

## HMIS 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT

### DESCRIPTION AND INSTRUCTIONS

- Objective:** Reports the monthly attendance figures for OPD, OPD diagnoses, MCH, HIV/AIDS service data, Lab. data, stockouts of essential drugs and supplies and financial data.
- Timing:** 7th of the following month
- Copies:** **Two Copies.** One sent to the HSD and another one sent to the District. For General Hospitals, Regional Referral Hospitals, and National Referral Hospitals, a copy should also be sent to the respective district and another one to the Ministry of Health Resource Centre.
- Responsibility:** Health Unit In-Charge

### PROCEDURE:

1. All health units must compile and submit the HEALTH UNIT OUT-PATIENT MONTHLY REPORT (HMIS 105).

Page 1, 2 and 3 contains:

Section 1 with three sub-sections (1.1-OPD ATTENDANCES, 1.2-REFERRALS AND 1.3-OUTPATIENT DIAGNOSES). The values are obtained from tables 1a, 1b, 1c, 1d and 1e (Health Unit Outpatient daily diagnoses). If the district wishes to include additional diseases of local interest, they may do so under the variable of other diagnoses. The DHMT will be responsible for ensuring all the health units in the district are aware of the chosen additional diagnoses.

3. Page 4, 5 and 6 contains:

Section 2, shows a summary of Maternal and Child Health Services, it includes sub-sections (2.1-Antenatal, 2.2-Maternity, 2.3-Postnatal, 2.4-Exposed Infant Diagnosis services, 2.5-Family Planning Methods, 2.6-Contraceptives dispensed, 2.7-Minor Operations in Family Planning, 2.8-Child Health Services, 2.9- Tetanus Immunisation, 2.10- HPV vaccination for girls, 2.11 Child Immunisation and 2.12 Hepatitis B Vaccination sub-section. The values are obtained from Table 2a (Health Unit Daily Maternal Health Attendance Summary), Table 3a (Health Unit EPI Daily Attendance Summary) and Table 4a (Health Unit Daily Family Planning Summary).

**Note:** DPT-HepB+Hib vaccine doses wasted = doses accessed – doses administered to children in a given reporting period (in this case a month) where:

- Doses accessed = (Start of month Balance + Total doses received in a month) – (End of month balance + Doses given to other Units)
- Doses administered = Total Number of children (under and above 1 year) immunized in a reporting period

For BCG, children above one year receive twice as many doses of vaccine as the under one year olds and therefore total number of doses administered = No of children <1yr immunized + No of children >1yr immunized x 2.

## Technical Module 7: Information Systems and Routine Reporting

Section 3, shows a summary of outreach activities both planned and actual number carried out, this is obtained from the health facility work plan and outreach records of the Individual units within the health facility.

4. Page 7 contains:  
Section 4: HIV Counseling and Testing (HCT) and section 5-Safe Male Circumcision. Information is obtained from HCT Register (HCT Tally Sheet) and the Safe Male Circumcision Register.

5. Page 8 contains:  
Section 6: Includes Section 6-Essential Medicines and Health Supplies where sub-sections 6.1 is Stock Status. These values are obtained from the Health Facility Stock Book and Stock Cards.

**Note:** The storekeeper should also report verbally to the Health Facility In-charge and District/HSD Authorities whenever the stock levels reach minimum stock level.

6. Page 9 contains:  
Section 7: Includes a summary of laboratory tests. The information is obtained from Table 17a (Laboratory Tests Daily Summary).

7. Page 10 contains:  
Sections 8 (financial summary): The information for the financial summary is obtained from Health Facility Cash Analysis Book.

Section 9 (comments by the health facility in-charge): A copy of the comments should be written in the health unit's LOGBOOK.

# Technical Module 7: Information Systems and Routine Reporting

## HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 1

Health Unit \_\_\_\_\_ Level \_\_\_\_\_ Code \_\_\_\_\_ District \_\_\_\_\_ Health Sub-district \_\_\_\_\_

Sub county \_\_\_\_\_ Parish \_\_\_\_\_ Reporting Period: Month \_\_\_\_\_ Year \_\_\_\_\_

### 1. OPD ATTENDANCES, REFERRALS AND DIAGNOSES TOTALS FOR THE MONTH

#### 1.1 OUTPATIENT ATTENDANCE

Category	0-28days		29days-4 yrs		5 -59yrs		60 yrs &above	
	M	F	M	F	M	F	M	F
New attendance								
Re-attendance								
<b>Total Attendance</b>								

#### 1.2 OUTPATIENT REFERRALS

Category	0-28days		29days-4 yrs		5 -59yrs		60yrs & above	
	M	F	M	F	M	F	M	F
Referrals to unit								
Referrals from unit								

