Nikshay Aushadhi User Manual

Primary Health Institution

(PHI)

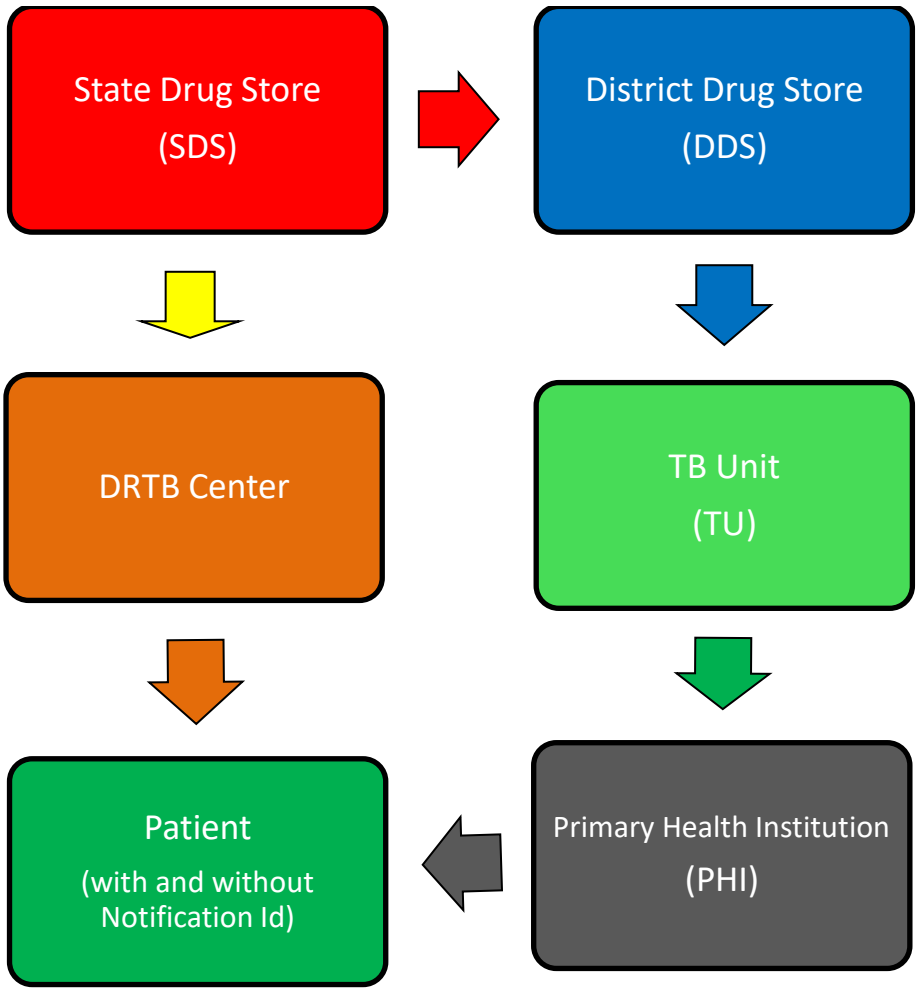
This user manual provides a complete guidance on all online processes through **Nikshay Aushadhi** on a PHI level. From requesting a drug to issuing it to the patient, this manual helps user through online processes of Nikshay Aushadhi application.

The following modules are covered in the user manual:

- *Issue to Patient.....2*
- *Issue to Patient from DRTB store.....10*
- *Issue to Patient Report.....14*
- *Return from Patient.....15*
- *Issue to ART centre.....21*
- *Return from ART Centre.....26*
- *Return from PHI to TU.....29*
- *Issue to Third Party.....32*

Issue to Patient

Patients to receive drugs for the treatment of drugs sensitive TB or drug resistant TB by DOTs Provider or Treatment Supporter as per the regimen prescribed by the doctor. The DOTs Provider or Treatment Supporter shall receive drugs from PHI. PHIs shall issue drugs on monthly basis against the unique Notification ID generated by Nikshay through Nikshay Aushadhi.



Flow of Drug from State Drug Store to Patient

In certain circumstances, when a patient enrolled for the first time, he may not have Notification ID available with him during the receipt of medicines. In such cases, PHI to issue drug without Notification ID, which is strictly limited to one time use only. During his/her second visit, availability of Notification ID is mandatory.

Process Overview

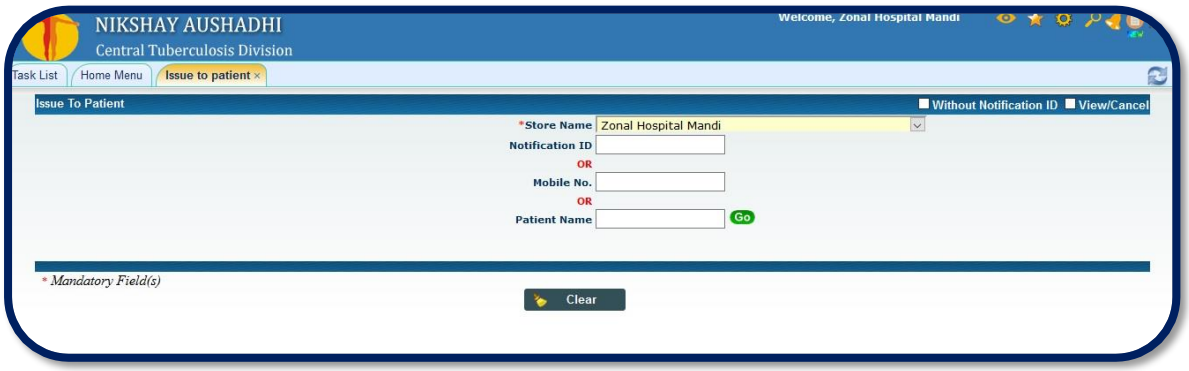
Nikshay Aushadhi application allows user to issue the drugs to the patients through online process. There are two ways to issue to patient as:

- Issue to patient **with Notification Id** – Patients which are registered in Nikshay Application have a unique 'Notification Id'.
- Issue to patient **without Notification Id** – Patients which are not registered in Nikshay Application or they do not have any 'Notification Id'.

The TB patients are categorized into following two TB categories:

1. First Line Patient,
2. Second Line Patient

Path: Services-> Issue Dispatch ->Issue to Patient

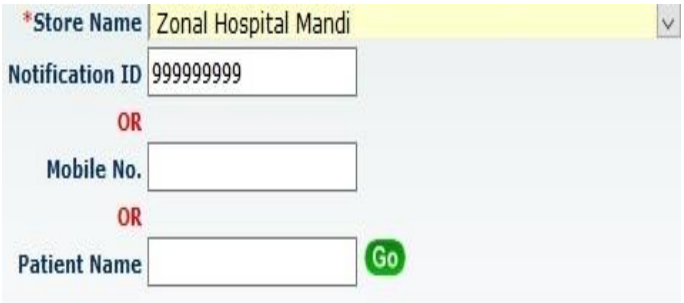


Issue to Patient with Notification Id:

To issue the drugs to patients which are having Notification Id from Nikshay, follow the steps below.

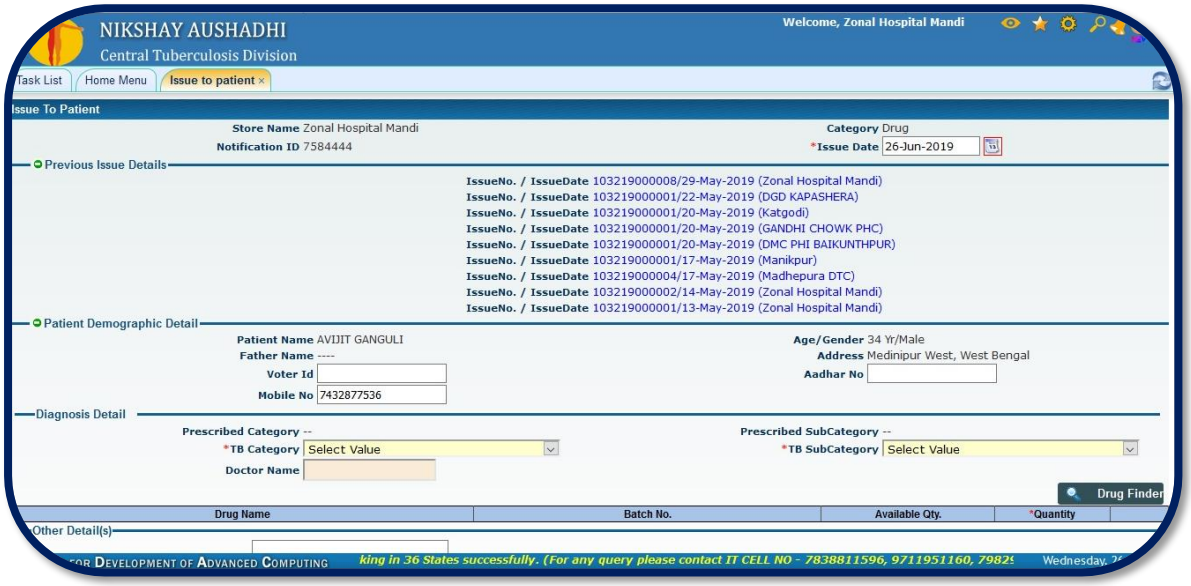
Steps to be follow:

1. Go to 'Issue to Patient'
2. The patients which are already registered into the application can be searched by following three parameters:
    a. Notification Id,
    b. Patient Mobile Number, and
    c. Patient Name

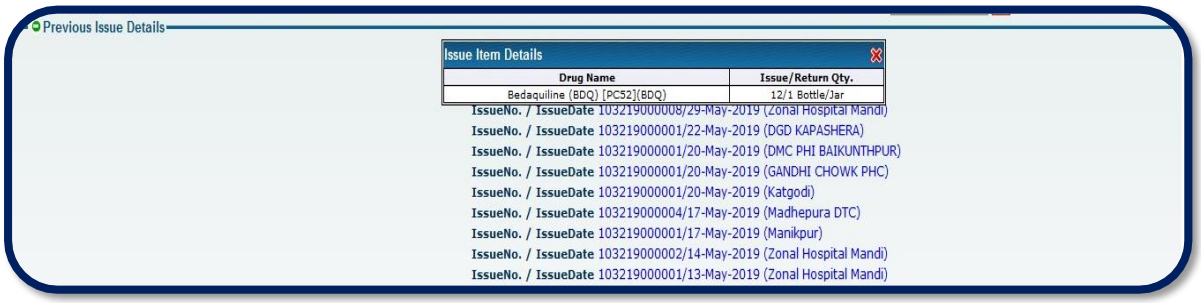


3. Enter any of these parameter and click on ‘GO’ button.

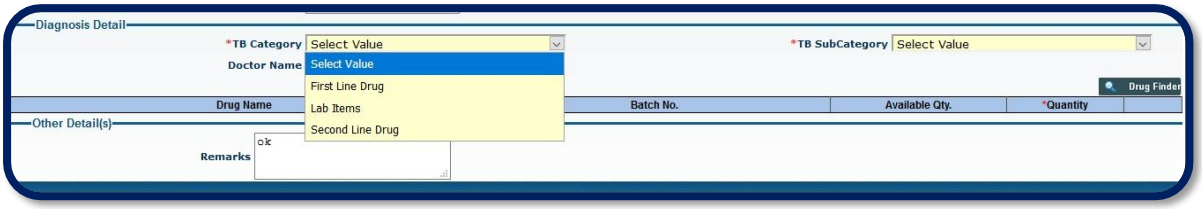
4. The system will open the issue to patient form.
5. Following patient details will be shown such as:
    a. Previous Issue Details,
    b. Patient Demographic Details,
    c. Diagnosis Details,
    d. Any other details like remark/note

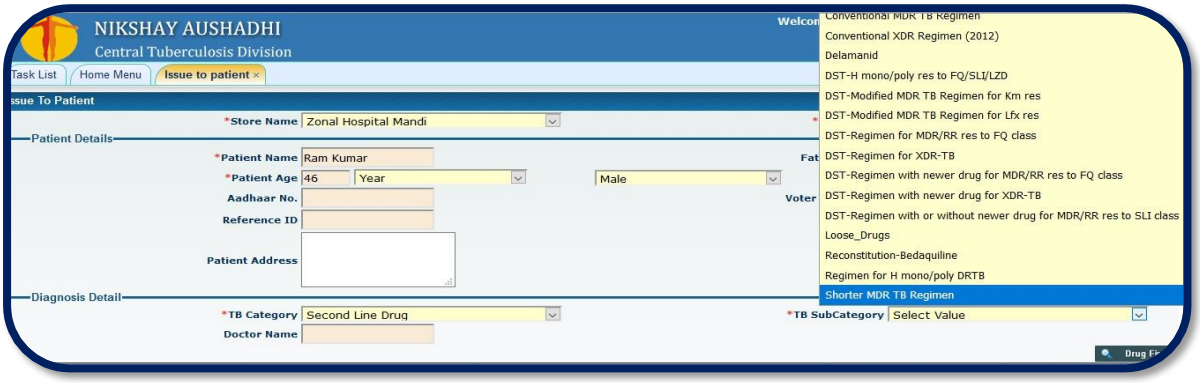


6. The *Demographic details*, such as patient Name, Age, Gender, Mobile Number, Address etc will be shown automatically by system from the registered data in Nikshay Application.
7. In *Previous Issue details*, the user can see the details of the drugs which have been issued to this patient (this notification id) in the past. The previous Issue Number and Issue Date are shown in link. Click on link to view drug detail.



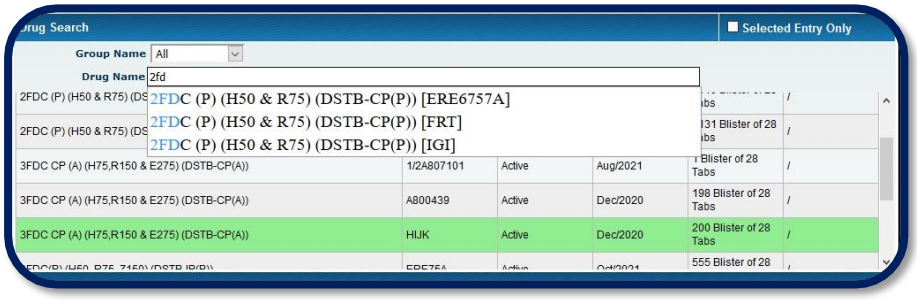
8. Select the 'Issue Date' and enter the*Diagnosis details*. Select the TB Category like First Line/Second Line and TB Sub Category like Adult/Paediatric, Regimens or Loose Drugs.
9. For example, if 2/3/4fdc drugs to be issued, then select first line and adult paediatric categories, or if Bedaquilline to be issued, then select second line and loose drug categories.



