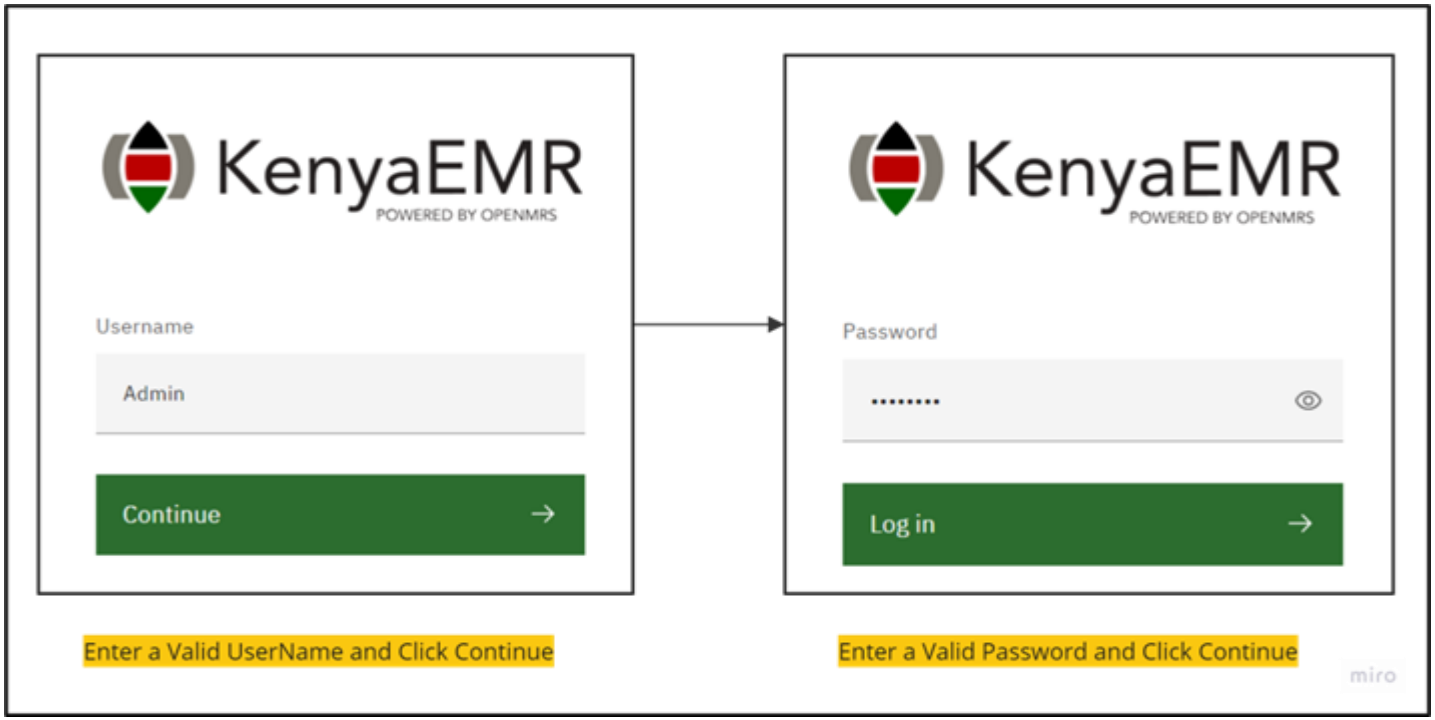
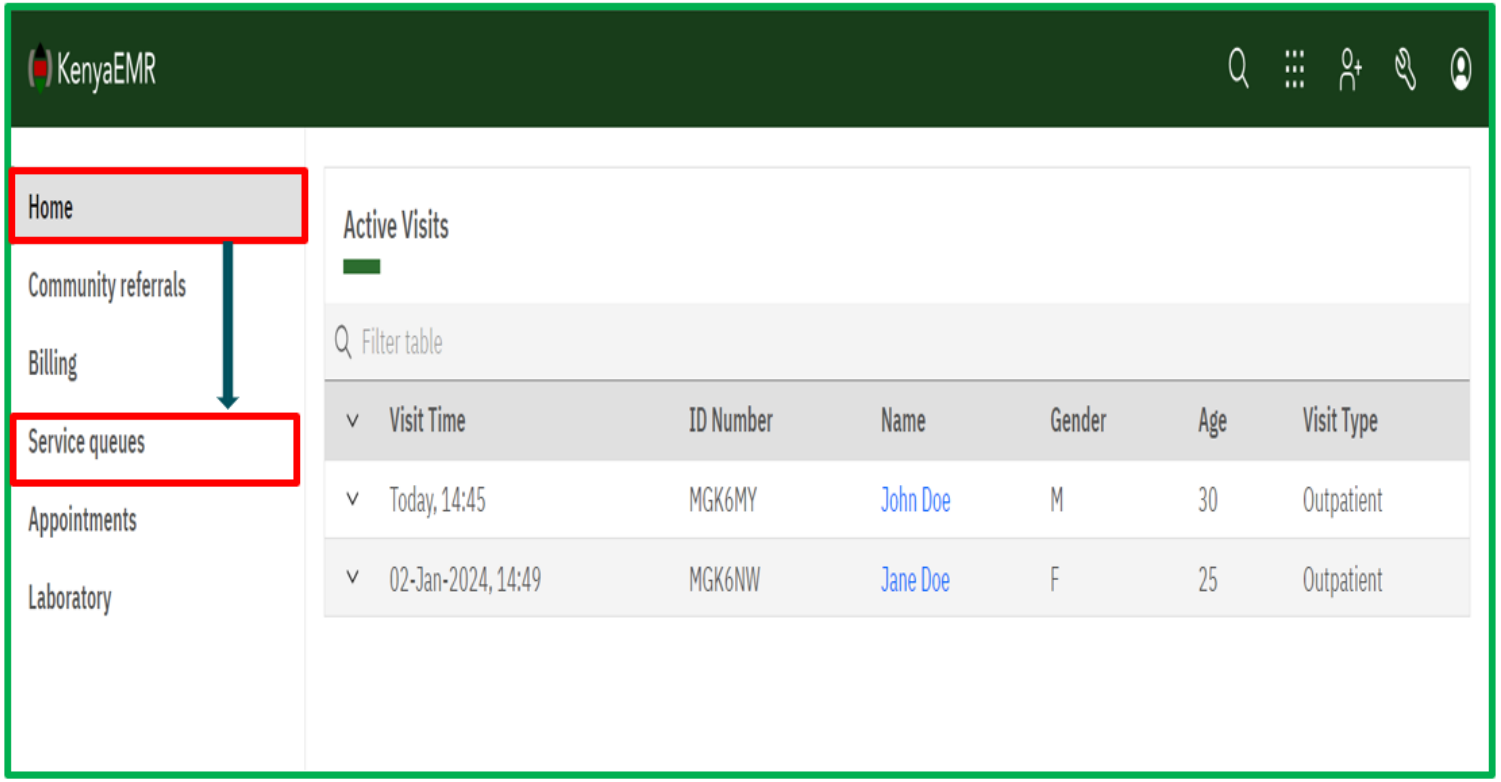
KenyaEMR Green card Workflow

