

SOP: How to Document OVC Services in TaifaCare

Tasks:	Using OVC Module on TaifaCare
Objective:	To support use of OVC Module and provide necessary services using the module
Who:	Healthcare providers, Counselors, Peer Educators
Required Materials:	Functional TaifaCare Version 19.2.0 and above with OVC module
Version:	TaifaCare Version 19.2.0 and above
Last Updated:	Aug 2025

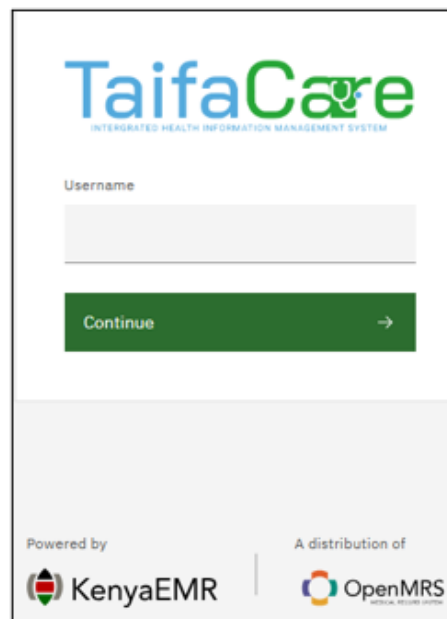
Step	Action	Screen shots
Introduction	This document provides a detailed guide on the use of OVC module on the TaifaCare system. The guide has been accompanied by relevant screenshot images for illustration purposes. The step-by-step guide is clustered into groups of related workflows for ease of reference.	Refer to images
Learning Objectives	By the end of this session, you will be able to: • Successfully log into TaifaCare. • Enroll clients in OVC module. • Discontinue client from OVC module and, • Generate OVC reports.	

1. Login and Registration

Log into TaifaCare

Before using the OVC module, the user is required to gain access to the TaifaCare system by providing the correct username and password.

- Enter Username
- Enter Password
- Click “Login”



The screenshot shows the TaifaCare login interface. At the top is the TaifaCare logo with the tagline 'INTEGRATED HEALTH INFORMATION MANAGEMENT SYSTEM'. Below the logo is a 'Username' label followed by a text input field. Underneath the input field is a green 'Continue' button with a right-pointing arrow. At the bottom of the screen, it says 'Powered by' with the KenyaEMR logo, and 'A distribution of' with the OpenMRS logo.




The screenshot shows the second step of the TaifaCare login interface. It has a 'Back' link at the top left. The TaifaCare logo and tagline are at the top. Below is a 'Password' label followed by a password input field with a blue border and a toggle icon on the right. Underneath the input field is a green 'Log in' button with a right-pointing arrow. At the bottom, it says 'Powered by' with the KenyaEMR logo, and 'A distribution of' with the OpenMRS logo.

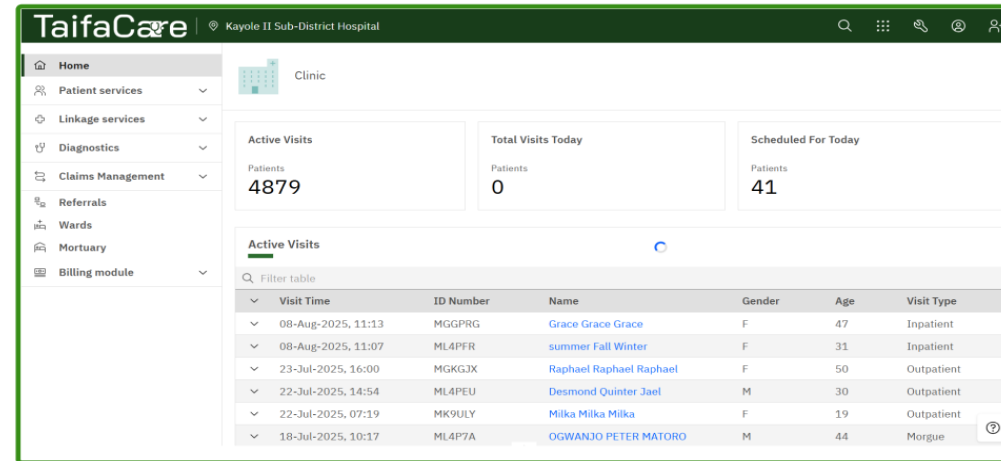
TaifaCare Landing Page

Step 1:

After a successful login per role based, the TaifaCare landing page opens.

The landing page comprises of Active Patient Visits:

To access OVC Module Click **Home** and then click **Specific patient in Question, Check in the patient, go to Care panel, program enrollment** as highlighted



Visit Time	ID Number	Name	Gender	Age	Visit Type
08-Aug-2025, 11:13	MGGPRG	Grace Grace Grace	F	47	Inpatient
08-Aug-2025, 11:07	ML4PFR	summer Fall Winter	F	31	Inpatient
23-Jul-2025, 16:00	MGKGJX	Raphael Raphael Raphael	F	50	Outpatient
22-Jul-2025, 14:54	ML4PEU	Desmond Quinter Jael	M	30	Outpatient
22-Jul-2025, 07:19	MK9ULY	Milka Milka Milka	F	19	Outpatient
18-Jul-2025, 10:17	ML4P7A	OGWANJO PETER MATORO	M	44	Morgue

Searching for eligible OVC clients

Step 2: Search for client eligible for OVC services.

