


SOP: Documenting HTS in KenyaEMR 3.x

[Last updated: Mar 2024]

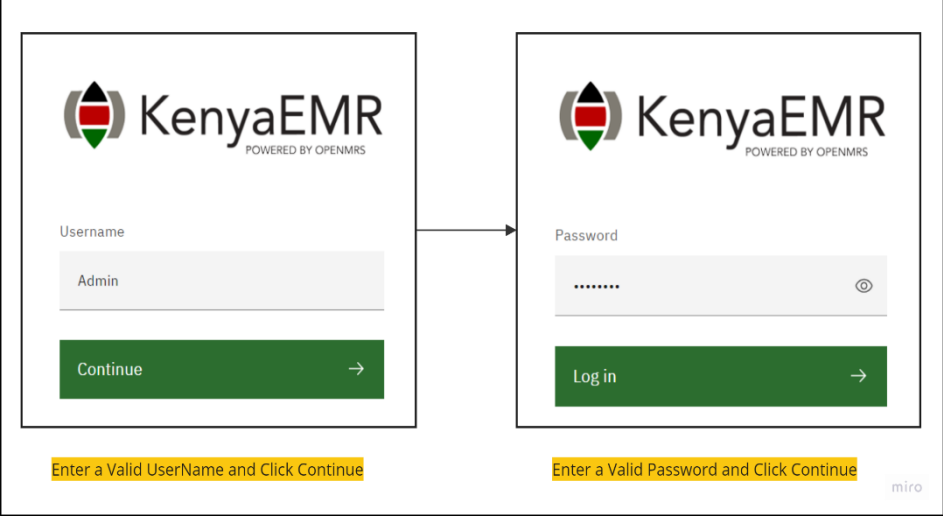
| | | |
|---|--|--|
| Tasks: | End to end navigation of the HIV Testing Services module in KenyaEMR | |
| Objective: | Navigation skills | |
| Who: | EMR users | |
| Required Materials: | Username, password, computer installed with the latest version of KenyaEMR | |
| Step Action Screen shots | | |
| Learning Objectives | <ul style="list-style-type: none"> By the end of this session, you will be able to Successfully log into KenyaEMR Successfully document all clinical encounter events in the HTS |  |

Step 1

Login to KenyaEMR

On successful loading, you should be navigated to the system login page.

Authenticate entry by providing username and password on the fields, then click “Login” button

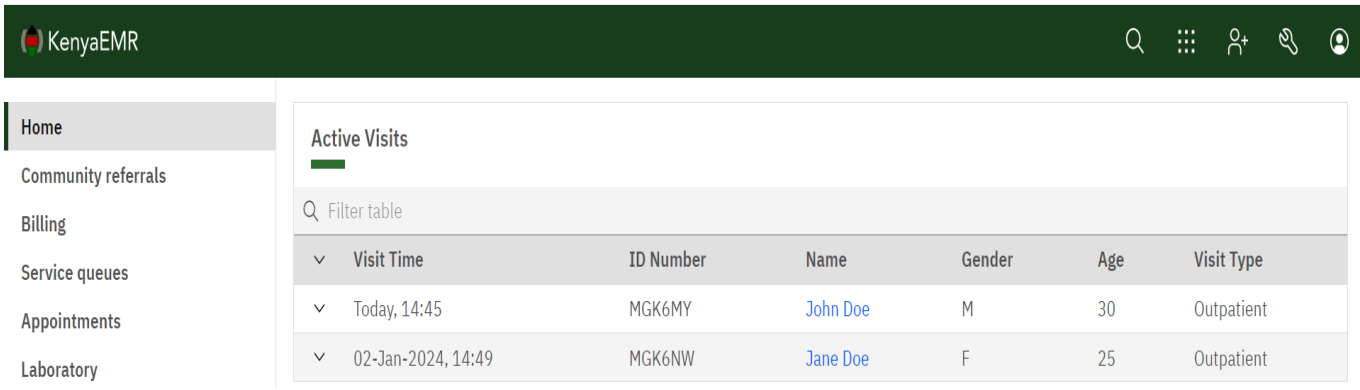


The screenshot shows two sequential steps of the login process. In the first step, the user enters the username 'Admin' and clicks the 'Continue' button. In the second step, the user enters a password and clicks the 'Log in' button. Yellow callouts at the bottom of each step provide instructions: 'Enter a Valid UserName and Click Continue' and 'Enter a Valid Password and Click Continue'. A 'miro' watermark is visible in the bottom right corner of the second screenshot.

Step 2

Upon successful login, you shall be navigated to the Active visits page of the facility

Click on the “Service Queues” option from the menu items available on the left side of the screen to find the client if they are already enrolled and are in queue. If they are not enrolled refer to client’s enrolment manual on how to enrol clients to KenyaEMR

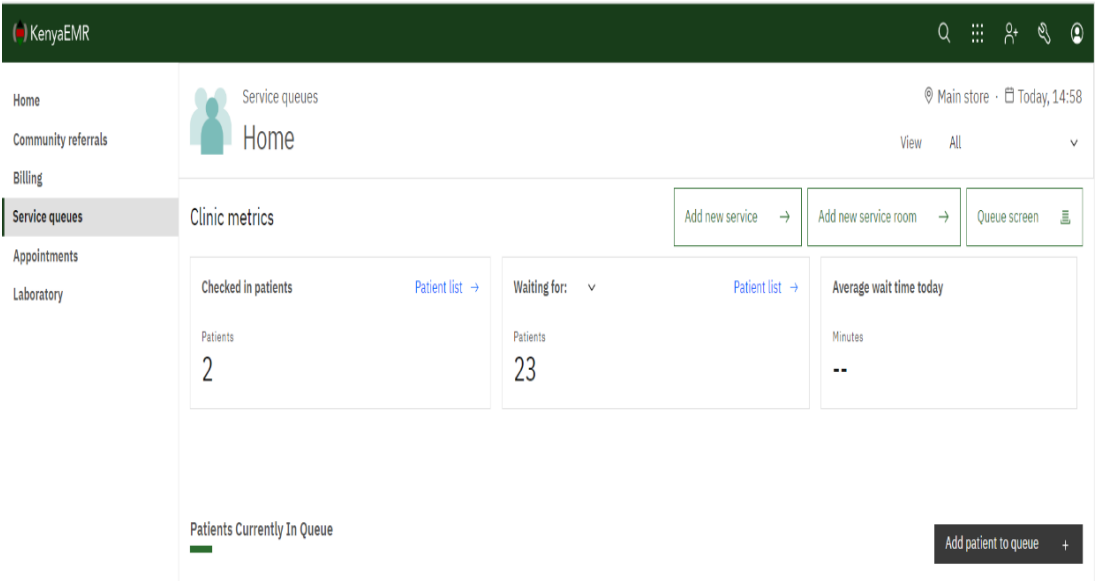


The screenshot shows the KenyaEMR user interface. The top navigation bar includes the KenyaEMR logo and search, list, and user icons. A left-hand menu contains options: Home, Community referrals, Billing, Service queues, Appointments, and Laboratory. The main content area displays the 'Active Visits' page with a table of active visits.

| Visit Time | ID Number | Name | Gender | Age | Visit Type |
|--------------------|-----------|--------------------------|--------|-----|------------|
| Today, 14:45 | MGK6MY | John Doe | M | 30 | Outpatient |
| 02-Jan-2024, 14:49 | MGK6NW | Jane Doe | F | 25 | Outpatient |

Step 3: KenyaEMR Service Queues Page
To find clients who are in queue for the different services points.