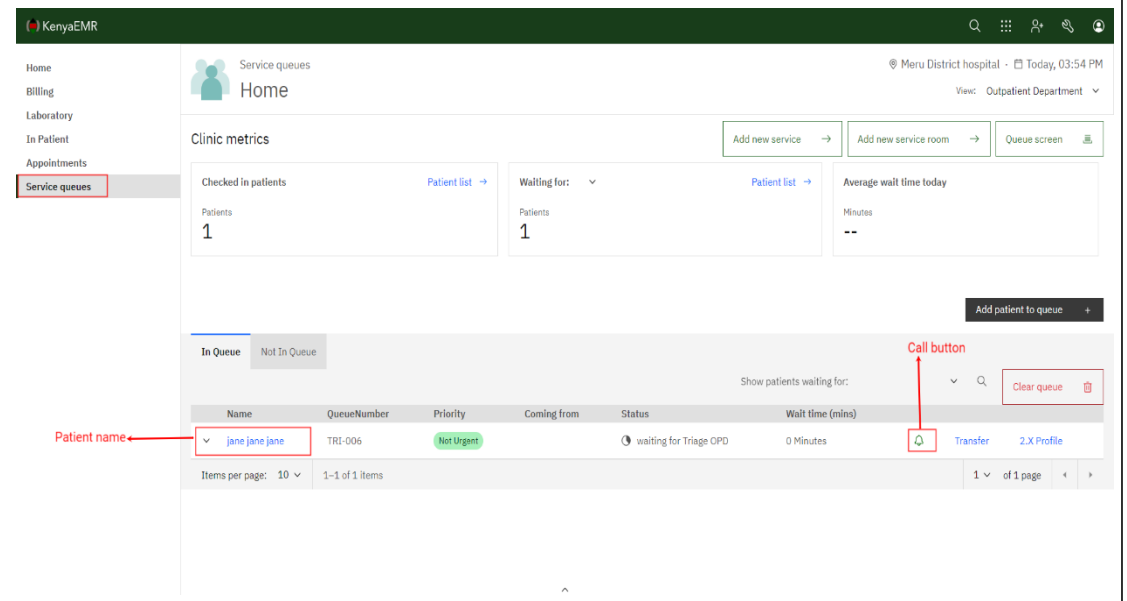
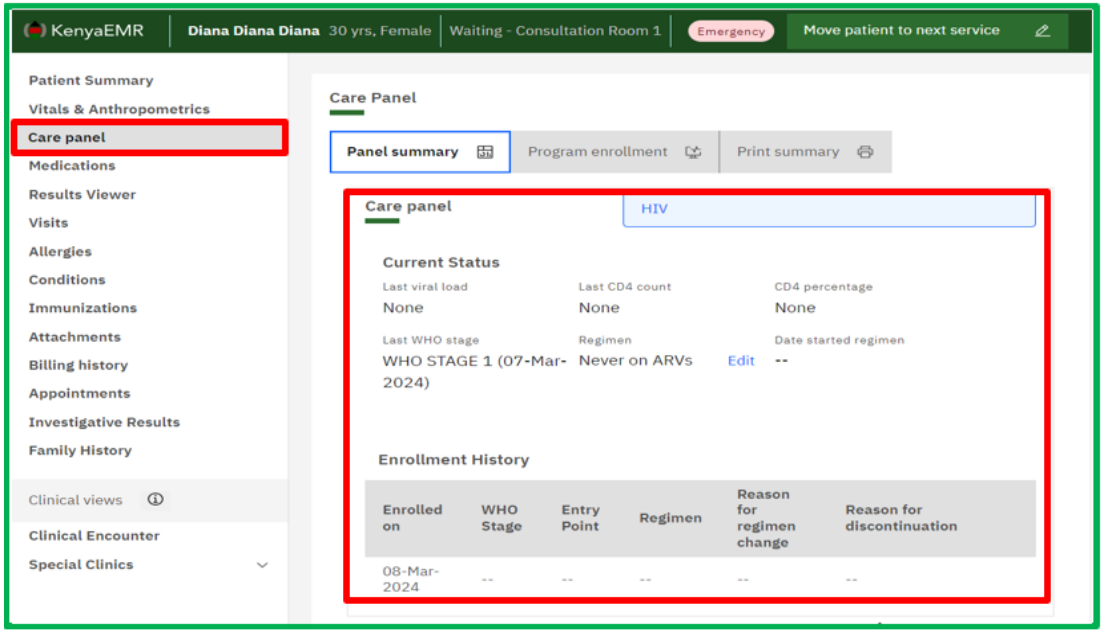
[Last updated: Mar 2024]