#### 1.3. OUTPATIENT DIAGNOSES FOR THE MONTH

Diagnosis	0-28days		29days-4 yrs		5 -59yrs		60 yrs &above	
	Male	Female	Male	Female	Male	Female	Male	Female
<b>1.3.1 Epidemic-Prone Diseases</b>								
1. Acute Flaccid Paralysis								
2. Animal Bites (suspected rabies)								
3. Cholera								
4. Dysentery								
5. Guinea Worm								
6. Malaria	Total							
	Confirmed (Microscopic & RDT)							
7. Measles								
8. Bacterial Meningitis								
9. Neonatal tetanus								
10. Plague								
11. Yellow Fever								
12. Other Viral Hemorrhagic Fevers								
13. Severe Acute Respiratory Infection (SARI)								
14. Adverse Events Following Immunization (AEFI)								
15. Typhoid Fever								
16. Presumptive MDR TB cases								
Other Emerging infectious Diseases specify e.g. Influenza like illness (ILI), SARS								
<b>1.3.2 Other Infectious/Communicable Diseases</b>								
17. Diarrhoea- Acute								
18. Diarrhoea- Persistent								
19. Urethral discharges								
20. Genital ulcers								
21. Sexually Transmitted Infection due to (Sexual Gender Based Violence)								
22. Other Sexually Transmitted Infections								
23. Urinary Tract Infections (UTI)								
24. Intestinal Worms								
25. Hematological Meningitis								
26. Other types of meningitis								
27. No pneumonia - Cough or cold								
28. Pneumonia								
29. Skin Diseases								
30. New TB cases diagnosed	Bacteriologically confirmed							
	Clinically Diagnosed							
	EPTB							
31. Leprosy								
32. Tuberculosis MDR/XDR cases started on treatment								
33. Tetanus (over 28 days )								
34. Sleeping sickness								
35. Pelvic Inflammatory Disease (PID)								
36. Brucellosis								

Diagnosis	0-28days		29days-4 yrs		5 -59yrs		60 yrs &above	
	Male	Female	Male	Female	Male	Female	Male	Female
<b>1.3.3 Neonatal Diseases</b>								
37. Neonatal Sepsis (0-7days)								
38. Neonatal Sepsis (8-28days)								
39. Neonatal Pneumonia								
40. Neonatal Meningitis								
41. Neonatal Jaundice								
42. Premature baby (as a condition for management)								
43. Other Neonatal Conditions								
<b>1.3.4 Non Communicable Diseases/Conditions</b>								
44. Sickle Cell Anaemia								
45. Other types of Anaemia								
46. Gastro-Intestinal Disorders (non-Infective)								
47. Pain Requiring Palliative Care								
<b>Oral diseases</b>								
48. Dental Caries								
49. Gingivitis								
50. HIV-Oral lesions								
51. Oral Cancers								
52. Other Oral Conditions								
<b>ENT conditions</b>								
53. Otitis media								
54. Hearing loss								
55. Other ENT conditions								
<b>Eye conditions</b>								
56. Ophthalmia neonatorum								
57. Cataracts								
58. Refractive errors								
59. Glaucoma								
60. Trachoma								
61. Tumors								
62. Blindness								
63. Diabetic Retinopathy								
64. Other eye conditions								
<b>Mental Health</b>								
65. Bipolar disorders								
66. Depression								
67. Epilepsy								
68. Dementia								
69. Childhood Mental Disorders								
70. Schizophrenia								
71. HIV related psychosis								
72. Anxiety disorders								
73. Alcohol abuse								
74. Drug abuse								
75. Other Mental Health Conditions								
<b>Chronic respiratory diseases</b>								
76. Asthma								
77. Chronic Obstructive Pulmonary Disease (COPD)								
<b>Cancers</b>								
78. Cancer Cervix								
79. Cancer Prostate								
80. Cancer Breast								
81. Cancer Lung								
82. Cancer Liver								
83. Cancer Colon								
84. Kaposis Sarcoma								
85. Cancer Others								
<b>Cardiovascular diseases</b>								
86. Stroke/Cardiovascular Accident(CVA)								
87. Hypertension								
88. Heart failure								
89. Ischemic Heart Diseases								
88. Rheumatic Heart Diseases								
90. Chronic Heart Diseases								
91. Other Cardiovascular Diseases								

HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 3

Diagnosis	0-28days		29days-4 yrs		5 -59yrs		60 yrs &above	
	Male	Female	Male	Female	Male	Female	Male	Female
<b>Endocrine and Metabolic Disorders</b>								
92. Diabetes mellitus								
93. Thyroid Disease								
94. Other Endocrine and Metabolic Diseases								
<b>Malnutrition</b>								
95. Severe Acute Malnutrition (SAM)	With oedema							
	Without oedema							
96. Mild Acute Malnutrition (MAM)								
<b>Injuries</b>								
97. Jaw injuries								
98. Injuries- Road traffic Accidents								
99. Injuries due to motorcycle(boda-boda)								
100. Injuries due to Gender based violence								
101. Injuries (Trauma due to other causes)								
102. Animal bites	Domestic							
	Wild							
	Insects							
103. Snake bites								
<b>1.3.5 Minor Operations in OPD</b>								
104. Tooth extractions								
105. Dental Fillings								
106. Other Minor Operations								
<b>1.3.6 Neglected Tropical Diseases (NTDs)</b>								
107. Leishmaniasis								
108. Lymphatic Filariasis (hydrocele)								
109. Lymphatic Filariasis (Lympoedema)								
110. Urinary Schistosomiasis								
111. Intestinal Schistosomiasis								
112. Onchocerciasis								
<b>1.3.7 Maternal conditions</b>								
113. Abortions due to Gender-Based Violence (GBV)								
114. Abortions due to other causes								
115. Malaria in pregnancy								
116. High blood pressure in pregnancy								
117. Obstructed labour								
118. Puerperal sepsis								
119. Haemorrhage related to pregnancy (APH or PPH)								
<b>1.3.8 Other OPD conditions</b>								
120. Other diagnoses (specify priority diseases for District)								
121. Deaths in OPD								
122. All others								
<b>Total Diagnoses</b>								

1.3.9 RISKY BEHAVIORS	MALE			FEMALE		
	10-19yrs	20-24 yrs	>=25 yrs	10-19yrs	20-24 yrs	>=25 yrs
R1-Alcohol use						
R2-Tobacco use						
1.3.10 BODY MASS INDEX (BMI)	MALE			FEMALE		
	5-10yrs	11-18yrs	>18yrs	5-10yrs	11-18yrs	>18yrs
B1-Severely Underweight (BMI<16)						
B2-Underweight (16<=BMI <18.5)						
B3-Normal (18.5<= BMI <=25)						
B4-Over weight (25< BMI <=30)						
B5-Obese ( BMI>30)						