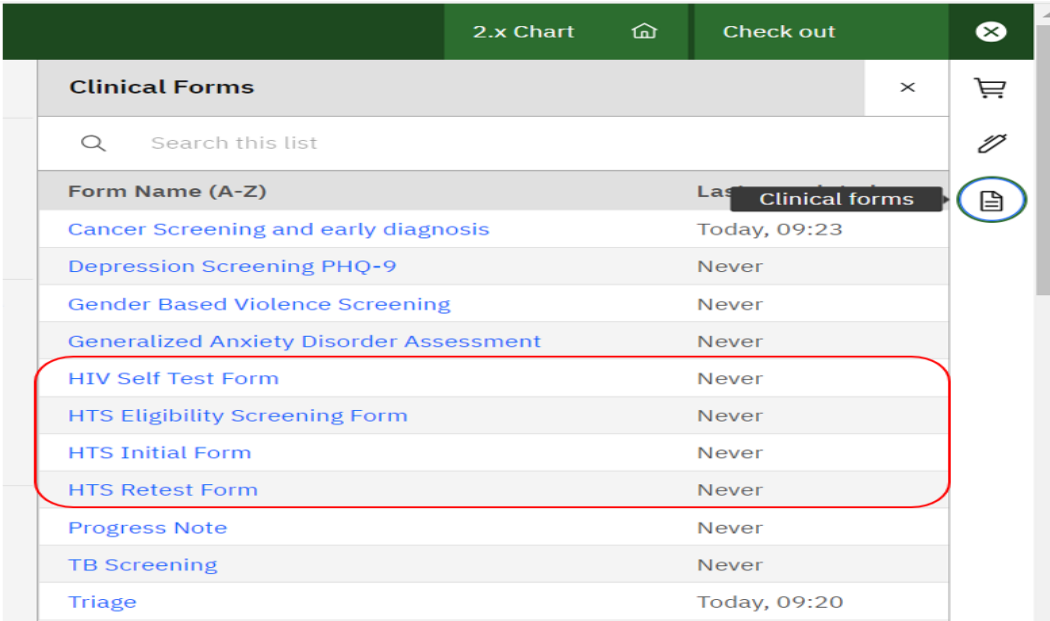
Pick on the client you want to offer service from the service queue.



The screenshot shows the 'Service queues' page in KenyaEMR. The left sidebar contains navigation options: Home, Community referrals, Billing, Service queues (selected), Appointments, and Laboratory. The main content area is titled 'Service queues' and includes a 'Home' button. Below this is a 'Clinic metrics' section with three cards: 'Checked in patients' (2), 'Waiting for:' (23), and 'Average wait time today' (--). At the bottom, there is a 'Patients Currently In Queue' bar and an 'Add patient to queue' button.

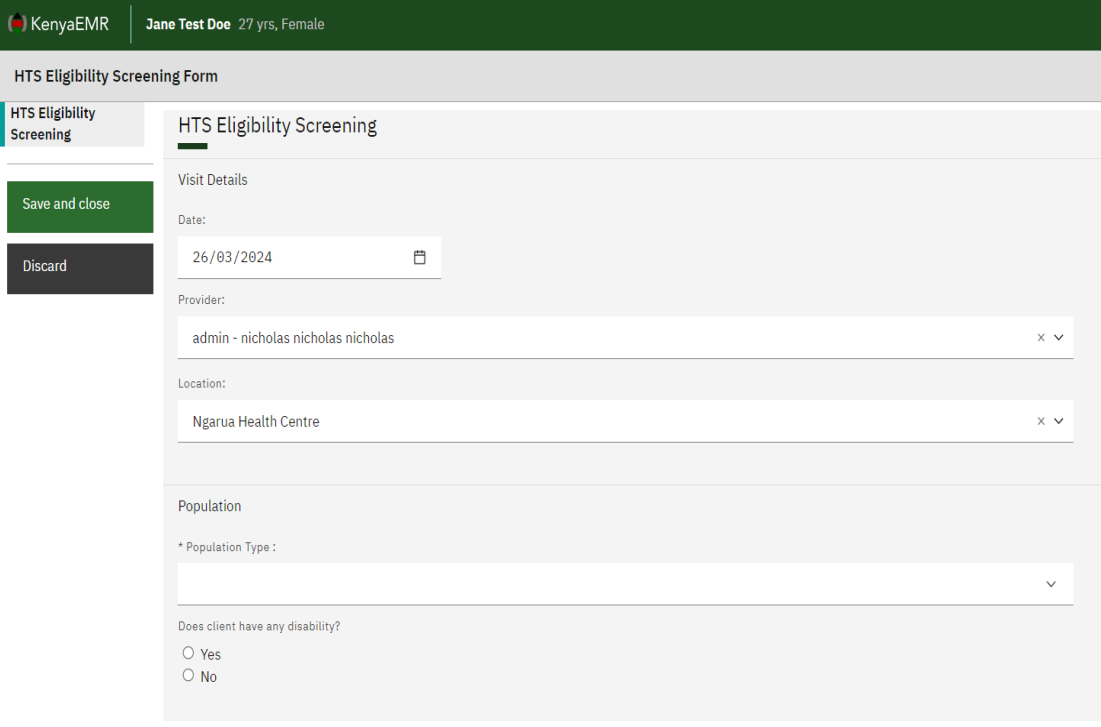

Step 4 HTS Forms availability
From the clinical suite of forms, as long as the client has not been enrolled to HIV. There will be a set of 4 HTS form available for use. These include.