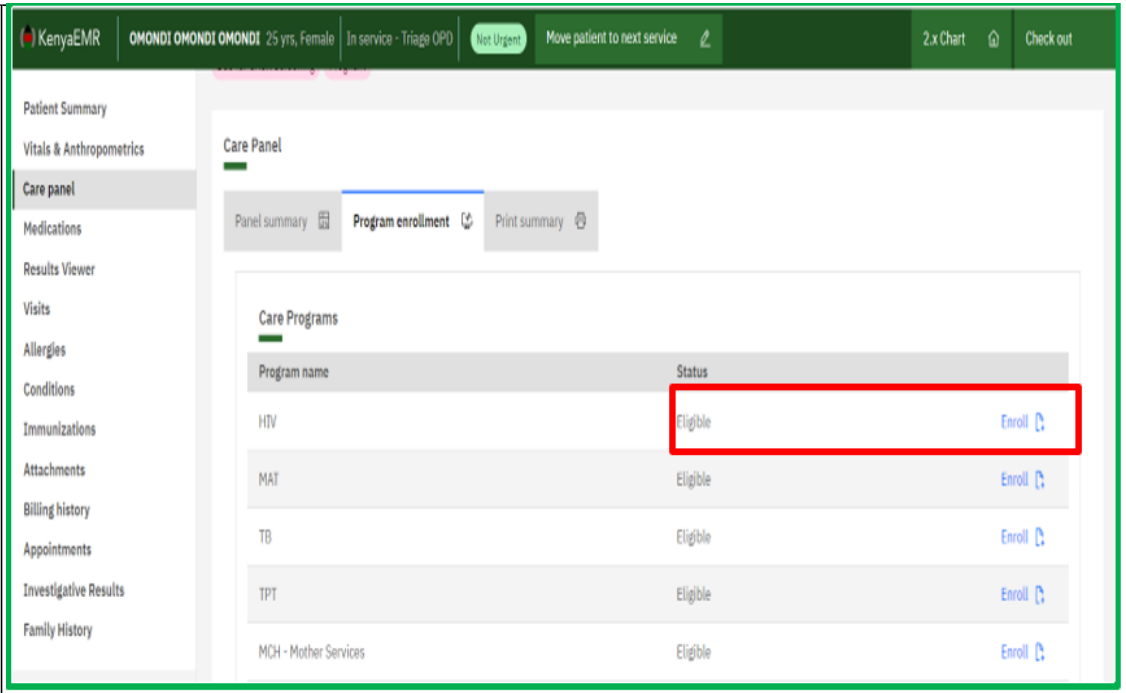
Tasks:	End to end navigation of the green card clinical form
Objective:	Navigation skills
Who:	EMR users
Required Materials:	Username, password, computer installed with KenyaEMR 3.x 18.7.2 and above.

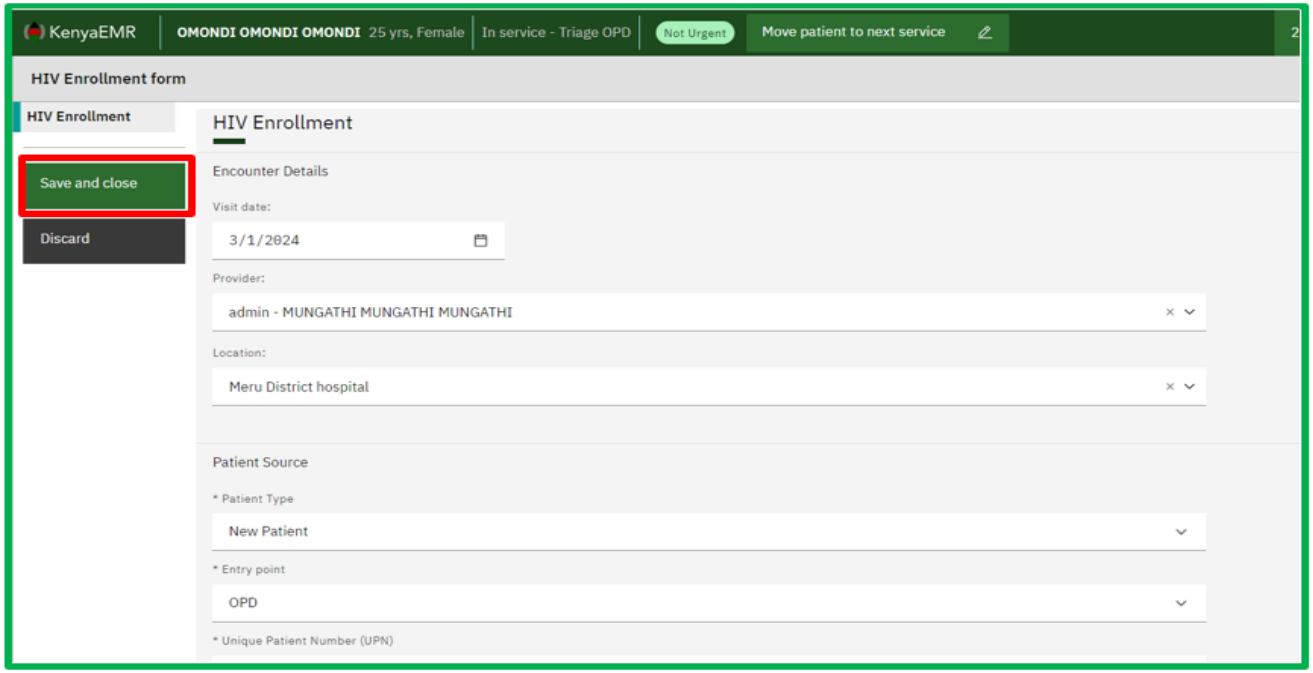
Step	Action	Screen shots
Learning Objectives	By the end of this session, you will be able to; • Successfully log into KenyaEMR • Successfully document all clinical encounter events in the green card	

