
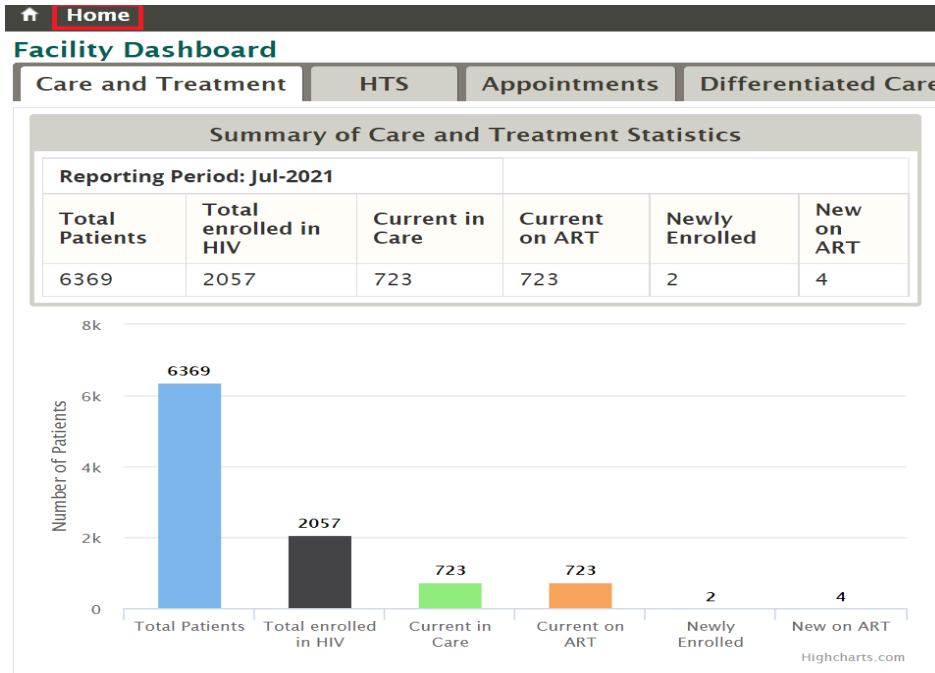


KenyaEMR PMTCT RRI Report User Job Aid

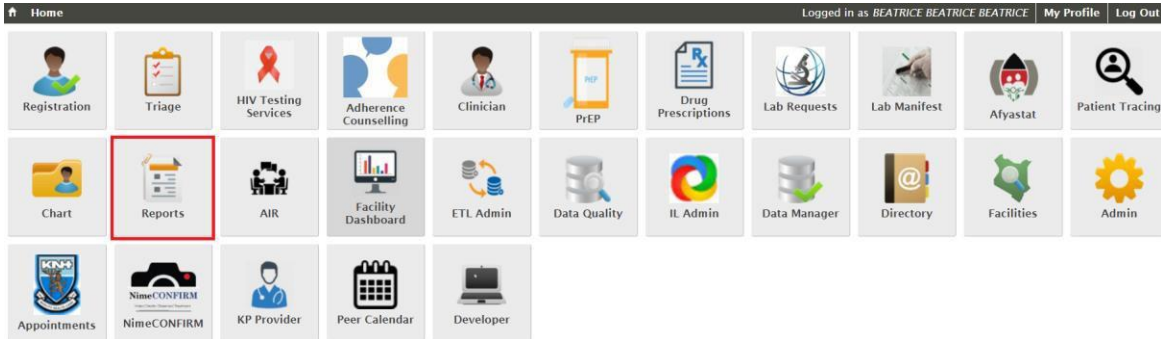
Last updated Jul 2023/

Tasks:	Generating KenyaEMR PMTCT RRI report
Objective:	To generate KenyaEMR PMTCT RRI report from KenyaEMR instance
Who:	EMR user/HRIO/Data clerk
Required Materials:	Username, password, computer installed with KenyaEMR version 18.6.1 and above
Step	Action
1.	<p>Login to KenyaEMR</p> <p>Step 1: Authenticate entry by providing username and password on the fields.</p> <p>On successful loading, you should be navigated to the KenyaEMR Home Page</p> <div style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;">  <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 labeled 'Username' and 'Password'. Below these fields is a 'Login' button with a blue arrow icon and a 'Forgot password?' link.</p> </div>