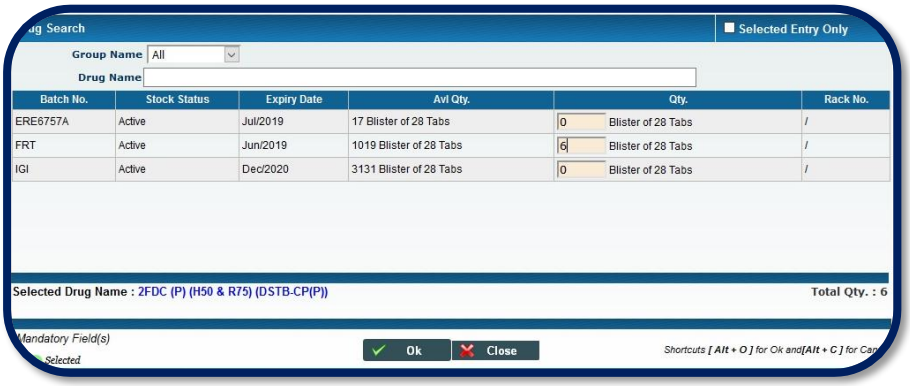


10. Click on the 'Drug Finder' to select the drug.

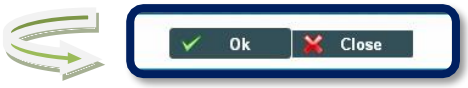
11. Enter the drug name into the search bar. Select the drug from the list.



12. Enter the quantity from one or multiple batches.

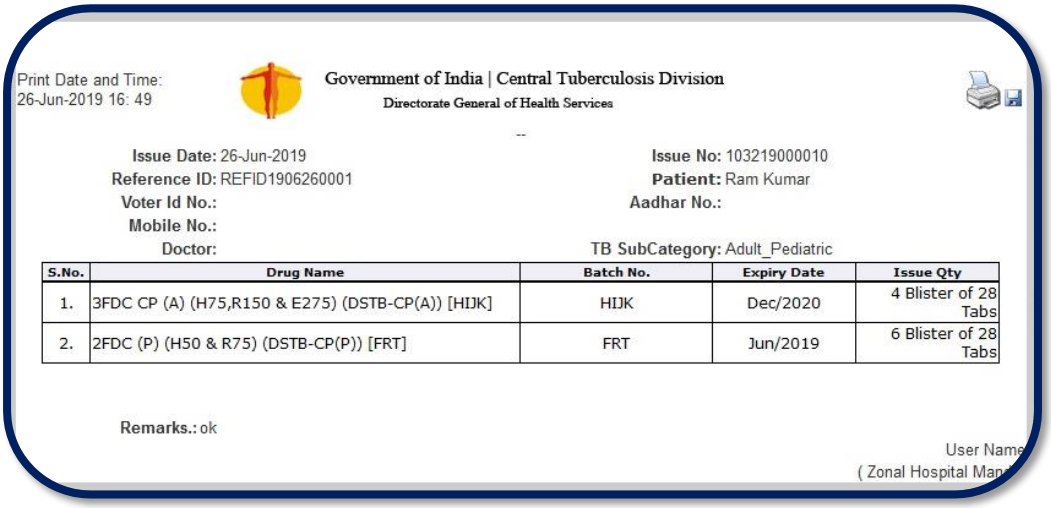


13. Click on ‘OK’ button to add the drug and select another drug from list. Click ‘Close’ buttonto close drug finder.



14. After adding the drugs, click on ‘Save’ button to issue the drugs.

15. The system will generate the Issue Voucher.
16. User can Save/Print this voucher.



Print Date and Time: 26-Jun-2019 16: 49

Government of India | Central Tuberculosis Division
Directorate General of Health Services

Issue Date: 26-Jun-2019 **Issue No:** 103219000010
Reference ID: REFID1906260001 **Patient:** Ram Kumar
Voter Id No.: **Aadhar No.:**
Mobile No.:
Doctor: **TB SubCategory:** Adult_Pediatric

S.No.	Drug Name	Batch No.	Expiry Date	Issue Qty
1.	3FDC CP (A) (H75,R150 & E275) (DSTB-CP(A)) [HIJK]	HIJK	Dec/2020	4 Blister of 28 Tabs
2.	2FDC (P) (H50 & R75) (DSTB-CP(P)) [FRT]	FRT	Jun/2019	6 Blister of 28 Tabs

Remarks.: ok

User Name
(Zonal Hospital Man

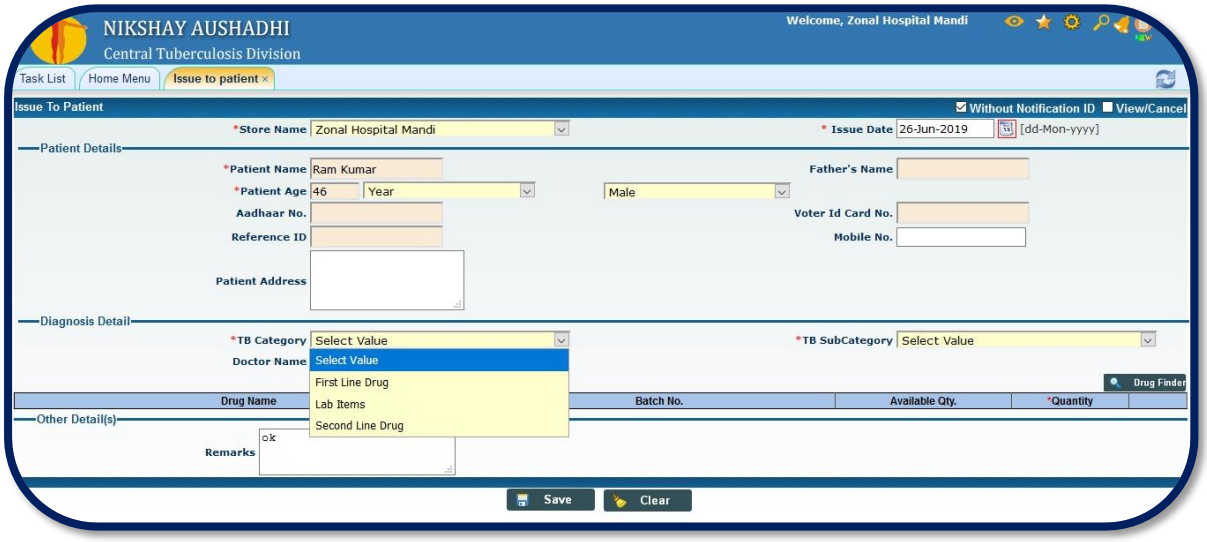
Issue to Patient without Notification Id:

To issue the drugs to patients which do not have Notification Id from Nikshay, the user can use ‘Without Notification Id’ form. This process is limited to one time only, in the next visit, the patient needs to come with the registered notification id. To issue without id, follow the steps below.

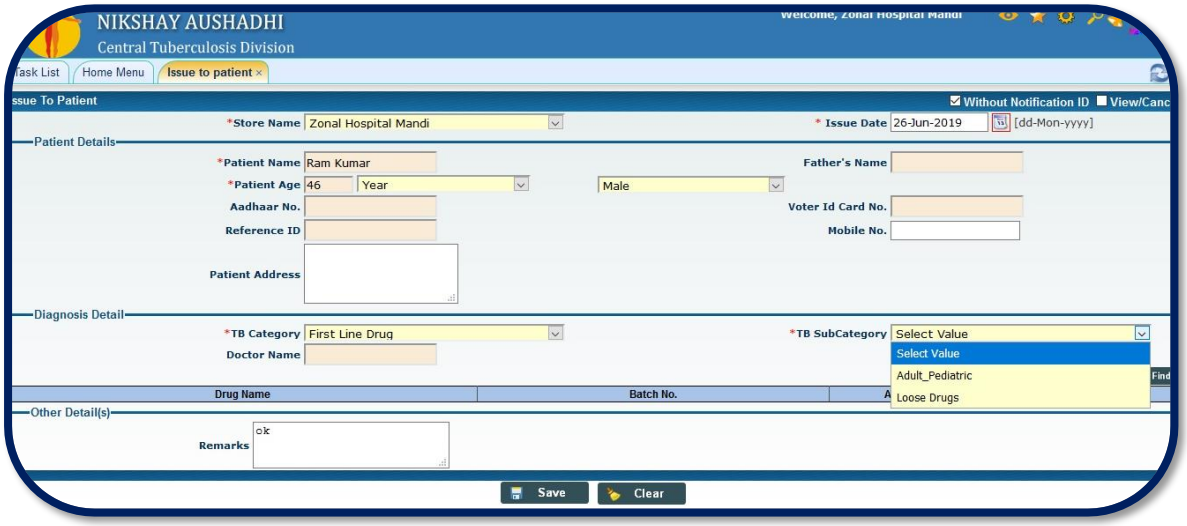
Steps to be follow:

1. Go to ‘Issue to Patient’
2. Click on ‘Without Notification Id’ option on top right corner.

3. In form, enter the patient details such as Name, Age, Gender, Mobile Number, Address etc.

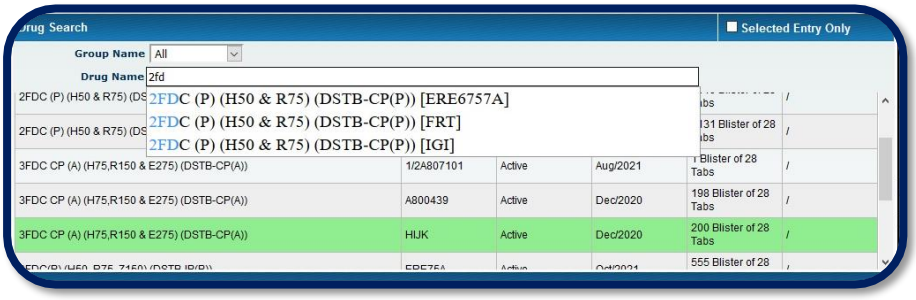


4. Select the 'Issue Date' andenter the *Diagnosis details*. Select the TB Category like First Line/Second Line and TB Sub Category like Adult/Paediatric, Regimens or Loose Drugs.
5. For example, if 2/3/4fdc drugs to be issued, then select first line and adult paediatric categories, or if Bedaquilline to be issued, then select second line and loose drug categories.

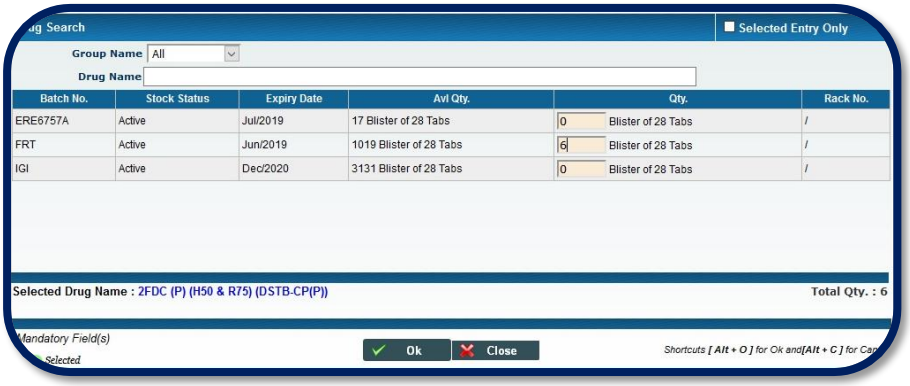


6. Click on the 'Drug Finer' to select the drug.

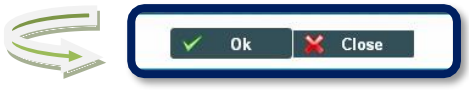
7. Enter the drug name into the search bar. Select the drug from the list.



8. Enter the quantity from one or multiple batches.



9. Click on 'OK' button to add the drug and select another drug from list. Click 'Close' button to close drug finder.



10. After adding the drugs, click on 'Save' button to issue the drugs.

11. The system will generate the Issue Voucher.
12. User can Save/Print this voucher.

Print Date and Time: 26-Jun-2019 16: 49

Government of India | Central Tuberculosis Division
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Issue Date: 26-Jun-2019 **Issue No:** 103219000010
Reference ID: REFID1906260001 **Patient:** Ram Kumar
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S.No.	Drug Name	Batch No.	Expiry Date	Issue Qty
1.	3FDC CP (A) (H75,R150 & E275) (DSTB-CP(A)) [HIJK]	HIJK	Dec/2020	4 Blister of 28 Tabs
2.	2FDC (P) (H50 & R75) (DSTB-CP(P)) [FRT]	FRT	Jun/2019	6 Blister of 28 Tabs

Remarks.: ok

User Name
(Zonal Hospital Man

Reference Id:

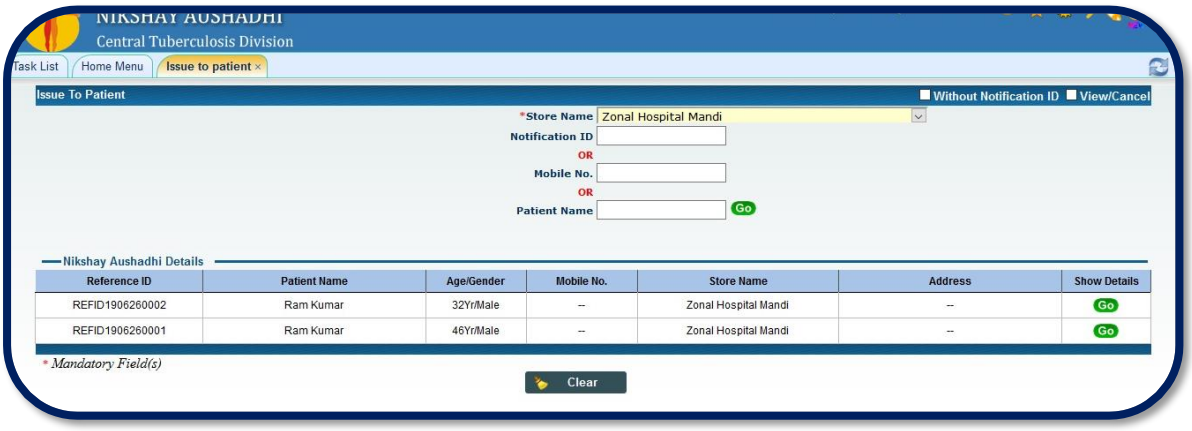
- After saving the issue data, a unique id generated automatically by the system, called '**Reference Id**'.
- This reference id is given to the patient only when the drugs are issued without notification id.
- This is a onetime process for each patient. After first time, the patient must be issued with notification id.
- The patients with similar name can be identified with this 'Reference Id' into the system.

