each drug for the last one month.

Order Reporting

localhost/ADT/order/create\_order/cdr/*1*

Ministry of Health  
ARV Drugs Supply Chain Management Tool  
Liverpool VCT  
Stand-alone(F-CDRR)

HOME PATIENTS INVENTORY ORDER SETTINGS REPORTS PROFILE

USERNAME: DEMO USER | Logout  
Thursday, 2nd March 2017

CDRR / Stand-alone(F-CDRR)

FACILITY CONSUMPTION DATA REPORT AND REQUEST (F-CDRR) FOR ANTIRETROVIRAL AND OPPORTUNISTIC INFECTION MEDICINES

Facility Name: Liverpool VCT Facility code: 13050  
County: Nairobi Sub-County: Westlands

Period of Reporting: February 2017 Main Pharmacy Generate Report

Commodity Name	Unit of Issue / Pack Size	Beginning Balance	Generating...						End of Month Physical Count	Commodities expiring in less than 6 months to expiry	Days out of stock this Month	Quantity required for RE-SUPPLY
			B	C	D	E	F	G				
Zidovudine/Lamivudine/Nevirapine (AZT/3TC/NVP) 300/150/200mg FDC Tabs	A	60	0	0	0	0	0	0	0	-	0	0
Zidovudine/Lamivudine (AZT/3TC) 300/150mg FDC Tabs	A	60	0	0	0	0	0	0	0	-	0	0
Tenofovir/Lamivudine/Efavrenz (TDF/3TC/EFV) 300/300/400mg FDC Tabs	A	30	0	0	0	0	0	0	0	-	0	0
Tenofovir/Lamivudine/Efavrenz (TDF/3TC/EFV) 300/300/400mg FDC Tabs	A	30	0	0	0	0	0	0	0	-	0	0
Tenofovir/Lamivudine (TDF/3TC) 300/300mg FDC Tabs	A	30	0	0	0	0	0	0	0	-	0	0
Efavrenz (EFV) 600mg Tabs	A	30	0	0	0	0	0	0	0	-	0	0
Lamivudine (3TC) 150mg Tabs	A	60	0	0	0	0	0	0	0	-	0	0
Nevirapine (NVP) 200mg Tabs	A	60	0	0	0	0	0	0	0	-	0	0
Tenofovir (TDF) 300mg Tabs	A	30	0	0	0	0	0	0	0	-	0	0
Abacavir (ABC) 300mg Tabs	A	60	0	0	0	0	0	0	0	-	0	0
Total Quantity										End of Month		

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- When the report has been generated, click ‘Save’ button at the bottom of the page.

Pyridoxine (B6) 25mg Tabs	100	0	0	0	0	0	0	0	0	-	0	0
Isoniazid (H) 300mg Tabs (for Pack of 672 tabs)	672	0	0	0	0	0	0	0	0	-	0	0
TB/ HIV DRUGS												
Pyrazinamide (Z) 500mg Tab (for Pack of 28 tabs)	28	0	0	0	0	0	0	0	0	-	0	0
Rifabutin (R) 150mg Tab	30	0	0	0	0	0	0	0	0	-	0	0
Rhambutin (I) 400mg Tab (for Pack of 28 tabs)	28	0	0	0	0	0	0	0	0	-	0	0

Comments (Explain ALL Losses and Adjustments):

**Save**

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To view or edit or delete or download the past CDRRs:

- Click ‘View’ (1), ‘Update’ (2), ‘Delete’ (3), ‘Download’ (4) links.

USERNAME: DEMO USER | Logout  
Thursday, 2nd March 2017

my CDRs my MAPs my TEMPLATES

New Stand-Alone cdr Filter Period: All

Show 10 entries Search:

#ID	Period Beginning	Status	Facility Name	Options
F-CDRR#1	2017-02-01	prepared	Liverpool VCT	<a href="#">view</a> <a href="#">update</a> <a href="#">delete</a> <a href="#">download</a>

Showing 1 to 1 of 1 entries

(1) (2) (3) (4)

## My MAPS

MAPS (Monthly ARV Patients Summary) are monthly reports made by facilities summarizing the number of patients on ARVs. There are two types of MAPS generated. If the facility is a

central site, D-MAPS (District Store Monthly ARV Patients Summary) reports are prepared. For the satellites and standalone sites, they prepare the F-MAPS (Facility Monthly ARV Patients Summary). To prepare new MAPS:

- Click ‘New Satellite/Standalone/Central MAPS button’ depending on your facility type.

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there's a navigation bar with links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. The PROFILE section shows 'USERNAME: DEMO USER | Logout' and the date 'Thursday, 2nd March 2017'. Below the navigation bar is a header for 'Ministry of Health ARV Drugs Supply Chain Management Tool Liverpool VCT Facility Orders'. On the left, there's a 'Quick Links' sidebar with options like Add Patients, Stock Transactions, FAQ, Export Patient List, and User Manual. A 'Notifications' section shows 'Lost to Followup' and 'System Up to Date'. The main content area has tabs for 'my CDRRs', 'my MAPS', and 'my TEMPLATES', with 'my MAPS' currently selected. A red box highlights the 'New Stand-Alone maps' button. Below it is a table with columns for ID, Period Beginning, Status, and Facility Name. The table shows one entry: 'D-MAPS#1' with 'Period Beginning' as '2017-02-01', 'Status' as 'prepared', and 'Facility Name' as 'Liverpool VCT'. There are buttons for 'view', 'update', 'delete', and 'download'. At the bottom right of the table are links for 'First', 'Previous', 'Next', and 'Last'.

- A new form will be displayed with the reporting period of the previous month as in (1)

The screenshot shows the MAPS / Satellite Facility(F-MAPS) report form. At the top, it displays facility details: Facility code '13122', Facility Name 'Ngara Health Centre (City Council of Nairobi)', County 'Nairobi', Sub-County 'Starehe', and Reporting Period from 'Beginning: 01 February-2017' to 'Ending: 28 February-2017'. Below this is a 'Generate Report' button. The main section is a table titled 'Regimen Code' and 'ARV Treatment Regimen' with a column for 'No of Cumulative Active Patients/Clients on this regimen at the End of the Reporting period'. The table lists various regimens: AF1A (AZT + 3TC + NVP), AF1B (AZT + 3TC + EFV), AF2A (TDF + 3TC + NVP), AF2B (TDF + 3TC + EFV), AF3A (d4T + 3TC + NVP), AF3B (d4T + 3TC + EFV), AF4A (ABC + 3TC + NVP), AF4B (ABC + 3TC + EFV), and AF5X (All other 1st line Adult regimens). All entries show a value of '0' in the cumulative active patients column. At the bottom of the form, a footer states 'Government of Kenya © 2017. All Rights Reserved . Web-ADT version 3.2.0'.

- Click ‘Generate Report’ button, (2) This auto-calculates the number of patients on each regimen for the last one month.

MAPS / Satellite Facility(F-MAPS)

Facility code:	13122	Facility Name:	Ngara Health Centre (City Council of Nairobi)
County:	Nairobi	Sub-County:	Starehe
Reporting Period :	Beginning: 01 February-2017	Ending :	28 February-2017
<a href="#">Generate Report</a>		(2)	
Regimen Code	ARV Treatment Regimen	+ No of Cumulative Active Patients/Clients on this regimen at the End of the Reporting period	
<b>Adult First Line</b>			
AF1A	AZT + 3TC + NVP	0	
AF1B	AZT + 3TC + EFV	0	
AF2A	TDF + 3TC + NVP	0	
AF2B	TDF + 3TC + EFV	0	
AF3A	d4T + 3TC + NVP	0	
AF3B	d4T + 3TC + EFV	0	
AF4A	ABC + 3TC + NVP	0	
AF4B	ABC + 3TC + EFV	0	
AF5X	All other 1st line Adult regimens	0	

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- When the report has been generated, click ‘Submit Report’ (3) button at the bottom of the page.

