

## KenyaEMR Green card Workflow

[ Last updated: Mar 2024]

<b>Tasks:</b>	End to end navigation of the green card clinical form
<b>Objective:</b>	Navigation skills
<b>Who:</b>	EMR users
<b>Required Materials:</b>	Username, password, computer installed with KenyaEMR 3.x 18.7.2 and above.

Step	Action	Screen shots
<b>Learning Objectives</b>	<p>By the end of this session, you will be able to;</p> <ul style="list-style-type: none"> <li>• Successfully log into KenyaEMR</li> <li>• Successfully document all clinical encounter events in the green card</li> </ul>	

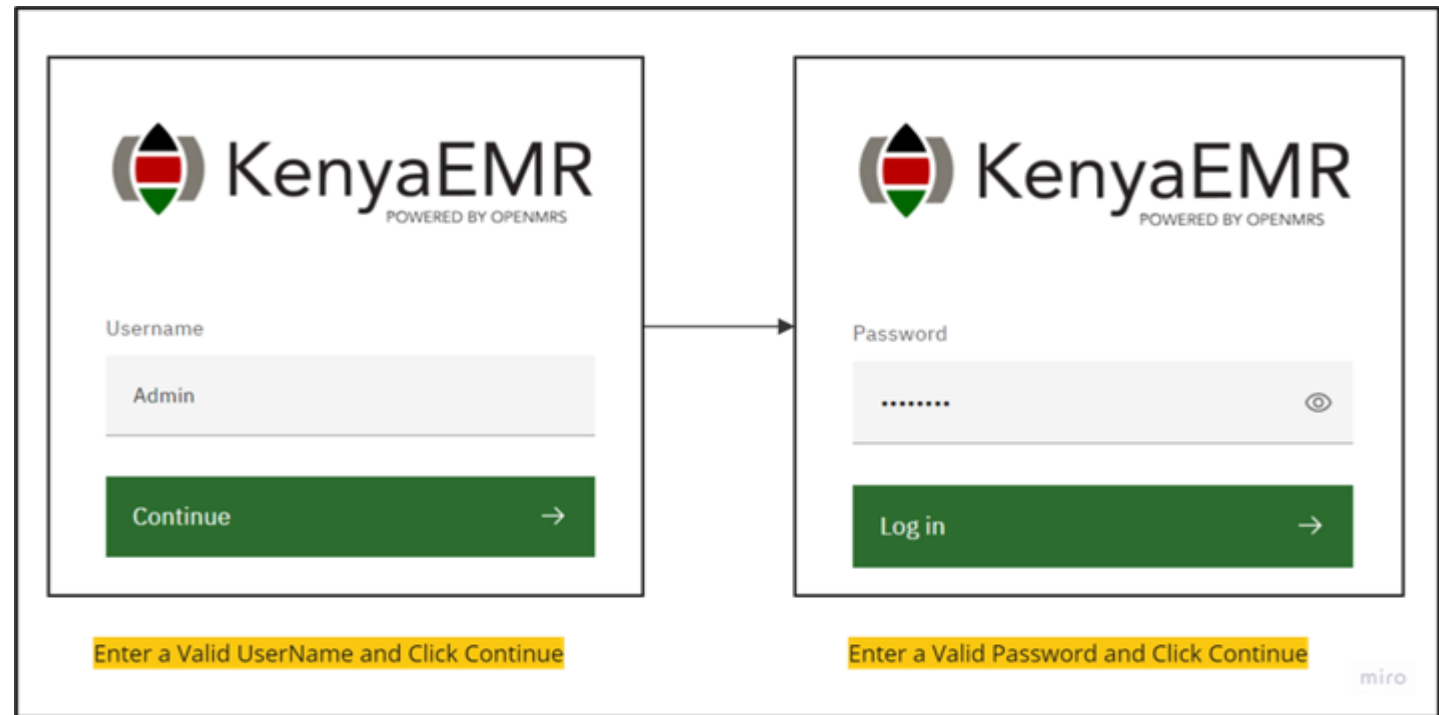
**Step 1**

**Login to KenyaEMR**

Load the KenyaEMR on your Browser using the right url for the machine. Contact System admin at the facility for url.

On successful loading in, authenticate entry by proving username and password on the fields, then.

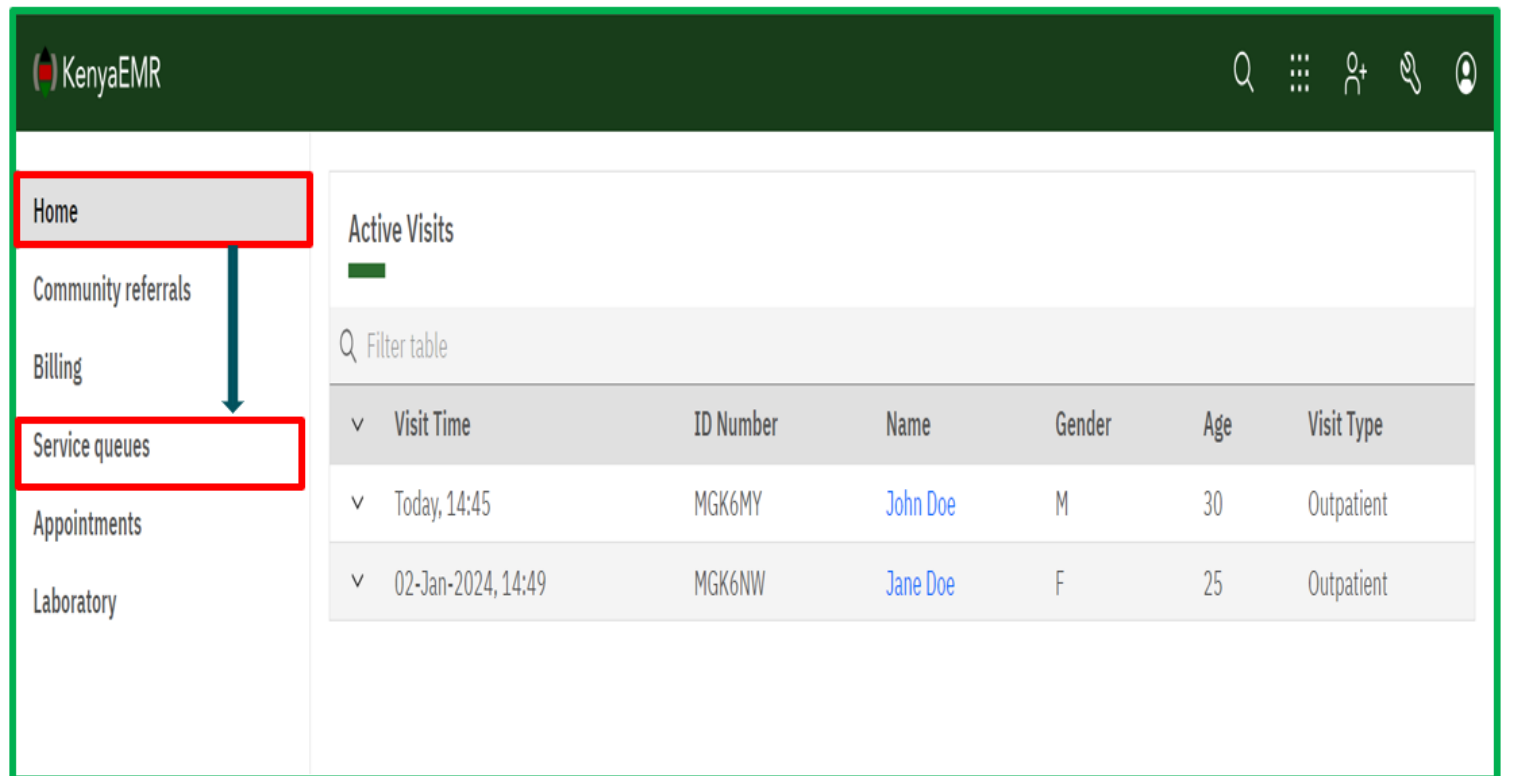
click **“Login”** button



**Step 2**

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

Click on the “Service Queues” menu among the items available on the left side menu items.

