## logo of the Government of Malawi's Ministry of Health

## Outpatient Therapeutic Program (OTP) Register

## Children 6 Months to 15 Years Old

## 2nd Edition – December 2016

# **logo of the Government of Malawi's Ministry of Health**How to Use the Outpatient Therapeutic Program (OTP) Register for Children 6 Months to 15 Years Old

The OTP register should be used at every visit to the health facility. The data is aggregated at the end of each month and used to prepare the OTP monthly report.

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| INSTRUCTIONS ON WHAT SHOULD BE RECORDED | |
| Registration Number | Write the registration number issued to the child upon admission |
| Name of Child | The child’s first name and surname |
| Village | Name of the village and landmark if possible for easy client tracing |
| Traditional Authority (TA) | Name of the TA in which the child resides |
| Sex | Write sex of child; M= male and F = female |
| Age | Write the child’s age in months if 6 to 59 months and in years if 5 years and above |
| Date of Admission | Write the calendar date the child is admitted to the OTP |
| Oedema Grade | Write the grade of bilateral pitting oedema classified as; 0, +, ++ or +++ |
| MUAC (cm) | Write the MUAC in cm (e.g., 11.9 cm) upon admission to the OTP |
| Weight (kg) | Write the child’s weight in kg to one decimal point (e.g., 8.7 kg) |
| Height (cm) | Write height in cm to one decimal point (e.g., 105.8 cm) |
| WFH/L z- score | Write the WFH/L z-score upon admission (e.g. < -2) |
| Admission Criteria | Write the admission criteria; bilateral pitting oedema, MUAC or WFH/L z-score |
| **HIV TESTING SERVICES (HTS)** |  |
| Referred for HTS | Indicate if the child was referred for HTS. Y=yes and N=no |
| Tested | Indicate if the child was tested or not. Y=yes and N=no |
| Child Sero-status | Write the HIV sero-status; Non-reactive (NR) = 0, Reactive (R) = 1, HIV Exposed = 2, Unknown = 3 |
| Child started on ART | Write if the child has been started on ART; Y=yes and N= no. |
| **DISCHARGE DETAILS** |  |
| Date of Discharge | Write the calendar date the child is discharged from the OTP |
| Oedema | Write the grade of bilateral pitting oedema classified as; 0, +, ++ or +++ |
| MUAC (cm) | Write the MUAC in cm (e.g., 12.9 cm) upon discharge from the OTP |
| Weight (kg) | Write the child’s weight in kg to one decimal point (e.g., 8.7 kg) |
| Height (cm) | Write height in cm to one decimal point (e.g., 105.8 cm) |
| WFH/L z-score | Write the WFH/L z-score upon discharge (e.g. > -2 or >-1 ) |
| Length of Stay | Calculate and write the number of days from admission date to discharge date |
| Total number of RUTF Sachets Received | Write the number of RUTF sachets provided to the child at each during the treatment period |
| Outcome | Write the outcome at discharge; cured, default, death or non-cured, referred to NRU or transferred to another OTP |

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| **ADMISSION DETAILS** | | | | | | | | | | | | | **HIV TESTING SERVICES (HTS)** | | | | | **DISCHARGE DETAILS** | | | | | | **Length of Stay** | **Total Number of RUTF Sachets Received** | **Outcome** |
| **Registration Number** | **Name of Child** | **Village** | **TA** | **Sex** | **Age** | **Date of Admission** | **Oedema Grade** | **MUAC**  **(cm)** | **Weight**  **(kg)** | **Height**  **(cm)** | **WFH/L**  **z-score** | **Admission Criteria** | **Referred for**  **HTS Y/N** | **Tested**  **Y/N** | **Child Sero Status** | **Child on ART?** | **Referral Type** | **Date of Discharge** | **Oedema** | **MUAC (cm)** | **Weight (kg)** | **Height (cm)** | **WFH/L**  **z-score** |
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