2. MATERNAL AND CHILD HEALTH (MCH)

2.1 ANTENATAL			NUMBER
A1-ANC 1 <sup>st</sup> Visit for women	Total	10-19years	
		20-24years	
		>=25years	
	No. in 1st Trimester		
A2-ANC 4 <sup>th</sup> Visit for women	10-19 years		
	20-24 years		
	>= 25 years		
A3- ANC 4+ Visits for Women			
A4- Total ANC visits (new clients + Re-attendances)	10-19 years		
	20-24 years		
	>= 25 years		
A5: Referrals to ANC unit	Total		
	From community services		
A6-ANC Referrals from unit	Total		
	To FSG		
A7-First dose IPT (IPT1)	10-19 years		
	20-24 years		
	>= 25 years		
A8-Second dose IPT (IPT2)	10-19 years		
	20-24 years		
	>= 25 years		
A9-Pregnant Women receiving Iron/Folic Acid on ANC 1 <sup>st</sup> Visit			
A10: Pregnant Women receiving free LLINs			
A11:Pregnant Women tested for syphilis			
A12: Pregnant Women tested positive for syphilis			
A13: Pregnant Women newly tested for HIV this pregnancy (TR & TRR)	10-19 years		
	20-24 years		
	>= 25 years		
A14: Pregnant Women tested HIV+ for 1st time this pregnancy (TRR) at any visit	10-19 years		
	20-24 years		
	>= 25 years		
A15: HIV+ Pregnant women assessed by CD4 or WHO clinical stage for the 1 <sup>st</sup> time	CD4		
	WHO clinical stage only		
A16: HIV+ Pregnant Women initiated on ART for EMTCT (ART)			
A17: Pregnant Women who knew status before 1 <sup>st</sup> ANC	Total (TRK + TRRK)		
	HIV+ (TRRK)		
A18: HIV+ Pregnant Women already on ART before 1 <sup>st</sup> ANC (ART-K)			
A19: Pregnant Women re-tested later in pregnancy (TR+ & TRR+)			
A20: Pregnant Women testing HIV+ on a retest (TRR+)			
A21: HIV+ Pregnant Women initiated on Cotrimoxazole			
A22: Male partners received HIV test results in eMTCT	Total		
	HIV+		
2.2 MATERNITY			NUMBER
M1: Admissions			
M2: Referrals to maternity unit			
M3: Maternity referrals out			
M4: Deliveries in unit	Total	10-19 years	
		20-24 years	
		>=25 years	
	Fresh still birth		
	Macerated still birth		
Live births			
Pre-Term births			
M5: Women tested for HIV in labour	1 <sup>st</sup> time this Pregnancy		
	Retest this Pregnancy		

MATERNITY CONTINUED		NUMBER
M6: Women testing HIV+ in labour	1 <sup>st</sup> time this Pregnancy	
	Retest this Pregnancy	
M7: HIV+ women initiating ART in maternity		
M8: Deliveries to HIV+ women in unit	Total	
	Live births	
M9: HIV-exposed babies given ARVs		
M10: No. of mothers who initiated breastfeeding within the 1 <sup>st</sup> hour after delivery	Total	
	No. HIV +	
M11: Babies born with low birth weight (<2.5kg)		
M12: Live babies		
M13: Babies born with defect		
M14: Mother given Vitamin A supplementation		
M15: Newborn deaths (0-7 days)		
M16: Maternal deaths	10-19 years	
	20-24 years	
	>=25 years	
M17: Born Before Arrival	Alive	
	Dead	
M18: Birth asphyxia		
M19: No. of babies who received PNC at 6 hours		
2.3 POSTNATAL		NUMBER
P1-Post Natal Attendances	10-19 years	
	20-24 years	
	>=25 years	
	6 Hours	
	6 Days	
P2: Breastfeeding mothers tested for HIV	6 Weeks	
	6 Months	
	1st test during Postnatal	
	Retest during Postnatal	
P3: Breastfeeding mothers newly testing HIV+	1st test during Postnatal	
	Retest during Postnatal	
P4: Total HIV+ mothers attending postnatal		
P5: HIV+ women initiating ART in PNC		
P6: Mother-baby pairs enrolled at Mother-Baby care point		
P7: Vitamin A supplementation given to mothers		
P8: Clients with pre-malignant conditions of breast		
P9: Clients with pre-malignant conditions of cervix		

HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 5

2.4 EXPOSED INFANT DIAGNOSIS (EID) SERVICES		NUMBER	
E1: Exposed infants tested for HIV below 18 months of age	1 <sup>st</sup> PCR		
	2 <sup>nd</sup> PCR		
	< 2 months		
E2: 1 <sup>st</sup> DNA PCR result returned	Total		
	HIV+		
E3: 2 <sup>nd</sup> DNA PCR result returned	Total		
	HIV+		
E4: Number of DNA PCR results returned from the lab	Total		
	Within 2 weeks		
	Given to caregiver		
E5: Number of HIV Exposed infants tested by serology/rapid HIV test at ≥18 months	Total		
	Positive		
E6: Number of HIV+ infants from EID enrolled in care			
E7: HIV exposed infants started on CPT	Total		
	Within 2 months		
2.5 FAMILY PLANNING METHODS		NEW USERS	REVISITS
F1-Oral : Lo-Femenal	10-19 years		
	20-24 years		
	≥25 years		
F2-Oral: Microgynon	10-19 years		
	20-24 years		
	≥ 25 years		
F3-Oral: Ovrette or another POP	10-19 years		
	20-24 years		
	≥ 25 years		
F4-Oral: Others	10-19 years		
	20-24 years		
	≥ 25 years		
F5-Female condoms	10-19 years		
	20-24 years		
	≥ 25 years		
F6-Male condoms	10-19 years		
	20-24 years		
	≥ 25 years		
F7-IUDs	10-19 years		
	20-24 years		
	≥ 25 years		
F8-Injectable	10-19 years		
	20-24 years		
	≥ 25 years		
F9-Natural	10-19 years		
	20-24 years		
	≥ 25 years		
F10-Other methods	10-19 years		
	20-24 years		
	≥ 25 years		
<b>Total family planning users</b>	10-19 years		
	20-24 years		
	≥ 25 years		
<b>F11: Number HIV+ FP users</b>			

