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

## Outpatient Therapeutic Program (OTP) Monthly Report

## 2nd Edition – December 2016

# **logo of the Government of Malawi's Ministry of Health**How to Use the Outpatient Therapeutic Program (OTP) Monthly Report

The monthly report is used to consolidate OTP data at the end of each month. The completed monthly report should be submitted to the district nutritionist/nutrition coordinator/HMIS officer by the 5th of every month, and to the MOH national level by the 10th of every month.

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|  | Definition |
| ADMISSIONS | |
| Total at the start of the month (A) | The number in the OTP at the start of month |
| Total New Admissions (F) | The number admitted to the OTP classified according to WFH/L z-score, MUAC, bilateral oedema or HIV positive with MAM **= B+ C+D+E** |
| Returned Defaulter (G) | Defaulted within the past 3 months and has returned to continue with treatment |
| Transfers from | Those transferred from SFP **(H)**, NRU **(I)**, or another OTP **(J)** |
| Total Admissions (K) | The total number of children 6–59 months 5–12 years and 12–15 years admitted to the OTP as new and old cases **= F+G+H+I+J** |
| DISCHARGES | |
| Discharges | The number discharged from OTP according to category; cured, died, defaulted, non-cured, transfers and referrals |
| Cure rate (L) | The proportion of children who are discharged having reached the OTP discharge criteria. **=(L/(L+M+N+O)\*100** |
| Death rate (M) | The proportion of children discharged having died while registered in the OTP **=(M/(L+M+N+O)\*100** |
| Default rate (N) | The proportion of children discharged having defaulted from OTP **=(N/(L+M+N+O)\*100** |
| Non-cured rate (O) | Proportion of children discharged from the programme and have not achieved the OTP discharge criteria for cure **=(O/(L+M+N+O)\*100** |
| Referrals (P) and Transfer (Q) | **Referrals**: The number of children whose health condition deteriorated and are referred for further care in the NRU.  **Transfers:** The number of children who have been transferred for treatment in another OTP. |
| Total Discharged (R) | The total number of children 6–59 months, 5–12 years and 12–15 years discharged from the OTP **= L+M+N+O+P+Q** |
| Total at the end of month (S) | Total number of children in the OTP at the end of the month. **= (A+K)-R** |
| HIV TESTING SERVICES (HTS) | |
| Children referred for HTS | Children referred for HIV testing services during the reporting month |
| Children tested for HIV | Children who were tested and results received during the reporting month |
| Children HIV status is already known | Children who were tested elsewhere and verified from a health document |
| Child HIV Sero-status | Includes all those children who were tested and results received during the month, plus those who were tested elsewhere, classified by R (1), NR (0) and Exposed children |
| Number of Children on ART | Includes those children who are on ART |
| OTHER INFORMATION | |
| Number of relapse | Children who were successfully treated in the OTP within the last 6 months, but again meet the eligibility requirement for admission. |
| New admissions by gender | New admissions should be recorded by gender and age category; 6-59 months, 5-12 years and 12-15 years. |
| Parental Status | The children parental status classified by; those without mother, father, both parents and those with both parents |

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| **Name of Health Facility:** | **Month:** | **Year:** |
| **District:** | **TA:** | |
| **Prepared by:** | **Position:** | |
| **Checked by:** | **Position:** | |

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| **Age** | **Total at the start of the month (A)** | **New admissions** | | | | | **Total new admissions (F)=B+C+D+E** | | **Returns and Transfers** | | | | | | | | | **Total Admissions (K) = F+G+H+I+J** | **Discharges** | | | | | | | **Total discharged (R)=L+M+N+O+P+Q** | **Total at end of month (S)=(A+K)-R** |
| WFH/L z-scores (B) | MUAC (C) | Bilateral Oedema (D) | HIV positive with MAM (E) | | Returned defaulter (G) | | **Transfer from** | | | | | | | Cured (L) | Died (M) | Defaulted (N) | | Non- cured (O) | **Referral and Transfer to** | |
| SFP (H) | | NRU (I) | | Other OTP (J) | | | NRU (P) | Other OTP (Q) |
| 6–59 months |  |  |  |  |  | |  | |  | |  | |  | |  | | |  |  |  |  | |  |  |  |  |  |
| 5–12 years |  |  |  |  |  | |  | |  | |  | |  | |  | | |  |  |  |  | |  |  |  |  |  |
| 12–15 years |  |  |  |  |  | |  | |  | |  | |  | |  | | |  |  |  |  | |  |  |  |  |  |
| TOTAL |  |  |  |  |  | |  | |  | |  | |  | |  | | |  |  |  |  | |  |  |  |  |  |
|  |  |  |  |  |  |  | |  | |  | |  | |  | |  | | |  |  |  |  | | Cure rate = L/ (L+M+N+O)\*100 Death rate = M/ (L+M+N+O)\*100 Default rate =N/ (L+M+N+O)\*100  Non-cured rate =O/ (L+M+N+O)\*100 | | | |
|  | **Other Information:** | | |  |  |  | |  | |  | |  | |  | |  | **Target** | | >75% | <10% | <15% | N/A | |

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| **Children referred for HTS**  *No. referred during the month* |  | |  | **New admissions by gender**  **(Children 6 months–15 years)** | | | | | |  | **Parental Status** | |
| **Children tested for HIV** *No. of test results received in the month* |  | |  | 6–59 months | | 5- 12 years | | 12–15 years | |  | Without mother |  |
| **Children HIV status already known**  *No. of children tested elsewhere* |  | |  | Male | Female | Male | Female | Male | Female |  | Without father |  |
| **Child HIV sero-status** *Of all children tested (include children tested elsewhere)*  *R=Reactive NR=Non-Reactive* | R (1) |  |  |  |  |  |  |  |  |  | Without both parents |  |
| NR(0) |  |  |  | |  |  |  |  |  | With both parents |  |
| Exposed children |  | |  | **Relapses** |  |  |  |  |  |  |
| Number of children on ART |  | |  |  |  |  |

**Comments on performance indicators: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**