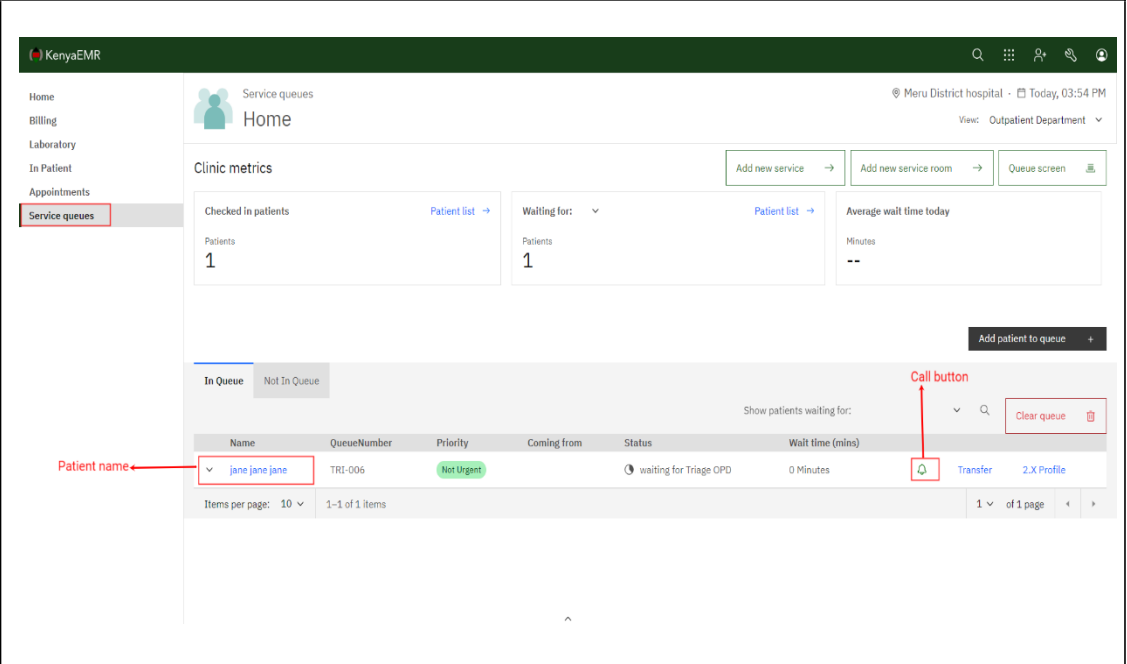


The screenshot shows the KenyaEMR interface. On the left, a navigation menu includes 'Home', 'Community referrals', 'Billing', 'Service queues' (highlighted with a red box), 'Appointments', and 'Laboratory'. A blue arrow points from the 'Home' menu item down to the 'Service queues' menu item. The main content area is titled 'Active Visits' and features a table with the following data:

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 service points.**  
 Once you click on the service queues, locate the name of the patient under the patient in queues as shown. Click on the 'Call button' which will take you to the patient profile.



The screenshot shows the 'Service queues' page in KenyaEMR. The 'Service queues' menu item is highlighted in the left sidebar. The main content area displays 'Clinic metrics' with 'Checked in patients' and 'Waiting for:' both showing 1 patient. Below this is a table of patients in the queue. The first patient, 'jane jane jane', is highlighted with a red box and labeled 'Patient name'. A red arrow points to a 'Call button' (represented by a telephone icon) in the patient's row, which is also labeled 'Call button'.

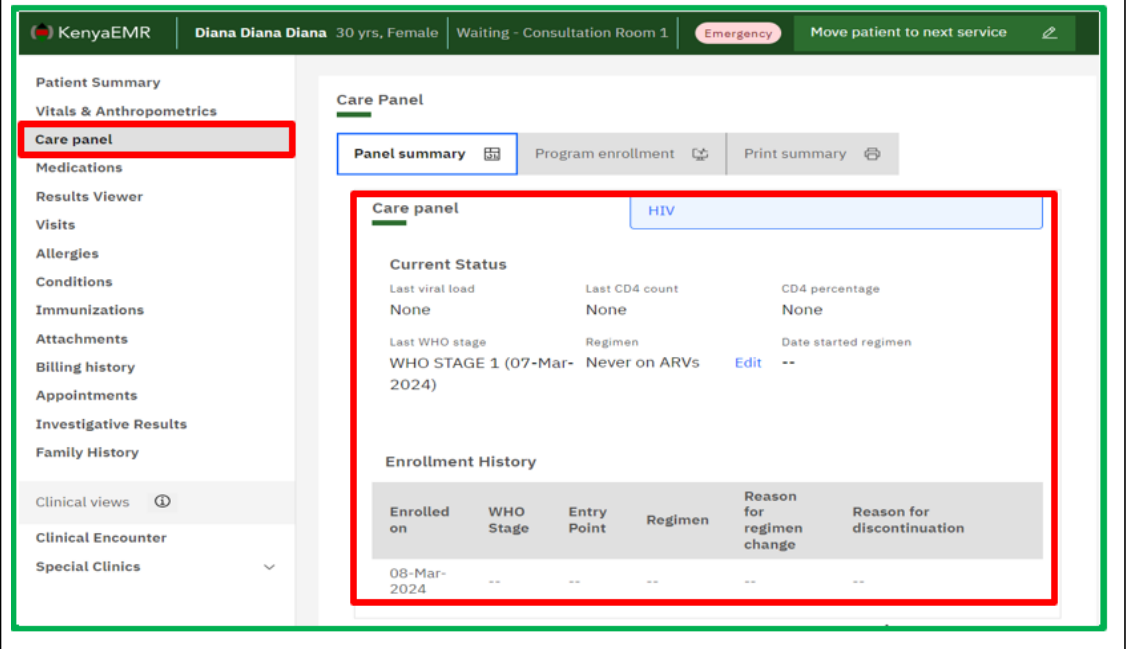
Name	QueueNumber	Priority	Coming from	Status	Wait time (mins)	Actions
jane jane jane	TRI-006	Not Urgent		waiting for Triage OPD	0 Minutes	Call button, Transfer, 2.X Profile