- HTS Eligibility Screening Form
- HTS Initial Form
- HTS Retest Form
- HIV Self Test Form

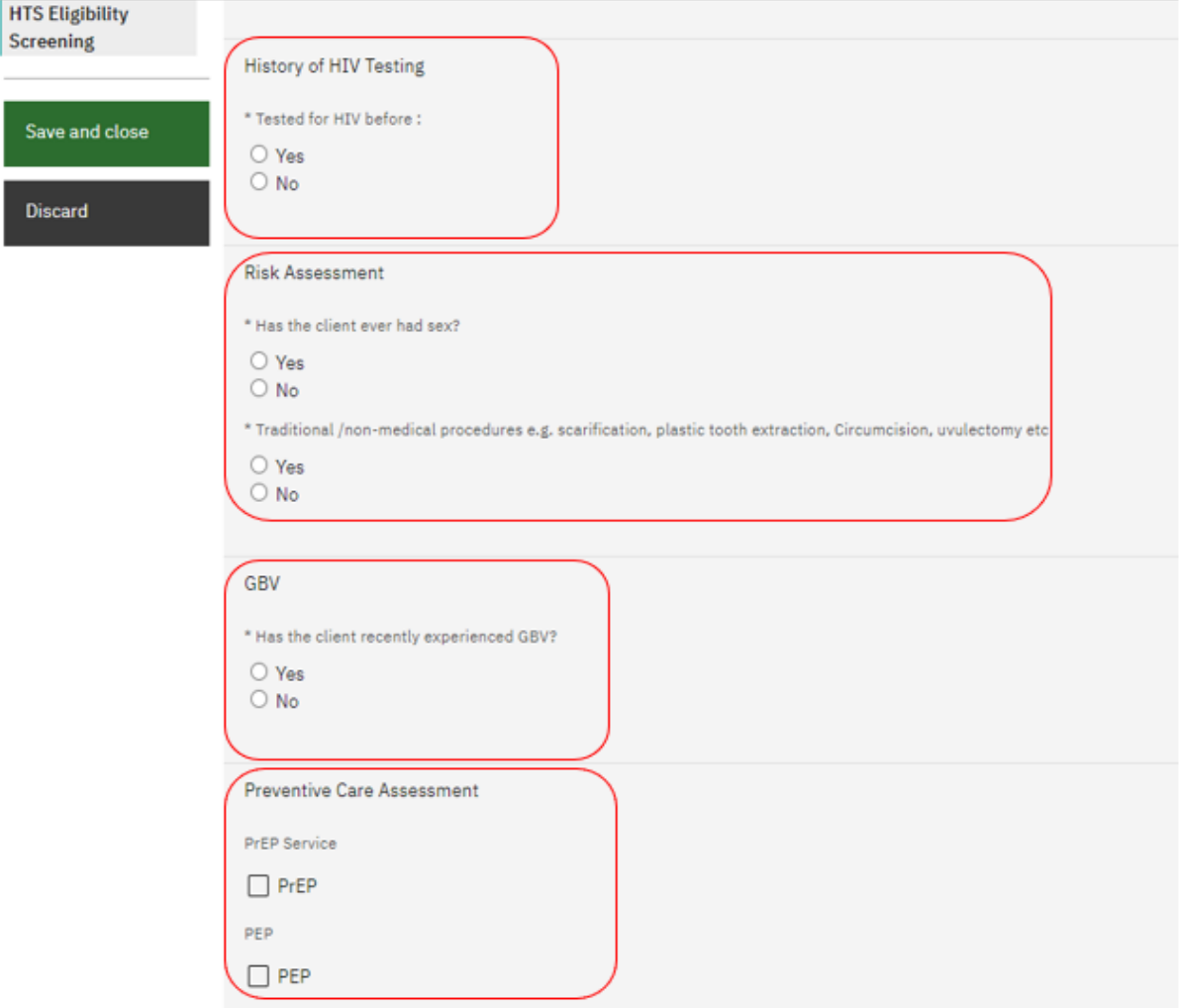


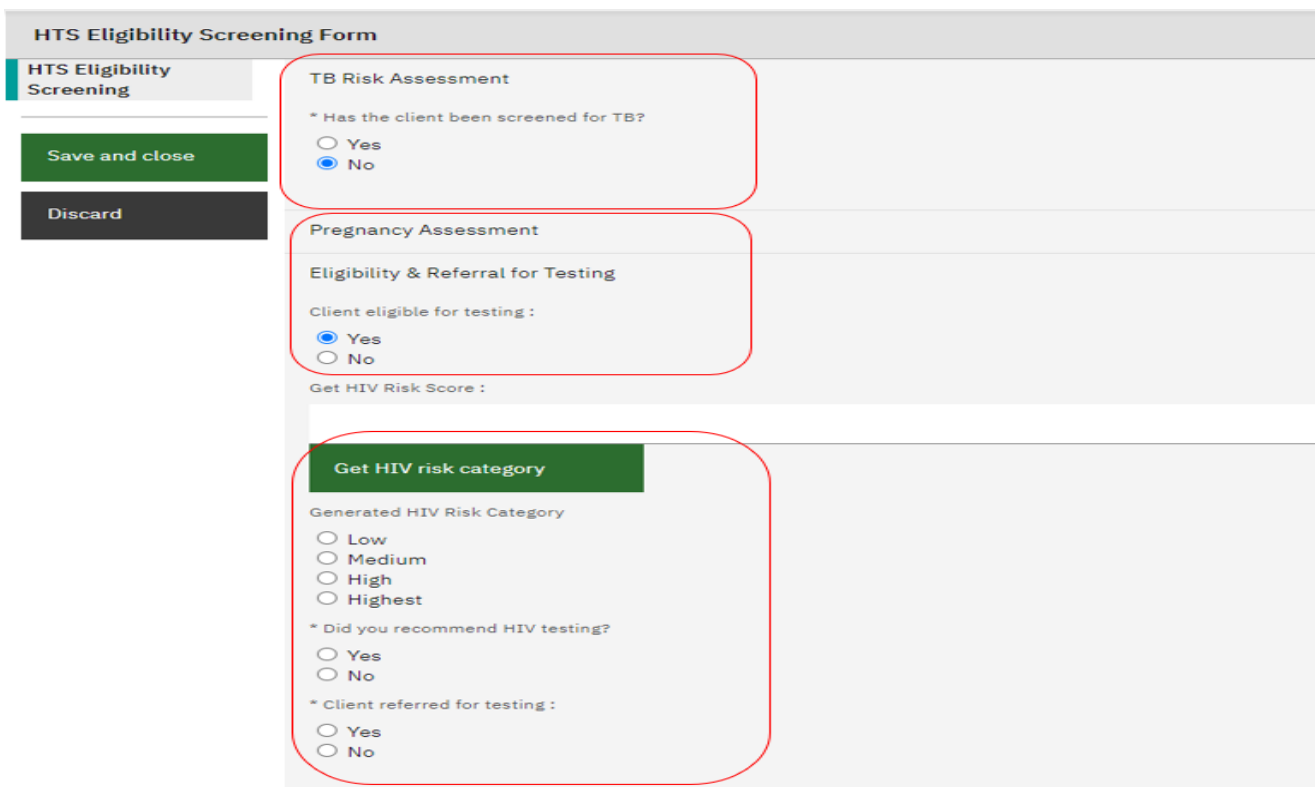
The screenshot shows a 'Clinical Forms' list in a mobile application. The list has a search bar and a table with columns for 'Form Name (A-Z)' and 'Last'. The forms listed are: Cancer Screening and early diagnosis, Depression Screening PHQ-9, Gender Based Violence Screening, Generalized Anxiety Disorder Assessment, HIV Self Test Form, HTS Eligibility Screening Form, HTS Initial Form, HTS Retest Form, Progress Note, TB Screening, and Triage. A red rounded rectangle highlights the four HTS forms: HIV Self Test Form, HTS Eligibility Screening Form, HTS Initial Form, and HTS Retest Form.