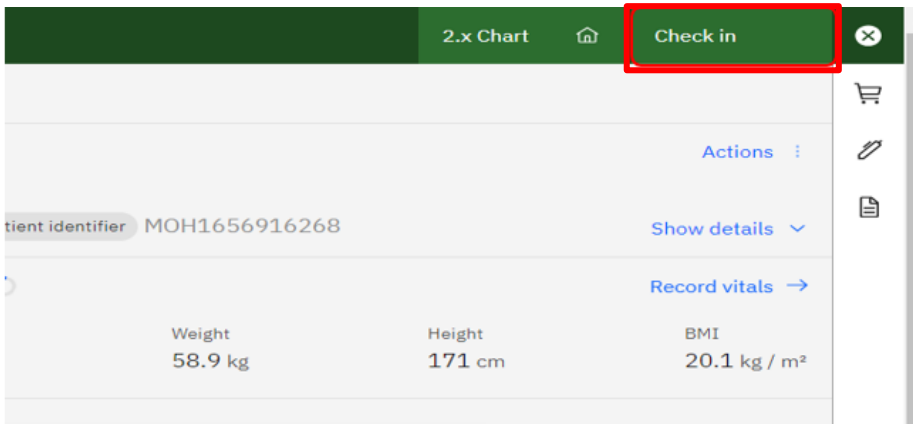
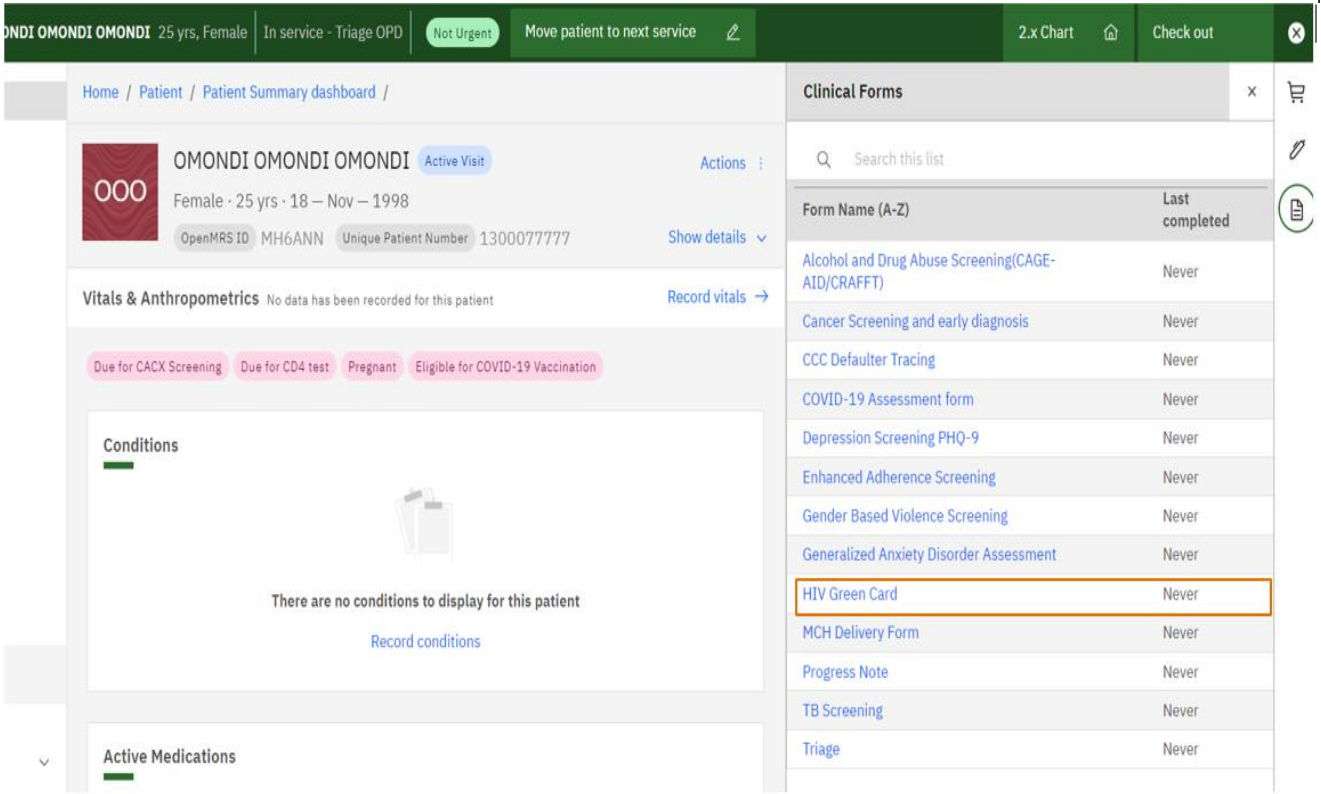
Step 1	**Login to KenyaEMR** Load the KenyaEMR on your Browser using the right url for the machine. Contact System admin at the facility for url. On successful loading in, authenticate entry by proving username and password on the fields, then. click **"Login"** button	

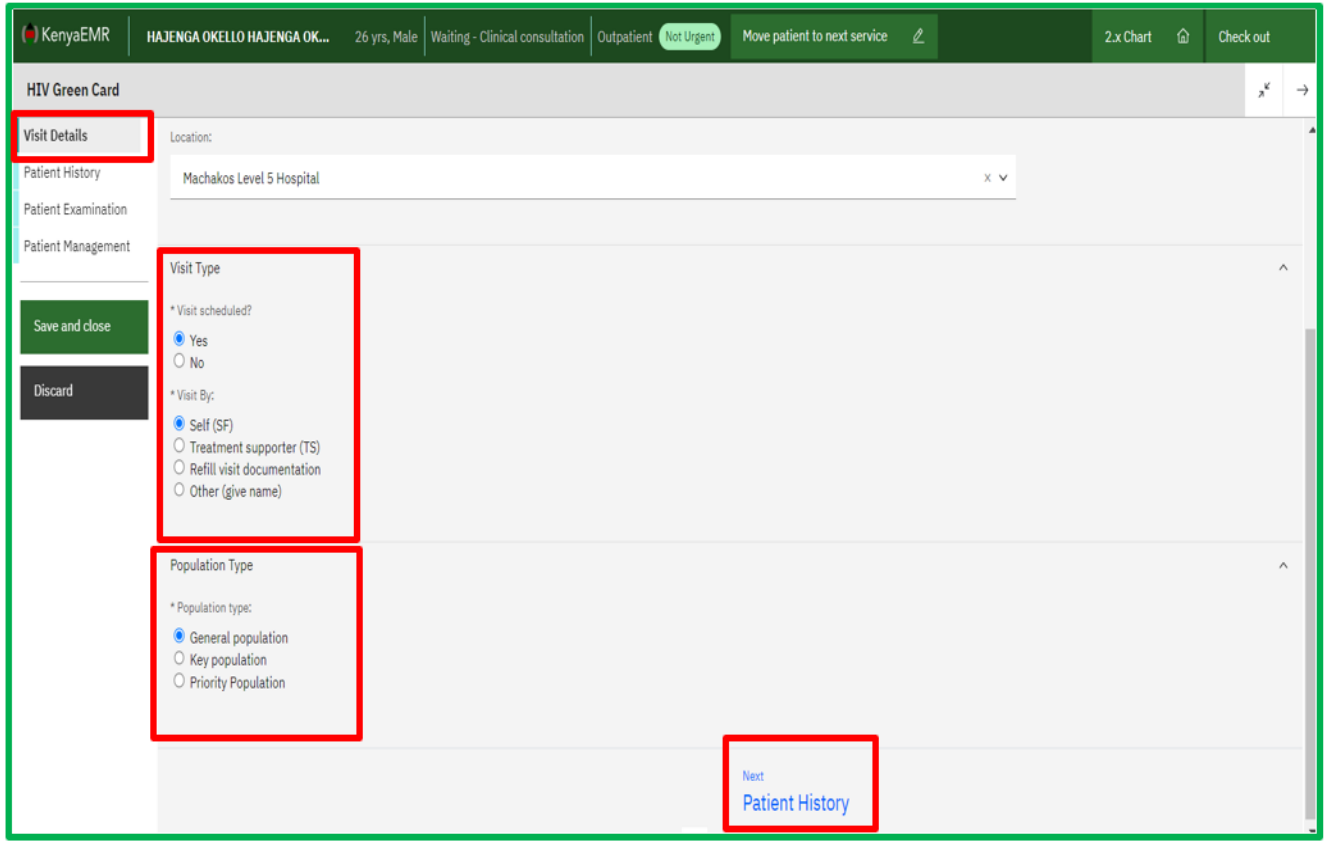
Step 2	Upon successful login, you shall be navigated to the Active visits page of the facility Click on the “Service Queues” menu among the items available on the left side menu items.	