2. KenyaEMR landing page after logging in (Dashboard)



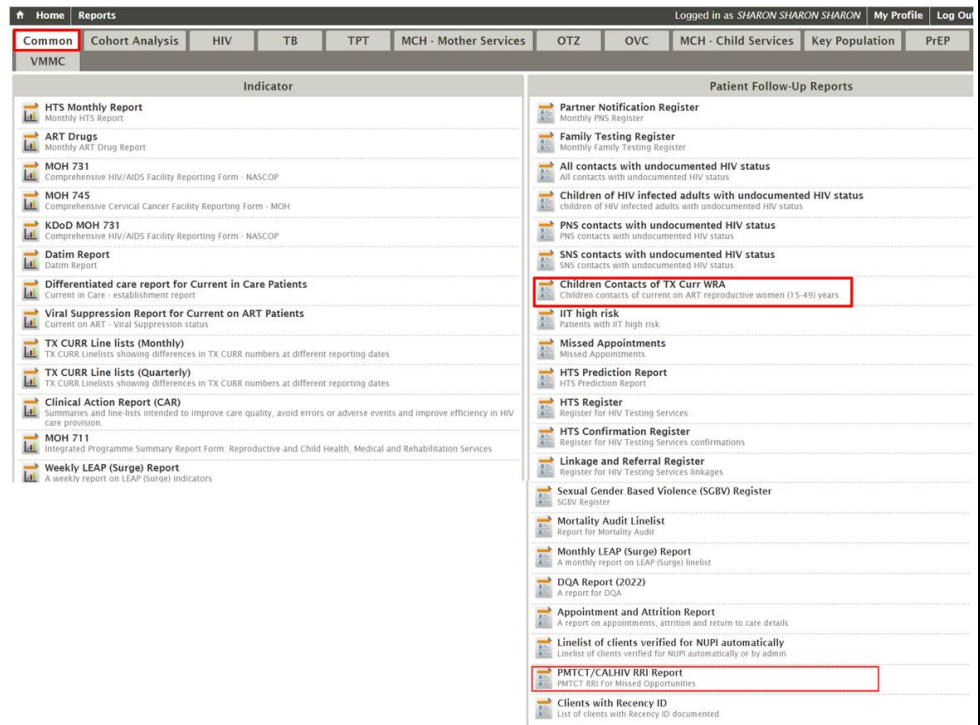
3. **To access KenyaEMR reporting page**
Once logged-in click on the home tab to access the home page Then click on the reports tab to open reports page.



4. **PMTCT RRI Report Generation**

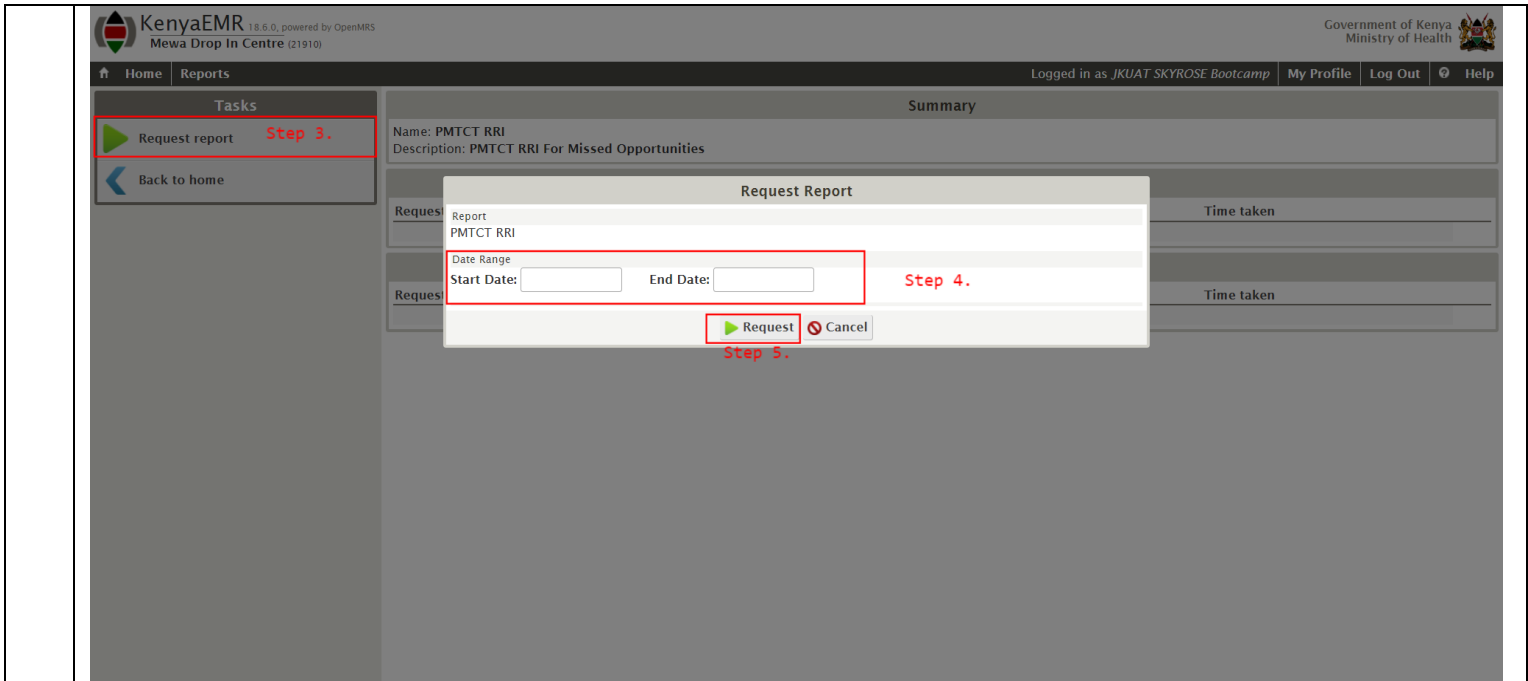
Steps

1. Click on the “Common” tab.
2. Click on the report to be generated “PMTCT RRI”
3. Click on “Request report button” under the task menu.
4. Select the start range date and the End date range for the report.
5. Click on “Request” button.
6. Click on the “Excel” button to download the report in Excel format.



