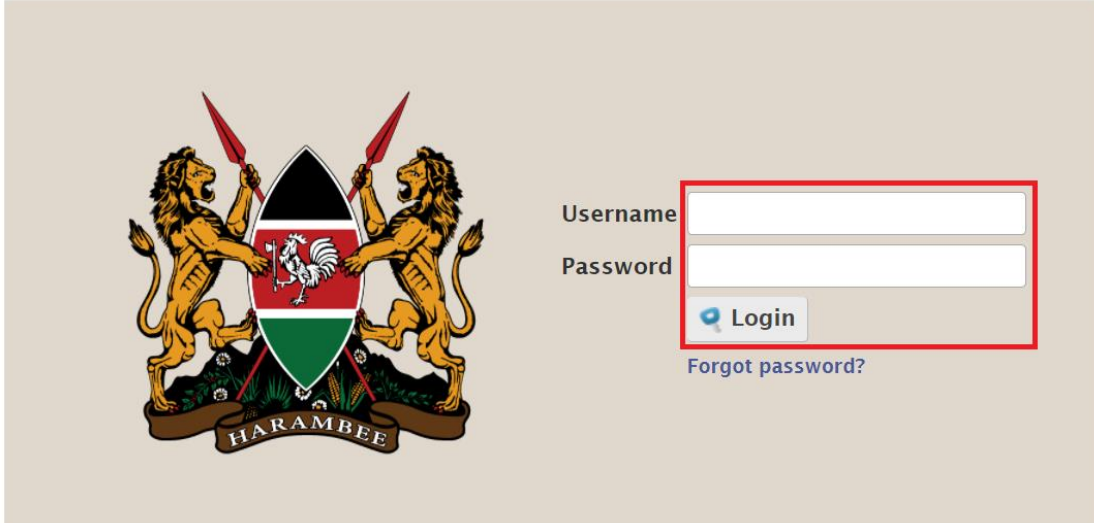


## KenyaEMR Surge Report User Job Aid

*Last updated July 2023*

Tasks:	Generating KenyaEMR Surge report	
Objective:	To generate KenyaEMR surge report from KenyaEMR instance	
Who:	EMR user/HRIO/Data clerk	
Required Materials:	Username, password, computer installed with KenyaEMR version 17.5.1 and above	
Step	Action	
1.	<p><b>Login to KenyaEMR</b></p> <p><b>Step 1:</b> Authenticate entry by providing username and password on the fields</p> <p>On successful log in, you should be navigated to the KenyaEMR Home Page</p> <div style="text-align: center; border: 1px solid #ccc; padding: 10px; margin: 10px auto; width: 60%;">  <p>The screenshot shows the KenyaEMR login interface. On the left is the Kenyan coat of arms with the motto 'HARAMBEE'. To the right are two input fields: 'Username' and 'Password'. A red box highlights these fields and the 'Login' button below them. Below the 'Login' button is a link for 'Forgot password?'.</p> </div>	

2. KenyaEMR landing page after log in (Dashboard)

↑ Home

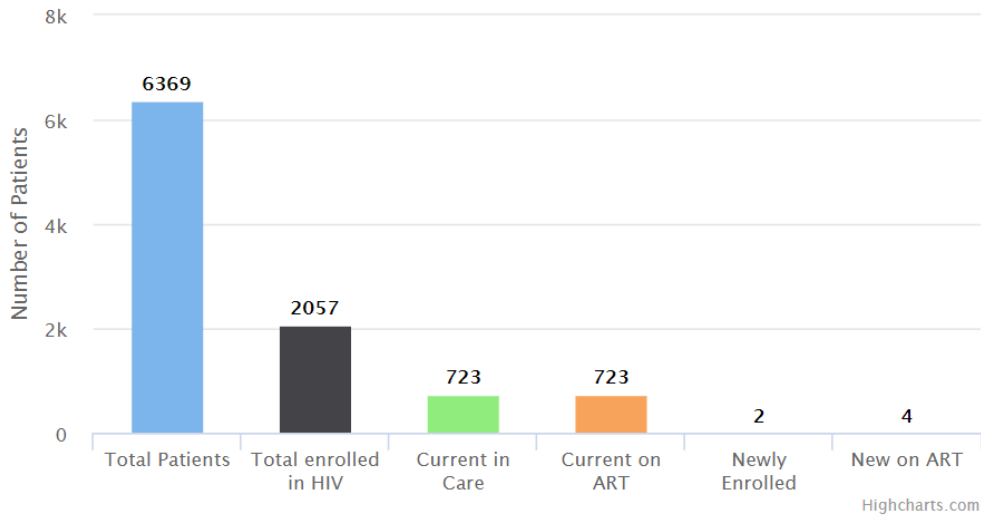
Facility Dashboard

Care and Treatment | HTS | Appointments | Differentiated Care

Summary of Care and Treatment Statistics

Reporting Period: Jul-2021

Total Patients	Total enrolled in HIV	Current in Care	Current on ART	Newly Enrolled	New on ART
6369	2057	723	723	2	4

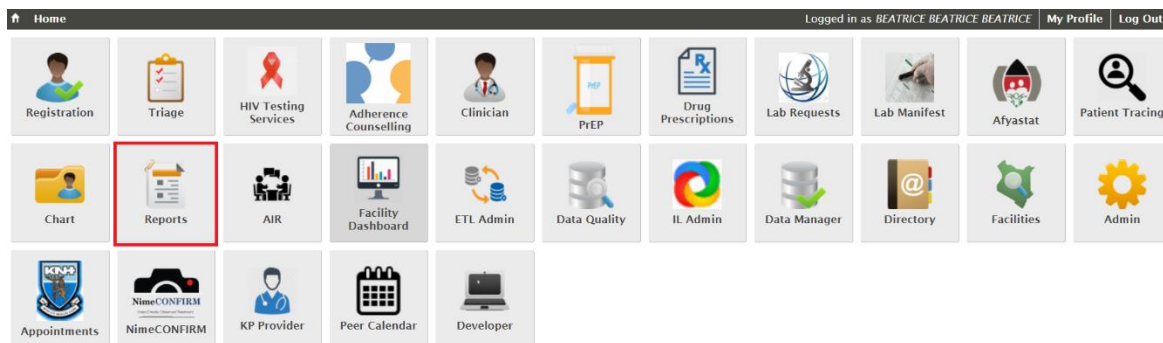


3.