Search the Patient Without Notification Id with Similar Names:

When drugs are issued to patient without notification id, a unique reference id is given to patient by the system. In case two or more patients with 'similar names' have been issued through 'without notification id' process, the user can search them by their 'Name' into the system.

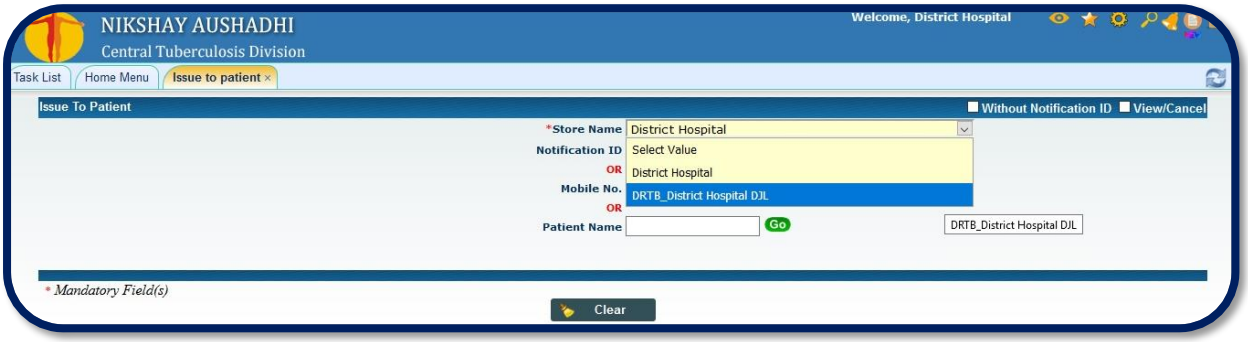
Identify patient with similar names by unique Reference Id:

As user enters the name of the patient and click on 'Go', the system will show the details of all the patients with similar names, which have been issued without notification id from the system. Each of these patients has been given a unique '**Reference Id**', so by identifying this id, the user can select the required patient to be issued. To proceed, click on 'Go' button with the record of the patient and system will open the Issue to Patient form. The user can now repeat the issue process and generate the issue voucher.



Issue to Patient from DRTB store:

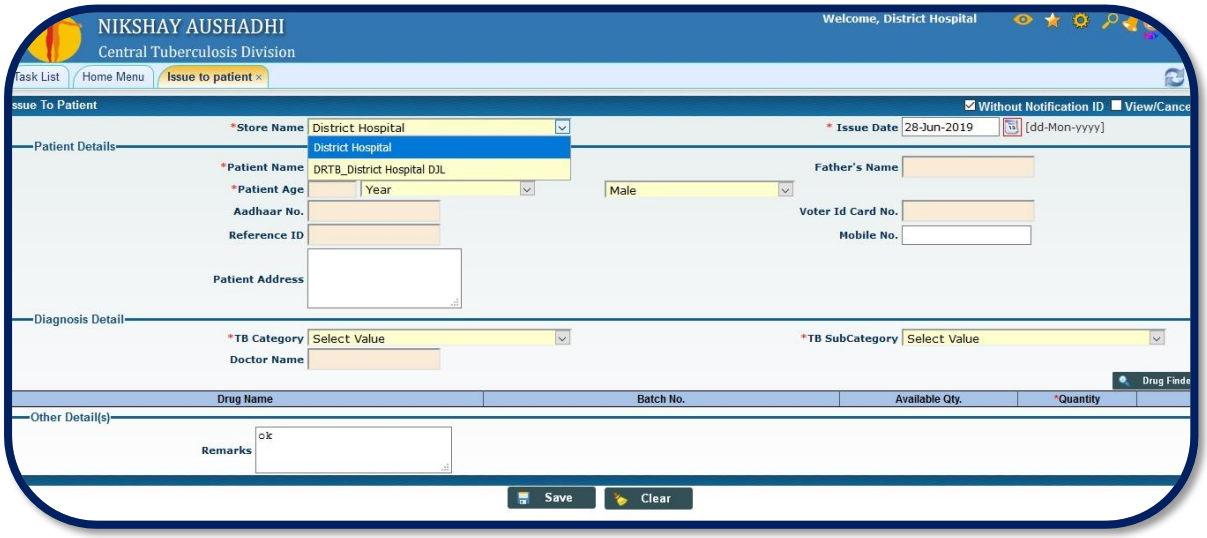
The drugs are also issued to patients from DRTB centres, such as Bedaqulline or Delamanid. In Nikshay Aushadhi application, the DRTB stores are mapped onto a PHI login id. A DRTB centre which is associated with a PHI, is added on that PHI login id. The user can select the stores either PHI or DRTB, as per the requirement, to use any process.



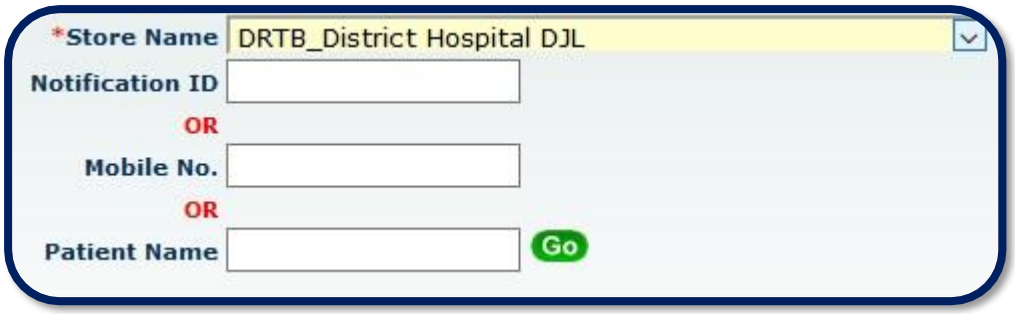
To issue the drugs from a DRTB centre to the patient, follow the steps below:

Steps to be follow:

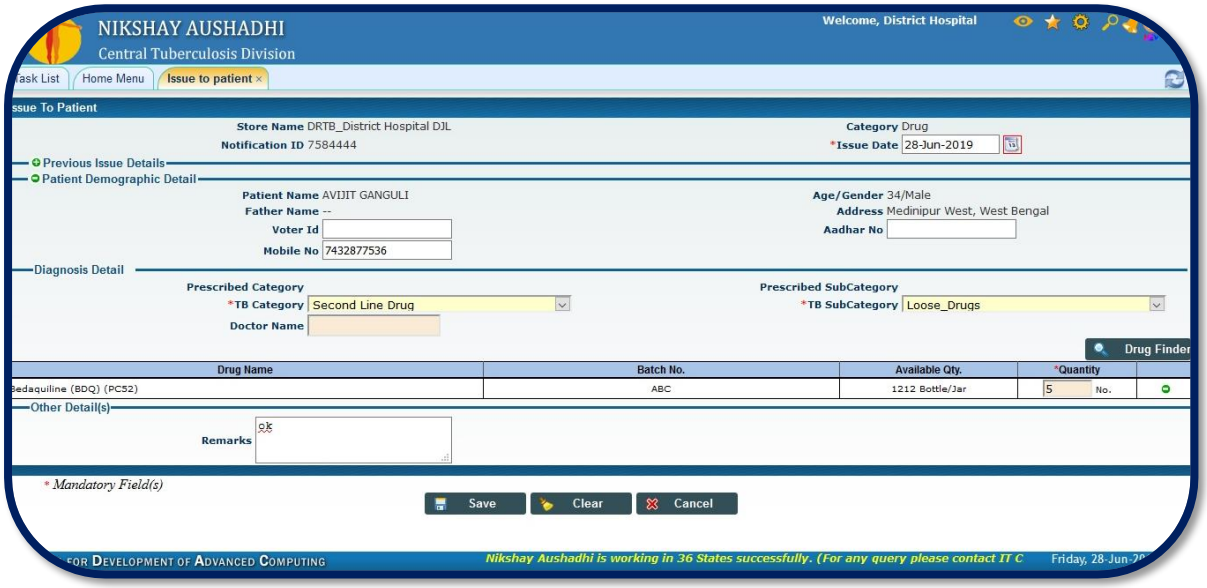
1. Login with a PHI login id on which a DRTB store is added
2. Go to 'Issue to Patient'
3. Similar to the previous Issue to Patient process, drugs can be issued to patient in two ways:
    a. Patient with Notification Id
    b. Patient without Notification Id
4. Select the store name as '**DRTB**' by clicking on the 'store name drop down menu'
5. In without notification id form, enter the patient details, select the drugs, issue date and click on 'Save' button



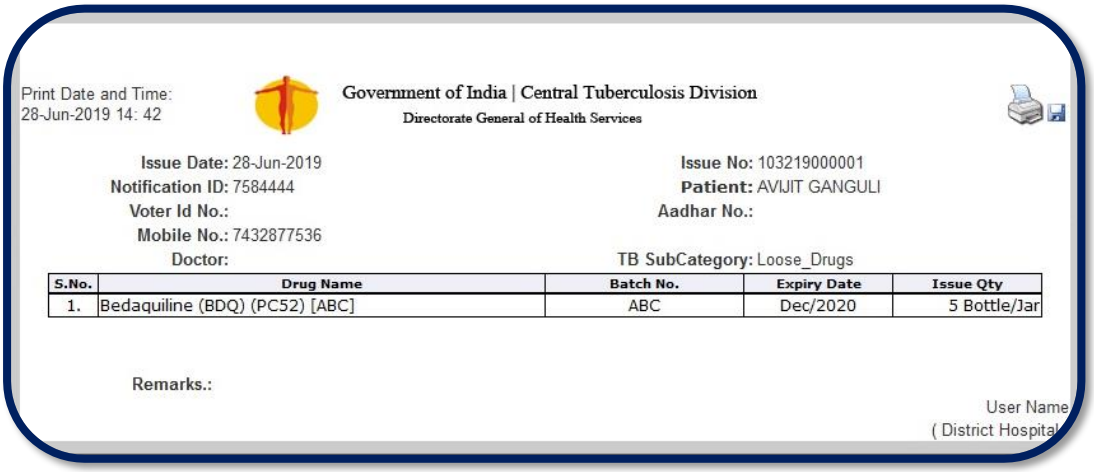
6. For patient with id, enter the Notification Id or Mobile Number or Patient name and click on ’GO’ button



7. Select the drugs, issue date and click on ‘Save’ button



8. The Issue Voucher will be generated
9. The user can Save/Print this voucher



Invalid Id or another State Notification Id:

Nikshay Aushadhi application allows the user to issue the drugs to patients which are registered in the same state in which the issuing store is located. The patients with notification id outside of the state cannot be issued from the system. If user enters the other state id, then the system will give the alert that "**Patient is registered in another state, the drug is not allowed to be issued**".

Similarly if user enters Invalid/incorrect notification id, system will give alert that "**Invalid Notification id**".

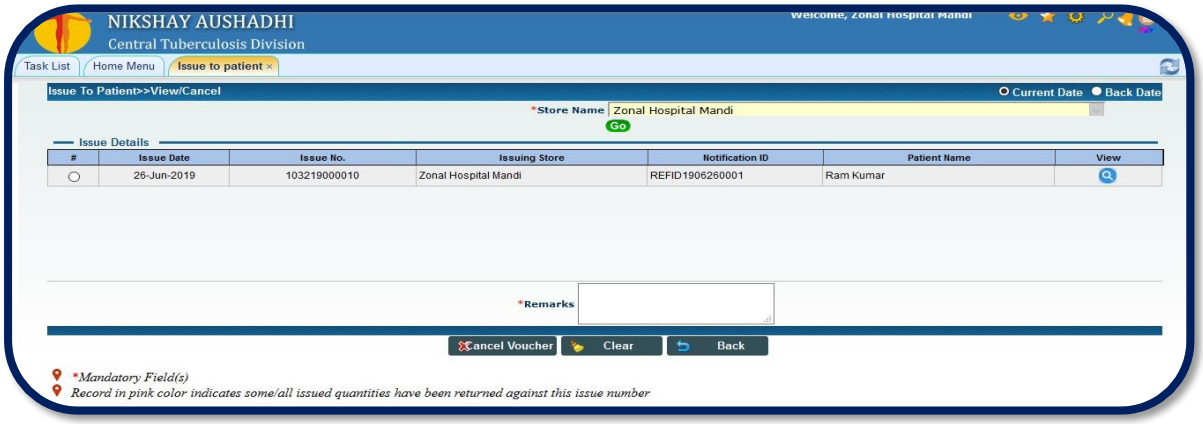
View and Cancel the Issue to Patient record:

To view the records of issue to patient from the system, follow the steps below:

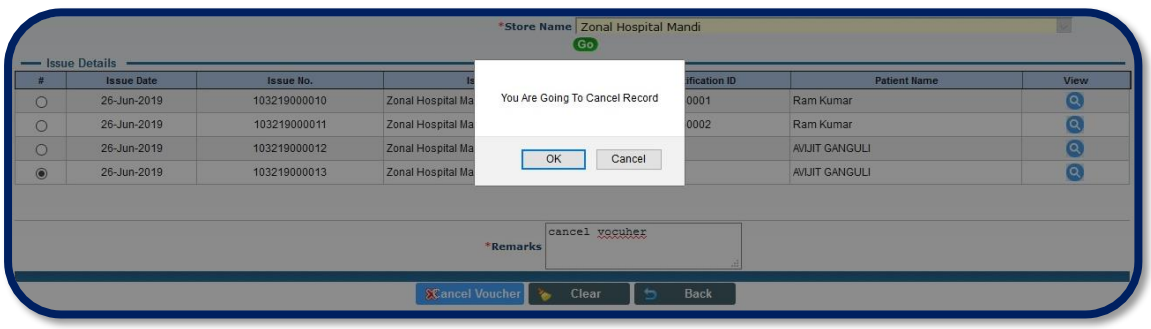
1. Go to Issue to Patient
2. Click (check) on 'View/Cancel'

3. Select ‘Current Date’ to view the record of today or for previous record, select ‘Back Date’ and then select the duration in between the drugs has been issued to patient. The duration between start date and end date should not be more than 6 days.

4. Click on ‘GO’ button.
5. The system will show all the records of issue to patient in that duration. To view, select a record and click on icon in View column.



