

# PrEP Initiation and Retention Monthly report update guidance

## Overview:

The following provides detailed information regarding the revised PrEP Initiation and Retention Monthly report, including:

1. How to remove the existing PrEP Monthly Report
2. How to upload the new PrEP Initiation and Retention Monthly Report via maintenance file into TIER.Net v1.13.3
3. Changes between previous PrEP Monthly Report and the revised PrEP Initiation and Retention Monthly Report

Facilities are advised to resubmit the data for monthly PrEP starts and TROP to the DHIS for both January and February when reporting March data.

## Bug fix:

In the previous PrEP Monthly Report, there was a bug that was incorrectly reporting the number of TROP patients between the months of December 2020 and January 2021. The reason for this was an incorrect coding where the cumulative total stopped at 2020 and did not carry through when generating the report for 2021.

This has been corrected, where the cumulative total of PrEP patients remaining on PrEP (TROP) is now reflecting on the report.



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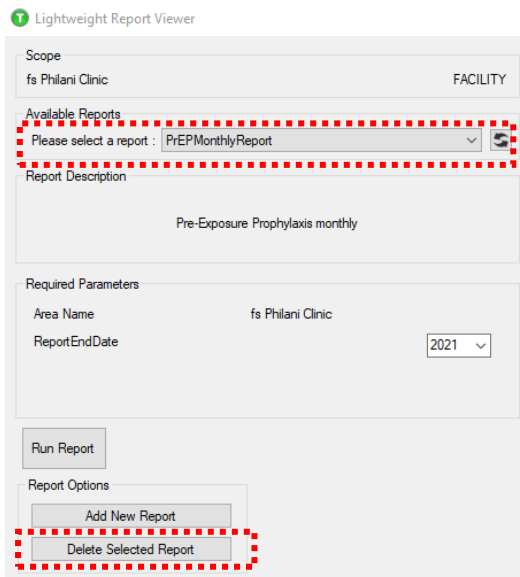
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## 1. How to remove the existing PrEP Monthly Report

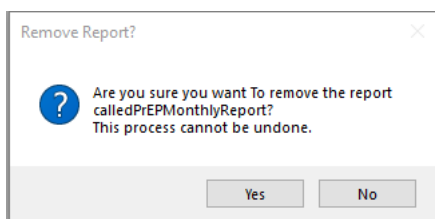
The new PrEP Initiation and Retention Monthly report will be added to TIER.Net v.1.13.3 via the maintenance file, however the previous PrEP monthly report will first need to be manually removed from TIER.Net v.1.13.3. The following provides information on how to add the new report, and how to remove the old report.

- 1.1. Open TIER.Net v1.13.3 as either a User, Administrator, or Implementer
- 1.2. Under the Analysis tab, select 'Lightweight Report Viewer'
- 1.3. Under Available Reports, select 'PrEPMonthlyReport'
- 1.4. Then, click 'Delete Selected Report'

Figure 1. Deleting the PrEPMonthlyReport from TIER.Net v1.13.3



- 1.5. A confirmation box will appear asking to confirm deletion of the report, click 'YES' to confirm.

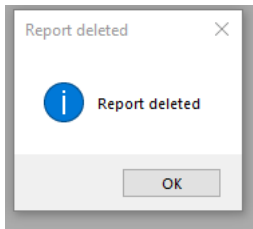


- 1.6. A popup window will appear, confirming deletion of the report has occurred, click 'OK'



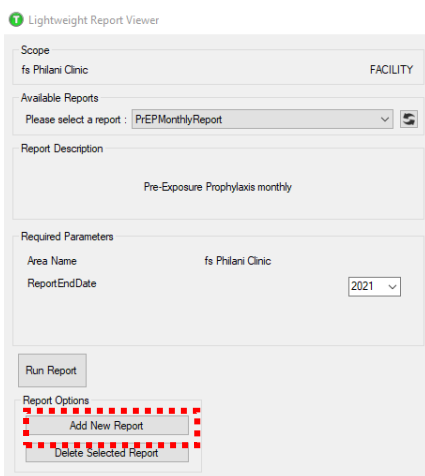
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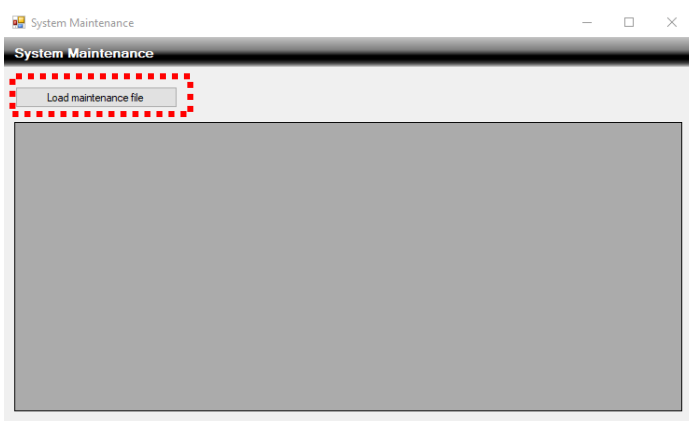
1.7. From the LWRV window, click on 'Add New Report'