| Form Name (A-Z) | Last |
|---|--------------|
| Cancer Screening and early diagnosis | Today, 09:23 |
| Depression Screening PHQ-9 | Never |
| Gender Based Violence Screening | Never |
| Generalized Anxiety Disorder Assessment | Never |
| HIV Self Test Form | Never |
| HTS Eligibility Screening Form | Never |
| HTS Initial Form | Never |
| HTS Retest Form | Never |
| Progress Note | Never |
| TB Screening | Never |
| Triage | Today, 09:20 |

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| <p>Step 5</p> | <p>HTS Eligibility screening form The form screens clients for their eligibility to be tested based on a set criteria.</p> |  <p>The screenshot shows the 'HTS Eligibility Screening Form' for 'Jane Test Doe', 27 yrs, Female. The form includes sections for 'Visit Details' (Date: 26/03/2024, Provider: admin - nicholas nicholas nicholas, Location: Ngarua Health Centre) and 'Population' (Population Type dropdown). A question 'Does client have any disability?' has radio buttons for 'Yes' and 'No'. Navigation buttons 'Save and close' and 'Discard' are visible on the left.</p> |
| <p>Step 6</p> | <p>Document the HTS strategy</p> |  <p>The screenshot shows the 'HTS Eligibility Screening Form' for 'Jane Test Doe'. It includes a question '* Client has any relationship with an index client?' with radio buttons for 'No' and checkboxes for 'Sexual Contact', 'None', 'Social Contact', and 'Needle Sharing'. Below is the 'HTS Strategy' section with a text area and a legend: HP: Provider Initiated Testing (PITC), NP: HTS for non-patients, VI: Integrated VCT Center, MO: Mobile Outreach HTS, Index: testing, SNS: Social Networks, O: Others. Navigation buttons 'Save and close' and 'Discard' are visible on the left.</p> |

| | | |
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| | <h3>Document client Entry Point</h3> | <div data-bbox="784 239 936 295"><p>Save and close</p></div> <div data-bbox="784 311 936 367"><p>Discard</p></div> <div data-bbox="952 239 2076 367"><p><input type="checkbox"/> None <input type="checkbox"/> Social Contact <input type="checkbox"/> Needle Sharing</p></div> <div data-bbox="952 375 2076 694"><p>In Patient Department(IPD) Out Patient Department(OPD) Pediatriic Clinic Nutrition Clinic PMTCT - ANC PMTCT - MAT PMTCT - PNC TB VCT VMMC STI Clinic Emergency Other</p></div> <div data-bbox="952 694 2076 782"><hr/></div> <div data-bbox="952 790 2076 941"><p>History of HIV Testing</p><p>* Tested for HIV before :</p><p><input type="radio"/> Yes <input type="radio"/> No</p></div> |
|--|--------------------------------------|--|

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| <p>Step 7</p> | <p>Document HIV Testing History</p> <p>Document the HIV infection risk associated with the client.</p> <p>Screen client for Gender based violence.</p> <p>Assess client for past preventive care</p> |  <p>The screenshot shows a web form titled "HTS Eligibility Screening". On the left side, there are three buttons: "Save and close" (green), "Discard" (dark grey), and "HTS Eligibility Screening" (light grey). The main form area is divided into four sections, each enclosed in a red rounded rectangle:</p> <ul style="list-style-type: none">History of HIV Testing: A question "* Tested for HIV before :" with radio button options for "Yes" and "No".Risk Assessment: Two questions: "* Has the client ever had sex?" and "* Traditional /non-medical procedures e.g. scarification, plastic tooth extraction, Circumcision, uvulectomy etc". Both have radio button options for "Yes" and "No".GBV: A question "* Has the client recently experienced GBV?" with radio button options for "Yes" and "No".Preventive Care Assessment: Two checkboxes: "PrEP Service" (with a checkbox for "PrEP") and "PEP" (with a checkbox for "PEP"). |
|----------------------|---|---|

| | | |
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| <p>Step 8</p> | <ul style="list-style-type: none">- Assess client for TB - Assess client for pregnancy if they are females of reproductive age |  <p>The screenshot shows the 'HTS Eligibility Screening Form' interface. It includes a sidebar with 'HTS Eligibility Screening', 'Save and close', and 'Discard' buttons. The main form area is divided into sections: 'TB Risk Assessment' with a question '* Has the client been screened for TB?' and radio buttons for 'Yes' and 'No' (where 'No' is selected); 'Pregnancy Assessment' with a sub-section 'Eligibility & Referral for Testing' containing the question 'Client eligible for testing :', radio buttons for 'Yes' and 'No' (where 'Yes' is selected), and the label 'Get HIV Risk Score :'; and a 'Get HIV risk category' button followed by a 'Generated HIV Risk Category' section with radio buttons for 'Low', 'Medium', 'High', and 'Highest', and two more questions: '* Did you recommend HIV testing?' and '* Client referred for testing :', both with radio buttons for 'Yes' and 'No'.</p> |
|----------------------|---|--|

| | | |
|----------------------|--|---|
| | <ul style="list-style-type: none"> - Get clients HIV risk category. | <p>Client has a very high probability of a HIV positive test result. Testing is strongly recommended.</p> <p>Get HIV risk category</p> <p>Generated HIV Risk Category</p> <p><input type="radio"/> Low</p> <p><input type="radio"/> Medium</p> <p><input type="radio"/> High</p> <p><input checked="" type="radio"/> Highest</p> <p>* Did you recommend HIV testing?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>* Why did you recommend testing?</p> <p><input type="radio"/> Client is eligible</p> <p><input checked="" type="radio"/> Based on HIV Risk category from EMR</p> <p><input type="radio"/> Both eligible and risk category</p> <p>* Client referred for testing :</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> |
| <p>Step 9</p> | <ul style="list-style-type: none"> - Based on the clients' risk categorisation outcome refer for testing or preventive services - Save and close form to validate form entries | |

Step 10:

KenyaEMR | Jane Test Doe 27 yrs, Female

HTS Initial Form

Encounter Details | **HTS Recordings**

Save and close | Discard

Population Type

* Population Type :

General Population

Does client have any disability?