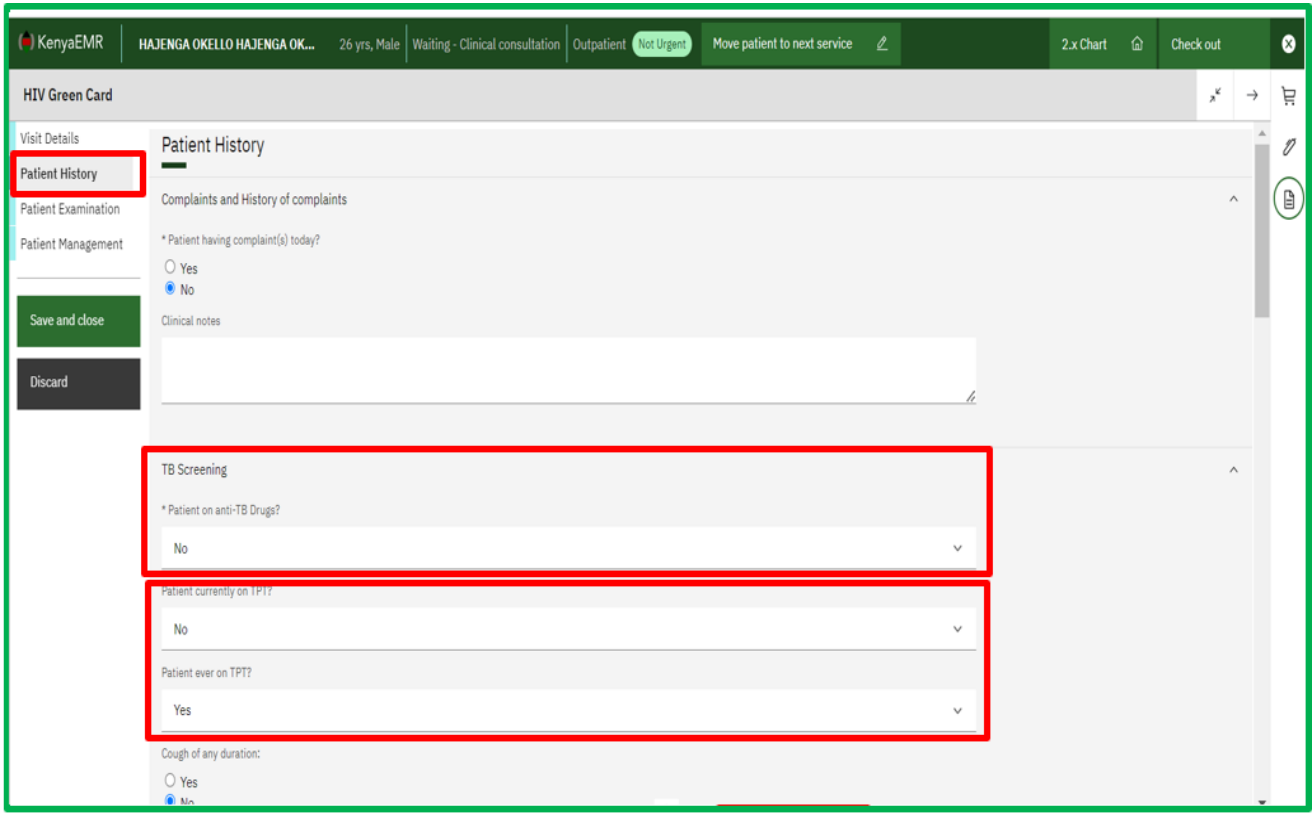
Step 3	**KenyaEMR Service Queues Page** **To find clients who are in queue for the different service points.** Once you click on the service queues, locate the name of the patient under the patient in queues as shown. Click on the 'Call button' which will take you to the patient profile.	
Step 4	**Confirm 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	

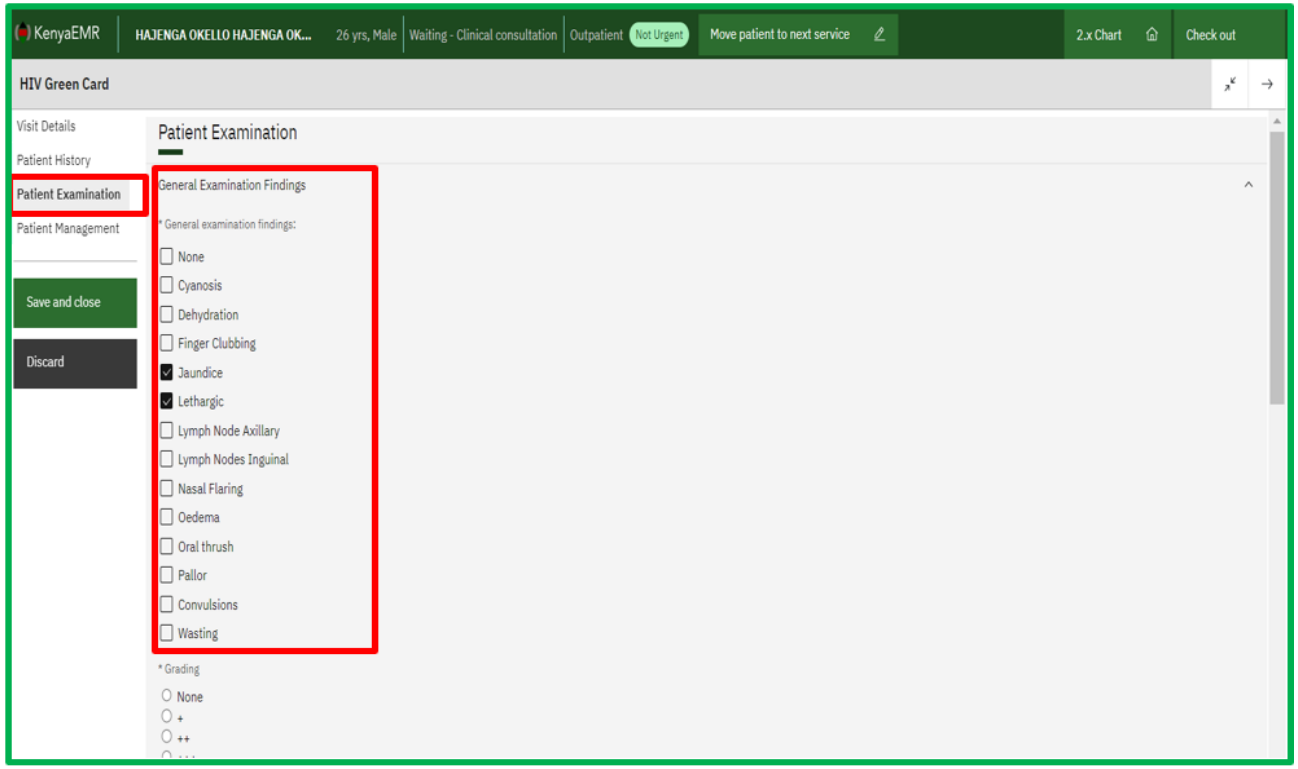
Step 5	**HIV Care Enrollment** While on the care panel, click on 'Program enrollment' as shown to access care programs. Click on ***"Enrol"*** to***"HIV"*** to enrol the client for HIV service if the client is not enrolled to HIV services and if they are ***"Eligible"*** for enrolment	