  

2.6 CONTRACEPTIVES DISPENSED		NO. DISP. AT UNIT	NO. DISP. BY CBD	NO. DISP. AT OUT-REACH
D1: Oral: Lo-Femenal (cycles)				
D2: Oral: Microgynon (cycles)				
D3: Oral: Ovrette or other POP				
D4: Oral: Others (cycles)				
D5: Female condoms (pieces)				
D6: Male condoms (pieces)				
D7: IUDs (pieces)				
D8: injectable (doses)				
D9: Emergency contraceptives				

  

2.7 MINOR OPERATIONS IN FAMILY PLANNING						NUMBER
O1: Female sterilization (tubal ligation)						
O2: Male sterilization (vasectomy)						
O3: Implant new users	AGE GROUP	I	Z	J	O	TOTAL
	10-19 years					
	20-24 years					
≥ 25 years						
O4: Implant revisits						
O5: Implant removals						

  

2.8 CHILD HEALTH SERVICES								
CHILD HEALTH SERVICES	6 – 11 Months		12 – 59 Months		1 – 4 Years		5 – 14 Years	
	M	F	M	F	M	F	M	F
C1-Vit A supplem 1 <sup>st</sup> Dose in the year								
C2-Vit A supplem 2 <sup>nd</sup> Dose in the year								
C3-Dewormed 1 <sup>st</sup> dose in the year								
C4-Dewormed 2 <sup>nd</sup> dose in the year								
C5-Dewormed 1 <sup>st</sup> dose in schools in the year								
C6- Deworming 2 <sup>nd</sup> dose in schools in the year								

  

2.9 TETANUS IMMUNISATION (TT VACCINE)					
Doses	Pregnant women		Non-pregnant		Immuni zation in School
	Static	outreach	Static	outreach	
T1-Dose 1					
T2-Dose 2					
T3-Dose 3					
T4-Dose 4					
T5-Dose 5					

**HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 6**

<b>2.10 HPV VACCINATION</b>								
Vaccination of girls	School						Community	
	9 years	10 years	11 years	12 years	13 years	14 years	9 - 14yrs	15+ years
V1-HPV1-Dose 1								
V2-HPV2-Dose 2								
V3-HPV3-Dose 3								
<b>2.11 CHILD IMMUNISATION</b>								
Doses	Under 1				1-4 Years			
	Static		Outreach		Static		Outreach	
	M	F	M	F	M	F	M	F
I1-BCG								
I2-Protection At Birth for TT (PAB)								
I3-Polio 0								
I4-Polio 1								
I5-Polio 2								
I6-Polio 3								
I7-IPV								
I8-DPT-HepB+Hib 1								
I9-DPT-HepB+Hib 2								
I10-DPT-HepB+Hib 3								
I11-PCV 1								
I12-PCV 2								
I13-PCV 3								
I14-Rotavirus 1								
I15-Rotavirus 2								
I16-Rotavirus 3								
I17-Measles								
I18-Fully immunized by 1 year								
<b>I19-DPT-HepB+Hib doses wasted</b>								
<b>2.12 HEPATITIS B VACCINATION</b>								
Category	Male			Female				
HBV1-Number of health workers in a Unit								
HBV2-Number of health workers Immunized Doses1								
HBV3-Number of health workers Immunized Doses2								
HBV4-Number of health workers Immunized Doses3								
HBV5-Number of health workers fully Immunized (D3+Done before)								
HBV6-Number of health workers not Immunized								
<b>3. OUTREACH ACTIVITIES</b>								
Category	Number Planned			Number Carried out				
OA1-EPI Outreaches								
OA2-HCT Outreaches								
OA3-Environmental Health Visits								
OA4-Health Education/Promotion Outreaches								
OA5-Maternal Death Audited								
OA6-Perinatal Death Audited								
OA7-Other Outreaches								



HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 7

4. HIV/AIDS COUNSELING AND TESTING (HCT)

Category	No. of individuals 18mth- <5 years		No. of individuals 5-<10 years		No. of individuals 10 - <15 years		No. of individuals 15 - <19 years		No. of individuals 19 - 49 years		No. of individuals >49 years		Total	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
H1-Number of Individuals counseled														
H2-Number of Individuals tested														
H3-Number of Individuals who received HIV test results														
H4- Number of individuals who received HIV results in the last 12months														
H5 – Number of individuals tested for the first time														
H6-Number of Individuals who tested HIV positive														
H7-HIV positive individuals with presumptive TB														
H8-Number of Individuals tested more than twice in the last 12 months														
H9-Number of individuals who were Counseled and Tested together as a Couple														
H10-Number of individuals who were Tested and Received results together as a Couple														
H11-Number of couples with Concordant positive results														
H12- Number of couples with Discordant results														
H13-Individuals counseled and tested for PEP														
H14-Number of individuals tested as MARPS														
H15-Number of positive individuals who tested at an early stage (CD4>=500µ)														
H16-Number of clients who have been linked to care														