- Client already enrolled in HIV Care
- Age 0 to 18 years

Step 3: Select the Client

The screenshot shows the TaifaCare interface for a patient named Ooh Vee Cee. The left sidebar contains a list of modules, with 'OVC' highlighted. The main content area shows the 'Program enrollment' button, which is highlighted with a red box. Below this, a table lists various care programs with their status and an 'Enroll' button. The 'OVC' row is highlighted with a red box.

Program name	Status	Enroll
CPH	Eligible	Enroll
Violence screening	Eligible	Enroll
NCD	Eligible	Enroll
TB	Eligible	Enroll
TPT	Eligible	Enroll
OVC	Eligible	Enroll
MCH - Child Services	Eligible	Enroll
VMMC	Eligible	Enroll

2. Enrolment into OVC

Accessing OVC Module

Step 4: Enroll client for OVC services.

OVC module is accessible on client homepage (if they meet requirements above)

- The OVC module will now be available on the client care panel as highlighted.
- Click on enroll button to access OVC enrollment form.
- Fill in the OVC enrolment form and click save and close the form.

The screenshot shows the TaifaCare interface for a patient named 3 yrs, Male. The left sidebar contains a list of modules, with 'OVC' highlighted. The main content area shows the 'Program enrollment' button, which is highlighted with a red box. Below this, a table lists various care programs with their status and an 'Enroll' button. The 'OVC' row is highlighted with a red box.

Program name	Status	Enroll
TB	Eligible	Enroll
TPT	Eligible	Enroll
OVC	Eligible	Enroll
MCH - Child Services	Eligible	Enroll
VMMC	Eligible	Enroll

OVC Enrollment Form

Fill in the OVC enrolment form and click enter to save the form.

NB: For normal Paed/Adult HIV care program interventions, use the existing encounter forms under MCH, HTS, Green card services, etc.

OVC Enrollment form

OVC Enrollment

Save and close

Discard

Care Giver

Is care giver enrolled in this facility?

☐ Yes

☒ No

Care

Name

Giver

Gender

☐ Female

☒ Male

Relationship to client

Childrens home

Telephone number

0900768954

Child Protection Information Management System Linkage

Is client enrolled in CPIMS?

☒ Yes

☐ No

Provide CPIMS unique identifier

3. OVC Reporting Services

Accessing OVC Reports

- Under reports, click on the OVC tab and select “Patients Currently on OVC” report.
- Click on the report to request it

Home

Reports

Logged in as BEATRICE BEATRICE BEATRICE

My Profile

Log Out

Help

Common

Cohort Analysis

HIV

TB

IPT

MCH - Mother Services

OTZ

OVC

MCH - Child Services

Key Population

PrEP

Indicator

None

Patient Follow-Up Reports

Patients Currently on OVC

Patients currently on OVC program

Patients currently on OVC Report	Once the report is successfully generated, you can choose to open it using Comma Separated Value (CSV) format or you can view it within the browser by selecting “View”. The screenshot shows the appearance of the line list:	Patients Currently on OVC Summary Total: 1 Males: 0 Females: 1 <table><tr><th>Name</th><th>CPMIS No</th><th>Sex</th><th>Age</th><th>Current Regimen</th><th>Last VL Result</th><th>Last VL Date</th><th>Partner Supporting</th></tr><tr><td> Child, Baby</td><td>-</td><td>F</td><td>11</td><td>AZT/3TC/DTG</td><td>Missing</td><td>Missing</td><td>Ampath</td></tr></table>	Name	CPMIS No	Sex	Age	Current Regimen	Last VL Result	Last VL Date	Partner Supporting	Child, Baby	-	F	11	AZT/3TC/DTG	Missing	Missing	Ampath
Name	CPMIS No	Sex	Age	Current Regimen	Last VL Result	Last VL Date	Partner Supporting											
Child, Baby	-	F	11	AZT/3TC/DTG	Missing	Missing	Ampath											
Discontinuation from OVC Module	Discontinue from OVC module at the age of 18years or 20 years if the client is still a student. - Go to the Care panel, then click panel summary, click the three dots as shown by the arrow under OVC module to access OVC discontinuation form - Using the drop-down menu, select the exit reason and enter the form to save the discontinuation and close the encounter	Ooh Vee Cee 3 yrs, Male Vitals & Anthropometrics No data has been recorded for this patient Due for CD4 test AHD Client Care Panel Panel summary Program enrollment Care panel HIV OVC Enrollment History <table><tr><th>Enrolled on</th><th>Date Completed</th></tr><tr><td>Today, 14:30</td><td>--</td></tr></table> OVC Discontinuation Form OVC Discontinuation Save and close Discard Visit Details Date: 28/03/2024 Date: 28/03/2024 Provider: admin - nicholas nicholas nicholas Location: Ngarua Health Centre Discontinue OVC * Exit Reasons Exit without graduation	Enrolled on	Date Completed	Today, 14:30	--												
Enrolled on	Date Completed																	
Today, 14:30	--																	