

Annex B5 Instructions for filling the cross-sectional report

At the end of the quarter (or year), some of the information from the register will be tallied and recorded on the cross-sectional report. This report provides some of the required indicators for the national programme including:

- New and cumulative number of person enrolled in care
- Number of newly enrolled patients with specific baseline risk profiles
- Current number of patients on treatment (by drug class)

The cross-sectional report captures the values of these indicators at one point in time – the end of the reporting period, either the quarter or year depending on the indicator and country's system.

Section 1: NCD- diabetes, hypertension, elevated cardiovascular risk

Using two people – one to read out the register data and the other to record and tally them – may facilitate the counts needed disaggregated by gender and age in Tables 1a, 1b, 1c and 2a. These all come from the register. With the exception of HbA1c/FBG which is recorded in the register, the data on whether other recommended lab tests or clinical screening for TB have happened within the last year (or on enrolment) requires going through patient cards and should only be done on a yearly basis. If there more than several hundred patient cards, this can be done on a sampling basis (see HIV patient monitoring guidelines for guidance).

Table 1. Newly enrolled patients

In the register, look at the first column, *Date enrolled* and count the number of patients who enrolled in care during the reporting period, from the first to the last day. Count every patient, even if they have not yet started on medications or since died, been lost to follow-up or transferred out. For each patient, also look across at the *Age* column to tally each of the required cells (a-d) and the *Sex* column to tally "f" and "g".

Table 1a. Newly enrolled patients by age group

Add the totals for the age sub-groups (a-d) and record that in cell "e". Calculate the % by age group using the formulae in the percentage row.

Table 1b. Newly enrolled patients by gender

Add and record the totals for males (f) and females (g). Calculate the % male and female using the formulae in the percentage row.

The total enrolled in care is "e" and will be the denominator for any of the percentages calculated from this table.

If desired, newly enrolled patients can additionally be disaggregated by patient condition or combination of conditions (e.g. DM, HTN, DM+HTN, PCVD, PCVD+DM, PCVD+HTN, PCVD+DM+HTN) or a combination of age, gender and conditions. See adaptations sheet of section of the patient monitoring module.

Table 1c. Subset of those newly enrolled- conditions on enrolment. This provides the baseline risk profile

These totals will come from the left-hand side of the register.

Total number of patients HIV-positive on ART “h”

Tally the number of patients who have both a year recorded in the top row and bottom row in the column *HIV+ yr (top) ART start yr (bottom)*.

Total number of patients who have TB “i”

Tally the number of patients who have the current year recorded in the column *TB year*.

Total number of patients who have underweight, normal, overweight and obese BMI “j-m”

Tally the number of patients who have BMI <18.5 (“j”); 18-5-24.9 (“k”); 25-29.9 (“l”); and ≥30 (“m”) from the *BMI* column.

Total number of patients with cholesterol ≥5 mmol/L “n”

Tally the number of patients who have cholesterol ≥5 mmol/L as recorded in the *Cholesterol* column.

Total number of patients who smoked in last year “o”

Tally the number patients who have “Y” recorded in the *Smoking in last yr (Y/N)* column.

Total number of patients who had >4 units/day of alcohol in last month “p”

Tally the number of patients who have “Y” recorded in the *Alcohol use in last mo (Y/N) (>4units/day)* column.

Total number of patients who have inadequate physical activity (<30 mins/5x/wk) “q”

Tally the number of patients who have “N” recorded in the *Physical activity (Y/N) (30mins/5x/week)* column.

Table 2 should be calculated yearly, at the same time as doing the yearly cohort report:

Table 2a. Subset of those currently on treatment

These totals will come from the right-hand side of the register, tallying the columns corresponding to the reporting year. E.g. if the reporting year is 2016, this may be 12 months for the 2015 cohort or 24 months for the 2014 cohort or month 0 for the 2016 cohort.

Using the x-sectional report medications tally sheet (Annex B5a), for each medication type listed (r to z) or non-pharmacological management aa. Go through each cohort, selecting the correct year’s columns, and tally the number of ticks or circles per page. You can use the *Subtotals* row at the bottom of each RH-register page per column to record the tally totals for that page. Transfer these subtotals to the tally page recording the correct cohort and page number. Do this for every page of every cohort. Then add all the subtotals up per medication and transfer the grand totals the corresponding number row in the cross-sectional report.

Section 2: asthma/COPD

As there is not yet an asthma/COPD register, these tallies must come directly from the patient cards. (Once there is experience managing and monitoring a larger number of patients with asthma or COPD, a register will be introduced.)

Table 1. Newly enrolled patients

Sort through the patient cards each quarter. Look at *Date enrolled* and count the number of patients who enrolled in care during the reporting period, from the first to the last day. Count every patient, even if they have not yet started on medications or since died, been lost to follow-up or transferred out. For each patient, look at their current age and tally each of the required cells (a-d) and the Sex column to tally “f” and “g”.

Table 1a. Newly enrolled patients by age group

Add the totals for the age sub-groups (a-d) and record that in cell “e”. Calculate the % by age group using the formulae in the percentage row.

Table 1b. Newly enrolled patients by gender

Add and record the totals for males (f) and females (g). Calculate the % male and female using the formulae in the percentage row.

The total enrolled in care is “e” and will be the denominator for any of the percentages calculated from this table.

The tables in 2 can be tallied yearly, from the patient cards of those in care and on treatment.

If desired, newly enrolled patients can additionally be disaggregated by patient condition-

Table 2a: Number patients with asthma or COPD by age.

Table 2b: tally current treatments:

From the card, tally how many are on inhaled salbutamol, beclomethasone, budesonide + formoterol, or tiotropium, or on montelukast tablets. Several of these medicines are only available at district/regional hospital. Include patients who are prescribed medicines and have to buy them at a pharmacy.

Table 2c provides indicators of disease severity (emergency room visit in last year, death in last year), risk factors (current smoking), and diagnosis (spirometry, ever). As spirometry becomes more available at regional hospital level, track how many have ever had spirometry.

Section 3: RHD

This cross-sectional report can be tallied from the patient cards.

Table 1a. Newly enrolled patients by age group

Add the totals for the age sub-groups (a-d) and record that in cell "e". Calculate the % by age group using the formulae in the percentage row.

Table 1b. Newly enrolled patients by gender

Add and record the totals for males (f) and females (g). Calculate the % male and female using the formulae in the percentage row.

The total enrolled in care is "e" and will be the denominator for any of the percentages calculated from this table.

The tables in 2 can be tallied yearly, from the patient cards of those in care and on treatment.

- **Table 2a: Currently in care, by age group.**
- **Table 2b: Currently in care, by gender.**
- **Table 2c: Of those currently in care, #/% receiving monthly benzathine penicillin; #/% with heart failure.**