5. SAFE MALE CIRCUMCISION (SMC)

S1. Expected Number of SMCs Performed (Monthly Target)	
Category	Facility
	SC DC SC DC
S2. Number of Males Circumcised (by Age Group-Years) and Technique (SC - Surgical SMC, DC - Device-Based SMC)	< 2
	2<5
	5<15
	15<49
	>=49
	<b>Total SMC</b>
S3. SMC Clients Counseled, Tested and Circumcised for HIV at SMC site	HIV Negative
	HIV Positive
	<b>Total Clients Tested</b>
S4. Number of Clients Circumcised who Returned for Follow Up Visit within 6 weeks of SMC Procedure	First Follow Up Visit within 48 Hours
	Second Follow Up Visit within 7 Days
	Further Follow Up Visit Beyond 7 Days
S5. Clients Circumcised who Experienced one or more Adverse Events (Report only Moderate or Severe AEs)	Moderate
	Severe
	<b>Total</b>
S6. Clients circumcised used circumcision Technique	Surgical SMC (SC)
	Device-Based SMC (DC)
	Other VMMC techniques
	<b>Total</b>
S7. Action taken	Managed Locally
	Referred

## HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 8

6. ESSENTIAL MEDICINES AND HEALTH SUPPLIES					
6.1 STOCK STATUS (Out of stock means that there was NONE left in your health unit STORE)					
Note: The primary data sources for this sub-section are the Stock books and Stock Cards					
SN.	NAME OF DRUG ITEM	UNIT	Quantity Consumed(units)	Days out of stock	Stock on hand
<b>HSSIP INDICATOR ITEMS:</b>					
S1	Artemether/ Lumefantrine 100/20mg tablet*	Tablet			
S2	Depo- Provera	Ampoule			
S3	Co-tromoxazole 480mg tablet	Tablet			
S4	Sulfadoxine/ Pyrimethamine tablet	Tablet			
S5	ORS Sachets with zinc tablet	Sachet			
S6	Measles Vaccine	Vial			
<b>OTHER PROGRAMMATIC ITEMS:</b>					
S7	Determine HIV Screening test, tests	Tests			
S8	Stat -pack HIV Confirmatory rapid tests, tests	Tests			
S9	Unigold HIV RDT Tie-breaker test, tests	Tests			
S10	CD4 reagent Specify .....				
S11	Malaria Rapid Diagnostic tests	Test			
S12	ZN reagent for AFB				
S13	Therapeutic milk F75 (75Kcal/100ml)	Packet			
S14	Therapeutic milk F100 (100Kcal/100ml)	Packet			
S15	Ready to use Therapeutic feeds (RUTF)	Paste			
S16	Tenofovir/Lamivudine/Efavirenz (TDF/3TC/EFV) 300mg/300mg/	Pack of 30			
S17	Zidovudine /Lamivudine/Nevirapine (AZT/3TC/NVP)	Pack of 60			
S18	Zidovudine/Lamivudine (AZT/3TC) 300mg/150m	Pack of 60			
S19	Tenofovir/Lamivudine (TDF/3TC) 300mg/300mg	Pack of 30			
S20	Nevirapine (NVP) 200mg	Pack of 60			
S21	Efavirenz (EFV) 600mg	Pack of 30			
S22	Abacavir/Lamivudine (ABC/3TC) 60mg/30mg (Paediatric)	Pack of 60			
S23	Nevirapine (NVP) 50mg	Pack of 60			
S24	Cotrimoxazole 960mg tablet	Pack of 1000			
S25	(RHZE) blister strip 150/75/400/275 mg	28 tablets			
S26	Blood 450 ml	Milliliters			
S27	RH blister strip 150/75 mg	28 tablets			
S28	Misoprostol 200mcg Tablet**	Tablet			
S29	Amoxicillin dispersible 125mg tablet (For children)	30tablets			
S30	Ceftriaxone 1g Injection	Vial			
S31	Oxytocin Injection	Ampoule			
S32	Chlorhexidine 20%	Litres			
S33	Mama Kit**	Kit			
S34	Bendrofluzide (Aprinox) 5mg	Tablet			
S35	Propranolol 40mg tablet	Tablet			
S36	Nifedipine tablets 20mg tablet	Tablet			
S37	Captopril 25mg tablet	Tablet			
S38	Metformin 500mg	Tablet			
S39	Glibenclamide 5mg tablet	Tablet			
S40	Insulin short-acting	Vial			
S41	Cardiac Aspirin 75/80 mg	Tablet			
<b>ADD THE NAME OF OTHER DRUGS, VACCINES, CONTRACEPTIVES OR SUPPLIES THAT SUFFERED A STOCK OUT DURING THE MONTH:</b>					
NO.	NAME OF DRUG ITEM	DAY(S) OUT OF STOCK	NO.	NAME OF DRUG ITEM	DAY(S) OUT OF
1			6		
2			7		
3			8		
4			9		
5			10		