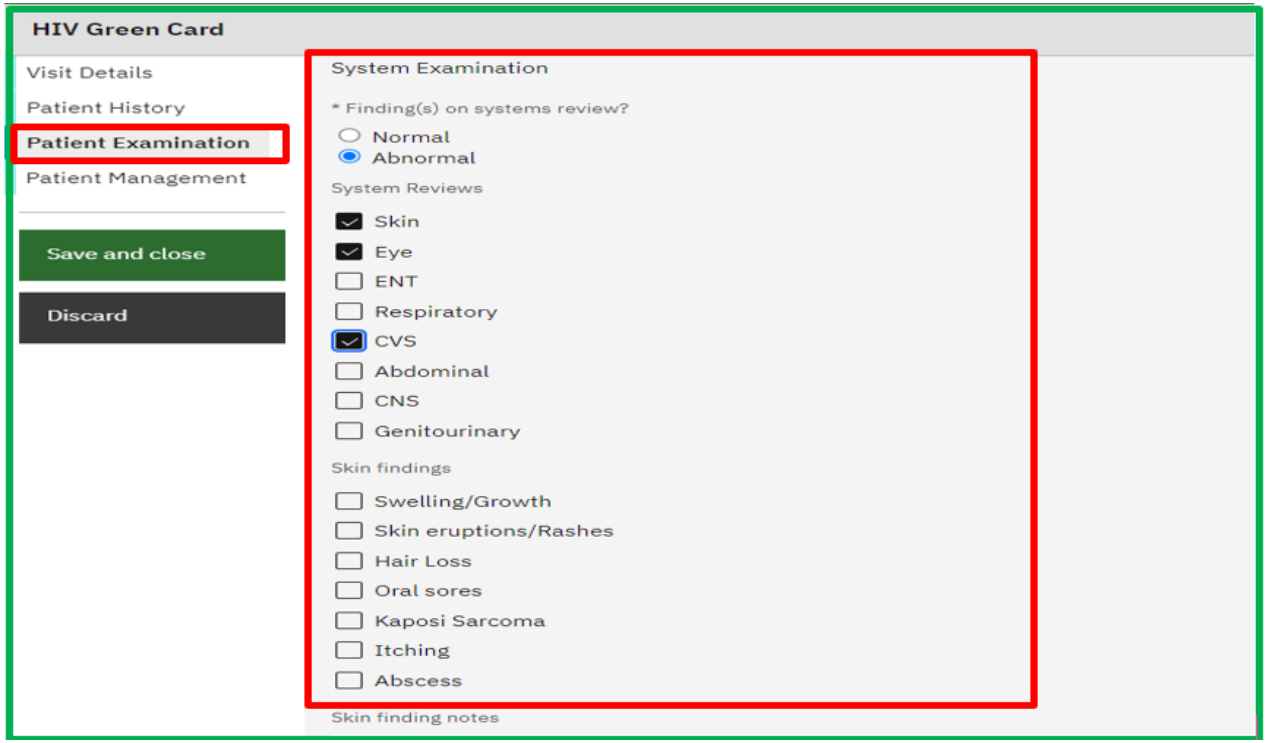
Step 6	**HIV Care Enrollment Cont.....** Once you click on 'enroll', the 'HIV Enrollment' form will open as shown. Click ***"Save and Close"*** after filling in all the necessary fields in the enrolment form.	

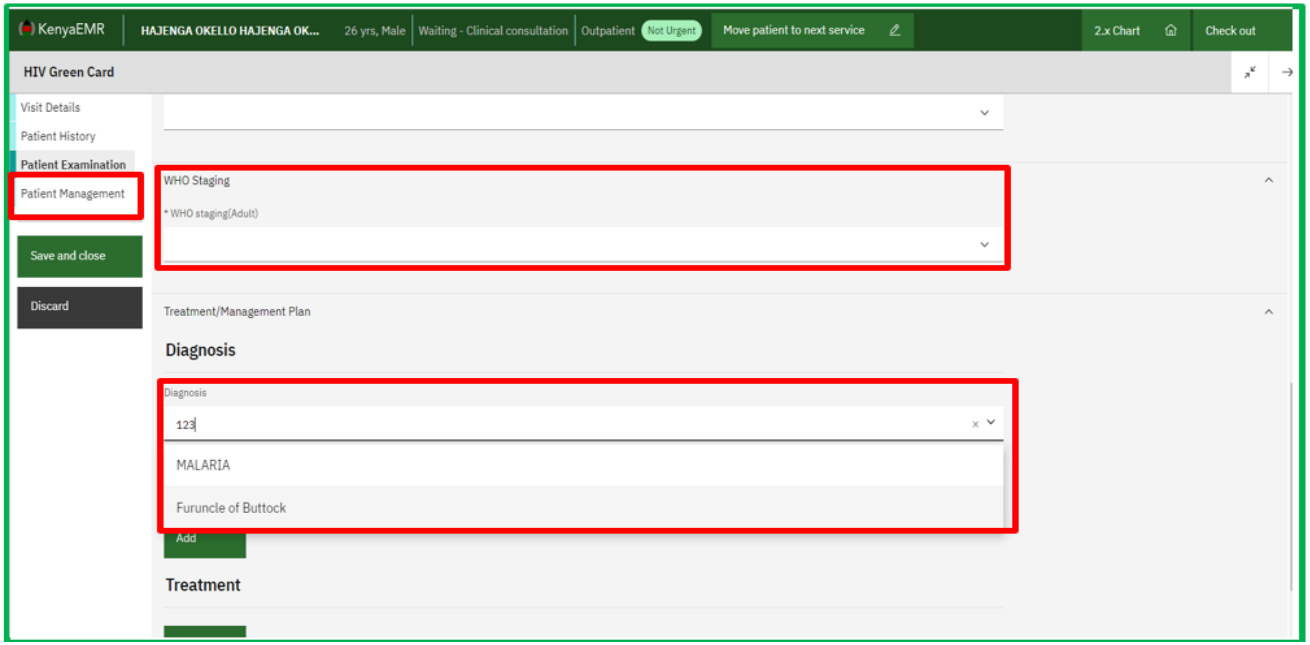
Step 7	**HIV Green Card access** Click 'Check in' the Client for service. After check in the HIV Green card is now available under the suite of Clinical form. Click on it to open the form.	 