**Step 4**
**Confirm HIV Care Enrollment status.**
**Steps**

From the client Task menu

Step 1: Click on **"Care Panel"** tab

Step 2: Confirm under Panel Summary if client is enrolled to HIV



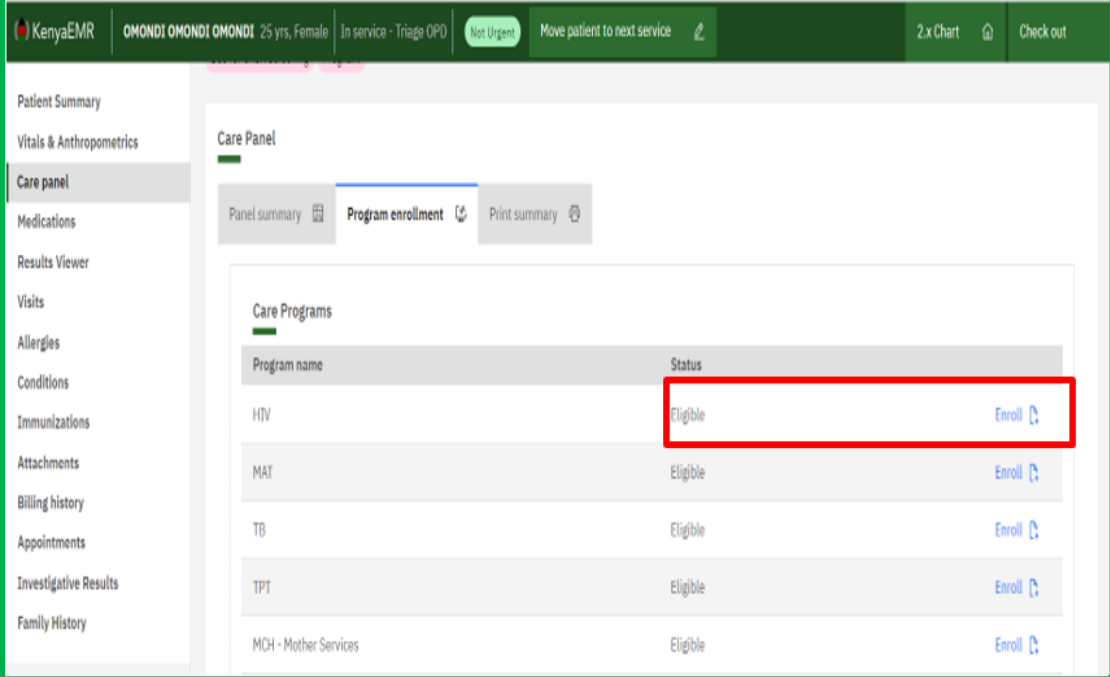
The screenshot shows the 'Care Panel' for a patient named 'Diana Diana Diana'. The 'Care panel' menu item is highlighted in the left sidebar. The 'Care Panel' section is active, showing 'Panel summary' and 'Program enrollment' tabs. The 'HIV' tab is selected, displaying the 'Current Status' and 'Enrollment History' sections. The 'Current Status' section shows 'Last viral load: None', 'Last CD4 count: None', and 'CD4 percentage: None'. The 'Enrollment History' table shows a record for '08-Mar-2024'.

Enrolled on	WHO Stage	Entry Point	Regimen	Reason for regimen change	Reason for discontinuation
08-Mar-2024	--	--	--	--	--

**Step 5**

**HIV Care Enrollment**

While on the care panel, click on 'Program enrollment' as shown to access care programs. Click on **"Enrol"** to **"HIV"** to enrol the client for HIV service if the client is not enrolled to HIV services and if they are **"Eligible"** for enrolment



KenyaEMR | OMONDI OMONDI OMONDI 25 yrs, Female | In service - Triage OPD | Not Urgent | Move patient to next service | 2.x Chart | Check out

Patient Summary  
Vitals & Anthropometrics  
**Care panel**  
Medications  
Results Viewer  
Visits  
Allergies  
Conditions  
Immunizations  
Attachments  
Billing history  
Appointments  
Investigative Results  
Family History

Care Panel  
Panel summary | **Program enrollment** | Print summary

Care Programs

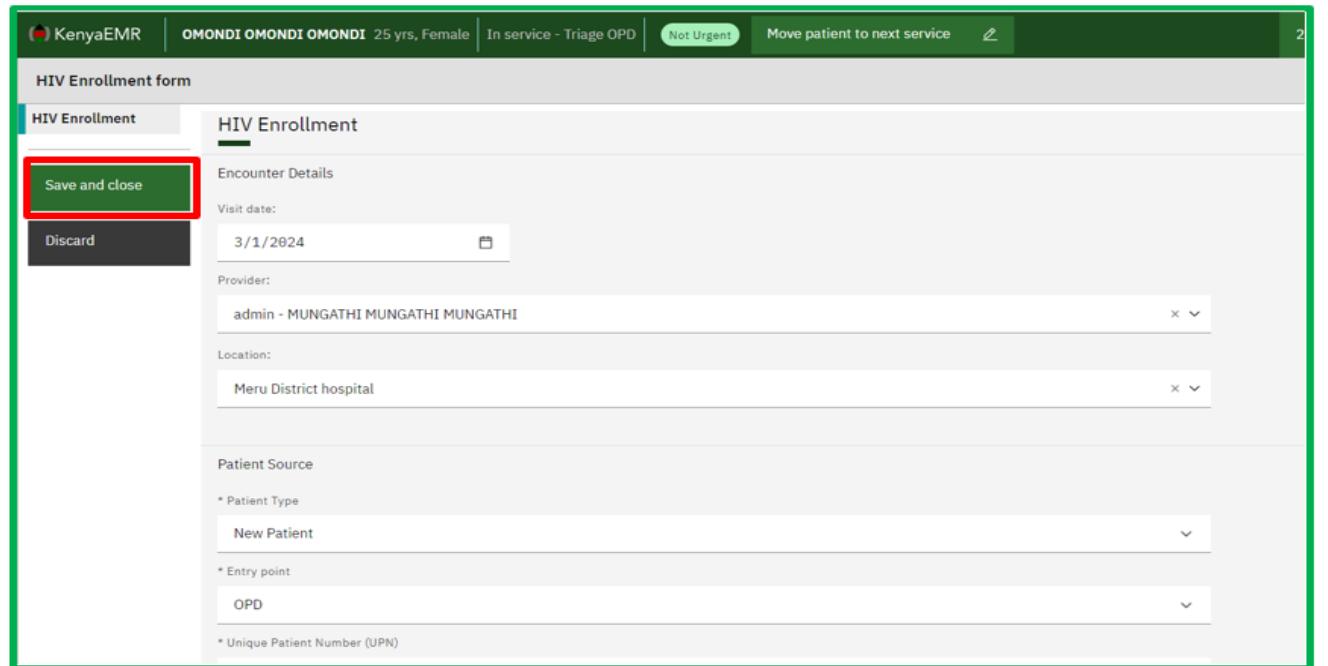
Program name	Status	
HIV	Eligible	<a href="#">Enroll</a>
MAT	Eligible	<a href="#">Enroll</a>
TB	Eligible	<a href="#">Enroll</a>
TPT	Eligible	<a href="#">Enroll</a>
MCH - Mother Services	Eligible	<a href="#">Enroll</a>

**Step 6**

**HIV Care Enrollment Cont.....**

Once you click on 'enroll', the 'HIV Enrollment' form will open as shown.

Click **"Save and Close"** after filling in all the necessary fields in the enrolment form.



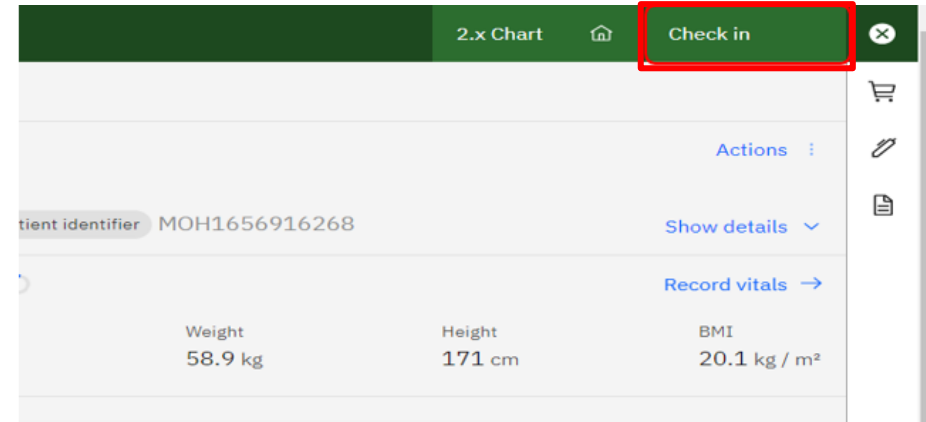
The screenshot shows the 'HIV Enrollment form' interface in KenyaEMR. The top navigation bar includes 'KenyaEMR', patient details 'OMONDI OMONDI OMONDI 25 yrs, Female', and service status 'In service - Triage OPD'. A 'Not Urgent' button and a 'Move patient to next service' link are also visible. The form is titled 'HIV Enrollment form' and contains several sections: 'HIV Enrollment' (with a 'Save and close' button highlighted in a red box and a 'Discard' button), 'Encounter Details' (with fields for 'Visit date' set to 3/1/2024, 'Provider' set to 'admin - MUNGATHI MUNGATHI MUNGATHI', and 'Location' set to 'Meru District hospital'), and 'Patient Source' (with dropdown menus for '\* Patient Type' set to 'New Patient', '\* Entry point' set to 'OPD', and '\* Unique Patient Number (UPN)').