\*This refers to the drug recommended in the National policy at the time

7. LABORATORY TESTS						
LABORATORY TESTS	NUMBER DONE		NUMBER POSITIVE			
<b>7.1 HEMATOLOGY (BLOOD)</b>			38. Hepatitis B			
01. Hb					39. Brucella	
02. HBG<8					40. Pregnancy Test	
03. HBG≥8					41. Rheumatoid Factor	
04. WBC Total					42. Others	
05. WBC Differential						
06. Film Comment						
07. ESR						
08. RBC					<b>7.5 IMMUNOLOGY</b>	
09. Bleeding time					43. CD4 tests	
10 Prothrombin Time					44. Viral Load Tests	
11. Clotting Time					45. Others	
12. Others					<b>7.6 MICROBIOLOGY (CSF URINE, STOOL, BLOOD, SPUTUM, SWABS)</b>	
					46. ZN for AFBs	
<b>7.2 BLOOD TRANSFUSION</b>					47. Routine Cultures & Sensitivities	
13. ABO Grouping					48. Gram	
14. Combs					49. India Ink	
15. Cross Matching					50. Wet Preps	
16. Blood Collected (Units)					51. Urine Microscopy	
17. Blood Transfusion(Lts)					<b>7.7 CLINICAL CHEMISTRY</b>	
<b>7.3 PARASITOLOGY</b>			<b>Renal Profile</b>			
<b>CATEGORY</b>	0-4 years	5 and over	0-4 years	5 and over	52. Urea	
18. Malaria Microscopy					53. Calcium	
19. Malaria RDTs					54. Potassium	
20. Trypanosoma					55. Sodium	
21. Microfilaria					56. Creatinine	
22. Leishmania					<b>Liver Profile</b>	
23. Trichinella					57. ALT	
24. Borrella					58. AST	
Stool Microscopy					59. Albumin	
25. Entamoeba					60. Total Protein	
26. Glardia Lamblia					<b>Lipid/Cardiac Profile</b>	
27. Trichomonas					61. Triglycerides	
28. Stronyloides					62. Cholesterol	
29. Shistosoma					63. CK	
30. Taenia					64. LDH	
31. Askaris					65. HDL	
32. Hookworm					<b>Other Clinical Chemistry Tests</b>	
33. Trichuris					66. Alkaline Phos	
34. Other Parasites					67. Amylase	
<b>7.4 SEROLOGY</b>					68. Glucose	
35. VDRL/RPR					69. Uric Acid	
36. TPHA					70. Lactate	
37. Shigella Dysentery					71. Others	

# HMIS FORM 105: HEALTH UNIT OUTPATIENT MONTHLY REPORT Page 10

7.8 SUMMARY OF HIV TEST BY PURPOSE						
CATEGORY	HCT	PMTCT	CLINICAL DIAGNOSIS	QUALITY CONTROL	SMC	TOTAL
72. DETERMINE						
73. STAT PAK						
74. UNIGOLD						

8. FINANCIAL SUMMARY				
NO.	BUDGET LINE	FUNDS BUDGETED	FUNDS RECEIVED	FUNDS SPENT
1	PHC Wage			
2	PHC Non-Wage Recurrent			
3	PHC (NGO)			
4	PHC Development			
5	Local Governments			
6	Credit Lines (Drugs)			
7	Donor projects			
8	Others specify			
	<b>TOTAL</b>			

**9. COMMENTS BY HEALTH FACILITY IN CHARGE:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Report: \_\_\_\_\_

Health Unit In-charge: Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

----- (District/HSD use only) -----

Date received		
Received by 7th of August	Yes	No
Checked by (signature)		
Date Entered		
Name of Data Entrant		

**COMMENTS BY HSD:**

# HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT

## DESCRIPTION AND INSTRUCTIONS

- Objective:** Summarize inpatient services
- Timing:** Due 7th of the following month
- Copies:** **Two Copies.** One sent to the HSD and another one sent to the District.  
For General Hospitals, Regional Referral Hospitals, and National Referral Hospitals, a copy should also be sent to the respective district and another one to the Ministry of Health Resource Centre Division.
- Responsibility:** Health Unit In-Charge

## PROCEDURE:

1. All health units (including hospitals) with inpatients must compile and submit the HEALTH UNIT IN-PATIENT MONTHLY REPORT (HMIS 108).
2. **Item 1** on Page 1 is about census information.

**Column (A):** Use the respective labeling the wards when entering the ward names. Use labels that refer to the function such as the following: Paediatric, Maternity, Male or Female Surgical, Male or Female Medical, etc as list under the column A (List of Wards)

**Column (B):** Enter the number of **Beds** designed for the ward.

**Column (C), (D) and (E):** The number of **Admissions, Deaths** and **Patient Days** are transcribed from TABLE 6. Total these columns and enter totals in last row

**Column (F):** The **Average Length of Stay (F)** is equal to: **Patient Days / Admissions (E) / (C)** for each ward.

**Column (F):** To get the average for the whole hospital, do not simply total this column but apply the same formula using the **Total** values columns (C) and (E).

**Column (G):** The **Average Occupancy** (average number of patients each day) is equal to: **Patient days / No. of days in month** or **(E) / No. of days in month** for each ward.

**Column (G):** To get the average for the whole hospital, do not simply total this column but apply the same formula using the **Total** values of column (E).

**Column (H):** The **Bed Occupancy** (average percent of beds occupied each day) is equal to: **(Patient days / days in month) x 100 / (Total number of Beds)**

**Column (H):** To get the average for the whole hospital, do not simply total this column but apply the same formula using the **Total** values of columns (E and B).

3. **Item 2** on Page 1, is a count of the number of inpatient referrals to and from the health unit for the previous month. This is counted from the INPATIENT REGISTER on a GENERAL TALLY SHEET.
  
4. **Item 3 & 4** on Page 1 and 2, report surgical procedures. These are tallied and recorded using information from the Operating Theater Register, get the total number of various surgical procedures and fill in **Item 3** and 4, sum up the major and minor operations in the respective totals.
  
5. **Item 5** on page 2 is on utilisation of special services in the health unit. For item 5a fill in total number of units of blood requested, received and transfused (Source of information: Blood Transfusion Register). For item 5b count total number of patients transfused by reason for transfusion. This information is obtained from HMIS 089B: Blood Transfusion Record.
  