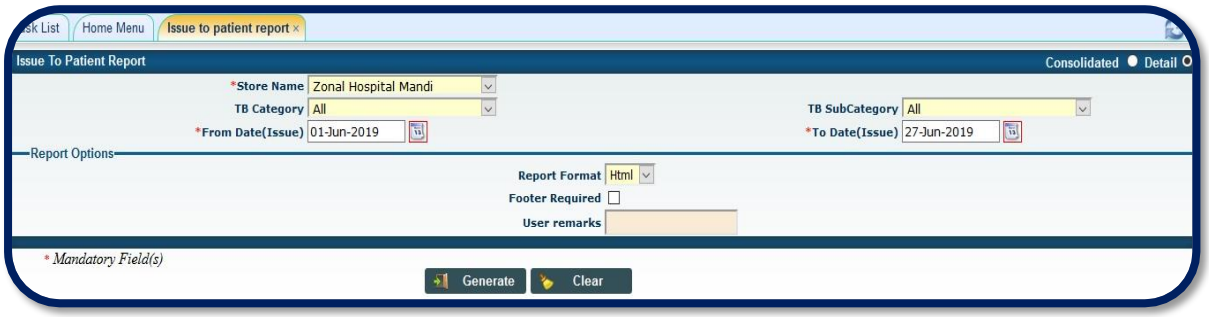
6. To cancel a voucher, select the record and click on ‘Cancel Voucher’ button.
7. The system gives an alert and the record will be cancelled.



Issue to Patient Report:

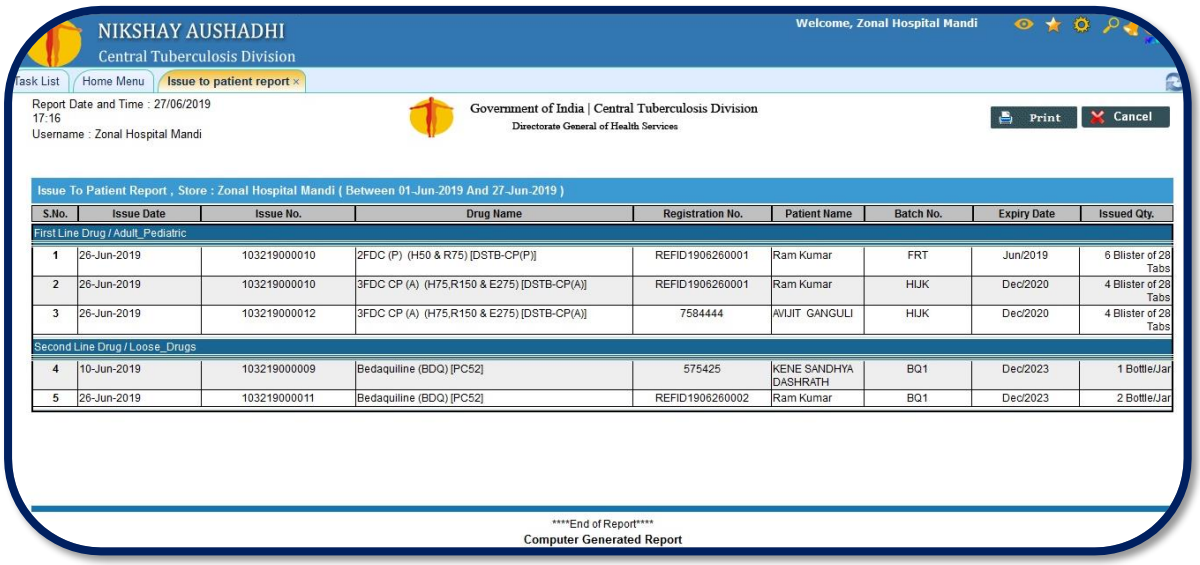
The user can also generate *Issue to Patient Report* in Nikshay Aushadhi.

- To generate the report, open 'Issue to Patient Report' in Inventory Management.
- Select the Tb category and subcategory.
- Select 'From date' and 'To date' in between the drugs have been issued to the patient.



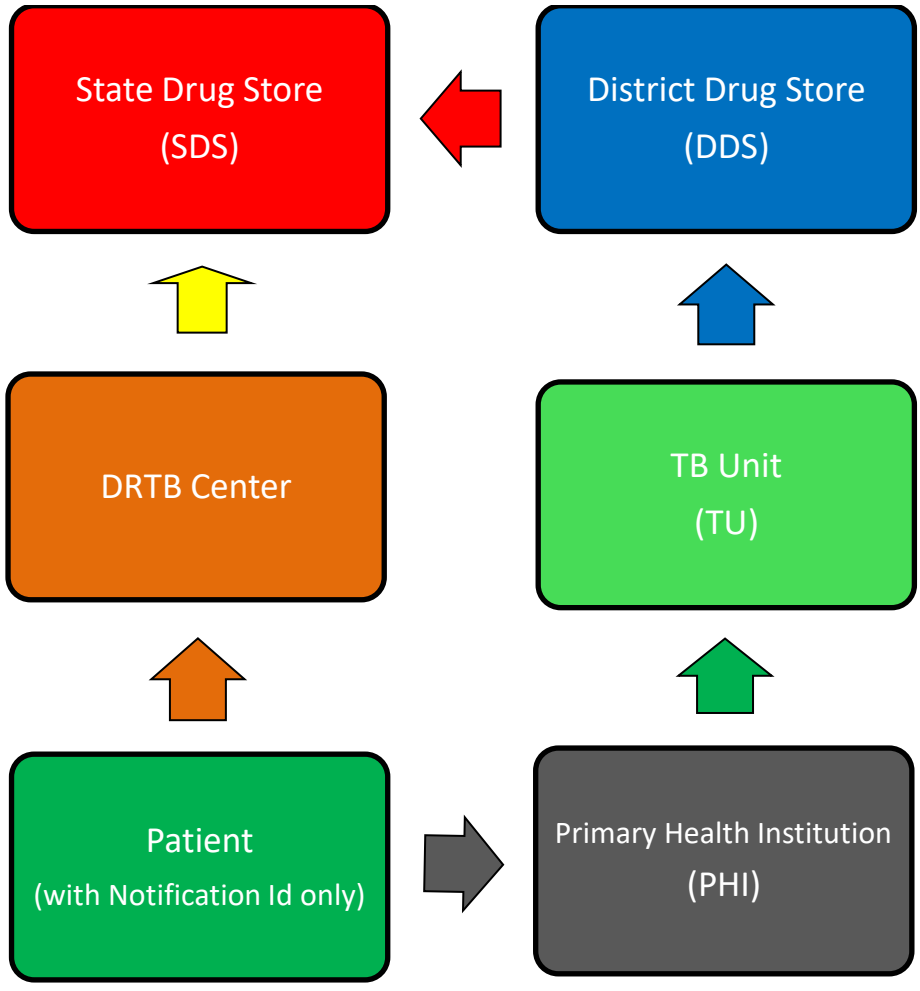
- User can either generate 'Consolidated' or 'Detailed' reports as required.
- Click on 'Generate' button.

- The system will generate the issue to patient report.
- User can Save/Print this report.



Return from Patient

Return from patient process is used to get the drugs return from the registered patient back to the PHI/DRTB store.



Flow of Drug Return from Patient to Drug Stores

Return from patient process is only applied for those patients who are registered into the system and have notification id. Drugs can be returned into the by patient notification id. Also return from patient is a onetime process, the drugs cannot be returned back from patient more than once.

Return from patient process is used in any of the following cases such as:

- Died
- Default
- Other

In Nikshay Aushadhi application, the drugs can be returned from patient in following way:

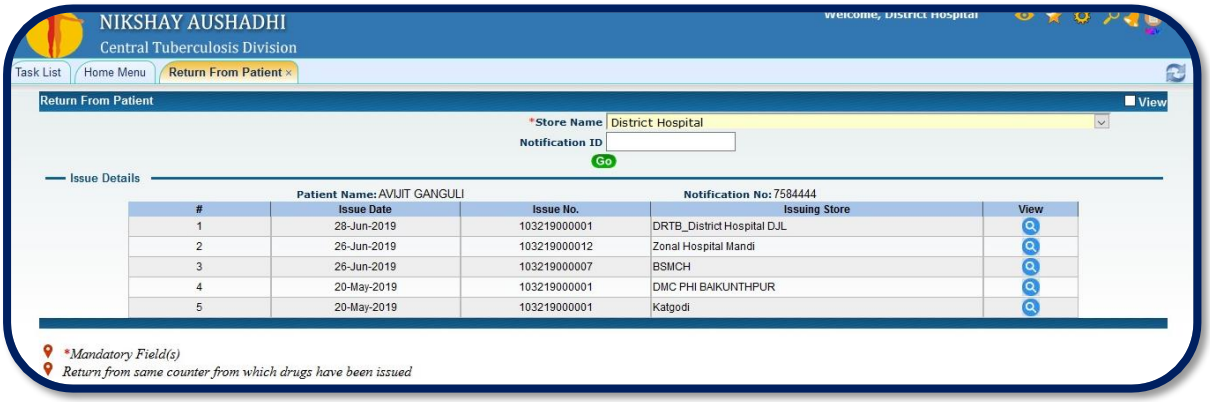
- Return to the Issuing PHI store (store which issued the drugs to patient)
- Return to any other PHI store (located anywhere else)
- Return to a PHI if drugs issued from DRTB store

Return from Patient process:

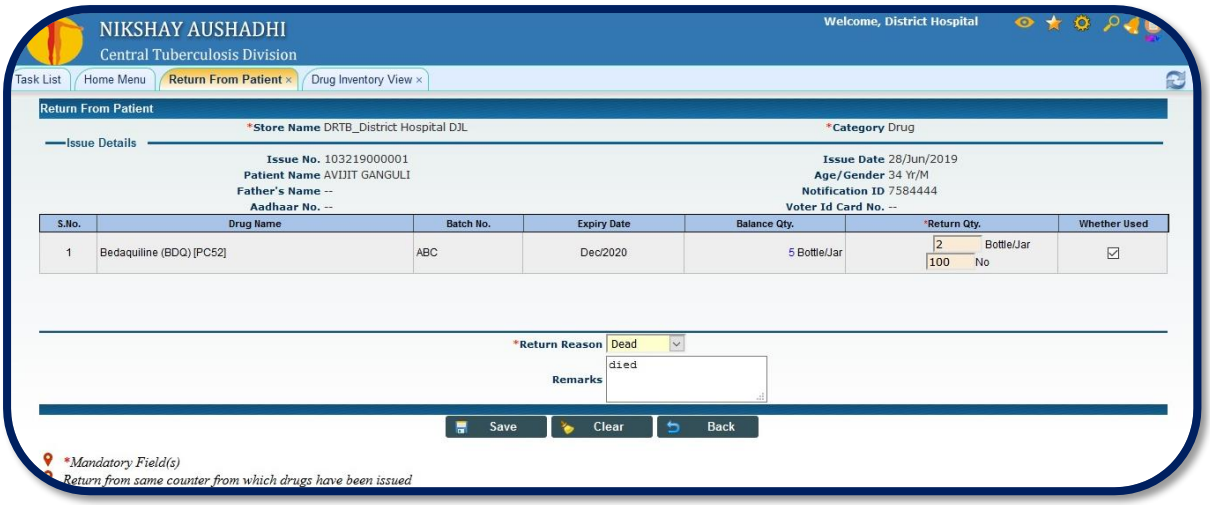
To return a drug from the patient through system, steps are given below.

Steps to be follow:

1. Go to 'Return from Patient'
2. Enter the Notification Id of the patient and click on 'GO' button
3. System will show all the issue records which has been issued on this id

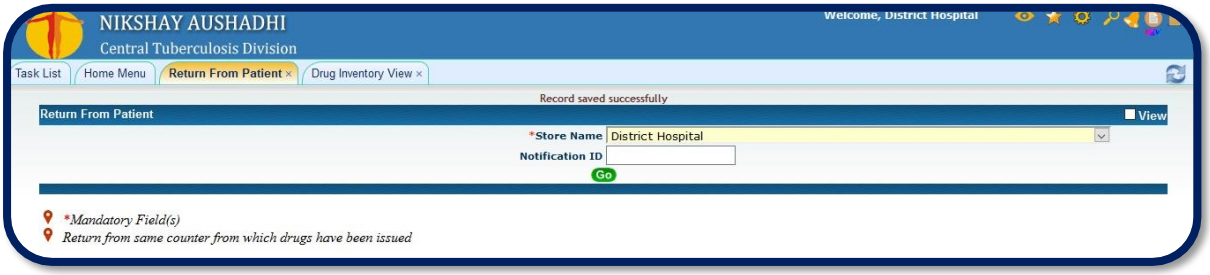


4. Select the record by identifying Issue Date/Issue Number/Issuing Store, click on view
5. In return form, enter the quantity of the drug which is returning
6. In case of loose drugs such as 2fdc, 3fdc or Bedaquilline, the quantity of the drugs can be entered into following two ways;
    a. Enter the quantity of the pack (full pack/strip/jar)
    b. Loose tablets in number
7. User can view the previous issue and return details by clicking on the 'Issued Quantity'
8. Select the 'Reason' for returning the drug

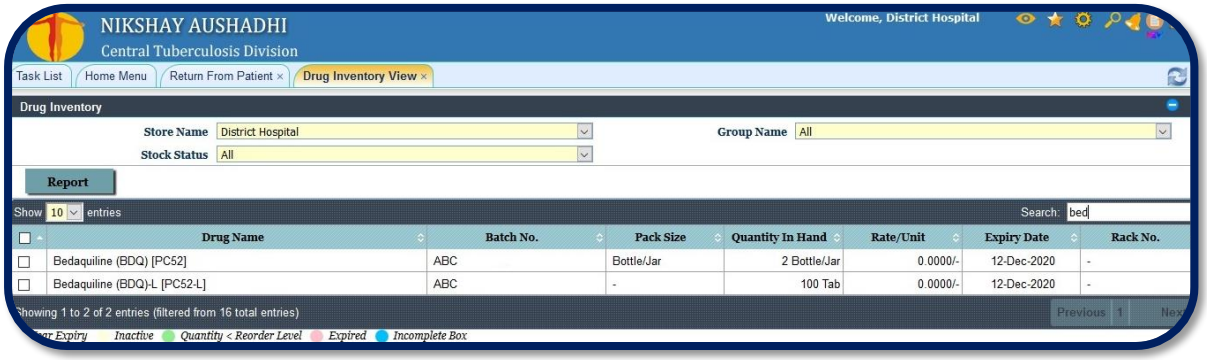


9. Click on ‘Save’ button

10. System will give the alert “Record Saved Successfully”



11. The returned drug with batch number will be added into the PHI inventory. The loose drug will be added with “-L” in the name of the drug.