**Step 7**

**HIV Green Card access**

Click 'Check in' the Client for service.

After check in the HIV Green card is now available under the suite of Clinical form. Click on it to open the form.



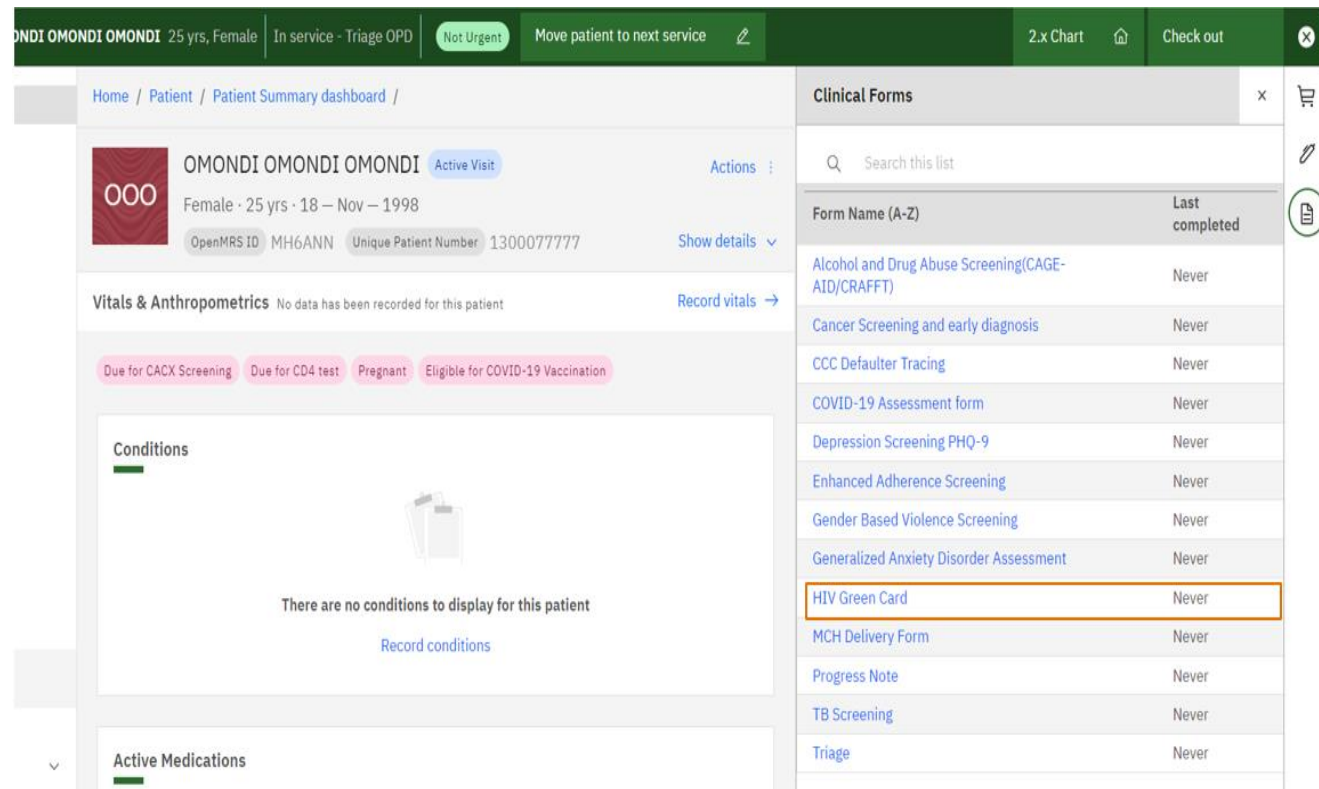
2.x Chart [Home](#) **Check in** ✕

Actions ⋮

patient identifier MOH1656916268 [Show details](#) ⌵

[Record vitals](#) →

Weight	Height	BMI
58.9 kg	171 cm	20.1 kg / m <sup>2</sup>



OMONDI OMONDI OMONDI 25 yrs, Female | In service - Triage OPD | Not Urgent | [Move patient to next service](#) ↗ | 2.x Chart [Home](#) **Check out** ✕

Home / Patient / Patient Summary dashboard /

**OMONDI OMONDI OMONDI** Active Visit Actions ⋮

Female · 25 yrs · 18 – Nov – 1998

OpenMRS ID MH6ANN Unique Patient Number 1300077777 [Show details](#) ⌵

**Vitals & Anthropometrics** No data has been recorded for this patient [Record vitals](#) →

Due for CACX Screening Due for CD4 test Pregnant Eligible for COVID-19 Vaccination

**Conditions**

There are no conditions to display for this patient

[Record conditions](#)

**Active Medications**

**Clinical Forms** ✕

Search this list

Form Name (A-Z)	Last completed
Alcohol and Drug Abuse Screening(CAGE-AID/CRAFFT)	Never
Cancer Screening and early diagnosis	Never
CCC Defaulter Tracing	Never
COVID-19 Assessment form	Never
Depression Screening PHQ-9	Never
Enhanced Adherence Screening	Never
Gender Based Violence Screening	Never
Generalized Anxiety Disorder Assessment	Never
<b>HIV Green Card</b>	Never
MCH Delivery Form	Never
Progress Note	Never
TB Screening	Never
Triage	Never