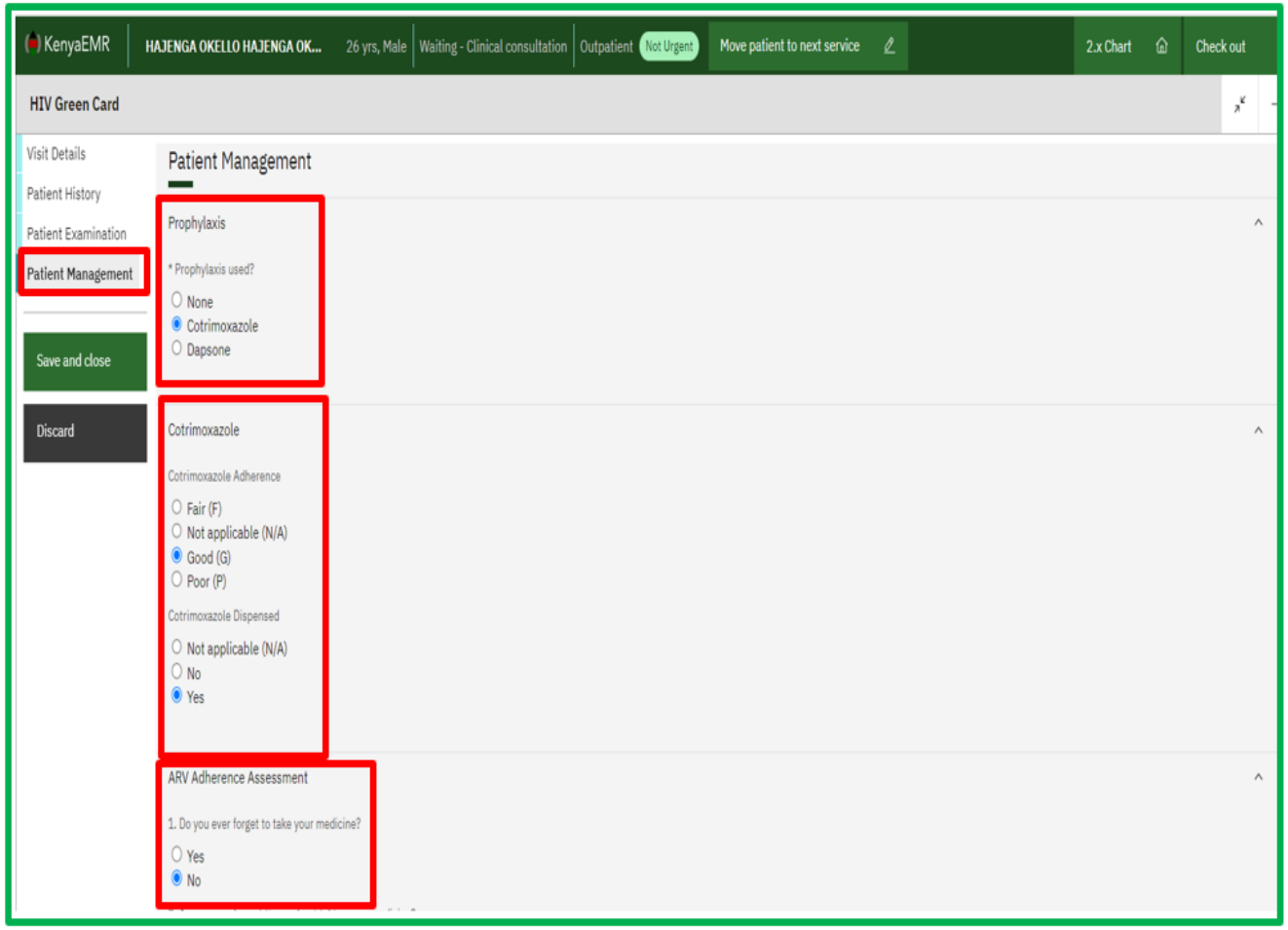
Step 8	The HIV Green card is divided into 4 tabs as Highlighted below **1) Visit Details Tab** documents provides information about the nature of visit and the client typology. Fill all the questions, then click Next at the bottom of the page as highlighted. **NB: For all the questions with an asterisk means they are mandatory.**	