AF2G	TDF + 3TC + RAL (PWHs intolerant to ATV)	0
AF2H	TDF + FTC + ATv/r	0
AF4C	ABC + 3TC + DTG	0
<b>Adult Second Line</b>		
<b>Adult Third Line</b>		
<b>Hepatitis B Patients who are HIV-ve</b>		
OIs Medicines [1. Universal Prophylaxis]		
OIs Medicines [2. IPT]		
OIs Medicines [3. Fluconazole (treatment & prophylaxis)]		
OIs Medicines [CM] and [OC] For Diflucan Donation		
<b>Paediatric First Line</b>		
<b>Paediatric Second Line</b>		
<b>Paediatric Third Line</b>		
<b>PEP Adult</b>		
<b>PEP Child</b>		
<b>PMTCT Child</b>		
<b>PMTCT Mother</b>		
<b>PrEP</b>		
<a href="#">Submit Report</a>		(3)

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To view or edit or delete or download the past MAPS:

- Click ‘View’ (1), ‘Update’ (2), ‘Delete’ (3), ‘Download’ (4) links.

my CDRRs my MAPs my TEMPLATES

New Satellite maps	Filter Period:	All	Search:	
Show 10 entries				
#ID	Period Beginning	Status	Facility Name	Options
F-MAP S#1	2016-12-01	prepared	Ngara Health Centre	<a href="#">View</a> <a href="#">Update</a> <a href="#">Delete</a> <a href="#">Download</a>
Showing 1 to 1 of 1 entries				
<a href="#">First</a> <a href="#">Previous</a> <a href="#">1</a> <a href="#">Next</a> <a href="#">Last</a>				

(1) (2) (3) (4)

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## Chapter 6: Settings Module

This chapter explains all the settings of the system. The system settings are only accessible to the Facility Administrator who can add, edit, delete, enable and disable services, drugs and users.

The screenshot shows a top navigation bar with links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS (which is highlighted with a red box and has a red arrow pointing to it), REPORTS, and PROFILE. Below the navigation bar, there is a user session information area showing 'USERNAME: DEMO USER | Logout' and the date 'Monday, 27th February 2017'. A sub-navigation menu below the main menu includes links for Regimens, Drugs, Facility, and Others. The main content area displays a table titled 'Users Management' with one entry: 'Demo User' with email 'kevomarete@gmail.com', phone number '736262781', access level 'Facility Administrator', registered by 'Admin', and options. There are also buttons for '+New User' and search/filter controls.

To perform the aforementioned activities, click any of the four links shown below to access the various activities.



### Regimens (1)

Information under regimens includes the list of regimens, the drugs under each regimen etc.

The list of events includes:

- Regimens
- Regimen Category
- Regimen Drugs
- Regimen Change Reasons
- Regimen Service Type
- Regimens Order
- Regimen Category Order

All the events mentioned above follow the same procedure of viewing, editing, enabling, disabling with an exception of **Regimens** that allows **Merge** of duplicate regimens and **Bulk Mapping**. Described below is **Regimens** used as the illustration.

## Regimens

A user can view a list of regimens in the facility, add a new regimen, enable or disable regimens, merge and map regimens.

The regimen listing shows the regimen name, the regimen category such as adult first line, the type of service in which the regimen belongs and the actions which a user can take on an individual regimen including enable, disable edit etc.

The screenshot shows the 'Regimens' section of the application. At the top, there are four dropdown menus: 'Regimens', 'Drugs', 'Facility', and 'Others'. To the right of these is the 'Settings / Regimen Management' link. Below the menu bar is a toolbar with three buttons: 'Disable selected regimens' (red), 'Enable selected regimens' (blue), and 'Bulk mapping' (green). A red arrow points from the left towards the toolbar. The main area contains a table with columns: 'Regimen', 'Line', 'Regimen Category', 'Type Of Service', and 'Options'. The 'Options' column includes links for 'Edit | Disable | Merge'. Another red arrow points from the right towards the 'Edit | Disable | Merge' links. The table has several rows, each representing a different regimen. The first row is highlighted in blue.

Regimen	Line	Regimen Category	Type Of Service	Options
(>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
(>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF1C   AZT + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF2A   TDF + 3TC + NVP (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF2B   TDF + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF2C   TDF + 3TC + AZT (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF3A   d4T + 3TC + NVP (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF3B   d4T + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF3C   d4T + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>

*New Regimen/Edit:* New Regimen allows the user to add a new regimen into the list. Edit enables updating of the existing regimens.

To add or edit:

- Click New Regimen, (1) button to add.
- Click Edit link, (2) to update regimen info.

This screenshot shows the same 'Regimens' section as the previous one, but with a different focus. It highlights the 'New Regimen' button at the top left, which is enclosed in a red box. A red arrow points from the left towards this button. The rest of the interface is identical to the previous screenshot, including the toolbar, search bar, and the list of regimens with their respective 'Edit | Disable | Merge' options.

Regimen	Line	Regimen Category	Type Of Service	Options
AF1A   AZT+3TC+NVP (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF1B   AZT + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF1C   AZT + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>

The two will open a similar window to the one below. Fill in or update the details of the regimen. On completing, click ‘Save’ button

**Regimen details**

Regimen Code: AF1A  
 Description: AZT+3TC+NVP (>15YRS ADULT)  
 Category: Adult First Line  
 Line: 1  
 Type of Service: ART  
 Remarks:  
 Mapping: -Select One--

Cancel Save

#### Enable/Disable selected regimens:

- Check the list of regimens you want to disable or enable
- Click the ‘Disable selected regimens’ (1) button to disable or click ‘Enable selected regimens’ (2) button to enable regimens
- To disable or enable a single regimen, click ‘Disable’ (3) link to disable and ‘Enable’ (4) link to enable in the Options column.

+ New Regimen    Disable selected regimens    Enable selected regimens    Bulk mapping

Show: 10 entries	Search:				
Regimen	Line	Regimen Category	Type Of Service	Options	
AF1A   AZT+3TC+NVP (>15YRS ADULT)	1	Adult First Line	ART	Edit   <span style="color: red;">Disable</span>   Merge (iii)	
AF1B   AZT + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<span style="color: red;">Enable</span> (iv)	
<input checked="" type="checkbox"/> AF1C   AZT + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	Edit   Disable   Merge	
<input checked="" type="checkbox"/> AF2A   TDF + 3TC + NVP (>15YRS ADULT)	1	Adult First Line	ART	Edit   Disable   Merge	

*Merge:* is done when there are two or more duplicate regimens.

- Check duplicate regimens,
- Click Merge on one of the drugs

+ New Regimen		Disable selected regimens		Enable selected regimens	
Show 10 entries		Search:			
Regimen	Line	Regimen Category	Type Of Service	Options	
<input checked="" type="checkbox"/> AF1B   AZT + 3TC + EFV (>15YRS ADULT)	1	Adult/First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input checked="" type="checkbox"/> AF1B   AZT+3TC+EFV (>15YRS ADULT)	1	Adult/First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	

**Bulk mapping:** is mapping of a list of regimens at once. Mapping is done to ensure that the regimen codes in the facility and Kenya Pharma are similar.

- Check the list of regimens to be mapped
- Click **Bulk mapping** button



+ New Regimen		Disable selected regimens		Enable selected regimens	
Show 10 entries		Search:			
Regimen	Line	Regimen Category	Type Of Service	Options	
<input checked="" type="checkbox"/> AF1A   AZT+3TC+NVP (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input checked="" type="checkbox"/> AF1B   AZT + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input checked="" type="checkbox"/> AF1C   AZT + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input type="checkbox"/> AF2A   TDF + 3TC + NVP (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input type="checkbox"/> AF2B   TDF + 3TC + EFV (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	

- A new window will pop allowing you to select similar regimens in the **Sync regimens** column
- Click Map Regimens after matching the regimens.




**Bulk regimen Mapping [ Regimens details ]**

#	Regimens	Sync Regimens
1	AF1A   AZT+3TC+NVP (>15YRS ADULT)	AF1A   AZT + 3TC + NVP
2	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	AF1B   AZT + 3TC + EFV
3	AF1C   AZT + 3TC + ABC (>15YRS ADULT)	-Select One--
4	AF2A   TDF + 3TC + NVP (>15YRS ADULT)	AF2A   TDF + 3TC + NVP
5	AF2B   TDF + 3TC + EFV (>15YRS ADULT)	AF2B   TDF + 3TC + EFV
6	AF2C   TDF + 3TC + AZT (>15YRS ADULT)	-Select One--
7	AF3A   d4T + 3TC + NVP (>15YRS ADULT)	-Select One--
8	AF3B   d4T + 3TC + EFV (>15YRS ADULT)	-Select One--

Cancel **Map regimens**

- On success, an on-screen message will be shown confirming the success
- Mapped regimens will show '(mapped)' in the regimens

Regimen	Line	Regimen Category	Type Of Service	Options
AF1A   AZT+3TC+NVP (>15YRS ADULT) (mapped)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF1B   AZT + 3TC + EFV (>15YRS ADULT) (mapped)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>
AF1C   AZT + 3TC + ABC (>15YRS ADULT)	1	Adult First Line	ART	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>

## Drugs (2)

Gives all drug related information including drugs classification, codes among others as explained below.