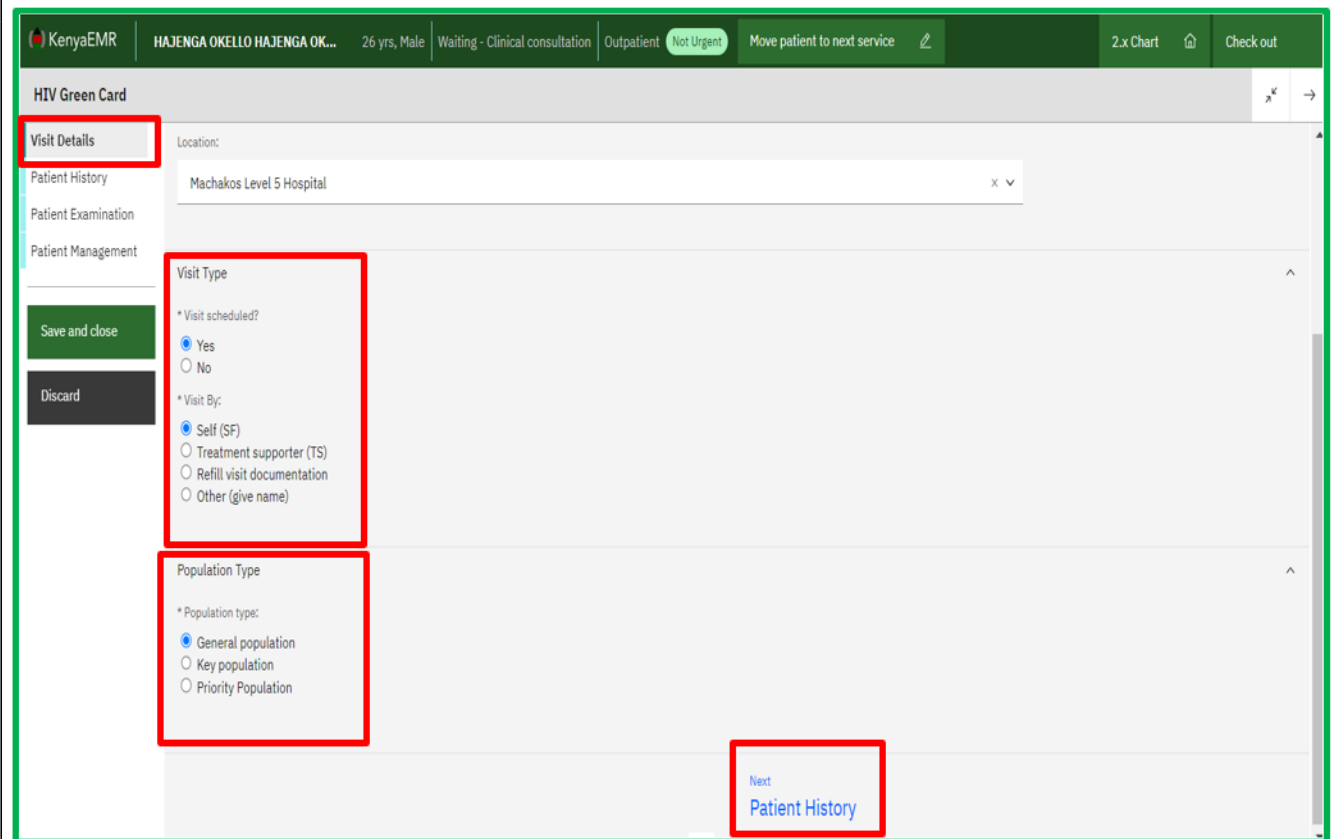
**Step 8**

The HIV Green card is divided into 4 tabs as Highlighted below

- 1) **Visit Details Tab** documents provides information about the nature of visit and the client typology.

Fill all the questions, then click Next at the bottom of the page as highlighted.

**NB: For all the questions with an asterisk means they are mandatory.**



KenyaEMR | HAJENGA OKELLO HAJENGA OK... | 26 yrs, Male | Waiting - Clinical consultation | Outpatient | Not Urgent | Move patient to next service | 2.x Chart | Check out

**HIV Green Card**

**Visit Details** | Location: Machakos Level 5 Hospital

Patient History | Patient Examination | Patient Management

Save and close | Discard

**Visit Type**

\* Visit scheduled?  
 Yes  
 No

\* Visit By:  
 Self (SF)  
 Treatment supporter (TS)  
 Refill visit documentation  
 Other (give name)

**Population Type**

\* Population type:  
 General population  
 Key population  
 Priority Population

Next  
Patient History



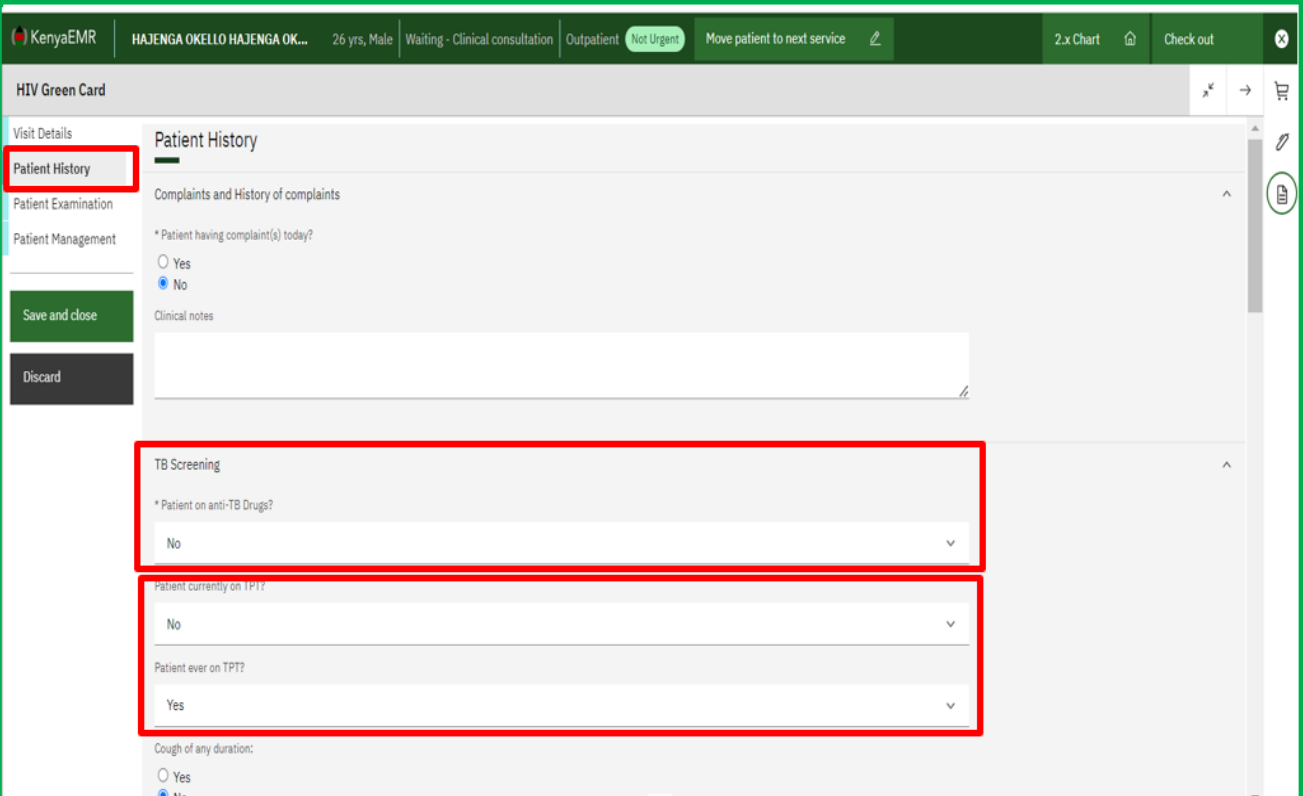
**Step 9**

**Patient History** that collects the patients historical medical history that includes historical TB and IPT interventions.

**TB Screening**

Select from the dropdown if on anti-TB drugs or not (Note that this is a mandatory field) one cannot move to the next field without the form

If a patient is on TB drugs the IPT field is inactivated because a patient can NOT be on TB drugs and IPT at the same time.



KenyaEMR | HAJENGA OKELLO HAJENGA OK... | 26 yrs, Male | Waiting - Clinical consultation | Outpatient | Not Urgent | Move patient to next service | 2.x Chart | Check out

HIV Green Card

Visit Details | **Patient History** | Patient Examination | Patient Management

Complaints and History of complaints

\* Patient having complaint(s) today?

Yes

No

Clinical notes

Save and close

Discard

TB Screening

\* Patient on anti-TB Drugs?

No

Patient currently on IPT?

No

Patient ever on TPT?