## 2. How to upload the new PrEP Initiation and Retention Monthly Report via maintenance file into TIER.Net v1.13.3



2.1. The 'System maintenance' window will open

2.2. Click on 'Load Maintenance File'

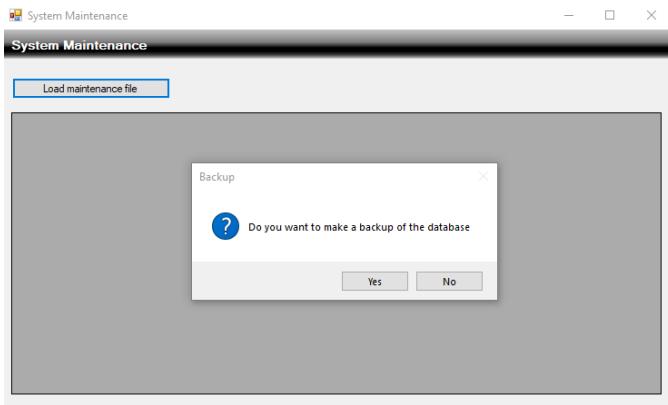


2.3. A message asking to back up the database will appear, select 'Yes'

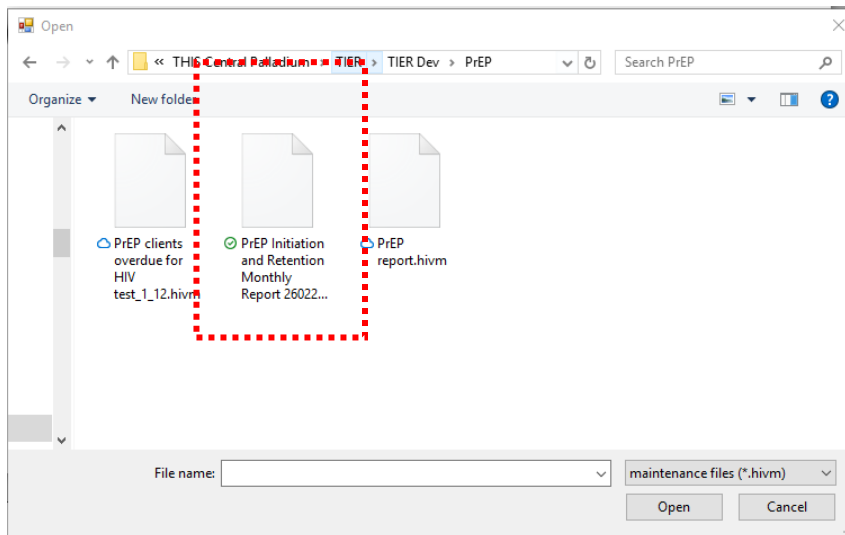


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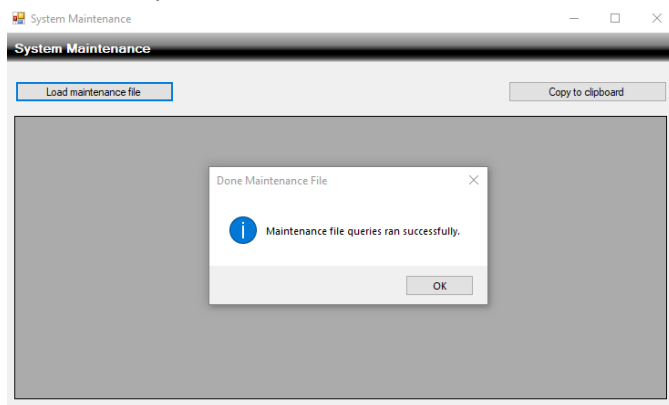
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- 2.4. The window will open to where the backup files should be stored on your device, click 'Save'
- 2.5. Once the backup has finished, navigate to the Maintenance File location, select the 'PrEP Initiation and Retention Monthly Report' .hivm file
- 2.6. Click 'Open'