The list of events includes:

- Drug Classification
- Drug codes
- Drug Units
- Drug consumption
- Drug Doses
- Drug Instructions
- Drug Indications
- Drug sources
- Drug Destinations
- Generic Names
- Brand Names
- Drug Running Balance
- Pediatric Dosage Chart
- Drugs Order

All the events mentioned above follow the same procedure of viewing, editing, enabling, disabling with an exception of: **Drug Codes** that allows **merge** of duplicate drugs and **Bulk Mapping**; **Drug Consumption** that updates the consumption of drugs in a facility; **Drug Running Balance** that fixes any varying quantity of drugs in the stock.

The illustrations below will focus on the three exceptions:

### Drug Codes

A user is able to view and define the drug details including the unit, dose, supplier etc. as shown in the drug codes listing.

- Select Drug Codes from the Drugs dropdown

<a href="#">+ New Drug Code</a>		<a href="#">Disable selected drugs</a>	<a href="#">Enable selected drugs</a>	<a href="#">Bulk mapping</a>
Show	10	entries		Search:
Drug		Unit	Dose	Supplier
	ABACAVIR (ABC) 300MG TABS	Tablet		Kemsa
	ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC...	Tablet		
	ACYCLOVIR 400MG TABS	Tablet		
	AMPHOTERICIN B 50MG INJECTION			Kemsa
	ATAZANAVIR/RITONAVIR (ATV/R) 300/100MG TABS	Tablet		Kemsa
	AZT/3TC FDC (300MG/150MG)TABS	Tablet	1BD	Kemsa
	AZT/3TC FDC (60MG/30MG)	Tablet	1BD	Kemsa
	AZT/3TC/NVP FDC (300MG/150MG/200MG)	Tablet	1BD	Kemsa
	AZT/3TC/NVP FDC (60MG/30MG/50MG)	Tablet	1BD	Kemsa
	COTRIMOXAZOLE 480MG TABS	Tablet	10D	Kemsa

Showing 1 to 10 of 64 entries

First Previous | 1 2 3 4 5 Next Last

A user can do the following while in the Drug Codes:

*New Drug Code/Edit:* New Drug Code allows the user to add a new drug into the list. Edit enables updating of the existing drugs.

To add or edit:

- Click New Regimen, (1) button to add.
- Click Edit link, (2) to update regimen info

Drug Management					
Drug	Unit	Dose	Supplier	Options	
ABACAVIR (ABC) 300MG TABS	Tablet		Kemsa	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC TABS	Tablet			<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
ACYCLOVIR 400MG TABS	Tablet			<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
AMPHOTERICIN B 50MG INJECTION			Kemsa	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	

The two will open a similar window to the one below. Fill in or update the details of the regimen. On completing, click on the Save button.

Drug details

Standard Dispensing Information

Drug ID	such as Abacavir 300 mg	Dose Strength	mg
Unit	-Select	Dose	1/2BD
Packsize	eg. 60	Duration	eg. 8
Generic Name	-Select One-- from the list	Quantity	eg. 400
Supplied By	-Select One-- from the list	Comments	add comments if necessary
Classification	ART (as an example)	Mappings	-Select One-- from the list (e.g. NameAbbreviation Strength Formulation Packsize)
<input type="checkbox"/> Non ARV Drug	Check boxes if needed	Instructions	Select options from the list

Cancel Save

### Enable/Disable selected drugs:

- Check the list of drugs to disable or enable
- Click the 'Disable selected drugs'(1) button to disable or click 'Enable selected drugs'(2) button to enable regimens

To disable or enable a single drug, click 'Disable' (3) link to disable and 'Enable' (4) link to enable in the **Options** column.

Drug Management					
Drug	Unit	Dose	Supplier	Options	
<input checked="" type="checkbox"/> ABACAVIR (ABC) 300MG TABS	Tablet		Kemsa	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a> (iii)	
<input checked="" type="checkbox"/> ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC ...	Tablet			<a href="#">Enable</a> (iv)	
<input checked="" type="checkbox"/> ACYCLOVIR 400MG TABS	Tablet			<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	

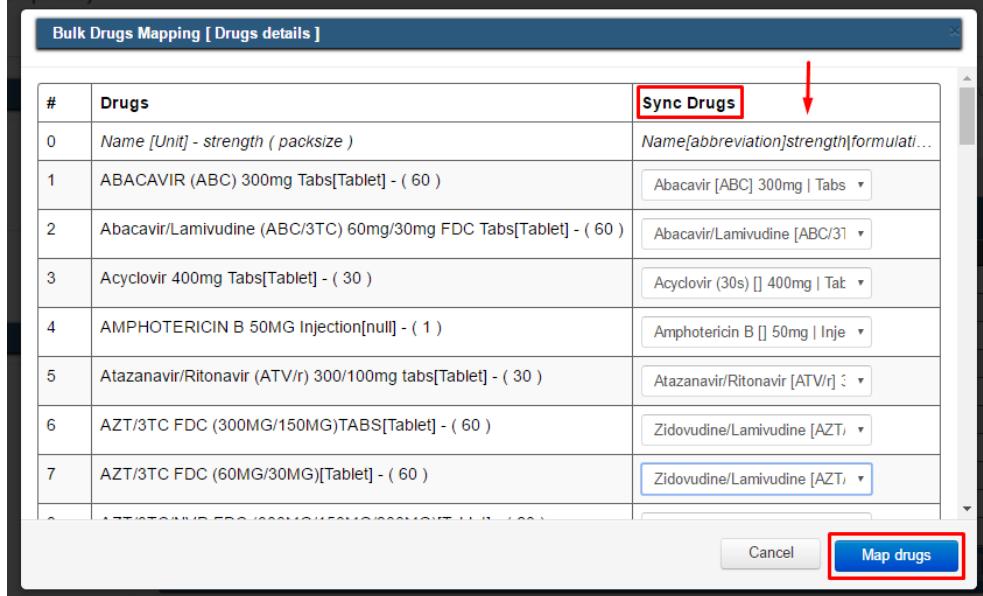
**Merge:** is done when two or more drugs are similar.

- Check the drugs to merge
- Click **merge** link on one of the drugs from the 'Options' column

Drug Management					
Drug	Unit	Dose	Supplier	Options	
<input checked="" type="checkbox"/> ABACAVIR (ABC) 300MG TABS	Tablet		Kemsa	<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	
<input checked="" type="checkbox"/> ABACAVIR/LAMIVUDINE (ABC/3TC) 60MG/30MG FDC ...	Tablet			<a href="#">Edit</a>   <a href="#">Disable</a>   <a href="#">Merge</a>	

*Bulk mapping:* is mapping of a list of drugs at a go.

- Click **Bulk mapping** button.
- A new window will pop allowing you to select similar drugs in the **sync drugs** column. Gives a list of all drugs in the pharmacy
- Match the drugs you want to map
- Click Map drugs button.



- On success, an on-screen message will be shown confirming the success
- Mapped drugs will show ‘(mapped)’ in the drugs

Drug		Unit	Dose	Supplier	Options
<input type="checkbox"/>	3TC 10MG/ML	Bottle	4mls bd	Kenya Pharma	Edit   Disable   Merge
<input type="checkbox"/>	3TC 200MG	Tablet	1BD	Kenya Pharma	Edit   Disable   Merge
<input type="checkbox"/>	ABACAVIR (ABC) LIQUID 20MG/ML (240ML)	Bottle		Kemsa	Edit   Disable   Merge
<input type="checkbox"/>	ABACAVIR (ABC)300MG TAB (mapped)	Tablet	1BD	Kenya Pharma	Edit   Disable   Merge

## Drug Consumption

- Select ‘Drug Consumption’ from the list

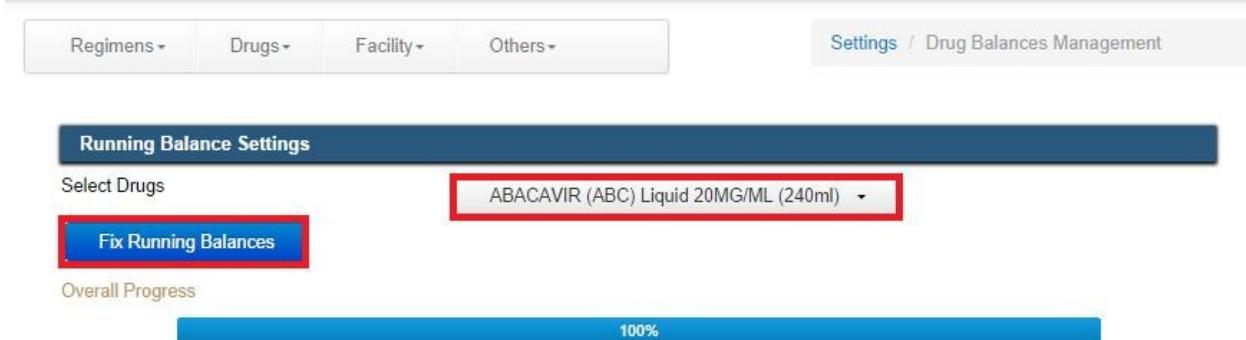
A loading image will be shown. It updated the consumption of drugs and gives a message with the number of rows updated.