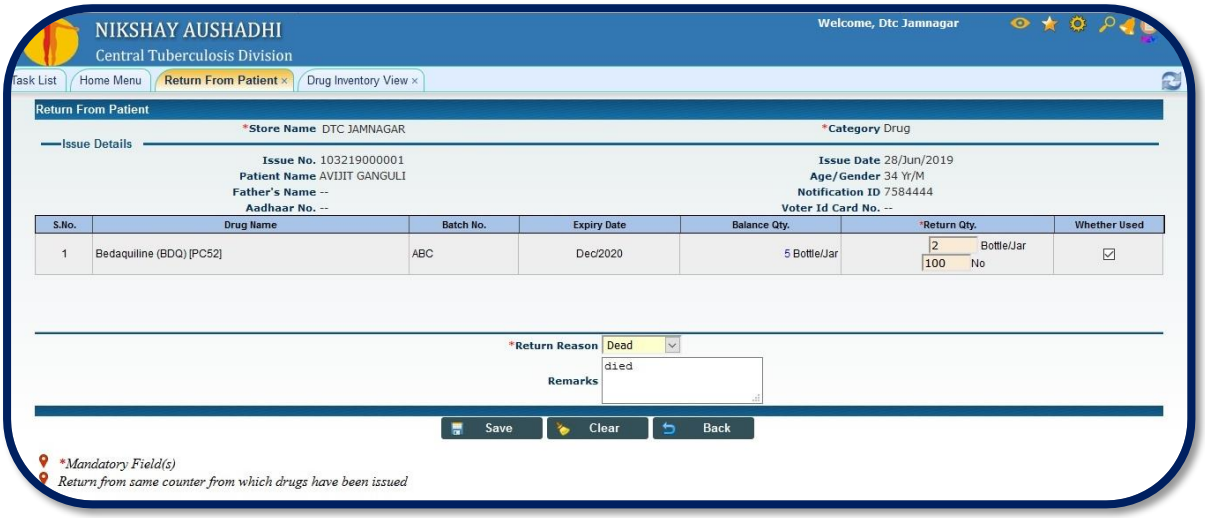


Return from Patient to a different PHI store:

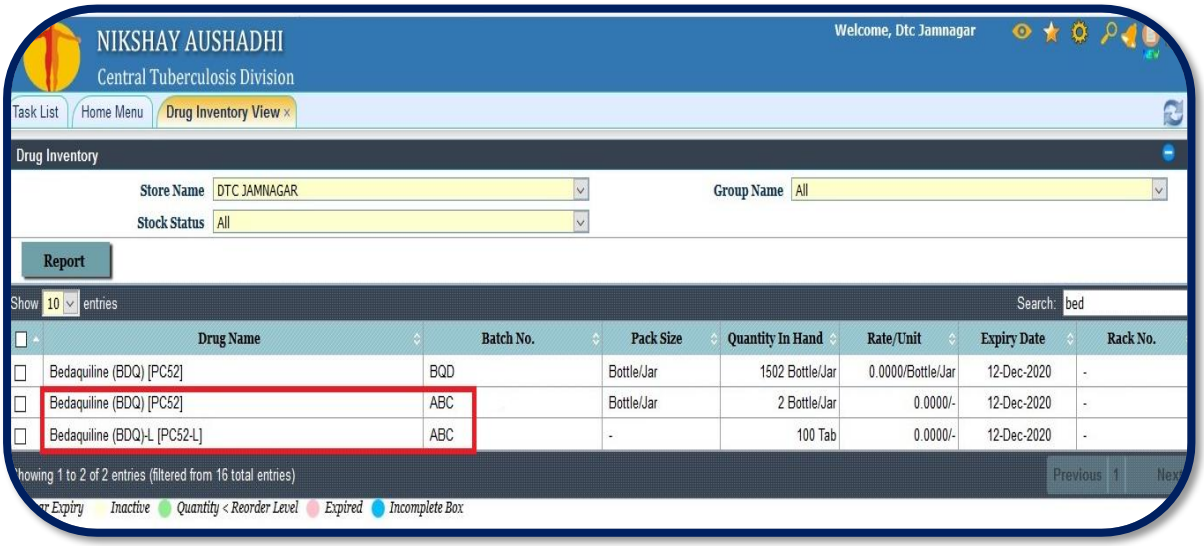
If drugs are issued to the patient from a PHI, and then returned to another PHI, then the drugs are added into the inventory of the PHI on which the drugs are returned. Below are the steps to follow.

Steps to be follow:

1. Go to 'Return from Patient'
2. Enter the Notification Id of the patient and repeat the return process as above



3. Save the record
4. As the data is saved, the returned drugs will be added to the inventory of the PHI on which they are retuned
5. If the batch is already exists in the inventory, then the returned quantity will be added into the existing quantity



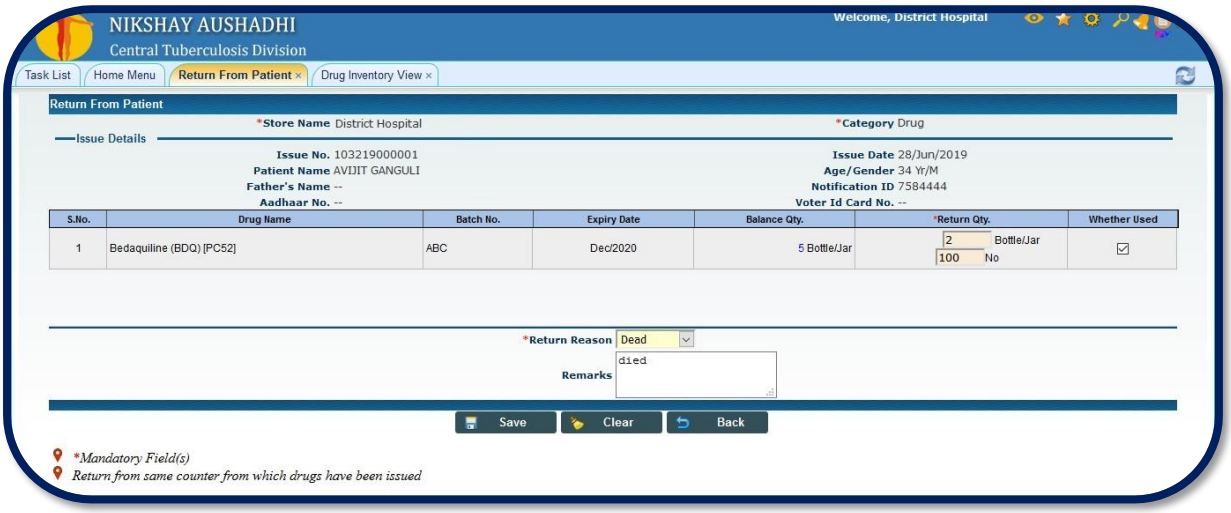
{In this example, drugs issued from PHI District Hospital and returned on PHI DTC Jamnagar. The batch ABC and loose tablets of Bedaquilline are not added into the inventory of PHI DTC Jamnagar}

Return from Patient from DRTB to PHI store: *If drugs are issued from **DRTB** store*

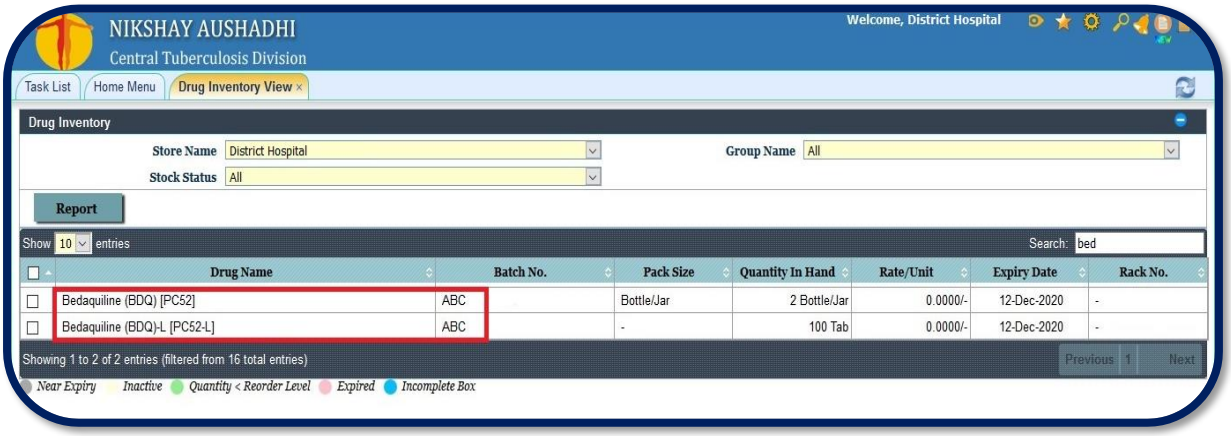
If drugs are issued to the patient from a DRTB centre, and the patient returns the drugs to the PHI, then the drugs are added into the inventory of the PHI when user completes the return from patient process. Below are the steps to follow.

Steps to be follow:

1. Go to 'Return from Patient'
2. Select store name as PHI
3. Enter the Notification Id of the patient and repeat the return process as above



4. Save the record
5. As the data is saved, the returned drugs will be added to the inventory of the PHI
6. If the batch is already exists in the inventory, then the returned quantity will be added into the existing quantity



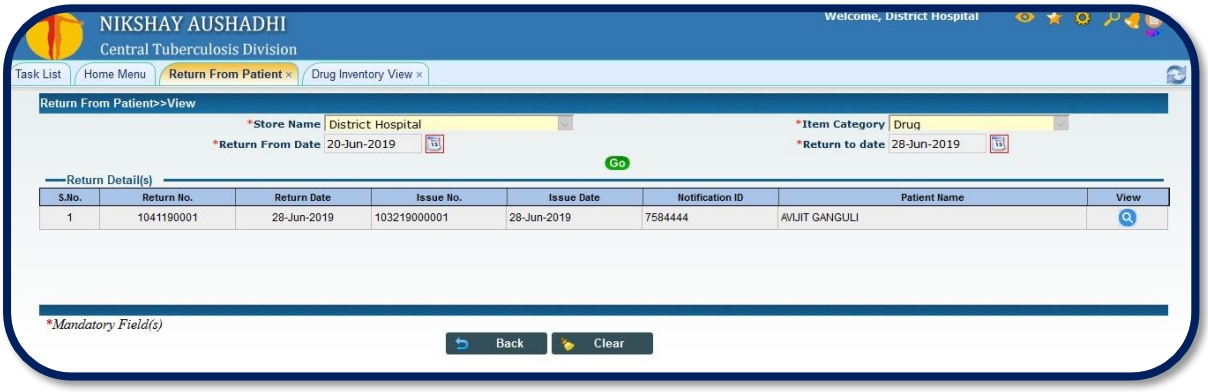
{In this example, drugs issued from DRTB Centre and returned on PHI District Hospital. The batch ABC and loose tablets of Bedaquilline are not added into the inventory of PHI District Hospital}

View Return from Patient record:

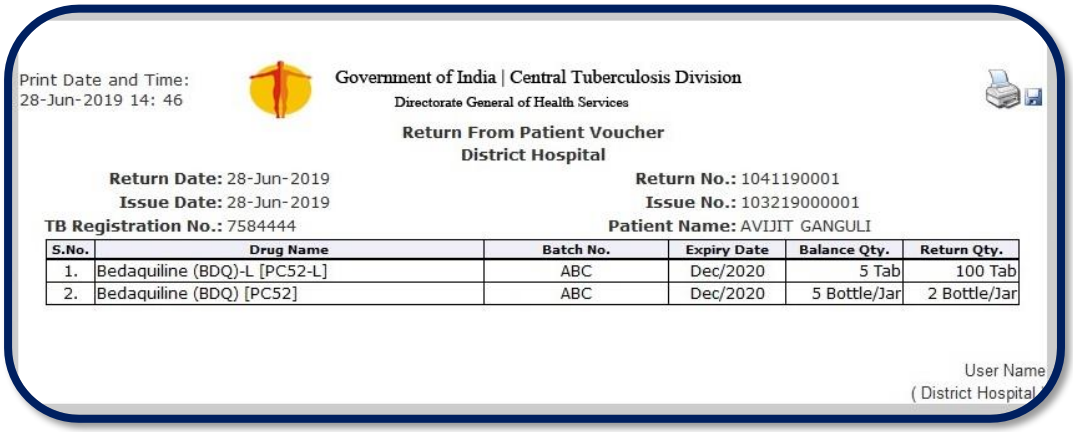
To view the record of return from patient process, follow the steps below:

1. Go to 'Return from Patient'
2. Click on 'View'

3. Select the duration between the drugs returned from the patient
4. Click on 'GO'



5. The system will show the records of return from patient in that duration
6. Select the record and click on view to see the voucher



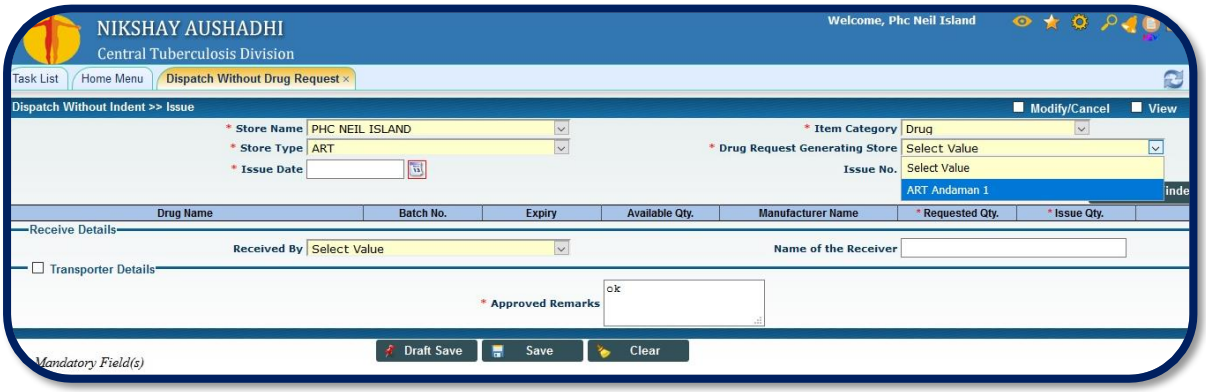
Issue to ART Centre

Drugs can be issued to an ART Centre from a PHI login through 'Issue to ART' (Dispatch with Request) process. To issue drugs to ART centre, follow the steps below.