### To access KenyaEMR reporting page

Once logged-in click on the home tab to access the home page.

Then click on the reports tab to open reports page.

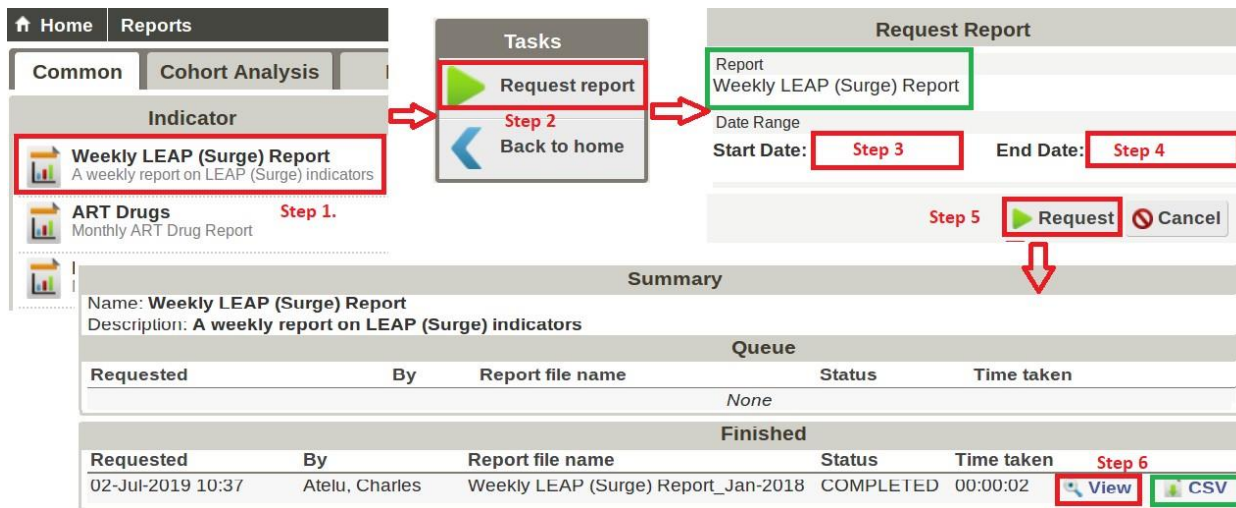


4.

### Leap Report Generation

#### Steps

1. Click on the report to be generated “Weekly Leap (Surge) report
2. Click on “Request report button” under the task menu
3. Select the start range date for the report
4. Select the End date range for the report
5. Click on “Request” button
6. Click on the “View” button to view report on the same instance or “CSV” to download report in CSV format



## 5. Leap Report output

**Weekly LEAP (Surge) Report****Description**

A weekly report on LEAP (Surge) indicators

**Parameters**

Start Date: 04-May-2021

End Date: 16-Jul-2021

:-1

3

TX_New-25	Newly Started ART (Total)	19
TX_CURR-25	Adults and Children with HIV infection receiving ART (Total)	844
LTFU_RECENT-01	LTFU in the previous reporting period (Total)	7
LTFU_RTC-01	LTFU returned to care during the reporting period (Total)	323

6. **TX\_NEW – Total Number Initiated on ART Reporting Period (4<sup>th</sup> May – 16<sup>th</sup> July 2021)**

The value on the right of each indicator is the figure for the reporting period and doubles up as a link to a list of the clients. Click on the value corresponding to TX\_New to view those clients.

Weekly LEAP (Surge) Report	
<b>Description</b>	
A weekly report on LEAP (Surge) indicators	
<b>Parameters</b>	
Start Date: 04-May-2021	
End Date: 16-Jul-2021	
:-1	
3	
TX_New-25	Newly Started ART (Total) 19
TX_CURR-25	Adults and Children with HIV infection receiving ART (Total) 844
LTFU_RECENT-01	LTFU in the previous reporting period (Total) 7
LTFU_RTC-01	LTFU returned to care during the reporting period (Total) 323

View Cohort							
Viewing 19 Patients Newly Started ART (Total)							
Name	Age	Age at reporting(Years)	Sex	Unique Patient Number	HIV Enrollment Date	ART Start Date	Last VL Date
Muleni, Muleni Muleni	30 year(s)	30	F	2063800356	18/03/2009	15/06/1900	
MWIRITHI, MWIRITHI MWIRITHI	101 year(s)	101	U	MCJMHX		01/04/2021	
JOHN MWAURA, JOHN MWAURA JOHN MWAURA	27 year(s)	27	F	9852134560	06/07/2021	06/07/2021	
Wacui, Wacui Wacui	29 year(s)	29	F	1063901804	09/04/2021	06/05/2021	
NJERU, NJERU NJERU	49 year(s)	49	M	1063901808	04/05/2021	04/05/2021	

7.

**Validations****Validation**

Click on one of the names to be directed to the home page of that client.

Start ART date is 4<sup>th</sup> May 2021 in line with the report.

**Patient 2**

Start ART date is 6<sup>th</sup> May 2019 in line with the report.

**Updates to the client's home page can be done accordingly.**

**THE END**