6. The numbers of admissions and deaths by diagnosis are recorded in **Item 6** on Pages 3, 4, 5 and 6. This information is transcribed from TABLE 12a and 12b (for cases) and 13a & 13b (for deaths). If the health unit is unclear about whether certain diagnoses can be grouped, then the diagnoses should be listed separately each on its own. Information on Body Mass Index (BMI) Outcomes and Risk Behavior is also captured on page 6.
  
7. General comments are written under **Item 7** on Page 6.

**HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT** **Page 1**

Health Unit \_\_\_\_\_ Level \_\_\_\_\_ Code \_\_\_\_\_ District \_\_\_\_\_ Health Sub-district \_\_\_\_\_  
 Sub county \_\_\_\_\_ Parish \_\_\_\_\_ Reporting Period: Month \_\_\_\_\_ Year \_\_\_\_\_

**1. CENSUS INFORMATION: SEE INSTRUCTIONS FOR DEFINITIONS**

(A) List of wards	(B) No. of Beds	(C) Admissions	(D) Deaths	(E) Patient days	(F) Average length of stay = E / C	(G) Average Occupancy = E / No. of days in month	(H) Bed Occupancy = G x 100 / B
W1. Male medical ward							
W2. Female medical ward							
W3. Pediatrics ward							
W4. Maternity/Obstetric ward							
W5. Male surgical							
W6. Female surgical							
W7. TB ward							
W8. Psychiatric ward							
W9. Emergency ward							
W10. Gyn ward							
W11. Acute care unit (ACU)							
W12. Palliative ward							
W13. Eye ward							
W14. Intensive care unit (ICU)							
W15. Nutrition ward							
W16. ENT							
W17. Orthopedic							
W18. Others							
<b>Totals</b>							

**2. REFERRALS**

Item	Number
REF1 Number of Inpatients referred from this health unit	
REF2 Number of Inpatients referred to the health unit	
REF3 Number of inpatients who have self-referred	

**3. MAJOR SURGICAL PROCEDURES**

Procedure	Number
01 Caesarian sections	
02 Obstetric fistula repair	
03 Laparotomy	
04 Tracheostomy	
05 Evacuations (incomplete abortion)	
06 Internal fixation	
07 Neuro Surgery (Burr hole)	
08 Thoracotomy	
09 Cardiothoracic surgery	
10 Orthopedic Surgery	
11 Occular Surgery	
12 ENT surgical procedures	
13 Herniorrhaphy	
14 Plastic/ reconstructive surgery	
99 Other Major procedures	
<b>Total Number of Major Operations</b>	

**HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT Page 2**

**4. MINOR SURGICAL PROCEDURES**

Procedure	Number
01 Oral surgery	
02 Debridement and care of wounds and skin grafting	
03 Incision and drainage of abscesses	
04 Ocular surgery	
05 Minor Orthopedic Surgery	
06 Minor ENT surgical procedures	
07 Safe Male Circumcision	
99 Other Minor procedures	
<b>Total Number of Minor Operations</b>	

**5. UTILIZATION OF SPECIAL SERVICES:**

<b>5a. Service (Blood transfusions )</b>	<b>Whole blood</b>	<b>Packed cells</b>	<b>Platelets</b>	<b>Plasma</b>
1 Number of units requested (mls)				
2 Number of units received (mls)				
3 Number of units transfused (mls)				

<b>5b. Reasons for transfusion</b>	<b>Whole blood</b>		<b>Packed cells</b>		<b>Platelets</b>		<b>Plasma</b>	
	0-4yrs	>5yrs	0-4yrs	>5yrs	0-4yrs	>5yrs	0-4yrs	>5yrs
1 Severe malaria								
2 Pregnancy child related complications								
3 Accidents								
4 Cancer cases								
5 Sickle cell Anaemia								
6 Others								
<b>Total of units of blood Transfused</b>								



HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT Page 3

6. NUMBER OF ADMISSIONS AND DEATHS BY DIAGNOSIS

Diagnosis	Under five years				Five years and above			
	Cases		Deaths		Cases		Deaths	
	M	F	M	F	M	F	M	F
<b>Notifiable Diseases</b>								
01 Acute Flaccid Paralysis								
02 Animal Bites (suspected rabies)								
03 Cholera								
04 Dysentery								
05 Guinea Worm								
06 Malaria	Total							
	Confirmed (Microscopic &RDT)							
07 Measles								
08 Bacterial Meningitis								
09 Neonatal tetanus								
10 Plague								
11 Yellow Fever								
12 Other Viral Hemorrhagic Fevers								
13 Severe Acute Respiratory Infection (SARI)								
14 Adverse Events Following Immunization (AEFI)								
15 Typhoid Fever								
16 Presumptive MDR TB Cases								
Other Emerging infectious Diseases, specify(e.g. Influenza like illness (ILI), SARS								
<b>Other Infectious /communicable diseases</b>								
17 Diarrhea – Acute								
18 Diarrhea- Persistent								
19 Genital Infections								
20 Hepatitis B								
21 Hepatitis C								
22 Hepatitis E								
23 Septicemia								
24 Peritonitis								
25 Pneumonia								
26 Pyrexia of unknown origin (PUO)								
27 Respiratory infections (other)								
28 New TB cases diagnosed	Bacteriologically confirmed							
	Clinically Diagnosed							
	EPTB							
29 Leprosy								
30 Osteomyelitis								
31 Urinary Tract Infections (UTI)								
32 Tetanus (over 28 days age)								
33 Sleeping sickness								
34 Other types of meningitis								
<b>Neglected Tropical Diseases (NTDs)</b>								
35 Leishmaniasis								
36 Lymphatic Filariasis (hydrocele)								
37 Lymphatic Filariasis (Lymphoedema)								
38 Urinary Schistosomiasis								
39 Intestinal Schistosomiasis								
40 Onchocerciasis								
41 Nodding Syndrome								

HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT Page 4

Diagnosis	Under five years				Five years and above			
	Cases		Deaths		Cases		Deaths	
	M	F	M	F	M	F	M	F
<b>Neonatal Diseases</b>								
42 Neonatal Sepsis 0-7days								
43 Neonatal Sepsis 8-28days								
44 Neonatal Pneumonia								
45 Neonatal Meningitis								
46 Neonatal Jaundice								
47 Premature baby (as condition that requires mgt)								
48 Other Neonatal Conditions								
<b>Non communicable diseases</b>								
<b>Oral Diseases</b>								
49 Dental Caries								
50 Gingivitis								
51 Jaw injuries								
52 Other oral diseases and conditions								
53 HIV-Oral lesions								
54 Oral Cancers								
<b>Heart Diseases</b>								
55 Hypertension (newly diagnosed cases)								
56 Hypertension (old cases)								
57 Stroke								
58 Other Cardiovascular Diseases								
<b>Mental Health</b>								
59 Anxiety disorders								
60 Bipolar disorders								
61 Depression								
62 Schizophrenia								
63 Alcohol abuse								
64 Drug Abuse								
65 Attempted Suicide								
66 Dementia								
67 Childhood Mental Disorders								
68 Epilepsy								
69 HIV related Psychosis								
70 Nervous system disorders								
71 Other forms of Mental illness								
<b>Chronic respiratory diseases</b>								
72 Asthma								
73 Chronic Obstructive Pulmonary Diseases (COPD)								
<b>Cancers</b>								
74 Cancer prostate								
75 Cancer lung								
76 Cancer liver								
77 Cancer Colon								
78 Kaposi and other skin cancers								
79 Hepatocellular carcinoma								
80 Malignant neoplasm of Haemopoetic tissue e.g. leukemia								
81 Others Cancers								
<b>Other non-communicable diseases</b>								
82 Anaemia								
83 Sickle cell Anaemia								
84 Diabetes mellitus (newly diagnosed cases)								
85 Diabetes mellitus (re-attendances)								
86 Endocrine and metabolic disorders (other)								
87 Gastro-Intestinal disorders (non Infective)								
88 Pain Requiring Palliative Care								

HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT Page 5

Diagnosis		Under five years				Five years and above			
		Cases		Deaths		Cases		Deaths	
		M	F	M	F	M	F	M	F
89 Severe Malnutrition (SAM)	With oedema								
	Without oedema								
90 Mild Acute Malnutrition (MAM)									
91 Injuries - Road traffic Accidents									
92 Injuries Motor Cycle (Boda-boda Accidents)									
93 Injuries - (Trauma due to other causes)									
94 Animal bites	Domestic								
	Wild								
	Insects								
95 Snakes bites									
96 Poisoning									
97 Liver Cirrhosis									
98 Liver diseases (other)									
99 Hernias									
100 Diseases of the appendix									
101 Diseases of the skin									
102 Muscular skeletal and connective tissue diseases									
103 Genital urinary system diseases (non- infective)									
104 Congenital malformations and chromosome abnormalities									
105 Complications of medical and surgical care									
106 Benign neoplasm's (all types)									
107 Coetaneous ulcers									
<b>Medical Emergencies</b>									
108 Cerebro-vascular events									
109 Cardiac arrest									
110 Gastro-intestinal bleeding									
111 Respiratory distress									
112 Acute renal failure									
113 Acute sepsis									
114 Other diagnoses (specify Priority diseases for health unit)									
115 All others									
999Total Diagnoses									

Maternal conditions	10-19yrs		20-24yrs		>=25yrs	
	Cases	Deaths	Cases	Deaths	Cases	Deaths
116 Abortions						
117 Malaria in pregnancy						
118 High blood pressure in pregnancy						
119 Obstructed labour						
120 Haemorrhage related to pregnancy (APH or PPH)						
121 Sepsis related to pregnancy e.g. puerperal sepsis, abortion sepsis etc						
122 Obstetric Fistula						
123 Other Complications of pregnancy						
<b>Gynecological conditions</b>						
124 Cancer of the cervix(newly diagnosed cases)						
125 Cancer of the cervix (re-attendance)						
126 Cancer of the breast						
127 Tubal Ovarian mass/cancer						

**HMIS FORM 108: HEALTH UNIT INPATIENT MONTHLY REPORT Page 6**

Maternal conditions	10-19yrs		20-24yrs		≥25yrs	
	Cases	Deaths	Cases	Deaths	Cases	Deaths
128 Pelvic Inflammatory Disease (PID)						
129 Uterine Fibroids						
130 Other Gynecological conditions						

Body Mass Index (BMI) Outcome	5-10yrs		11-18yrs		>18yrs	
	Male	Female	Male	Female	Male	Female
B1-Severely Underweight (BMI<16)						
B2-Underweight (16<=BMI <18.5)						
B3-Normal (18.5<= BMI <=25)						
B4-Over weight (25< BMI <=30)						
B5-Obese ( BMI>30)						

Risk Behavior	Male			Female		
	10-19yrs	20-24yrs	≥25yrs	10-19yrs	20-24yrs	≥25yrs
R1-Alcohol use						
R2-Tobacco use						

**7. COMMENTS**

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Date of Report: \_\_\_\_\_

**Health Unit In-charge:** Name \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_

----- (District/HSD use only) -----

Date received		
Received by 7th of August	Yes	No
Checked by (signature)		
Date Entered		
Name of Data Entrant		

**COMMENTS BY HSD:**