Yes
 No

HIV Test History

Has the client ever been tested for HIV by a HTS provider?

Yes
 No

Has the client done HIV self test in the last 12 months?

Yes
 No

Setting

* HTS Setting:

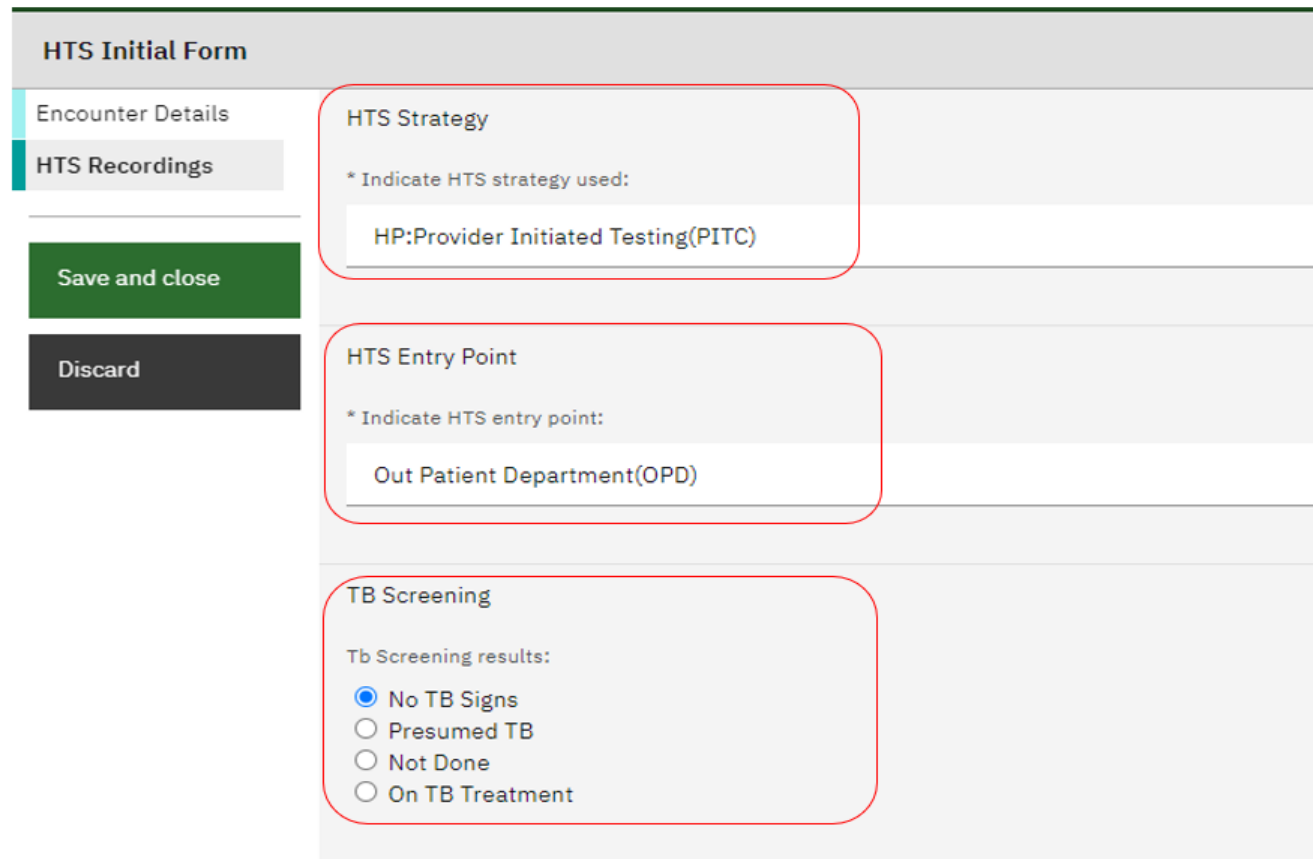
Facility
 Community

Approach

HTS Approach:

Provider Initiated Testing(PITC)

Step 11 HTS Initial form cont.
Fill in the HTS Strategy
Fill the HTS Entry Point
Fill TB Screening outcome



The screenshot shows the 'HTS Initial Form' interface. On the left is a sidebar with 'HTS Recordings' selected. The main content area has three sections: 'HTS Strategy' with a text input containing 'HP:Provider Initiated Testing(PITC)', 'HTS Entry Point' with a text input containing 'Out Patient Department(OPD)', and 'TB Screening' with radio buttons for 'No TB Signs' (selected), 'Presumed TB', 'Not Done', and 'On TB Treatment'. There are 'Save and close' and 'Discard' buttons on the left side of the form.

HTS Initial Form

Encounter Details

HTS Recordings

Save and close

Discard

HTS Strategy

* Indicate HTS strategy used:

HP:Provider Initiated Testing(PITC)

HTS Entry Point

* Indicate HTS entry point:

Out Patient Department(OPD)

TB Screening

Tb Screening results:

- No TB Signs
- Presumed TB
- Not Done
- On TB Treatment

Step 12 Offer HIV Test, document results and refer to next service point based on test outcome.