## ➤ Drug Running Balances

Used to correct the number of drugs in the stock

- Click ‘Drug Running Balances’
- Select the drugs that need to be fixed from the list. Click ‘Fix Running Balances’ button. The overall progress bar will show the progress as the drugs are fixed.



## Facility

This will explain all the facility settings which an administrator can manipulate.

The list of events includes:

- Facility Details
- Facility Users
- Facility Patient Sources
- Facility Supporters

Facility Users, patient sources and supporters follow the same procedure of viewing, editing, enabling, disabling. Facility Details give information concerning the Facility and can be modified.

This section will use the illustration of facility users and facility details:

## Facility Details

The facility administrator can view and add the details of the facility.

- One can check the services offered by the facility under ‘services offered at the facility’ (2)
- Click ‘Save’ to finish

Facility Details

Organization Code/MFL No	14445
Name of Organization / System	
Adult Age	
Maximum Patients Per Weekday	
Maximum Patients Per Weekend	
Lost to follow_up days	180
Facility Type	Medical Clinic - Clinical office
District	Athi River
County	Siaya
Central Site	
Facility Phone No	+254123456
Does Facility want to send sms to patients?	No

Services offered at the facility

ART  
 PMTCT  
 PEP

**Save**

## Facility Users

- Select ‘Facility Users’

A list of users is displayed and the Facility administrator can add or disable a user.

*New user:*

- Click ‘New User’ button
- Enter the details of the user in the fields. Click ‘Save’

User details

Fields with ★ are compulsory

Usertype	Pharmacist
Full Name	eg. Mary Winters
Username	eg. Mary
Phone number	e.g. +254721111111
Email address	e.g. youremail@example.com
Facility	Embul - Bul Catholic Dispensary
Order Sites	Select options

**Save**

**Note:** if the facility has access to internet, the new user needs to activate the account and obtain the password from their email. When there is no internet, a default password is given to the new user. On logging in, a user should change the password to that of their preference.

#### Disable/Enable:

- Click ‘Disable’ link for the user that needs to be disabled or ‘Enable’ link for the user to be enabled.

#### Others

This shows a list of any other event that an administrator can manipulate. The list of events includes:

- CCC Store/Pharmacy
- Manual/Auto Scripts
- Non-adherence Reasons
- Patient Merging
- Transaction Types
- Visit Purpose
- Viral Load Results
- Patient Status

## CCC Store/Pharmacy

These are the service points from which the facilities dispense their drugs to the patient.

- Select ‘CCC Store/Pharmacy’
- A facility adds the service points depending on the number it has. To add a new service point, click the ‘new\_ccc\_store\_service\_point’
- Enter the name and select whether it is a pharmacy or store. Click ‘Save’ button.

The screenshot shows a 'Details' dialog box titled 'New Drug Source'. Inside, there's a 'Name' input field containing 'CCC\_Store\_ eg. Northern Pharmacy'. Below it is a radio button group with 'Pharmacy' selected and 'Store' as an option. At the bottom are 'Cancel' and 'Save' buttons, with 'Save' being the one highlighted by a red border.

- Click the relevant links to edit (1), enable (2) or disable (3) the service points.

Name	Options
Main Pharmacy	(1) Edit   Disable (2)
Main Store	Enable (3)

## Manual/Auto Scripts

This runs to sync data that could not be synchronized automatically.

- Click Manual/Auto scripts from the dropdown. A loading image will be displayed indicating the synchronization in progress.
- An on-screen message will be displayed showing what has been updated.

The screenshot shows a navigation bar with 'Regimens', 'Drugs', 'Facility', 'Others', and a 'Settings / Manual/Auto Scripts' link. Below the navigation is a message box containing the following text:  
Dispensing date index (Patient Visit) successfully created !  
Date Enrolled Index (Patient) successfully created !  
Transaction Date index (Drug Stock Movement) successfully created !  
(1) patients without current\_regimen have been updated with last dispensed regimen!  
(0) rows affected by fixes applied!  
(23) rows affected!  
Viral Load Download Failed!  
Updated Dose Records in Visits (0)

## Patient Merging

This is done when an individual patient has duplicate account.

➤ Select ‘Patient Merging’

Check the CCC No’s that holds the details of the patient. Click ‘merge’. After merging, one of the accounts will be disable

The screenshot shows a software interface for managing patient records. At the top, there are navigation links: 'Regimens', 'Drugs', 'Facility', 'Others', 'Settings' (highlighted in blue), and 'PATIENT MERGING'. Below this is a search bar labeled 'Search:' and a dropdown menu set to 'Show 10 entries'. The main area is a table titled 'Patient Merging' with three columns: 'CCC No.', 'Patient Name', and 'Options'. Two rows are listed:

CCC No.	Patient Name	Options
03	Demo Client	<input type="button" value="Merge"/>
05	Demo Client	<input type="button" value="Merge"/>

# Chapter 7: Reports Module

This chapter explains the kind of reports a user can generate from the system.

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there is a header with the Ministry of Health logo, the tool name, and the location 'Embul - Bul Catholic Dispensary'. The menu bar includes links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. The REPORTS link is highlighted. On the left, there is a 'Quick Links' sidebar with options like 'Add Patients', 'Stock Transactions', 'FAQ', 'Export Patient List', and 'User Manual'. Below the sidebar is a 'Notifications' section with error counts (570 errors, 0 lost to followup, 0 system up to date). The main content area is titled 'Cumulative Number of Patients by Current Status as of 29-Jan-2017'. It features a search bar and a detailed table with columns for Current Status (Active), Total (No. and %), and sub-categories for Adults (Male, Female) and Children (Male, Female). The table shows 33 Active patients (100.0%), 2 males, and 30 females. The 'Total:' row also shows 33 patients. At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and includes navigation links for First, Previous, 1, Next, and Last.

The types of reports include:

## Standard Reports

Gives summary reports such as patients enrolled in a period, TB stages, cumulative number of patient to date etc.

By default, reports display the standard reports.

- Select the type of report to be generated.

The screenshot shows the ARV Drugs Supply Chain Management Tool interface. At the top, there is a header with the tool name and location. The menu bar includes links for HOME, PATIENTS, INVENTORY, ORDER, SETTINGS, REPORTS, and PROFILE. The REPORTS link is highlighted. The main content area has a 'Select Report' dropdown menu open. The menu lists various report types, including 'Number of Patients Enrolled in Period', 'Number of Patients Started on ART in the Period', 'Graph of Number of Patients Enrolled Per Month in a Given Year', 'Cumulative Number of Patients to Date', 'Number of Active Patients Receiving ART (by Regimen)', 'Family Planning Summary', 'Patient Indications Summary', 'TB Stages Summary', 'Chronic Illnesses Summary', 'Patient Allergy Summary', 'Patients Status & Disclosure', 'Patient BMI Summary', 'Patients on Drug Prophylaxis', and 'Patient PREP Summary'. To the right of the dropdown, there is a preview of a report titled 'Current Status as of 02-Mar-2017'. The preview shows a table with columns for Children (Male, Female), ART, PEP, PMTCT, OI, and other metrics. The table is described as 'le in table'. Navigation links for First, Previous, Next, and Last are at the bottom of the preview.

- Select the donor, GOK or PEPFAR, and the range of dates. In this example, number of patients enrolled in a period of three months from 1<sup>st</sup> January to 311<sup>st</sup> March 2014 with PEPFAR as the donor.