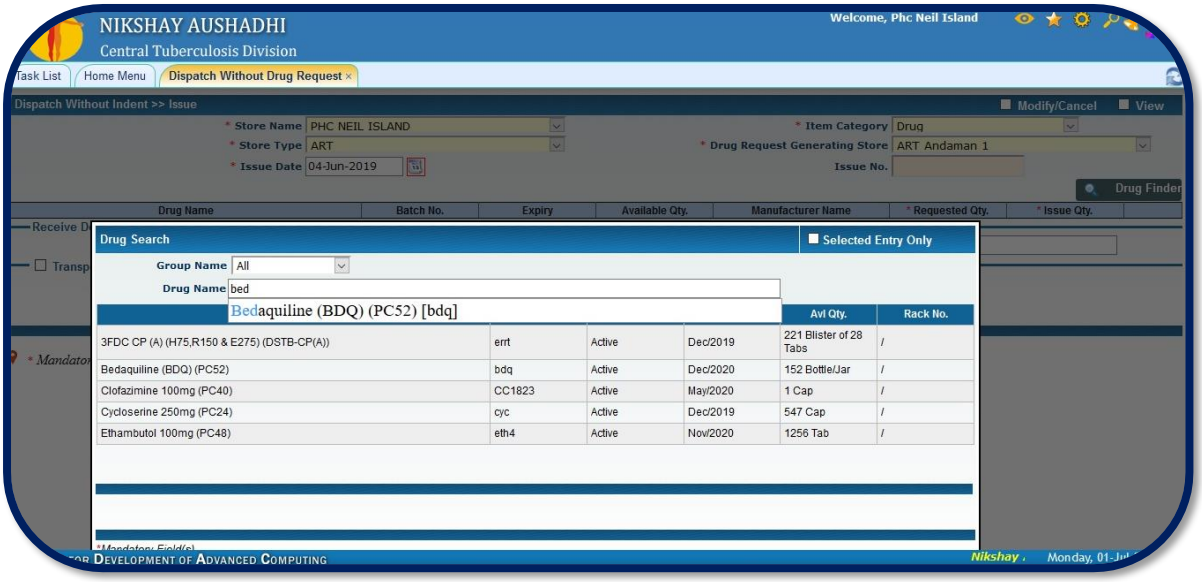
Issue to ART Centre process:

Steps to be follow:

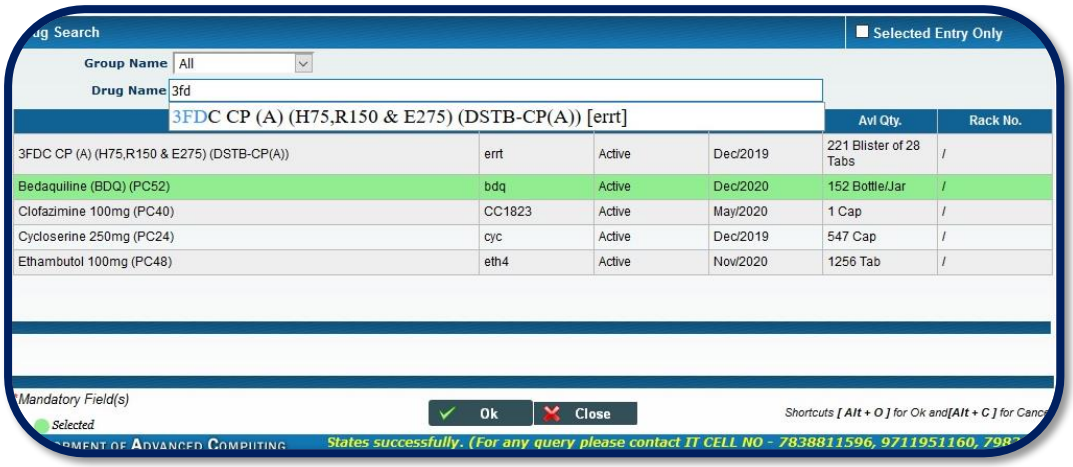
1. Go to 'Dispatch without Drug Request' (issue to ART)
2. Select the store type as ART and select the ART centre name



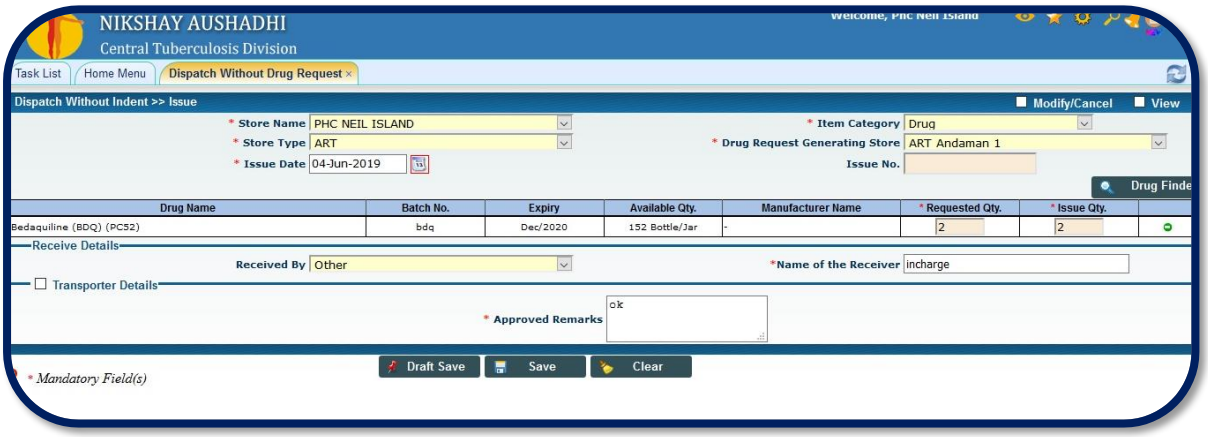
3. Select 'Issue Date' and click on 'Drug Finder'
4. Select the drug by entering the name of the drug in the search bar



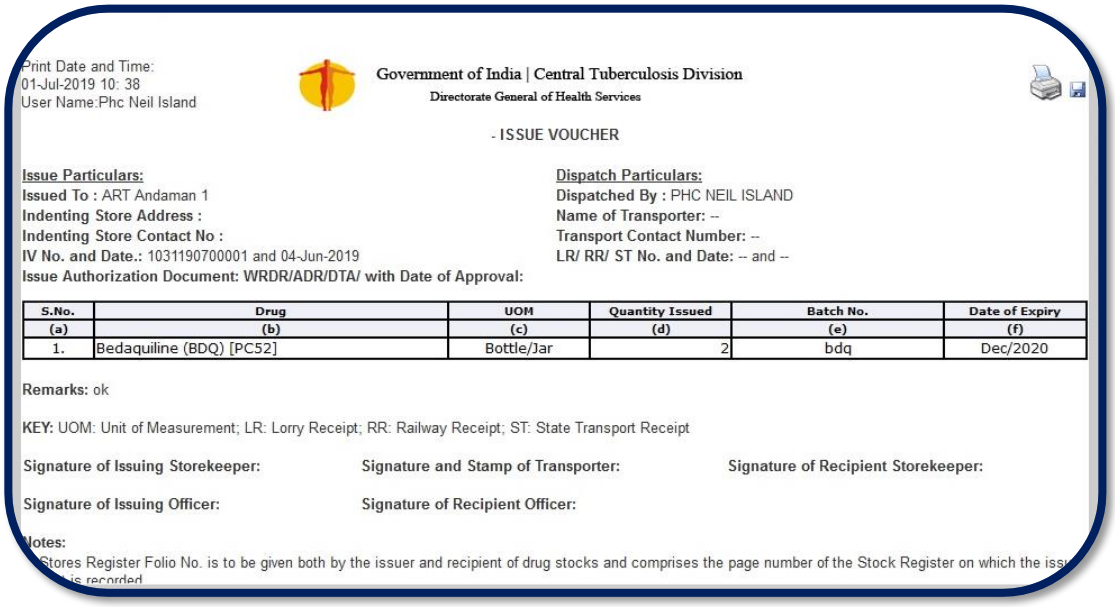
5. Enter the quantity to issue
6. Click on ‘OK’ button
7. To add more drug, select drug and enter the quantity
8. To close the drug finder, click on ‘Close’ button



9. Enter the ‘Receive’ and ‘Transporter’ details if required
10. To save a record in draft mode, click on ‘Draft Save’ button
11. To save the final record, click on ‘Save’ button

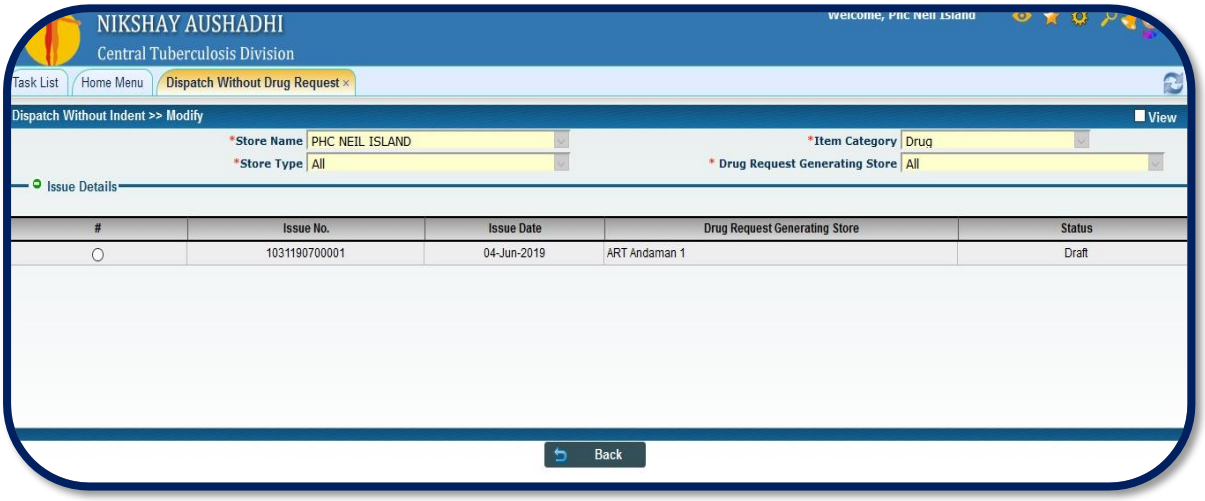


12. System will generate the voucher

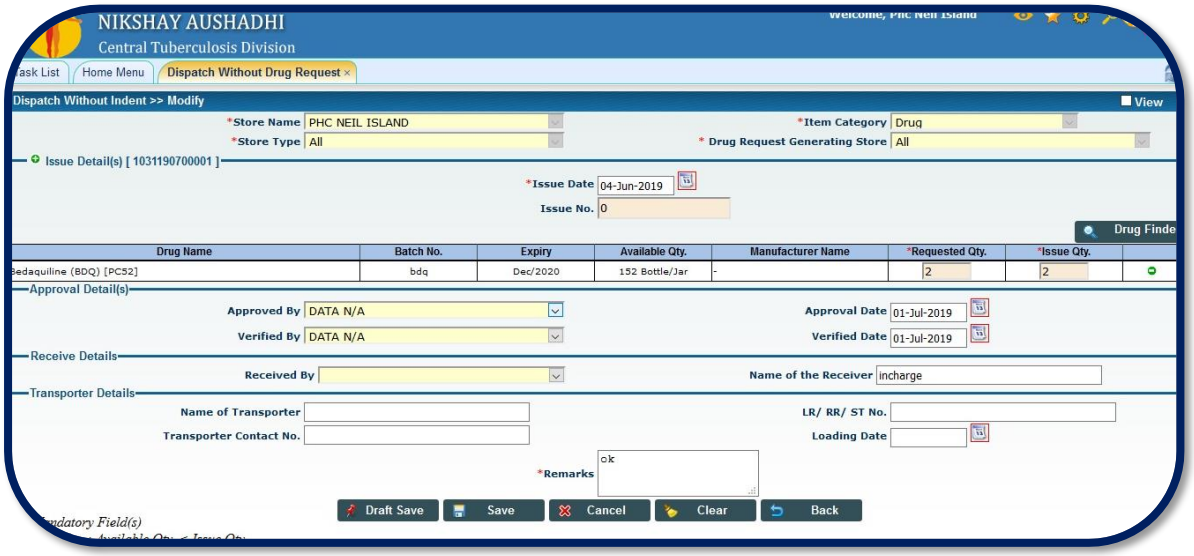


Modify/Cancel Issue to ART record:

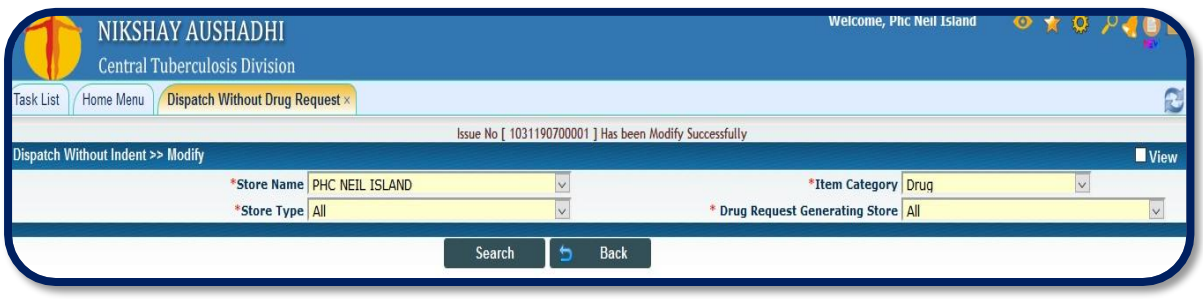
1. To modify or cancel a request, or to final save a draft request, click on 'Modify/Cancel'
2. Click on 'Search' button



3. Apply the changes and click on 'Save' button



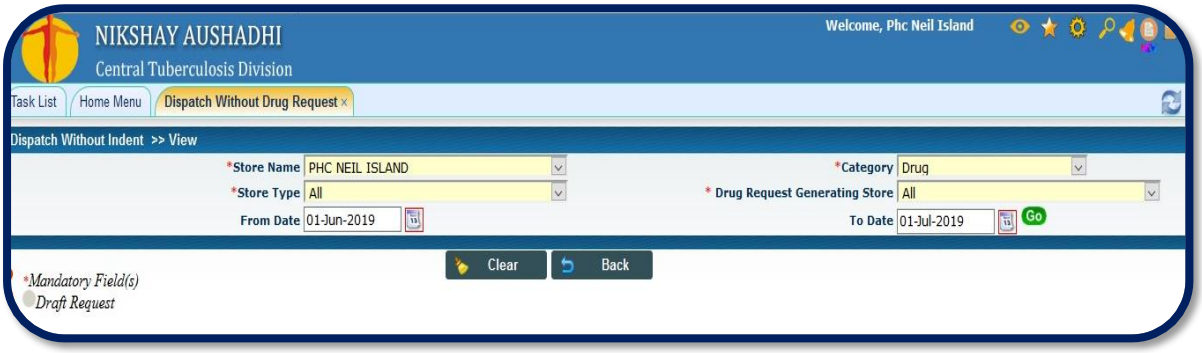
4. The system will generate the alert "Issue number has been modified successfully"