A “Positive” or “Indeterminate” result should translate to the offering of a Retest via a “Retest Form”.

| | |
|----------------------------|---|
| Kit 1 Name | Trinscreen |
| Lot Number | 24588-07HR |
| Expiry Date | 31/07/2024 |
| HIV Test 1 Results: | Negative |
| Final Results: | Negative |
| * Results given to client? | Yes |
| Couple is discordant: | <input type="radio"/> Couple <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A |
| Referral | Client referred for other services: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Remarks | Remarks |

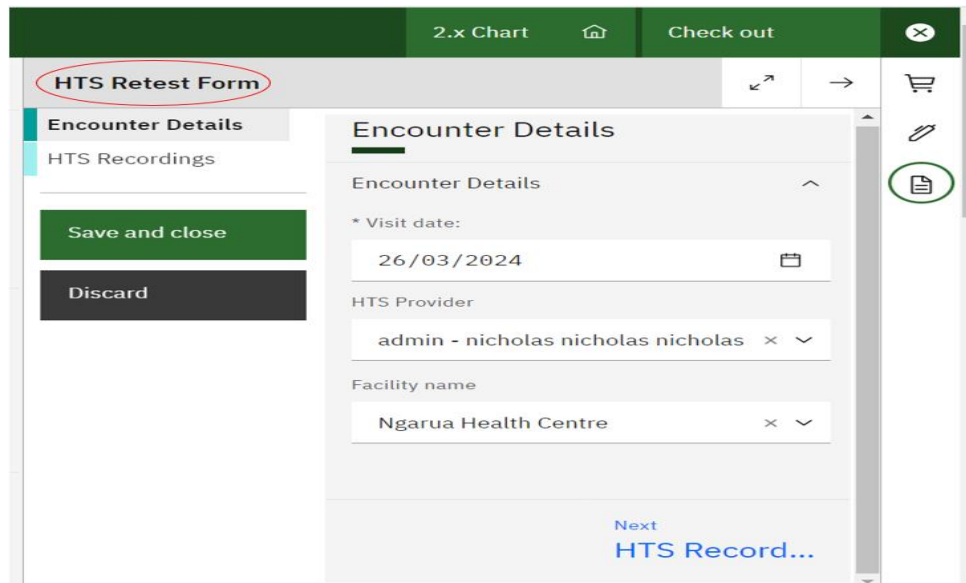
Step 13 HTS Retest Form
The form should be filled for clients with a “Positive” result at Initial Testing or an Indeterminate” HIV result

The form has similar fields to the HTS Initial Form

Fill the client’s Population Type

Assess client for disability

Document client’s HIV test history



HTS Retest Form

Encounter Details

HTS Recordings

Save and close

Discard

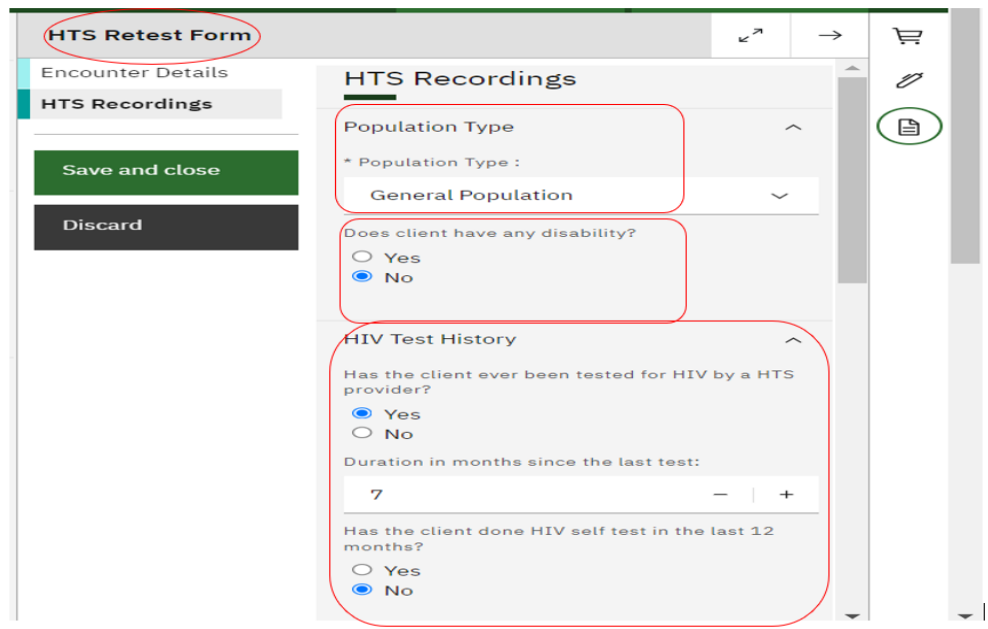
Encounter Details

* Visit date: 26/03/2024

HTS Provider: admin - nicholas nicholas nicholas

Facility name: Ngarua Health Centre

Next HTS Record...



HTS Retest Form

Encounter Details

HTS Recordings

Save and close

Discard

HTS Recordings

Population Type: General Population

Does client have any disability?
 Yes
 No

HIV Test History

Has the client ever been tested for HIV by a HTS provider?
 Yes
 No

Duration in months since the last test: 7

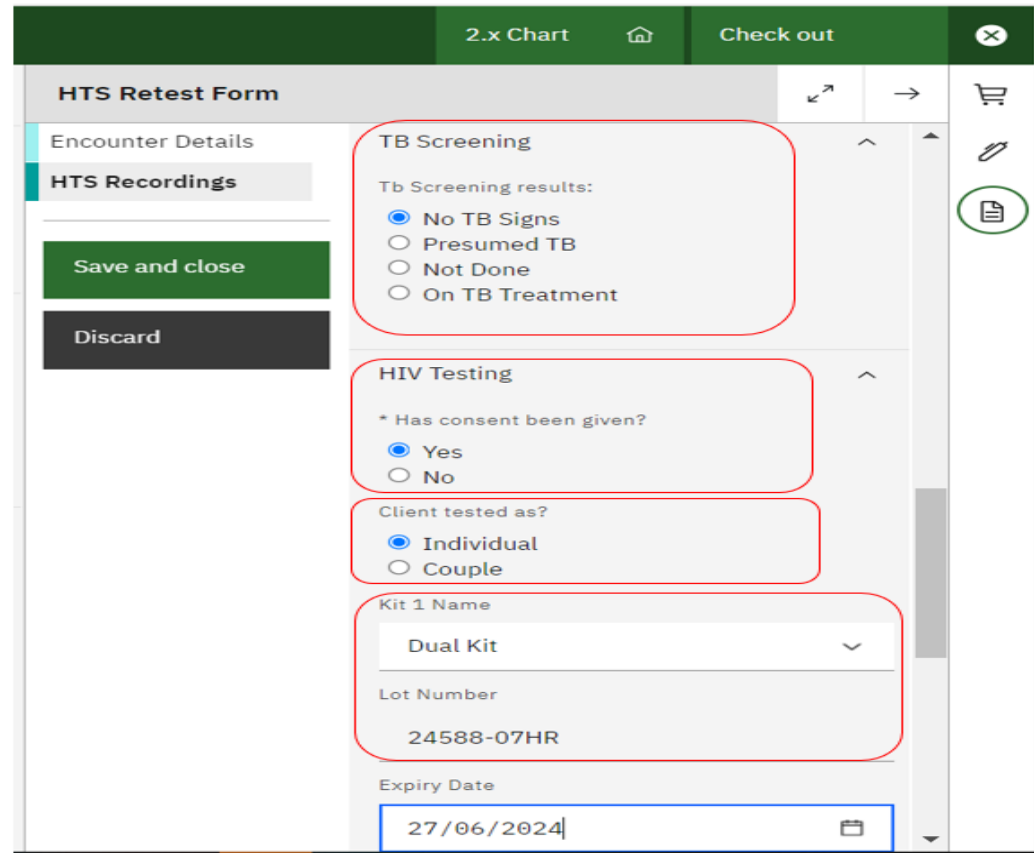
Has the client done HIV self test in the last 12 months?
 Yes
 No