Select Report: Number of Patients Enrolled in Period

Select Donor: -All Donor-

From: 01-Mar-2017 To: 31-Jul-2017

**Generate Report**



**Note:** to generate the other types of report under Standard Reports list, follow the same instructions as above

Report results are as shown below. The user can save the results as the file of their choice such as excel or pdf.

		Demo Facility													
		Patients Enrolled By Source Between 01-Jan-2014 And 31-Mar-2014													
		Source						Adult							
		No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
GATINA	3	9.7	-	-	-	-	-	-	-	-	-	-	1	33.3	-
KAWANGWARE	10	32.3	-	-	-	-	-	-	-	-	-	-	4	40.0	-
RIRUTA	14	45.2	-	-	-	-	-	-	-	-	-	-	2	14.3	-
TRANSFER IN	4	12.9	-	-	-	-	-	-	-	-	-	-	4	25.0	-
TOTALS	31	100	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	8	25.8	0
														0.0	6
														19.4	7
														22.6	

Show 10 entries Copy Excel PDF Search:

Showing 1 to 4 of 4 entries First Previous 1 Next Last

## Visiting Patients

To generate reports of the patients who have visited the facility for drugs:

- Select the type of report you want to generate. Such reports are patients scheduled to visit, patients started on a particular day, patients visited for refill and those missing appointments.

Select Report: -- Select a Report --

-- Select a Report --

- List of Patients Scheduled to Visit
- List of Patients Started (on a Particular Date)
- List of Patients Visited For Refill
- Patients Missing Appointments
- Patients Visit Summary
- Patients on Differentiated Care

Current

On selecting the type, choose the range of dates. In this example, generating a report for the patients scheduled to visit from 1<sup>st</sup> January to 4<sup>th</sup> March 2017.



- Click ‘Generate Report’ button

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report List of Patients Scheduled to Visit

From: 01-Jan-2017 To: 04-Mar-2017

**Generate Report**

Cumulative Number of Patients by Current Status as of **02-Mar-2017**

**Note:** to generate the other types of report under Visiting Patients, follow the same instructions as above.

The report results are:

Demo Facility										
Listing of Patients Expected to Visit Between 01-Jan-2014 And 04-Mar-2014										
Number of patients: 7										
Visited: 1			Not Visited: 6						Visited Later: 0	
Show: 10 entries	▼	<b>Copy</b>   <b>Excel</b>   <b>PDF</b>						Search: <input type="text"/>		
Patient No	Patient Name	Phone No /Alternate No	Phys. Address	Sex	Age	Last Regimen	Appointment Date	Visit Status		
2074	DEMO CLIENT		FATHER,0727 -853443 /0723-936230 MOTHER	Male	7	TDF/3TC/LPV/R	20-Jan-2014	Not Visited		
8-2589	DEMO CLIENT			Male	3	ABC/3TC/LPV/R	30-Jan-2014	Not Visited		
8-2760	DEMO CLIENT			Female	1	OI Medicines	10-Feb-2014	Not Visited		
8-3228	DEMO CLIENT			Female	2	O.I. Prophylaxis	30-Jan-2014	Not Visited		
8-3260	DEMO CLIENT			Male	2	O.I. Prophylaxis	01-Mar-2014	Not Visited		
8-3261	DEMO CLIENT			Female	8	AZT + 3TC + NVP (< 15YRS PAED)	12-Feb-2014	Yes		
8-3356	DEMO CLIENT			Female	14	AZT/3TC/EFV	01-Jan-2014	Not Visited		

Showing 1 to 7 of 7 entries

First Previous 1 Next Last

A user can then download the results as an excel file or a PDF file or copy the results to the destination of their choice such as word document.

## Early warning Indicators

This allows generating of reports related to patients’ adherence to drugs, patients who may have changed the regimens etc.

To generate such reports:

- Click ‘Early Warning Indicators’
- Select the type of report to generate. Such are active patients who have changed regimen, list of patients starting (by regimen), HIV early warning indicator, patients’ adherence and non-adherence reports.

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report -- Select a Report --

Current

- Select a Report --
  - Select a Report -
    - Active Patients who Have Changed Regimens
    - List of Patients Starting (By Regimen)
    - HIV Early Warning Indicators
    - Patients Adherence Report
    - Patients Non Adherence Report
    - Lost to Followup Report

Number of Patients by Current Status as of 02-Mar-2017

		Children			Male		Female	
PEP	PMTCT	OI	ART	PEP	PMTCT	OI	ART	PEP
0	0	0	0	0	0	0	0	0

No data available in table

Showing 0 to 0 of 0 entries

First Previous Next Last

- Define the range of dates. This example will generate reports for active patients who have changed regimens from the 1<sup>st</sup> January to 4<sup>th</sup> March 2017.
- Click 'Generate Report'

Standard Reports Visiting Patients Early Warning Indicators Drug Inventory MOH Forms Guidelines

Select Report Active Patients who Have Changed Regimens

From: 01-Jan-2017 To: 04-Mar-2017

**Generate Report**

Cumulative Number of Patients by Current Status as of 02-Mar-2017

**Note:** other types of report under Early Warning Indicators' list are generated following the above instructions

The results are as shown below. The user can then save them as PDF or excel file or copy them to a file of their choice

Demo Facility

Listing of Active Patients Who Have Changed Regimens In The Period Between 01-Jan-2014 And 28-Feb-2014

Number of patients: 148

Show	10	entries	Copy	Excel	PDF	Search:
From Regimen	To Regimen	ART No	Name	Service	Date of Change	Change Reason
AF1A   AZT+3TC+NVP (>15YRS ADULT)	OI   OI Medicines	757	DEMO CLIENT	ART	04-Feb-2014	
AR4   AZT/3TC/EFV	CF1B   AZT + 3TC + EFV (< 15YRS PAED)	13-1673	DEMO CLIENT	ART	03-Feb-2014	
AR4   AZT/3TC/EFV	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	13-1680	DEMO CLIENT	ART	03-Feb-2014	
AR4   AZT/3TC/EFV	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	1756	DEMO CLIENT	ART	30-Jan-2014	
AR4   AZT/3TC/EFV	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	2092	DEMO CLIENT	ART	20-Jan-2014	
AR4   AZT/3TC/EFV	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	2098	DEMO CLIENT	ART	12-Feb-2014	
AR4   AZT/3TC/EFV	CF1B   AZT + 3TC + EFV (< 15YRS PAED)	2619	DEMO CLIENT	ART	04-Feb-2014	
AR4   AZT/3TC/EFV	CF1B   AZT + 3TC + EFV (< 15YRS PAED)	2663	DEMO CLIENT	ART	07-Jan-2014	
AR4   AZT/3TC/EFV	AF1B   AZT + 3TC + EFV (>15YRS ADULT)	2674	DEMO CLIENT	ART	30-Jan-2014	
AR4   AZT/3TC/EFV	CF1B   AZT + 3TC + EFV (< 15YRS PAED)	2757	DEMO CLIENT	ART	07-Jan-2014	

Showing 1 to 10 of 148 entries

First Previous 1 2 3 4 5 Next Last

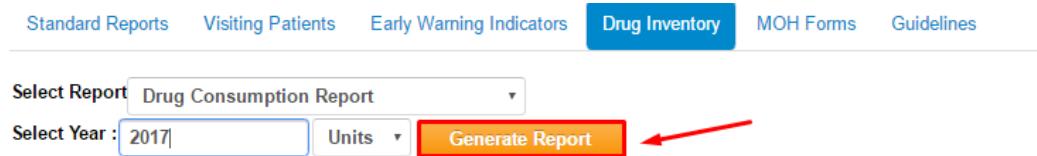
## Drug Inventory

Generates reports related to the drug consumption by the facility and its patients

- Click ‘Drug Inventory’

Select the report to be generated. The reports under drug inventory include drug consumption report, patient drug consumption report, drug stock on hand report, facility summary commodity report etc.