Yes

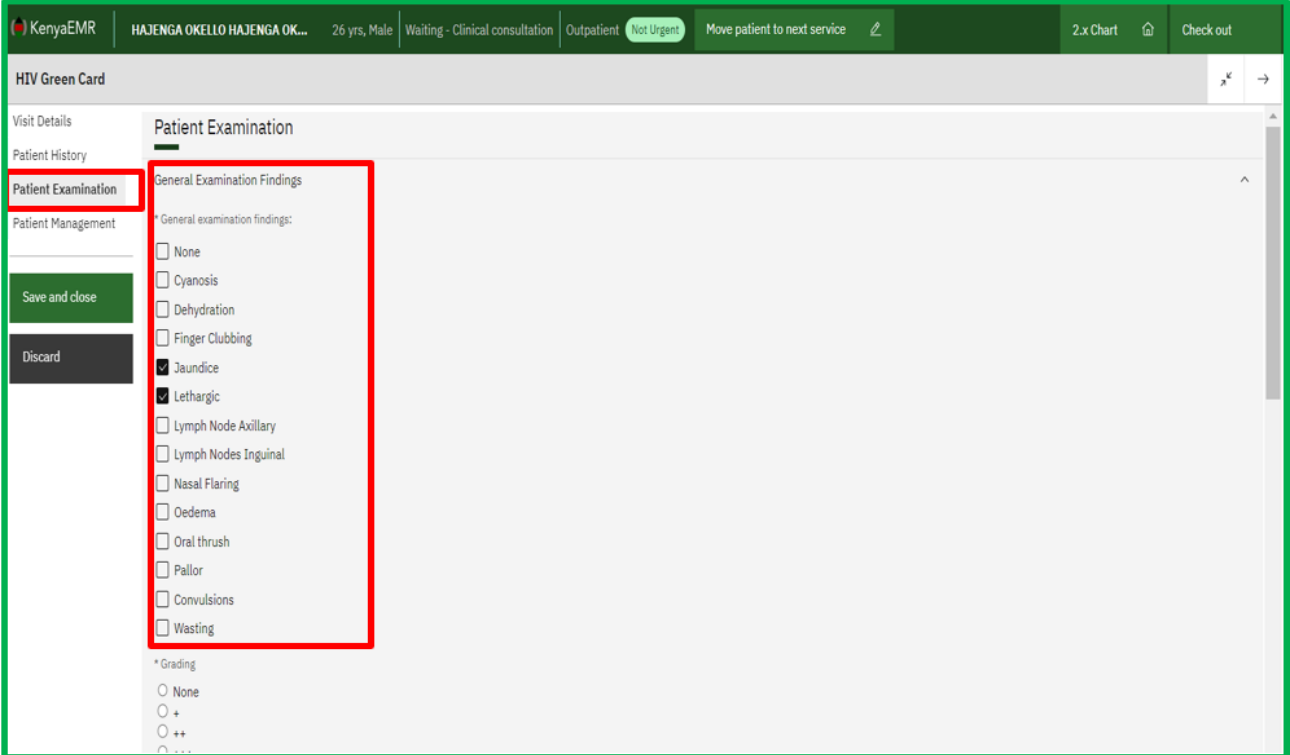
Cough of any duration:

Yes

No

**Step 10:**

**Patient Examination** that collects information on clients General, and systems review examination. The clients WHO status and diagnosis based on the ICD 11 coding is documented here.



KenyaEMR HAJENGA OKELLO HAJENGA OK... 26 yrs, Male Waiting - Clinical consultation Outpatient Not Urgent Move patient to next service 2.x Chart Check out

HIV Green Card

Visit Details Patient History Patient Examination Patient Management

Save and close Discard

**Patient Examination**

General Examination Findings

\* General examination findings:

- None
- Cyanosis
- Dehydration
- Finger Clubbing
- Jaundice
- Lethargic
- Lymph Node Axillary
- Lymph Nodes Inguinal
- Nasal Flaring
- Oedema
- Oral thrush
- Pallor
- Convulsions
- Wasting

\* Grading

- None
- +
- ++
- +++

**Step 11**

**Systems Examination Pane cont.....**

Record the review of body systems reviewed and the findings.

Once done with examination, click on 'Next' at the bottom of the page to move to 'Patient Management'.

**HIV Green Card**

Visit Details  
Patient History  
**Patient Examination**  
Patient Management

Save and close  
Discard

**System Examination**

\* Finding(s) on systems review?  
 Normal  
 Abnormal

System Reviews

- Skin
- Eye
- ENT
- Respiratory
- CVS
- Abdominal
- CNS
- Genitourinary

Skin findings

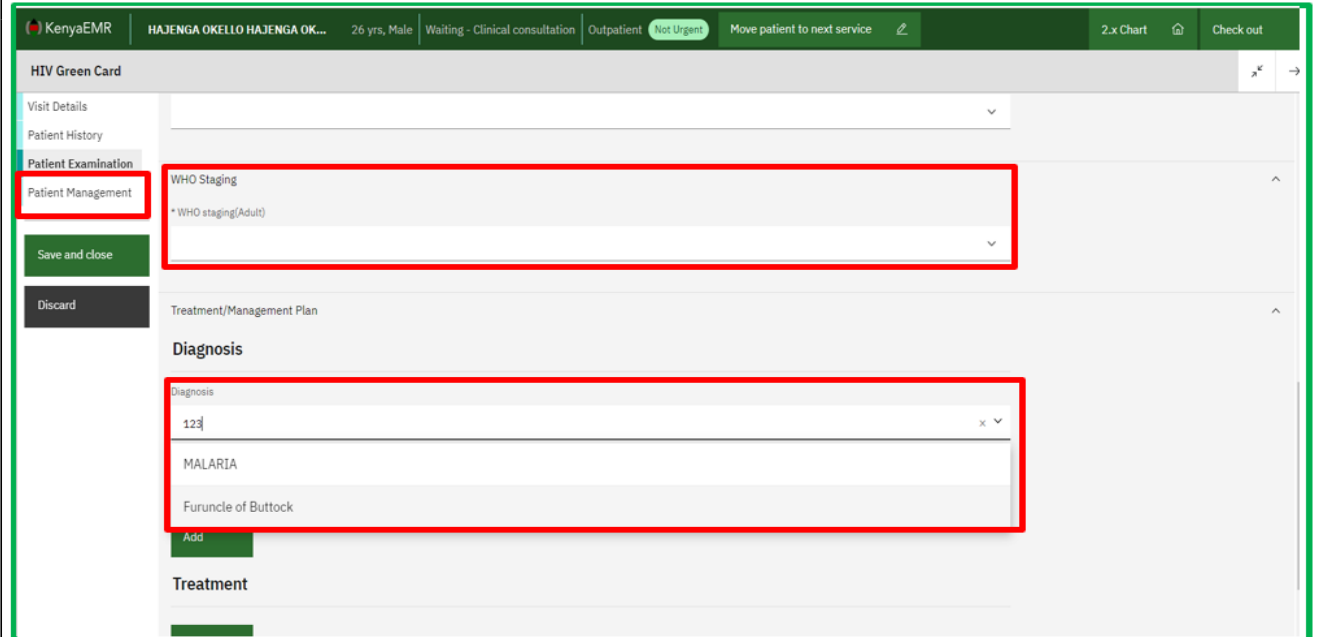
- Swelling/Growth
- Skin eruptions/Rashes
- Hair Loss
- Oral sores
- Kaposi Sarcoma
- Itching
- Abscess

Skin finding notes

**Step 12**

**ICD 11 Coding backed diagnosis illustrated.**  
Click on **'Add'** button under Diagnosis to add patient's diagnosis. Search by typing at most more than 2 characters, suggestions will appear. Pick the correct one.