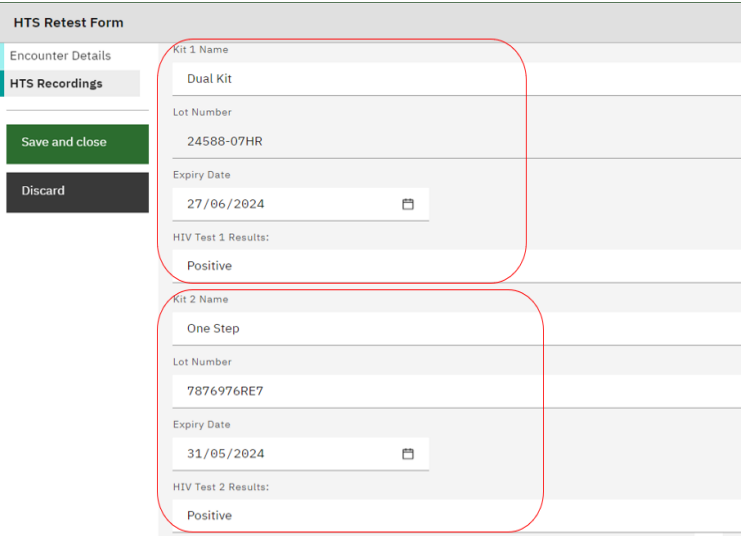
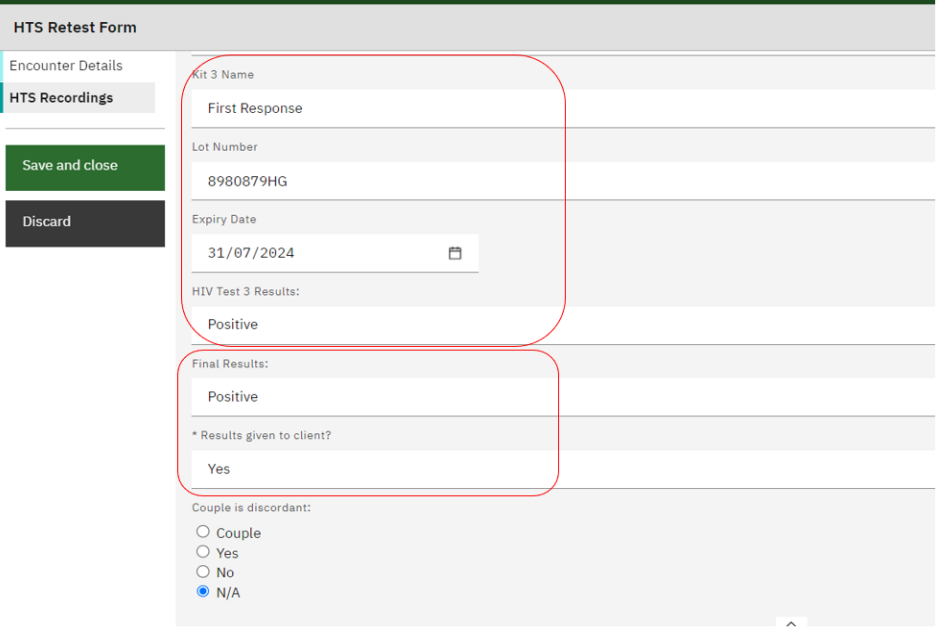
Step 15 Document TB screening outcomes for Client

Seek HIV testing consent from client

Specify whether client is testing as An individual or couple

Pick Kit name and document lot Number and Expiry Date



| | | |
|-----------------------|--|---|
| | <p>Fill the HIV test results for Kit 1, Kit 2 and Kit 3 where necessary</p> |  |
| <p>Step 16</p> | <p>Document final result and refer Client for either preventive, Care and treatment or confirmatory testing based on the HIV retest outcomes</p> |  |