- Define the year. In this example, drug consumption report of the year 2017 in units.
- Click ‘Generate Report’



**Note:** to generate the other types of report under Drug Inventory list, follow the same instructions as above

Report results are as shown below. The user can then save them as PDF or excel file or copy them to a file of their choice

Demo Facility													
Listing of Drug Consumption Report for 2014 (UNIT)													
Show	10	▼ entries											
Drug	Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
3TC 10MG/ML	Bottle	-	-	-	-	-	-	-	-	-	-	-	-
ABACAVIR (ABC) Liquid 20MG/ML (240ml)	Bottle	-	-	-	-	-	-	-	-	-	-	-	-
ABACAVIR (ABC)300MG TABS	Tablet	2696	1566	2204	2872	1786	840	-	-	-	-	-	-
ABACAVIR 60MG/LAMIVUDINE 30MG FDC Tabs	Tablet	9489	6133	10344	12006	9978	6486	-	-	-	-	-	-
ABC-20MG/ML	Bottle	-	-	-	-	-	-	-	-	-	-	-	-
ABC60/3TC30 fdc paed.	Tablet	-	-	-	-	-	-	-	-	-	-	-	-
Acy-200mg TABS	Tablet	-	-	-	-	-	-	-	-	-	-	-	-
Acy-400mg	Tablet	-	-	-	-	-	-	-	-	-	-	-	-
ACY-CREAM	Pack	-	-	-	-	-	-	-	-	-	-	-	-
ACYCLOVIR 200MG-GOK	Tablet	60	40	180	30	-	20	-	-	-	-	-	-

## MOH forms

- Click ‘MOH forms’
- Select the type of form to download either GET MOH 711 or GET MOH 731

The screenshot shows a navigation bar with tabs: Standard Reports, Visiting Patients, Early Warning Indicators, Drug Inventory, MOH Forms (which is highlighted in blue), and Guidelines. Below the navigation bar, there is a section titled "Select Report" with a dropdown menu. The dropdown menu has the following options:

- Select a Report --
- Select a Report -
- GET MOH 711
- GET MOH 731

The "GET MOH 711" option is visible in the list.

- Choose the date for which to obtain the report. The example will generate MOH form for January 2017
- Click ‘Generate Report’

The screenshot shows the same navigation bar and "Select Report" dropdown as the previous screenshot, but now with additional fields. The "Select Report" dropdown is set to "GET MOH 711". Below it, there is a "Select Period" field containing "January-2017". To the right of these fields is a large orange "Generate Report" button. Two red arrows point upwards from the bottom of the page towards the "Generate Report" button, labeled (1) and (2).

This will download an excel file with results such as the one shown below:



## Guidelines

- Click on guidelines

Show 10 entries Copy | Excel | PDF Search: \_\_\_\_\_

Action
<a href="#">View</a>
<a href="#">View</a>

Showing 1 to 2 of 2 entries First | Previous | Next | Last

There are two Charts which contains guidelines. Click on view to get the guidelines

- ARV-RTV Pediatric Dosing Chart.

PAEDIATRIC ANTIRETROVIRAL DRUGS DOSING CHART (OCTOBER 2014)											
Weight Range (kg)	Fixed dose combination			Single formulations where FDCs are not available			Lopinavir/ ritonavir (LPV/r)			Additional dosing for Ritonavir for TB/HIV co-infection	
	Abacavir (ABC) + Lamivudine (3TC)	Zidovudine (ZDV) + Lamivudine (3TC)	Zidovudine (ZDV) + Lamivudine (3TC) + Nevropine (NVP)	Efavrenz (EFV)	Nevrapine (NVP)		LPV/r 80/20mg per ml solution	LPV/r 200/50mg tablets			
	TWICE Daily	TWICE Daily	TWICE Daily	Once Daily	Once daily for first 2 weeks then twice daily		TWICE Daily		TWICE Daily		
3 - 5.9	60mg ABC + 30mg 3TC tablets	60mg ZDV + 30mg 3TC tablets	60mg ZDV + 30mg 3TC + 50mg NVP tablets	200mg Efv tablets	10mg/ml NVP suspension	200mg NVP tablets	LPV/r 80/20mg per ml solution	LPV/r 200/50mg tablets	RTV liquid (80mg/ml as 90ml bottle)	100mg RTV capsules	Weight Range (kg)
6 - 9.9	1 tab	1 tab	1 tab	See notes	5 ml	-	1.5 ml	-	1 ml	-	3 - 5.9
10 - 13.9	2 tab	2 tab	2 tab	1 tab	10 ml	0.5 tab	2 ml	-	1.5 ml	-	10 - 13.9
14 - 19.9	2.5 tab	2.5 tab	2.5 tab	1.5 tab	15 ml	1 tab in am 0.5 tab in pm	2.5 ml	1 tab twice daily	2 ml	2 cap	14 - 19.9
20 - 24.9	3 tab	3 tab	3 tab	1.5 tab	15 ml	1 tab in am 0.5 tab in pm	3 ml	1 tab twice daily	2.5 ml	2 cap	20 - 24.9
25 - 34.9	300 + 150mg	300 + 150mg	300/150/200mg	2 tab	-	1 tab	4 ml	2 tab in am 1 tab in pm	4 ml in am 2 ml in pm	2 cap in am 3 cap in pm	25 - 34.9

- Guidelines-on-Use-of-Antiretroviral-Drugs-for-Treating-and-Preventing-HIV-Infections-in-Kenya (2016 Edition)

Guidelines on Use of Antiretroviral Drugs for Treating and Preventing HIV Infection in Kenya  
2016 Edition

## Notifications

They are found in the homepage. They include lost to follow-up, errors and system up to date

The screenshot shows the homepage with a "Quick Links" sidebar on the left containing links for Add Patients, Stock Transactions, FAQ, Export Patient List, and User Manual. Below this is a "Notifications" section with a red box around it. The "Notifications" section contains three items: Errors (804), Lost to Followup (0), and System Up to Date.

*Errors:* lists all the errors that the pharmacist may have made in the process of dispensing drugs to patients, editing their details among others. They include patients without start regimen, patients with incorrect current regimen etc.

The screenshot shows the "Errors" page. On the left is a "Quick Links" sidebar. The main area has a dropdown menu under "Errors" showing "Patients without Appointment(1)". A red box highlights this dropdown. To the right is a table titled "Patients without Appointment(1)" with one entry: "0450 Patients with Incorrect Current Regimens(1)". A red box highlights the table. At the bottom, a message says "Showing 1 to 1 of 1 entries".

*Lost to Follow-up:* shows cumulative number of the patients that missed their appointment by 90 or more days.

The screenshot shows the homepage with a "Notifications" section. The "Lost to Followup" item is highlighted with a red box and a red arrow pointing to it. It shows a value of 0.

*System Up to Date:* shows that the system is the latest version.

## Notifications

Errors 804

Lost to Followup 0

System Up to Date



## Section 2: System Administrator

### Chapter 8: Starting up ADT and User Module

This chapter will focus on how the system administrator gets started with the system and the dashboard

#### Starting up ADT

Open chrome browser and type in localhost/ADT or use one of the shortcuts created during the installation. You will find one of the shortcuts at the desktop and another on the bookmark bar of your chrome browser.



This will take you to the login page. Use the facility's system administrator's credentials.

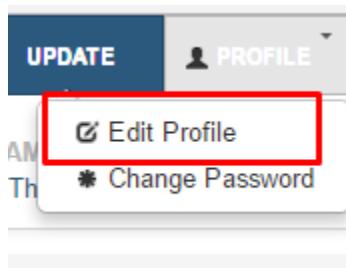
The screenshot shows the 'Login' page of the webADT System. At the top, there is a logo of the National AIDS/STD Control Programme (NASCOP) and text indicating it is the Ministry of Health Government of Kenya. The main area is titled 'Login' and contains two input fields: 'Username' with the value 'username' and 'Password' with the value 'password'. Below these fields is a 'Login' button and a 'Forgot Password?' link.

## User Module

An admin can edit profile, change the password and logout of the system.

### To edit profile:

- Click ‘Profile’ on the menu bar. Select ‘Edit Profile’.



This will pop up a modal to allow you edit. Click ‘Save Changes’.