- 2.7. Immediately, the confirmation of successful load window will open, click 'OK'



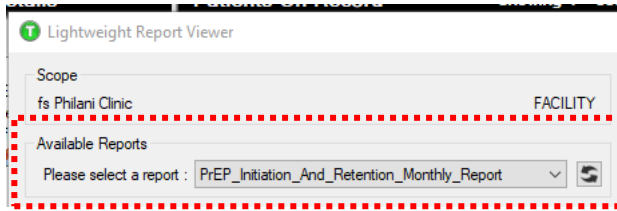
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2.8. Close the window

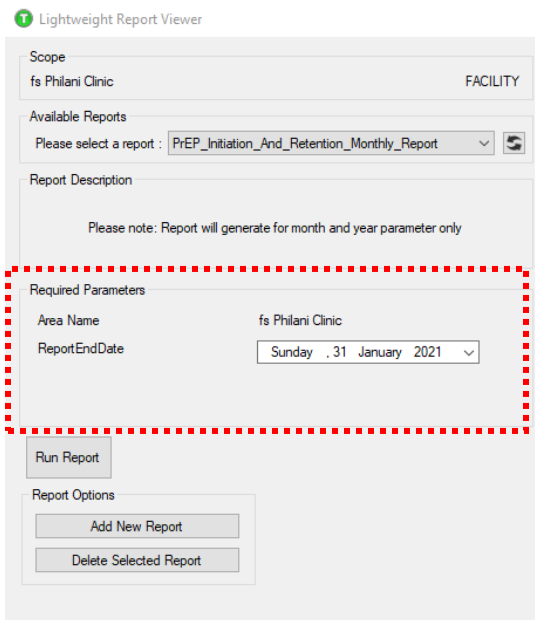
2.9. From the Lightweight Report Viewer page, you will now see the new report reflecting

2.9.1.If you do not see the report showing, re-run the maintenance file

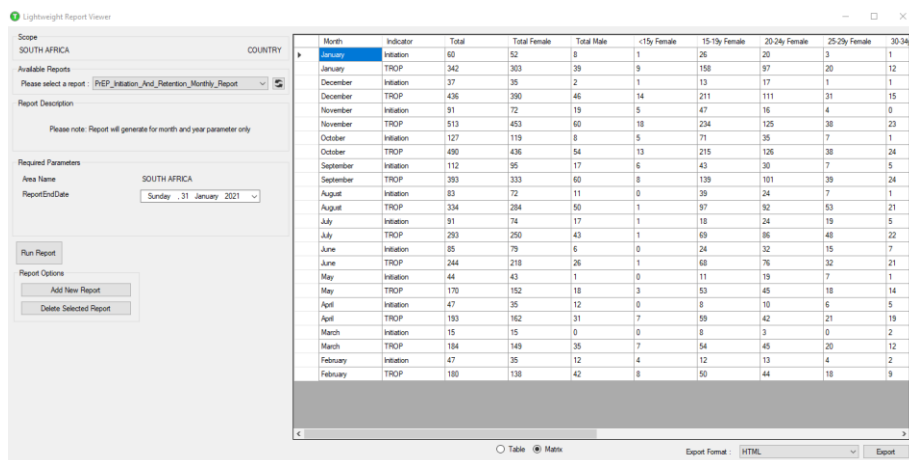


2.10. To run the report, select the correct date parameters, and click 'Run Report'

2.10.1. Please note, the new report defaults to the current date (report creation date). The user can easily change the 'ReportEndDate' to the date of choice