Generation steps

3. Click on “Request report button” under the task menu.
4. Select the start range date and the End date range for the report.
5. Click on “Request” button.



KenyaEMR 18.6.0, powered by OpenMRS
Mewa Drop In Centre (21910)

Government of Kenya
Ministry of Health

Home Reports Logged in as JKUAT SKYROSE Bootcamp My Profile Log Out Help

Tasks

- Request report **Step 3.**
- Back to home

Summary

Name: PMTCT RRI
Description: PMTCT RRI For Missed Opportunities

Request Report

Report: PMTCT RRI

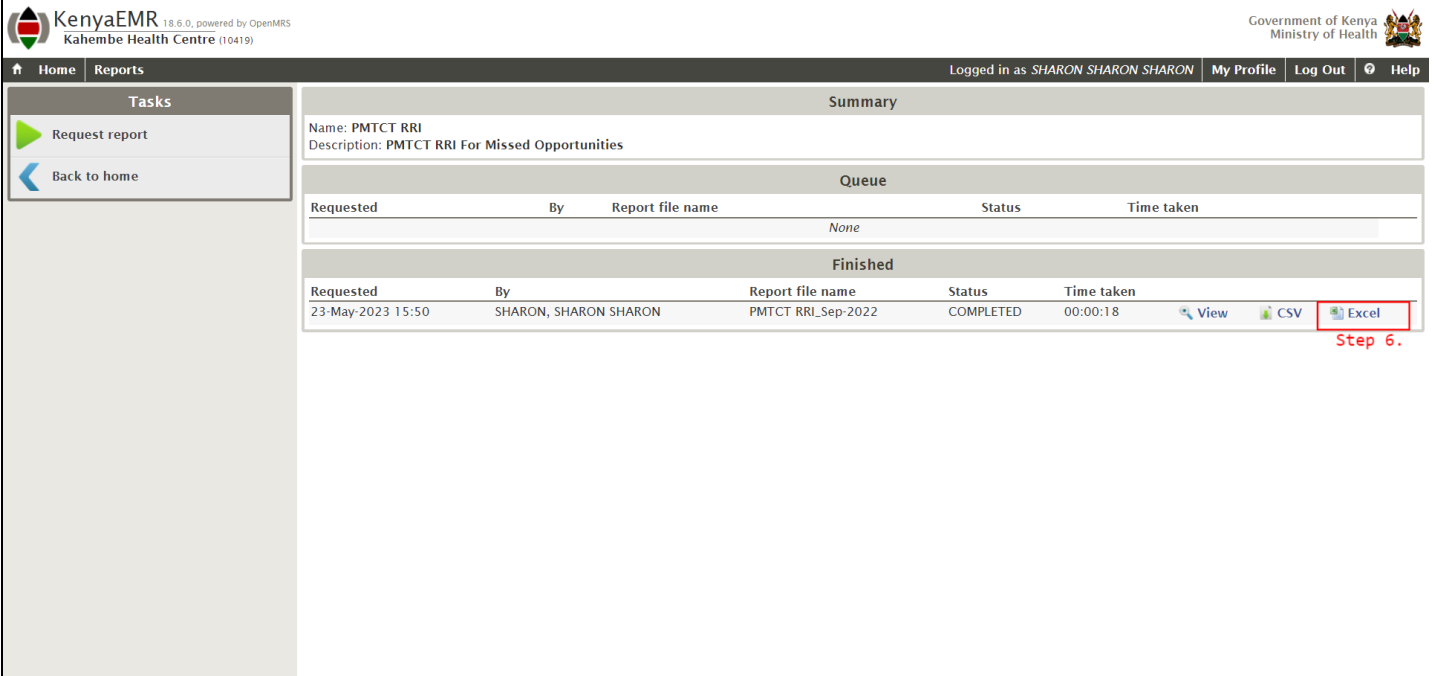
Date Range: Start Date: End Date: **Step 4.**

Step 5.

Time taken

Generation steps

- Click on the "Excel" button to download report in Excel format. Then locate the downloaded report in your computer.



KenyaEMR 18.6.0, powered by OpenMRS
Kahembe Health Centre (110419)

Government of Kenya
Ministry of Health

Home Reports Logged in as SHARON SHARON SHARON My Profile Log Out Help

Tasks

- Request report
- Back to home

Summary

Name: PMTCT RRI
Description: PMTCT RRI For Missed Opportunities

Queue

Requested	By	Report file name	Status	Time taken
None				

Finished

Requested	By	Report file name	Status	Time taken			
23-May-2023 15:50	SHARON, SHARON SHARON	PMTCT RRI_Sep-2022	COMPLETED	00:00:18	View	CSV	Excel Step 6.