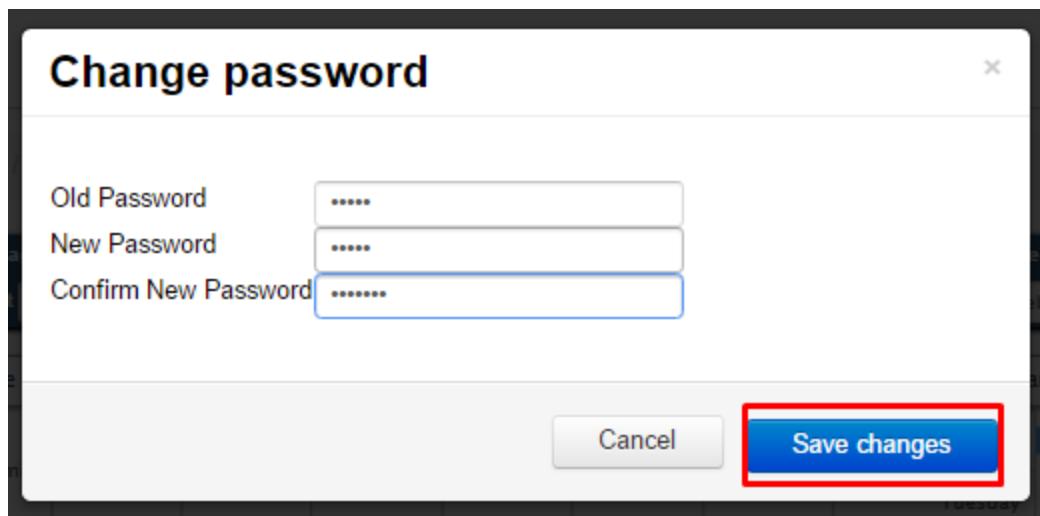
A screenshot of a 'User details' modal window. It contains the following fields:

- Full Name: Admin
- Username: admin
- Email Address: webadt.@gmail.com
- Phone Number: +254 0722123456
- Ordering Sites: Select options

At the bottom right of the modal, there are two buttons: 'Cancel' and a blue 'Save changes' button, which is also highlighted with a red box.

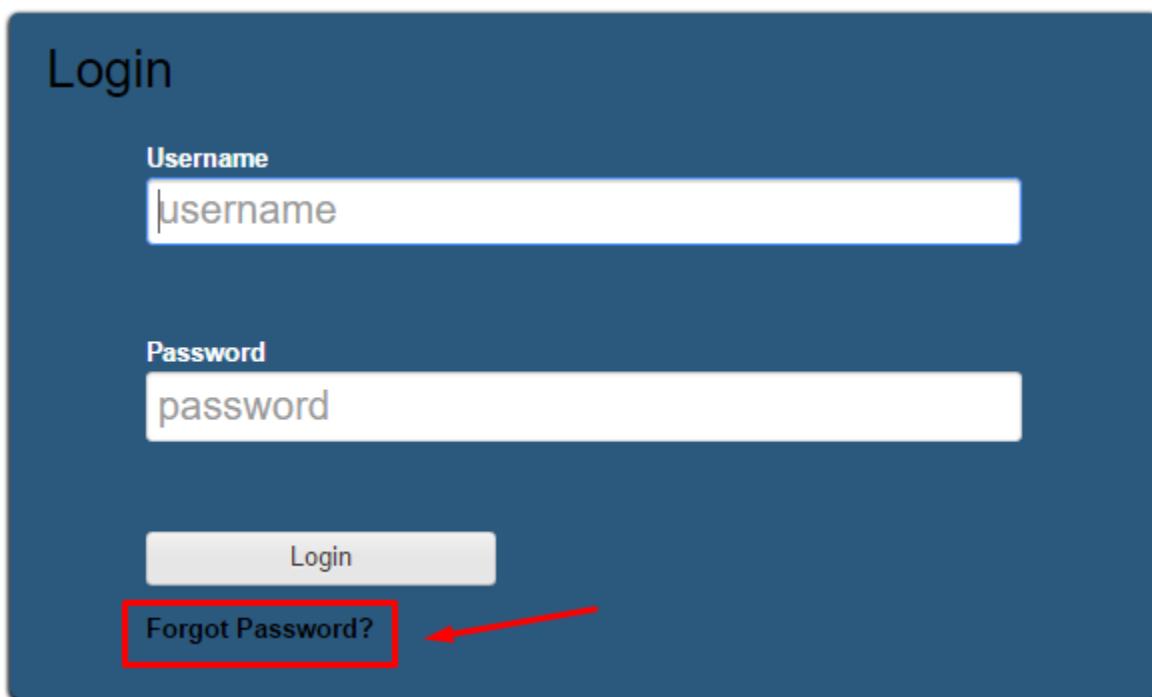
### To change password:

- Click profile on the menu bar. Select ‘Change Password’.
- Enter your old password and your new password. Click ‘Save Changes’.



**To reset your password:**

- Go to the login page.
- Click the link at the bottom written 'Forgot Password?'



- In the reset password, enter your email address. Click 'Send'.

[Login](#) / [Forgot Password](#)

Find your ADT account Enter your email.

@ username@email.com

Send



On screen message confirming that an email has been sent will be displayed.

**RESET!**

Account password was reset to the default password 123456

Find your ADT account Enter your email.

@ username@email.com

Send

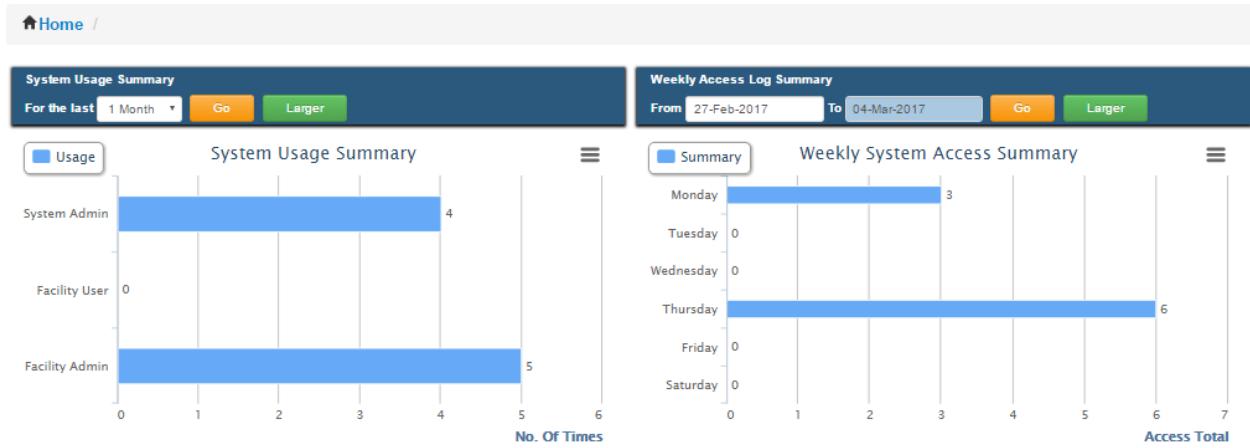
If the email is correct, the default password of 123456 will be used to log in to your account.

**To logout of the system:**

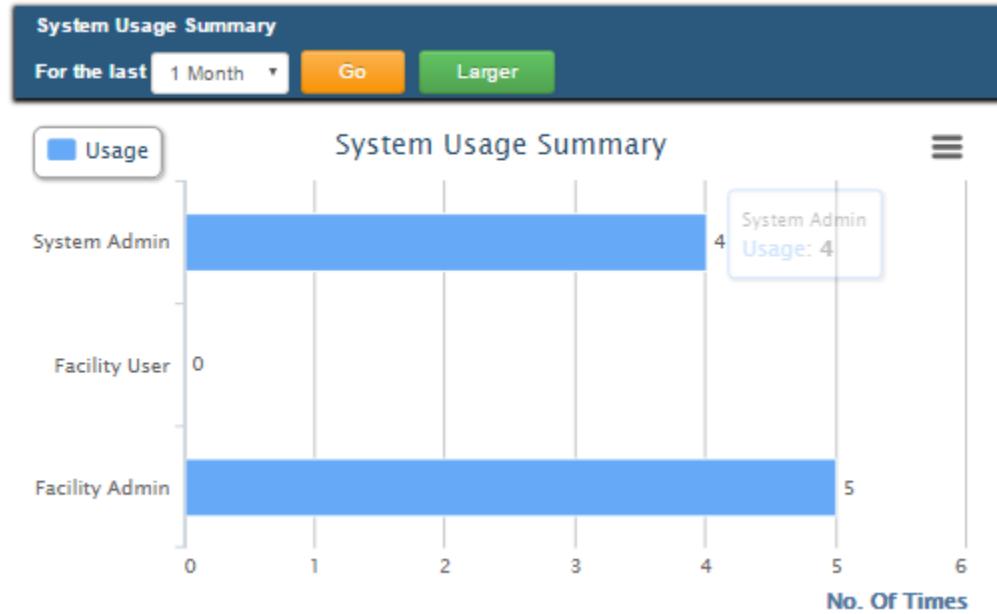
Click logout at the top right of the system.