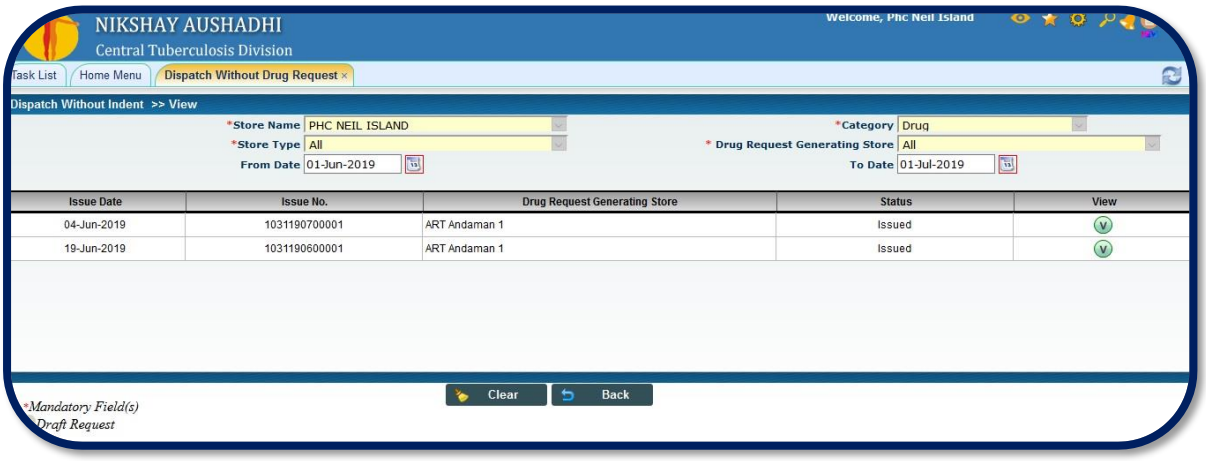
View Issue to ART record: To view the issue to ART record, follow the steps:

Steps to be follow:

1. Go to 'Dispatch without drug request'
2. Click on 'View'



3. Select the name of ART Centre
4. Select 'From Date' and 'To Date' and click on 'Go' button
5. System will show the issue records in that duration
6. Click on 'V' to view the details

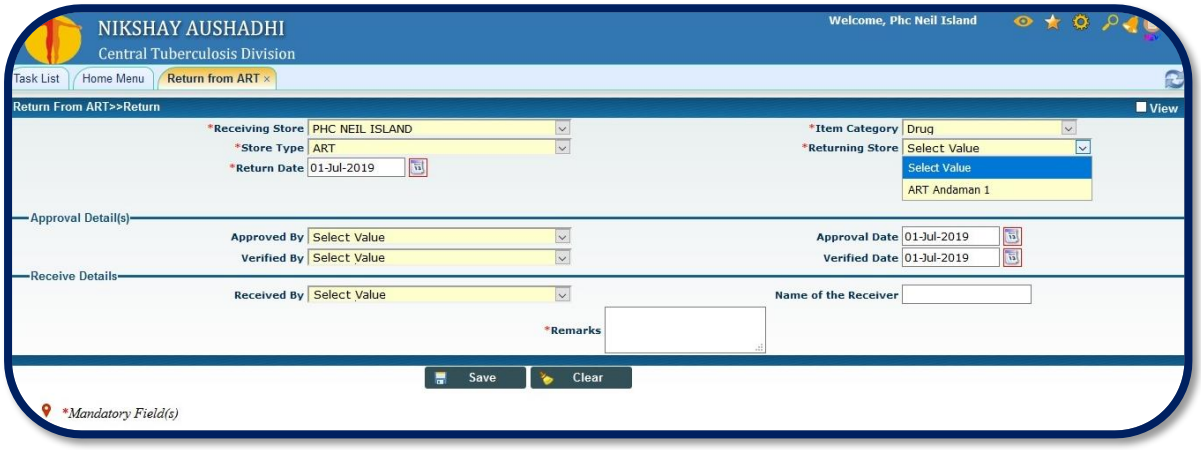


Return from ART Centre

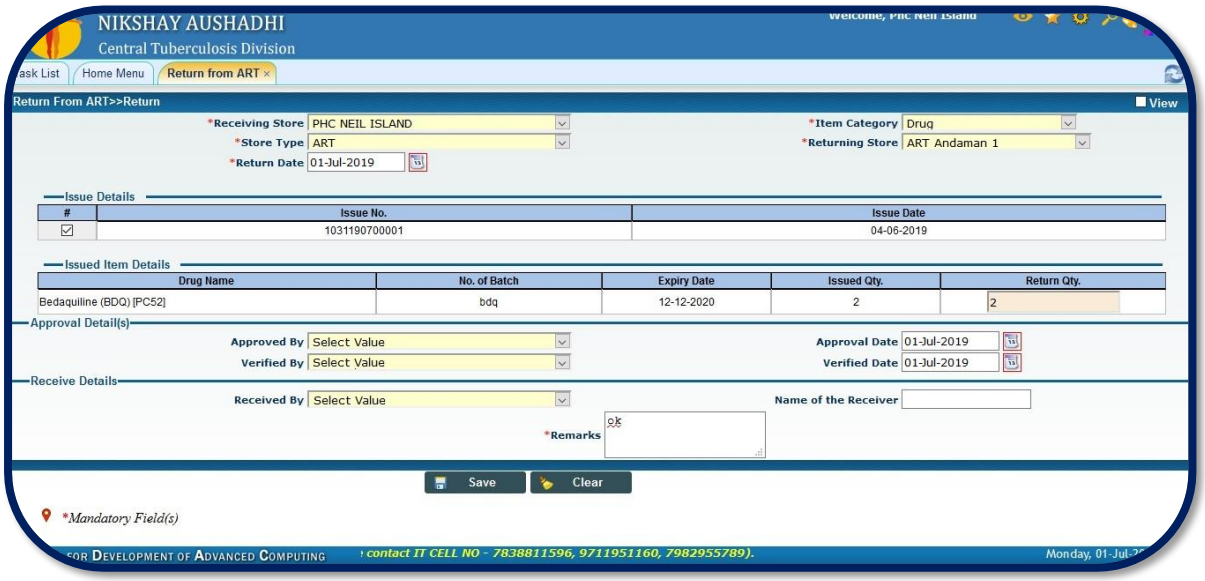
Drugs can be returned from an ART centre to a PHI store. Follow the steps below to return from ART.

Steps to be follow:

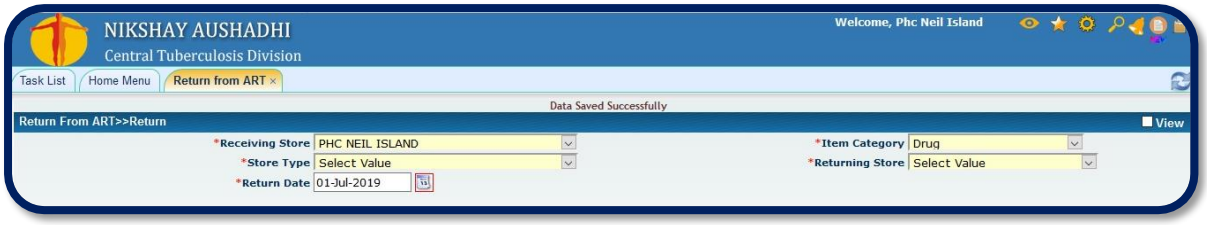
1. Go to 'Return from ART'
2. Select the name of ART centre as returning store
3. Select 'Return Date'



4. Enter 'Approval' and 'Receive' details
5. Enter the 'Remarks' and click on 'Save' button



6. System will generate alert “Data Saved Successfully”



7. Return from ART Voucher

Print Date and Time:
01-Jul-2019 10: 56
User Name:Phc Neil Island

Government of India | Central Tuberculosis Division
Directorate General of Health Services

Return Detail(s)
(ART Andaman 1)

Return Date : 01-Jul-2019
Return To : PHC NEIL ISLAND

Request No./Request Date: 101819070001/

S.No.	Drug Name	Batch No.	Manufacturer Name	Expiry Date	Req./Return Qty.
1	Bedaquiline (BDQ) [PC52]	bdq	-	Dec/2020	2 / 2 Bottle/Jar

(PHC NEIL ISLAND (--))

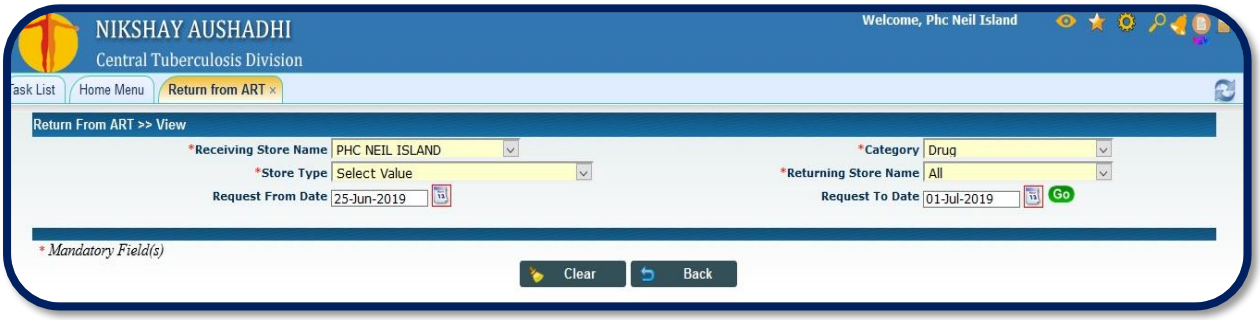
Return on Behalf of Tuberculosis Division (TB

View Return from ART record: To view the Return from ART record, follow the steps:

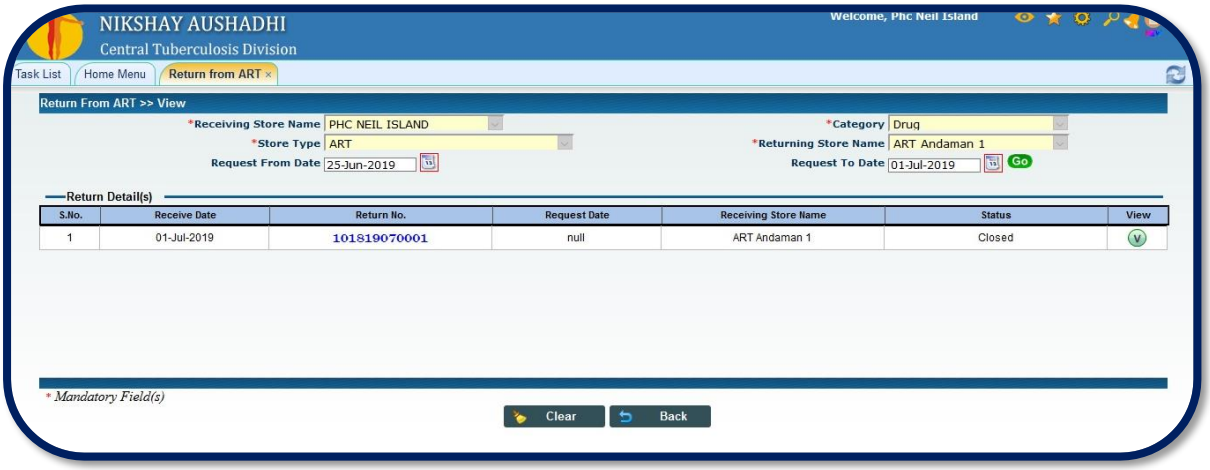
Steps to be follow:

1. Click on 'View'

2. Select the name of ART centre
3. Select 'From Date' and 'To Date'
4. Click on 'Go' button



5. System will show the return records in that duration
6. Click on 'V' to view the details



Drug Requests

The PHI user can indent to its respective TU to request for drugs. The drug request or indent is of following two types:

- Quarterly/Monthly (Routine Request)
- ADR (Additional Drug Request)

The quarterly or routine request can be made on monthly basis that is once in a month for a PHI user. For TU/DDS/SDS the routine request generation period is

Return from PHI to TU

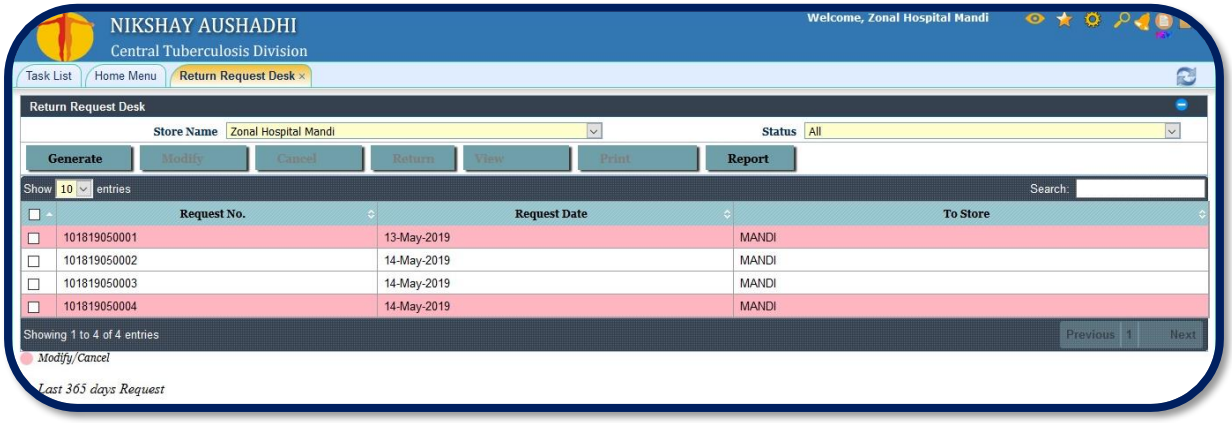
To return the drugs from PHI store to its TU in Nikshay Aushadhi, follow the steps below:

Note: Returning of drugs is a 'Two Step' process in Nikshay Aushadhi.