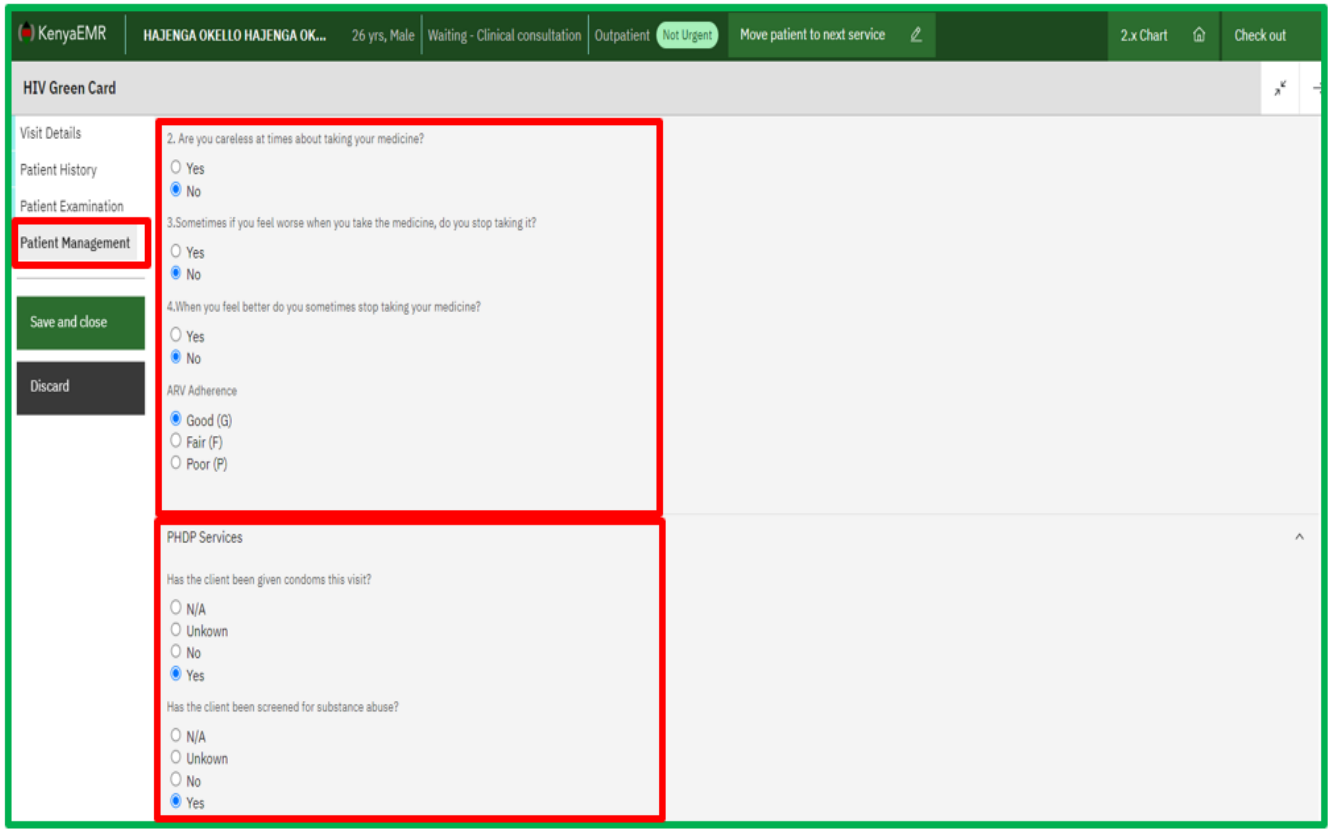
Step 9	**Patient History** that collects the patients historical medical history that includes historical TB and IPT interventions. **TB Screening** Select from the dropdown if on anti-TB drugs or not (Note that this is a mandatory field) one cannot move to the next field without the form If a patient is on TB drugs the IPT field is inactivated because a patient can NOT be on TB drugs and IPT at the same time.	

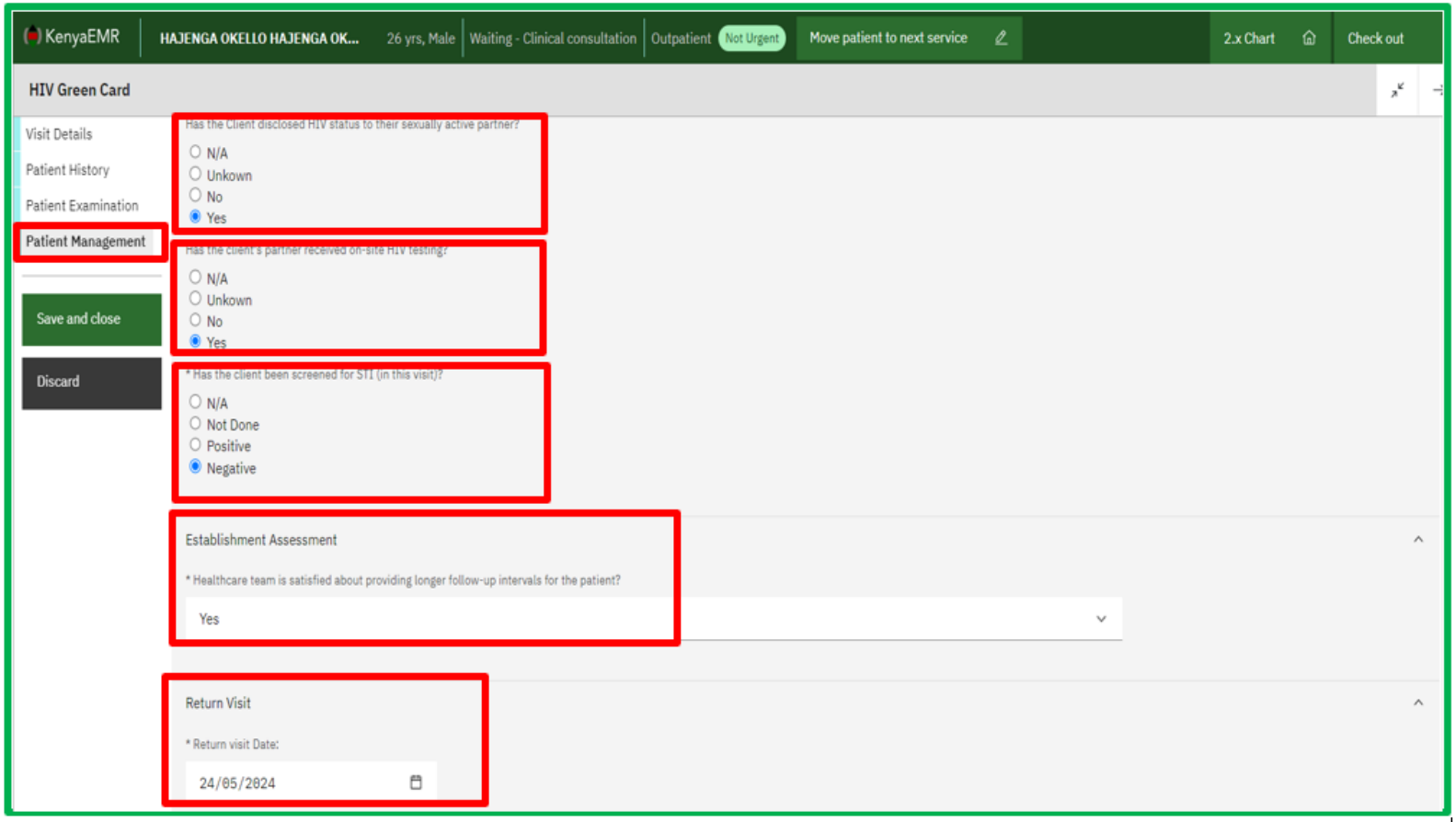
Step 10:	**Patient Examination** that collects information on clients General, and systems review examination. The clients WHO status and diagnosis based on the ICD 11 coding is documented here.	

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'.	

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'.**	

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.	

Step 14	**Patient Management cont....** Assess the client for adherence using morisky.	

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.**	

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