## Chapter 9: Dashboard

The dashboard shows the summary of system usage and that of weekly logs.



*System Usage Summary:* shows how often the facility users use the system. The example below displays the system usage for the last one month.



*Weekly Access Log Summary:* shows the weekly access of the system by all users. In the example, the summary of the system access for the week beginning on 27th Feb to 4th March 2017.

### Weekly Access Log Summary

From 27-Feb-2017

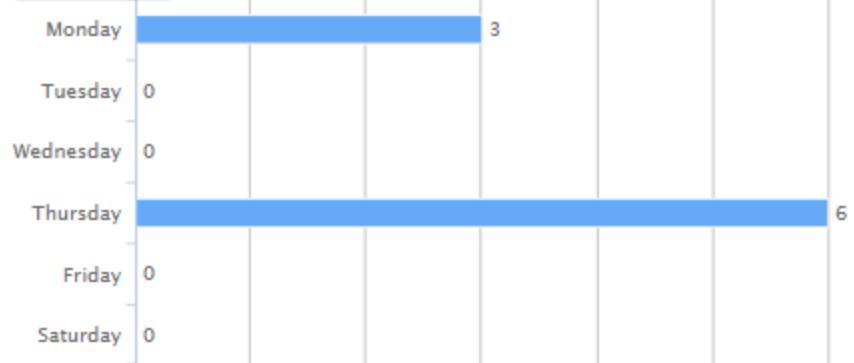
To 04-Mar-2017

Go

Larger

Summary

### Weekly System Access Summary



Access Total

## Chapter 10: Quick Links and Notifications

The quick links and notifications can be accessed from the homepage. They allow the administrator to view counties, satellites, online users among others.

The screenshot shows the Nascop homepage. On the left, there is a sidebar titled "Quick Links" containing links for View Counties, View Satellites, View Districts, View Menus, View FAQ, View Users, Assign User Rights, Nascop Settings, Access Logs, Denied Logs, and User Manual. Below this is a "Notifications" section with links for Online Users (2) and Deactivated Users (0). A red box highlights this sidebar area. To the right is the main content area. At the top of the main area is a navigation bar with "Home" and a breadcrumb trail. Below it is a "System Usage Summary" chart showing usage for System Admin, Facility User, and Facility Admin. To the right is a "Weekly Access Log Summary" chart showing access by day. A red arrow points from the "Online Users" link in the sidebar to the "Online Users" link in the main content area.

### Quick Links

*View Counties:* lists the counties from the facility database. The administrator can:

- Add a new county by clicking the ‘New County’ button, (1) This displays a new window which the admin enters the name of the county and saves it by clicking ‘Save’ button.
- Edit the name of the county. Click the ‘Edit’, (2)
- To disable a county, click ‘Disable’, (3)
- To enable a county, click ‘Enable’, (4)

The screenshot shows the 'View Counties' page. At the top, there is a breadcrumb trail and a search bar. Below is a table with columns for 'County Name' and 'Options'. The table lists 10 counties: Baringo, Bomet, Bungoma, Busia, Elgeyo Marakwet, Embu, Garissa, Homa Bay, Isiolo, and Kajiado. Each county row has an '(2)' link next to its name and a 'Search:' input field. The 'Options' column contains links for 'Edit | Enable' and 'Edit | Disable' for each county. At the bottom, there is a pagination bar showing 'Showing 1 to 10 of 47 entries' and buttons for 'First', 'Previous', 'Next', and 'Last'.

Note: the above process described for the ‘View Counties’ is also applied in:

- View Satellites
- View Districts
- View Menus
- View Users
- Assign User Rights

*NASCOP Settings:* provides the system administrator with the link to NASCOP.

To update the URL, click ‘Update’

Link						Options
<a href="http://192.168.133.10/NASCOP">http://192.168.133.10/NASCOP</a>						<a href="#">Update</a>
Showing 1 to 1 of 1 entries						
First   Previous   <a href="#">1</a>   Next   Last						

*Access and Denied Logs:* list the users who have accessed the system and those who have been denied the rights to access the system respectively. In this example, the list of users who accessed the system

Search:					
User	Start Time	End Time	Session Duration	Status	
Admin	05-Sep-2014 01:04:02 pm	05-Sep-2014 01:04:06 pm	0 Minutes and 4 Seconds	Logout	
Admin	24-Sep-2014 09:35:33 am	24-Sep-2014 09:36:03 am	0 Minutes and 30 Seconds	Logout	
Admin	24-Sep-2014 09:36:12 am	24-Sep-2014 09:36:14 am	0 Minutes and 2 Seconds	Logout	

*User Manual:* allows the admin to access the user manual from the system.

#### Notifications

*Online users:* lists the users who are accessing the system at the moment

Search:					
Show	10	entries			
Full Name	UserName	Access Level	Email Address	Activity Duration	
Admin	admin	System Administrator	webadt.chai@gmail.com	13 minutes, 59 seconds	
Showing 1 to 1 of 1 entries					
First   Previous   <a href="#">1</a>   Next   Last					

*Deactivated users:* lists the users who have been deactivated hence cannot access the system. To enable the user, click ‘Enable’

Search:						
Show	10	entries				
Full Name	UserName	Access Level	Email Address	Phone Number	Account Creator	Options
Demo User	user	Facility Administrator	kevomarete@gmail.com	736262781	Admin	<a href="#">Enable</a>
Showing 1 to 1 of 1 entries						
First   Previous   <a href="#">1</a>   Next   Last						

## Chapter 11: Migration Module

This chapter explains how to migrate database. Migration is only done during the installation of the ADT system.

- Click Migration on the main menu
- Select the facility name where installation is taking place, (1)
- Select the pharmacy name, (2)
- Select the database to migrate, (3)
- Select the tables that need to be migrated, (4)
- Click Start Migration. The overall progress will be shown in real time as the migration continues.

The screenshot shows the 'Migration Settings' interface. It has two main sections: 'Facility' and 'Database'. The 'Facility' section contains a dropdown menu labeled 'Facility' with '(1)' next to it. The 'Database' section contains a dropdown menu labeled 'Select Database' with '(3)' next to it. Below these are 'Pharmacy' and 'Tables' sections, each with a dropdown menu. The 'Pharmacy' dropdown is labeled '(2)' and contains 'Select Pharmacy'. The 'Tables' dropdown is labeled '(4)' and contains 'None selected'. At the bottom left is a blue button labeled 'Start Migration' which is highlighted with a red rectangular border. Below this is a dark blue bar labeled 'Migration Progress'. A scroll bar is visible on the right side of the progress area.

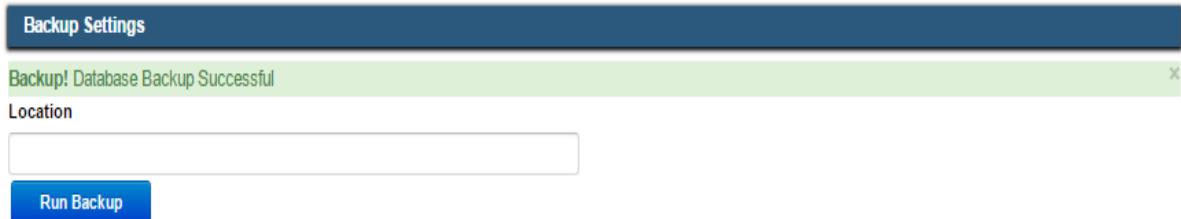
## Chapter 12: Backup Module

This chapter explains how the administrator can do backup for the facility database.

- Create a folder which will hold the backup databases in the location of your choice.  
Example, backup folder in local disk C.
- Copy the location of the folder to the field given in the backup settings in ADT
- Click Run Backup button.



On completing the backup, a success message will be displayed.



## Chapter 13: Update Module

This chapter shows the list of system updates and their dates. The administrator is able to see the last time the system was updated and the corresponding hash value.

- Click ‘Update Available’ from the main menu to view



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Ministry of Health Government of Kenya

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Show	10	entries	Search:	Update Available
#	Hash value		Timestamp	
1	288765ad85627c2d0a72ecf3237ae332245e2b7		2014-09-18 13:01:16	
2	288765ad85627c2d0a72ecf3237ae332245e2b7		2014-09-18 13:00:13	
Showing 1 to 2 of 2 entries				