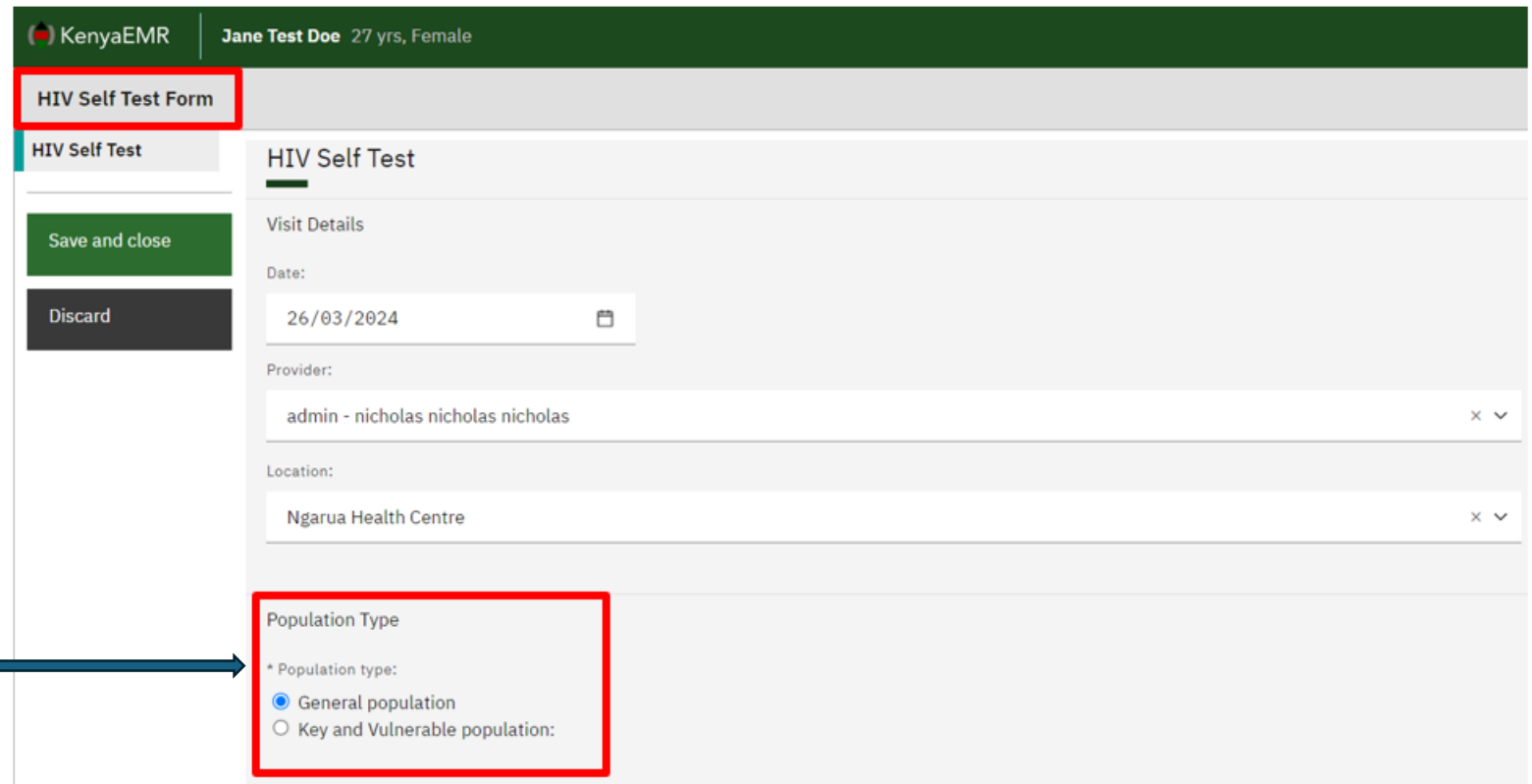
SECTION 2: HIV Self Test Form

Step1

The HIV Self Test Form is filled based on reported account of the client.

The form captures the Population typology of the client, HIV self test history of the client and the current self test results of the client

Fill client's population type



KenyaEMR | Jane Test Doe 27 yrs, Female

HIV Self Test Form

HIV Self Test

Save and close

Discard

Visit Details

Date: 26/03/2024

Provider: admin - nicholas nicholas nicholas

Location: Ngarua Health Centre

Population Type

* Population type:

- General population
- Key and Vulnerable population:

Step 2

Fill clients testing history

Populate client's knowledge of their HIV Status

KenyaEMR | Jane Test Doe 27 yrs, Female

HIV Self Test Form

HIV Self Test

Save and close

Discard

HIV Testing History

Ever tested for HIV? :

- Yes
- No

Knowledge of HIV Status ? :

- Positive
- Negative
- Unknown
- Not Applicable

Self Testing

Had a HIV Self Test in the past 12 months?

- Yes
- No

Current HIV Self Test Services

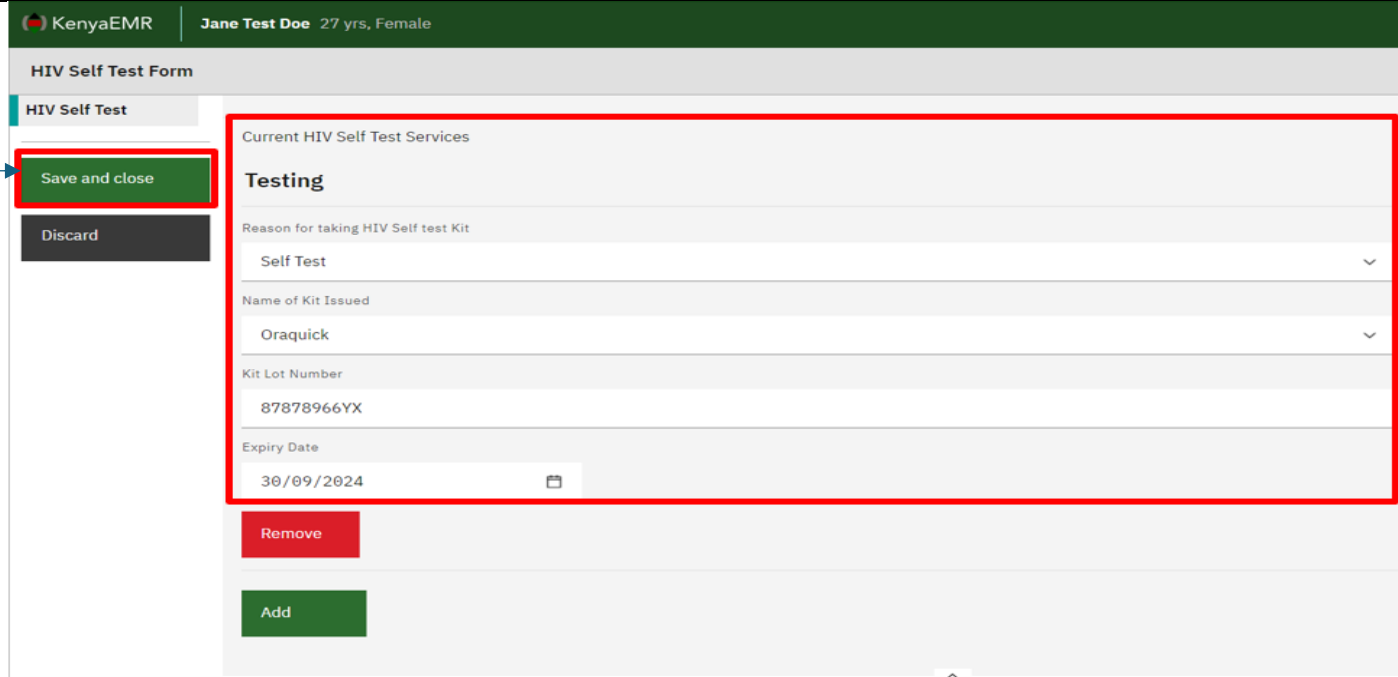
Testing

Add

Step 3

Fill the client's Current HIV self test information that includes the reason for self testing, name of kit issued, kit lot Number and expiry date.

Save and close form



The screenshot shows the KenyaEMR interface for a patient named Jane Test Doe, 27 years old, female. The form is titled "HIV Self Test Form" and is currently in the "HIV Self Test" section. A red box highlights the "Current HIV Self Test Services" section, which includes a "Testing" header and the following fields: "Reason for taking HIV Self test Kit" (set to "Self Test"), "Name of Kit Issued" (set to "Oraquick"), "Kit Lot Number" (set to "87878966YX"), and "Expiry Date" (set to "30/09/2024"). Below these fields are "Remove" and "Add" buttons. On the left side of the form, there are "Save and close" and "Discard" buttons, with a red box around the "Save and close" button and an arrow pointing to the text "Save and close form" in the adjacent text box.

THE END