2.11. The report will open. Export as needed



Month	Indicator	Total	Total Female	Total Male	<15y Female	15-19y Female	20-24y Female	25-29y Female	30-34y
January	Initiation	60	52	8	1	26	20	12	1
January	TROP	342	303	39	9	158	97	20	12
December	Initiation	37	35	2	1	13	17	1	1
December	TROP	436	390	46	14	211	111	31	15
November	Initiation	91	72	19	5	47	16	4	0
November	TROP	513	453	60	18	234	125	38	23
October	Initiation	127	119	8	5	71	35	7	1
October	TROP	480	436	44	13	215	126	38	24
September	Initiation	112	95	17	6	43	30	7	5
September	TROP	393	333	60	8	139	101	39	24
August	Initiation	83	72	11	0	39	24	7	1
August	TROP	334	284	50	1	97	92	53	21
July	Initiation	91	74	17	1	18	24	19	5
July	TROP	293	250	43	1	69	86	48	22
June	Initiation	85	79	6	0	24	32	15	7
June	TROP	244	218	26	1	68	76	32	21
May	Initiation	44	43	1	0	11	19	7	1
May	TROP	170	152	18	3	53	45	18	14
April	Initiation	47	35	12	0	8	10	6	5
April	TROP	193	162	31	7	59	42	21	19
March	Initiation	15	15	0	0	8	3	0	2
March	TROP	194	149	35	7	54	45	20	12
February	Initiation	47	35	12	4	12	13	4	2
February	TROP	180	138	42	8	50	44	18	9



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### 3. Changes between previous PrEP Monthly Report and the revised PrEP Initiation and Retention Monthly Report

Custom Report : PrEP\_Initiation\_And\_Retention\_Monthly\_Report ← 1

Month	Indicator	Total	Total Female	Female	15-19y Female	20-24y Female	25-29y Female	30-34y Female	35-49y Female	50+y Females	<15y Male	15-19y Male	20-24y Male	25-29y Male	30-34y Male	35-49y Male	50+y Male
January	Initiation	60	52	1	26	20	3	1	1	0	0	2	1	1	2	2	0
January	TROP	342	303	9	158	97	20	12	7	0	0	7	8	8	8	7	1
December	Initiation	37	35	1	13	17	1	1	2	0	0	2	0	0	0	0	0
December	TROP	439	390	46	14	211	111	31	15	8	0	7	9	13	8	7	2
November	Initiation	91	72	19	5	47	16	4	0	0	0	3	5	5	4	1	1
November	TROP	513	453	60	18	234	125	38	23	12	3	8	13	15	10	12	2
October	Initiation	127	119	8	5	71	35	7	1	0	0	1	1	2	2	1	1
October	TROP	484	434	54	13	215	126	38	24	17	3	1	6	9	13	10	14
September	Initiation	112	95	17	6	43	30	7	5	4	0	0	4	4	3	6	0
September	TROP	393	333	60	8	139	101	39	24	17	5	1	6	11	15	13	14
August	Initiation	83	72	11	0	39	24	7	1	1	0	1	2	3	2	1	2
August	TROP	334	284	50	1	97	92	53	21	15	5	1	6	9	12	13	9
July	Initiation	91	74	17	1	18	24	19	5	5	2	0	3	4	5	4	1
July	TROP	293	250	43	1	69	86	48	22	19	5	0	4	8	11	14	6
June	Initiation	85	79	6	0	24	32	15	7	1	0	0	1	0	2	3	0
June	TROP	244	218	26	1	68	76	32	21	18	2	0	1	4	7	11	3
May	Initiation	44	43	1	0	11	19	7	1	5	0	0	0	0	0	0	1
May	TROP	170	152	18	3	53	45	18	14	17	2	0	1	3	5	8	1
April	Initiation	47	35	12	0	8	10	5	5	1	0	0	1	3	7	1	0
April	TROP	193	162	31	7	59	42	21	19	12	2	0	4	16	5	16	2
March	Initiation	15	15	0	0	8	3	0	2	0	0	0	0	0	0	0	0
March	TROP	184	148	35	7	54	45	20	12	10	1	0	8	15	6	7	4
February	Initiation	47	35	12	4	12	13	4	2	0	0	0	4	7	0	0	1
February	TROP	180	138	42	8	50	44	18	9	8	1	0	8	20	7	3	4

Month	Indicator	Total	Total Female	Total Male
January	Initiation	60	52	8
January	TROP	342	303	39

- 3.1. The name of the report has changed to the 'PrEP Initiation and Retention Monthly Report'
- 3.2. The report now reflects totals, per month, for both Initiation and Retention
  - 3.2.1. The Total for both Initiation and TROP is what is used to report into webDHIS.
- 3.3. The calendar now reflects the reporting month, and the previous 11 months reporting on a rolling calendar
  - 3.3.1. The latest month reflects at the top of the report, with the 11 preceding months reflecting below.



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