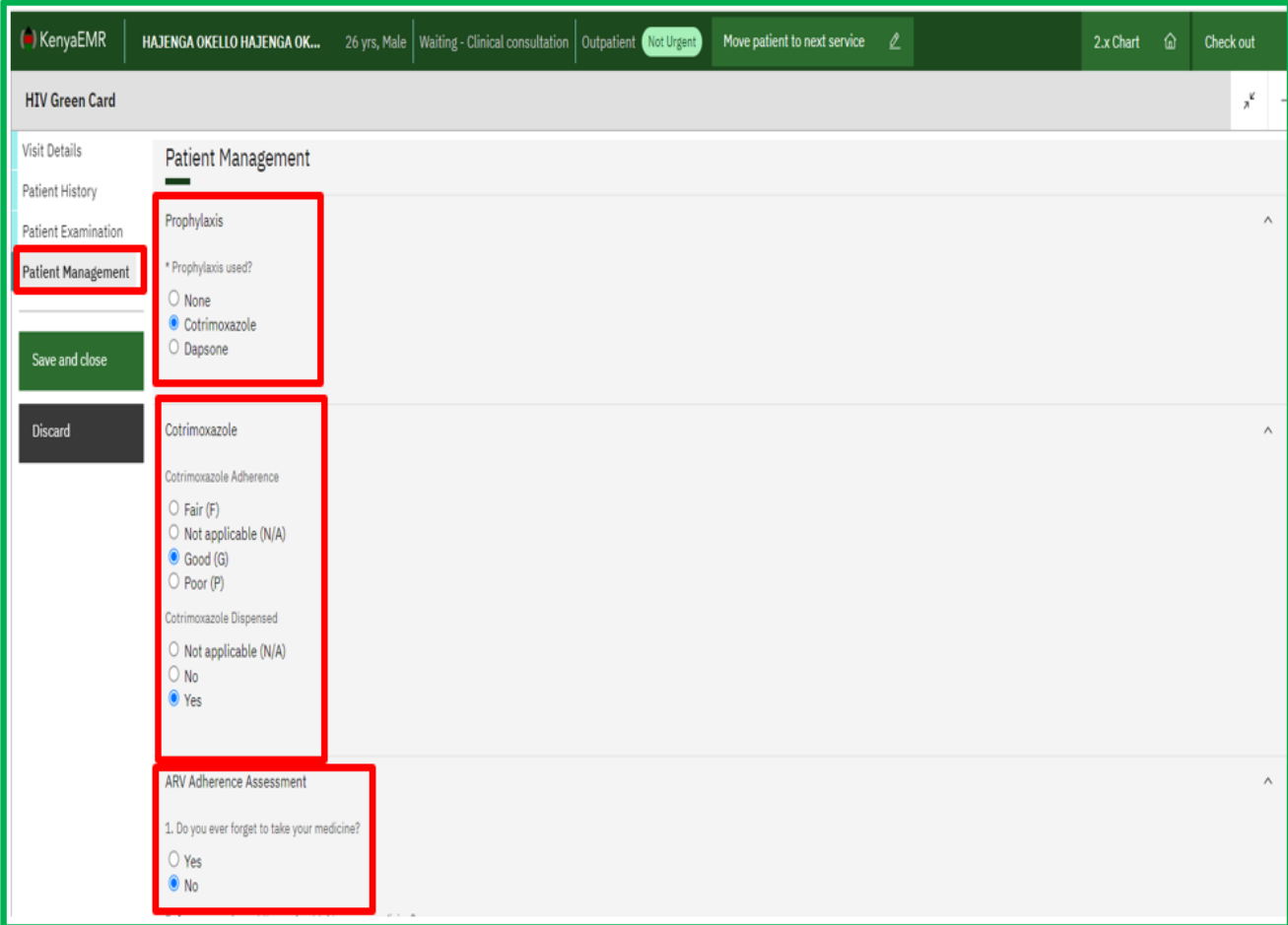
**NB: You can add more than one diagnosis by clicking 'Add'.**



The screenshot displays the KenyaEMR interface for a patient named HAJENGA OKELLO HAJENGA OK... (26 yrs, Male, Waiting - Clinical consultation, Outpatient, Not Urgent). The interface includes a top navigation bar with 'KenyaEMR', patient details, and status. Below this, there are tabs for 'HIV Green Card', 'Visit Details', 'Patient History', 'Patient Examination', and 'Patient Management'. The 'Patient Management' tab is selected and highlighted with a red box. Underneath, there are buttons for 'Save and close' and 'Discard'. The 'Diagnosis' section is active, showing a search input field with '123' entered, which has triggered a dropdown list of suggestions: 'MALARIA' and 'Furuncle of Buttock'. The 'Add' button below the suggestions is also highlighted with a red box. The 'Treatment' section is visible below the diagnosis list.

**Step 13**

**Patient Management** collects information on prognosis and work up plan that has been recommended for the client. The client's adherence assessment is also assessed at this point using morisky.



KenyaEMR HAJENGA OKELLO HAJENGA OK... 26 yrs, Male Waiting - Clinical consultation Outpatient Not Urgent Move patient to next service 2.x Chart Check out

HIV Green Card

Visit Details Patient History Patient Examination **Patient Management**

Save and close Discard

**Prophylaxis**

\* Prophylaxis used?

None  
 Cotrimoxazole  
 Dapsone

**Cotrimoxazole**

Cotrimoxazole Adherence

Fair (F)  
 Not applicable (N/A)  
 Good (G)  
 Poor (P)

Cotrimoxazole Dispensed

Not applicable (N/A)  
 No  
 Yes

**ARV Adherence Assessment**

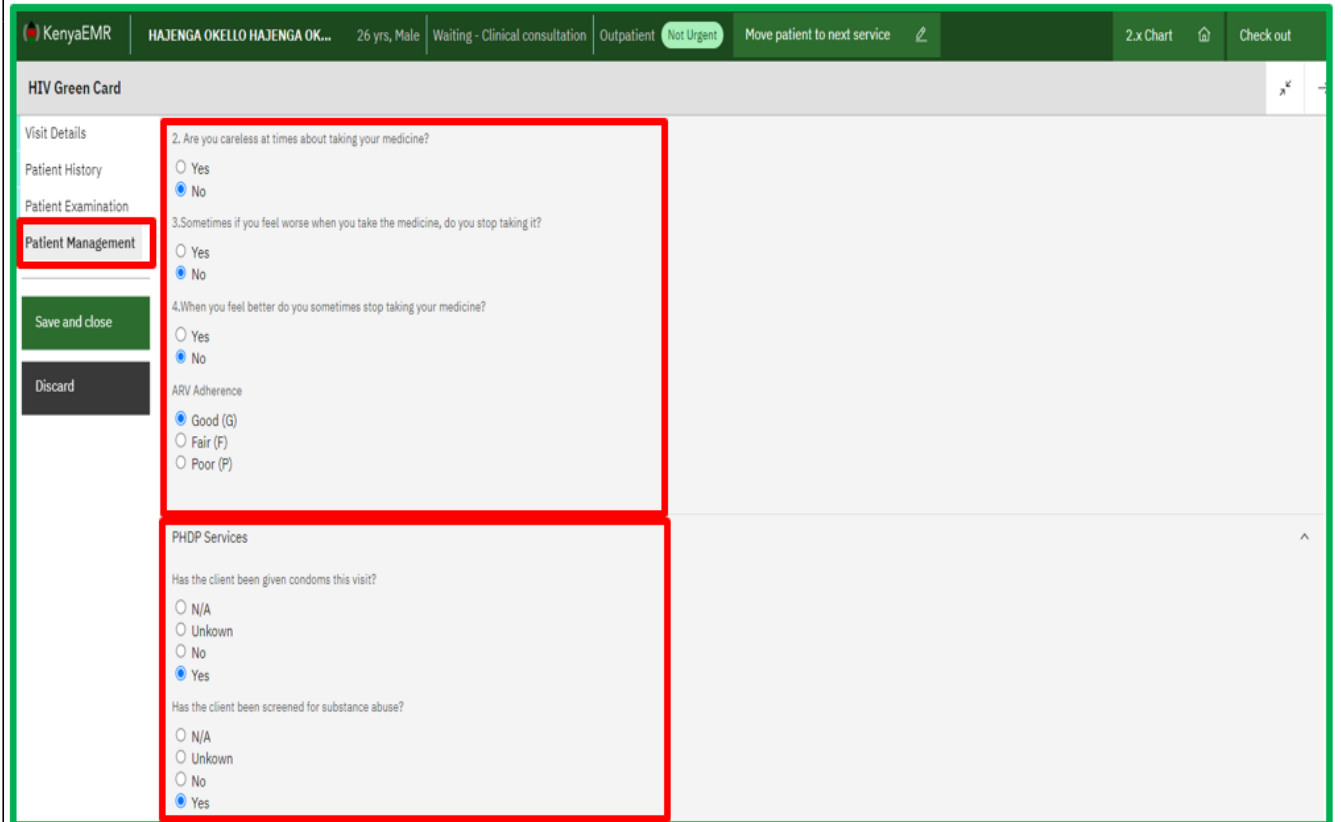
1. Do you ever forget to take your medicine?