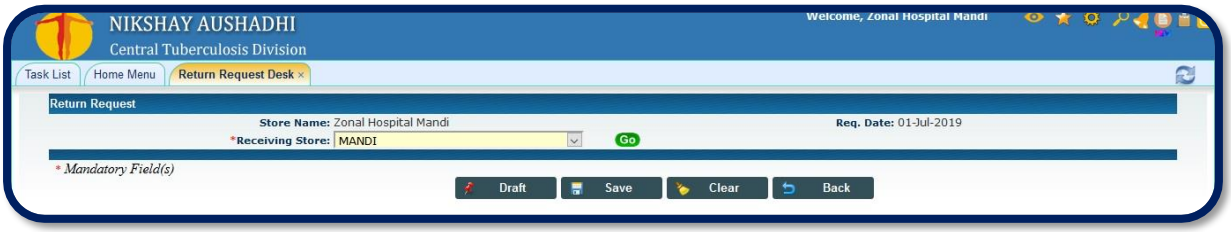
- First step is to 'Generate' the return request/indent
- Second step is to 'Return' the drug

Steps to be follow:

1. Go to 'Return Request Desk'
2. Click on 'Generate' button to generate the return request

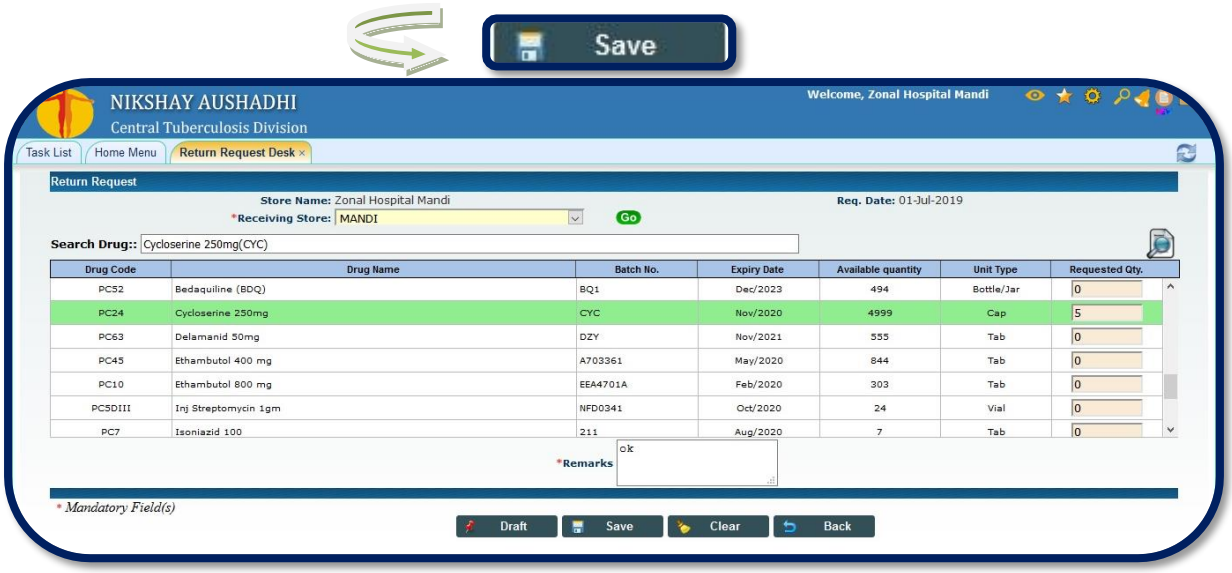


3. Click on 'Go' and enter the drug name in the search bar

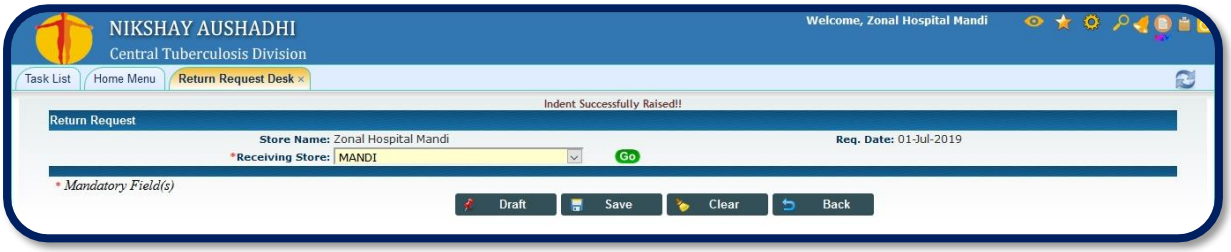


4. Enter the quantity to be returned

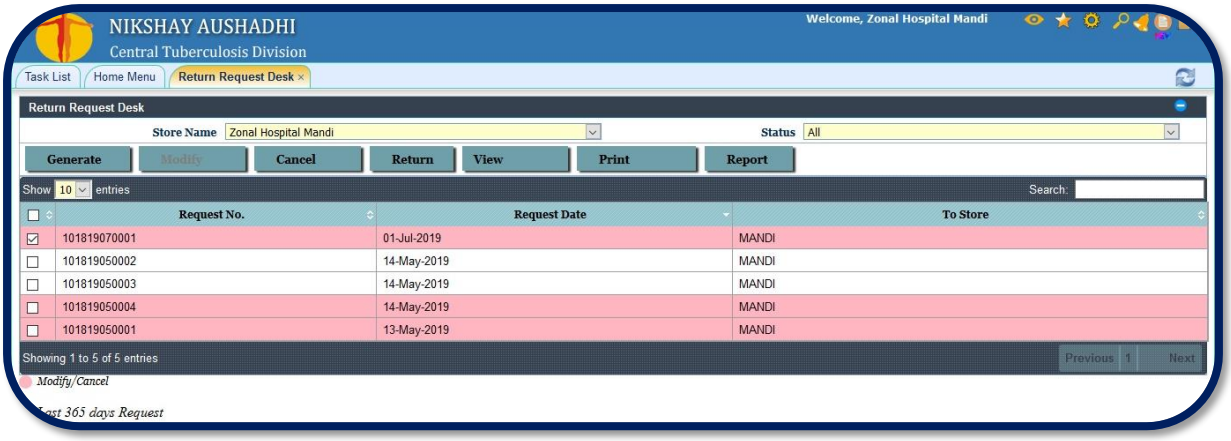
5. Enter the ‘Remarks’ and click on ‘Save’ button



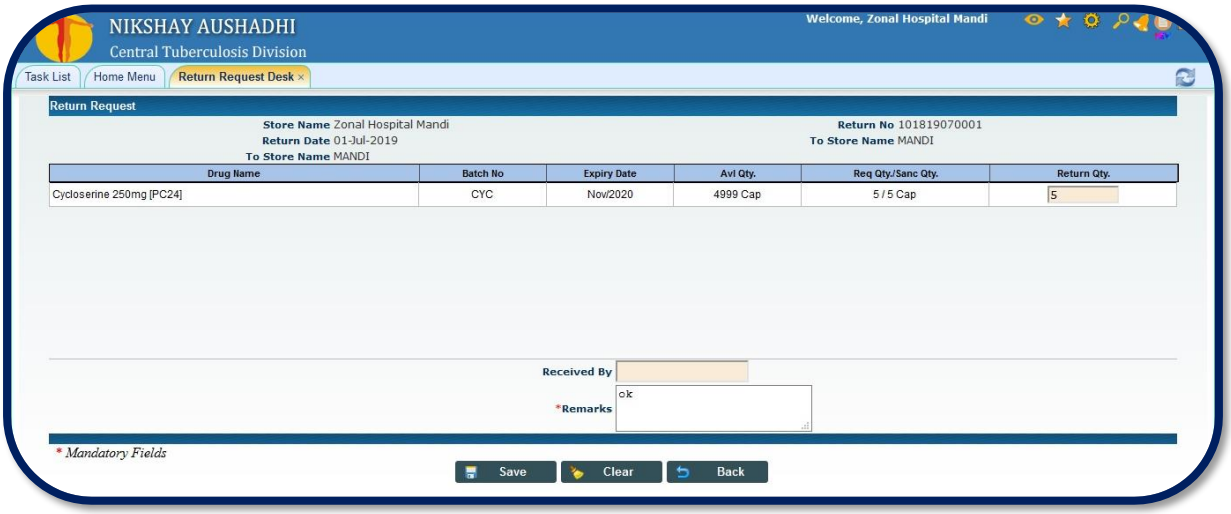
6. System will show the alert “Indent Successfully Raised”



7. In return request desk, select the recent request and click on ‘Return’ button



8. User can also cancel or view the request. Click on ‘Cancel button to cancel the request
9. Enter the ‘Remarks’ and click on ‘Save’ button



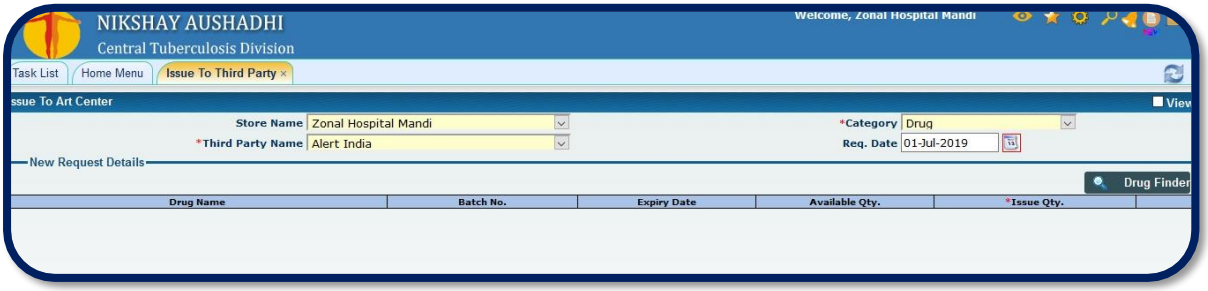
10. System will generate the voucher

Issue to Third Party

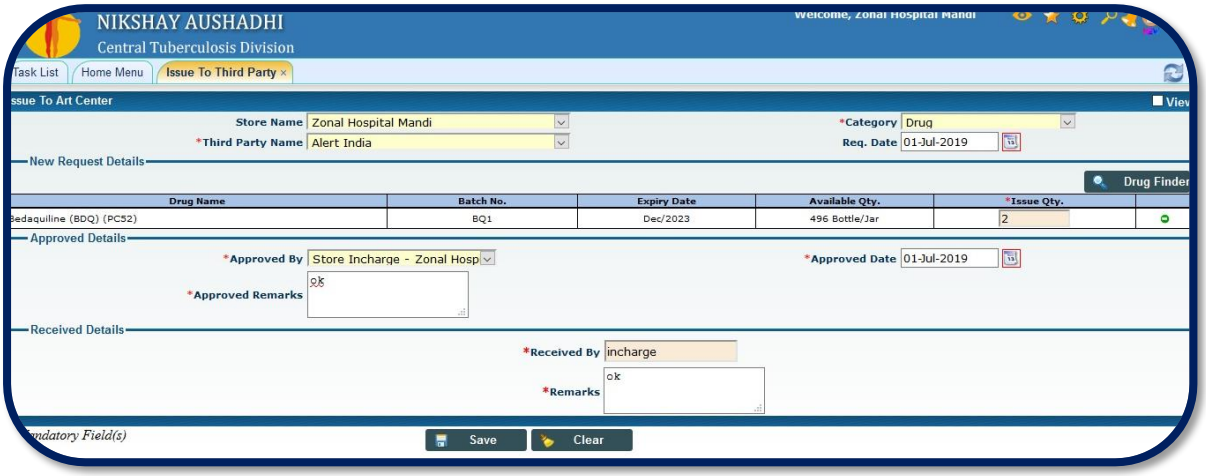
To issue the drugs to a third party from the system, follow the steps below:

Steps to be follow:

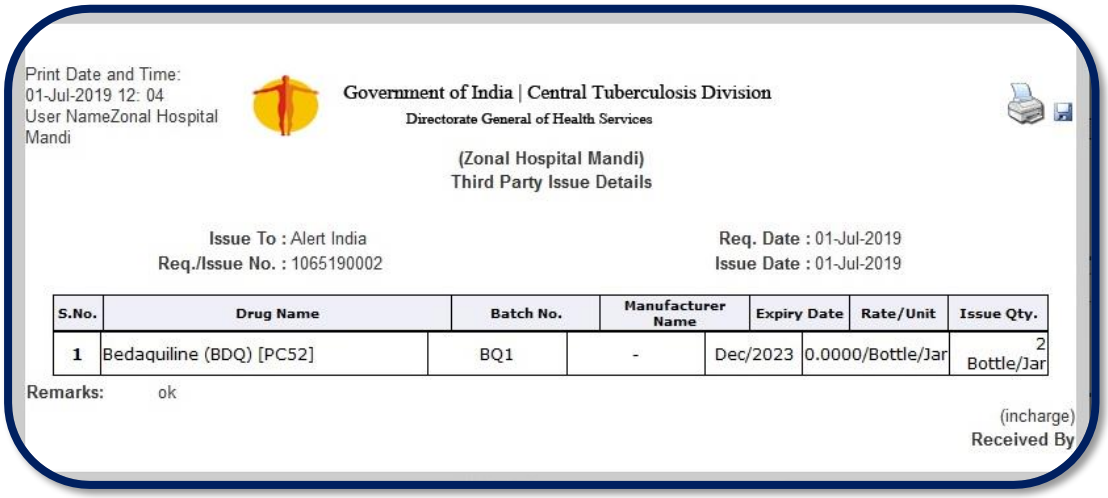
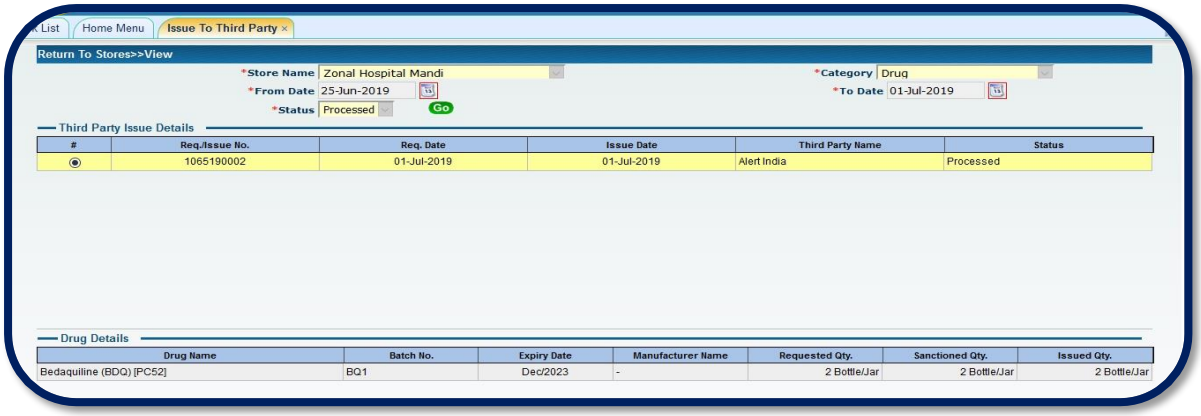
1. Go to 'Issue to Third Party'
2. Select the 'Third party' name from the list
3. Select the date and click on 'Drug Finder'



4. Choose the drug and enter the quantity to issue
5. Enter 'Approval' and 'Receive' details
6. Enter the 'Remarks' and click on 'Save' button



7. System will generate the voucher



8. To view the 3rd party record, click on ‘View’
9. Select ‘From Date’ and ‘To Date’ and click on ‘Go’
10. System will show the records
11. Select the record to view details