Yes  
 No

**Step 14**

**Patient Management cont....**

Assess the client for adherence using morisky.



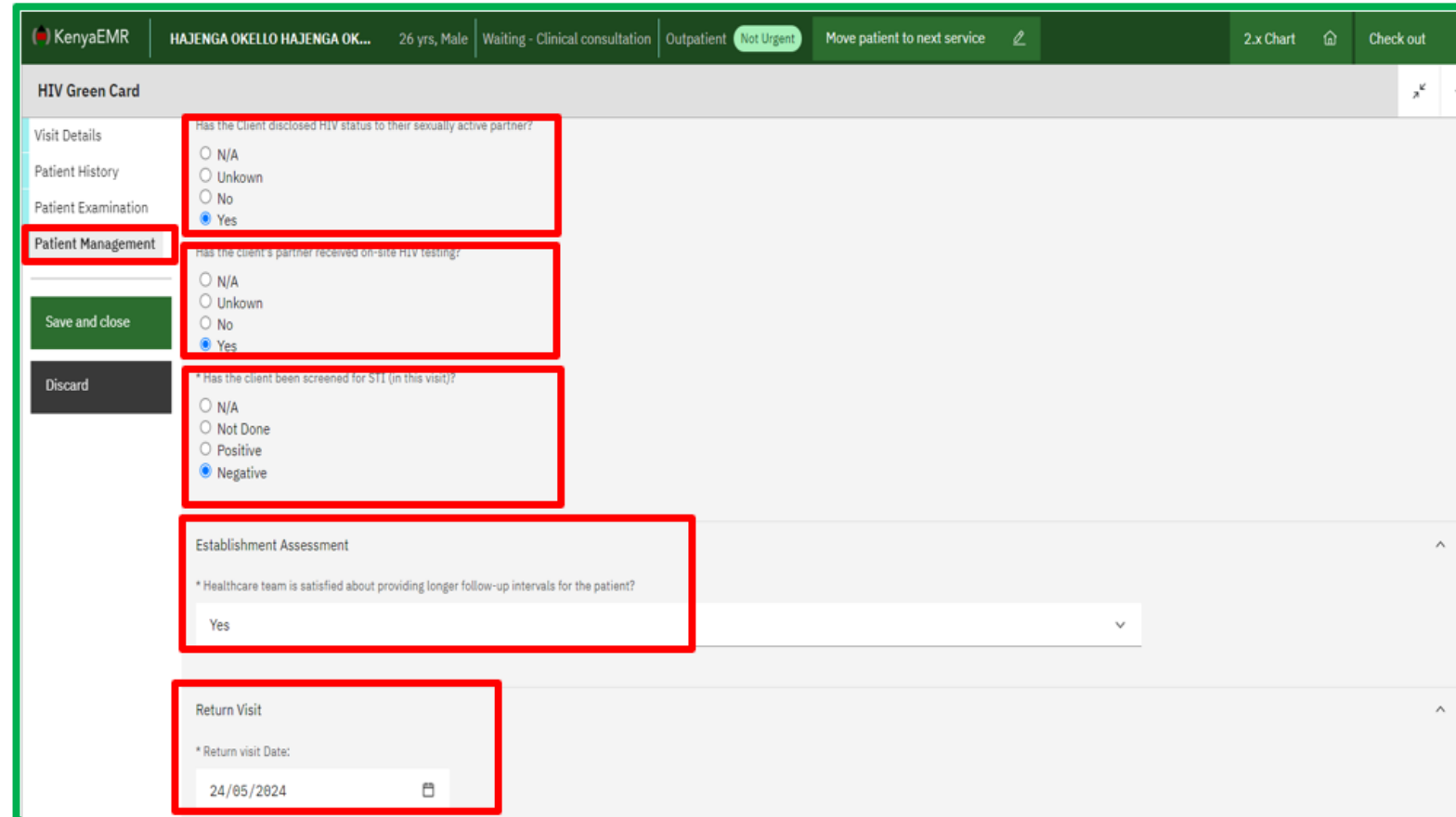
The screenshot displays the KenyaEMR interface for an HIV Green Card. The patient information at the top includes the name HAJENGA OKELLO HAJENGA OK..., age 26 yrs, sex Male, and status as an Outpatient. The form is titled 'HIV Green Card' and has a sidebar menu with 'Patient Management' highlighted. The main content area contains several sections:

- Visit Details**
- Patient History**
- Patient Examination**
- Patient Management** (highlighted in red):
  - 2. Are you careless at times about taking your medicine?  
 Yes  
 No
  - 3. Sometimes if you feel worse when you take the medicine, do you stop taking it?  
 Yes  
 No
  - 4. When you feel better do you sometimes stop taking your medicine?  
 Yes  
 No
- ARV Adherence**
  - Good (G)
  - Fair (F)
  - Poor (P)
- PHDP Services**
  - Has the client been given condoms this visit?  
 N/A  
 Unkown  
 No  
 Yes
  - Has the client been screened for substance abuse?  
 N/A  
 Unkown  
 No  
 Yes

Navigation buttons 'Save and close' and 'Discard' are visible on the left side of the form.

**Step 15****Patient Management cont....**

Record client's establishment status then give the next return visit date. Save and Close Green card to validate data captured and to bring the encounter to a close. Discard if you don't want to save the changes. **Move patient to next service to end Clinical encounter.**



The screenshot shows the KenyaEMR interface for an HIV Green Card. The patient information at the top includes: HAJENGA OKELLO HAJENGA OK..., 26 yrs, Male, Waiting - Clinical consultation, Outpatient, Not Urgent, and Move patient to next service. The form is divided into several sections, with red boxes highlighting specific areas:

- Visit Details:** Has the Client disclosed HIV status to their sexually active partner?
  - N/A
  - Unknown
  - No
  - Yes
- Patient Management:** Has the client's partner received on-site HIV testing?
  - N/A
  - Unknown
  - No
  - Yes
- Discard:** \* Has the client been screened for STI (in this visit)?
  - N/A
  - Not Done
  - Positive
  - Negative
- Establishment Assessment:** \* Healthcare team is satisfied about providing longer follow-up intervals for the patient?
  - Yes
- Return Visit:** \* Return visit Date:
  - 24/05/2024

Buttons for "Save and close" and "Discard" are visible on the left side of the form.

**THE END**