**SAMPLE GENERIC HIV CROSS-SECTIONAL REPORTING TOOL AND INSTRUCTIONS**

The complete RHIS curriculum is available here:

[https://www.measureevaluation.org/our-work/](https://www.measureevaluation.org/our-work/routine-health-information-systems/rhis-curriculum)

[routine-health-information-systems/rhis-curriculum](https://www.measureevaluation.org/our-work/routine-health-information-systems/rhis-curriculum)

**2.2.3b**

1. **HIV Generic Cross-Sectional HIV Report**

|  |  |
| --- | --- |
| Reporting period: | Year: |
| MOH or Project or Grantee: | Facility: |
| Location: | Country: |

**Table 1**

|  |
| --- |
| **Pre-ART: new and cumulative number of persons enrolled in HIV care** |
|   | Cumulative number of persons ever enrolled in HIV care at this facility at end of the previous reporting period | New persons enrolled in HIV care at this facility during the reporting period | Cumulative number of persons ever enrolled in HIV care at this facility at end of the current reporting period | Percentage (%) |
| Males (>14 years) | a. | b. | c. | c/o x 100 |
| Females (>14 years) | d. | e. | f. | f/o x 100 |
| Boys (0-14 years) | g.  | h.  | i. | i/o x 100 |
| Girls (0-14 years)  | j. | k.  | l.  | l/o x 100 |
|  Total | m. | n. | o. |  |
| **Subset of those newly enrolled in HIV care** |
| Pregnant  | p. |  |  |
| Started INH prophylaxis during the reporting period | q. |  |  |
| Already enrolled in HIV care who transferred in from another facility during the reporting period  | r. |  |  |
| **Subset of those cumulatively enrolled in HIV care** |
| Total number of persons who are enrolled and eligible for ART but have not been started on ART | s |

**Table 2**

|  |
| --- |
| **Pre-ART: seen for HIV care during the reporting period** |
| Pre-ART persons seen for HIV care during the reporting period (total)  | a. |  |
| **Subset of those seen during the reporting period** | Percentage (%) |
| TB status assessed at last visit | b. | b/a x 100 |
| TB treatment started during the reporting period | c. | c/a x 100 |

**Table 3**

|  |
| --- |
| **ART: new and cumulative number of persons started on ART** |
|  | Cumulative number of persons ever started on ART at this facility at the end of the previous reporting period | New persons started on ART at this facility during the reporting period | Cumulative number of persons ever started on ART at this facility at end of the current reporting period | Percentage (%) |
|  Males (>14 years) | a. | b. | c. | c/r x 100 |
| Females (>14 years) | d. | e. | f. | f/r x 100 |
| Children (5-14 years) | g. | h. | i. | i/r x 100 |
| Children (1-4 years) | j. | k. | l. | l/r x 100 |
| Children (< 1 year) | m. | n. | o. | o/r x 100 |
| Total | p | q. | r. | 100 |

**Table 4**

|  |
| --- |
| **ART: current on ART, based on age at start of ART** |
| **ARV regimen at end of reporting period** |  Male | Female | Total | Percentage (%) |
| **On 1st-line ARV regimen** |
| Adults (>14 years) | a. | b. | c. | c/ag x 100 |
| Children (5-14 years) | d. | e. | f. | f/ag x 100 |
| Children (1-4 years) | g. | h. | i. | i/ag x 100 |
| Children (< 1 year) | j. | k. | l. | l/ag x 100 |
| **Total adults and children on 1st-line regimens** | m. | n. | o. | o/ag x 100 |
| **Percentage (%)** | m/ag x 100 | n/ag X 100 | o/ag x 100 |  |

|  |
| --- |
| **On 2nd-line ARV regimen** |
| Adults (>14 years) | p. | q. | r. | r/ag x 100 |
| Children (5-14 years) | s. | t. | u. | u/ag x 100 |
| Children (1-4 years) | v. | w. | x. | x/ag x 100 |
| Children (< 1 year) | y. | z. | aa | aa/ag x 100 |
| **Total adults and children on 2nd-line regimens** | ab | ac | ad | ad/ag x 100 |
| **Percentage (%)** | ab/ag x 100 | ac/ag x 100 | ad/ag x 100 |  |
|  |  |  |  |  |
| **Adults and children on 1st & 2nd-line regimens****(Total current on ART)** | ae | af | ag | 100 |
| **Percentage (%)** | ae/ag x 100 | af/ag X 100 | 100 |  |
| **Subset of those current on ART** |
| TB status assessed at last visit during the reporting period | ah | ah/ag x 100 |
| TB treatment started during the reporting period | ai | ai/ag x 100 |

**Table 5**

|  |
| --- |
| **Antenatal care** |
|  | Total | Percentage(%) |
| New ANC clients during reporting period | a. |  |
| Known HIV-positive at enrolment to ANC during reporting period | b. | b/a x 100 |
| HIV tested and received results during reporting period | c. | c/a x 100 |
|  HIV tested positive and received results during reporting period | d. | d/a x 100 |
| Total known status (b+c) | e. | e/a x 100 |
| Total HIV-positive pregnant women (b+d) | f. | f/a x 100 |
| Total assessed for ART eligibility by CD4 or clinical staging | g. | g/f x 100 |
| Total received maternal ARV prophylaxis or ART during the reporting period (latest) | h. | h/f x 100 |
| Received Sd-NVP only during the reporting period | i. | i/f x 100 |
| Received AZT during the reporting period | j | j/f x 100 |
| Received ART during the reporting period | k. | k/f x 100 |
| Received IPT1 (malaria) during the reporting period | l. | l/a x 100 |
| Received IPT2 (malaria) during the reporting period | m. | m/a x 100 |
| Received four or more ANC visits | o. | o/a x 100 |
| Received Hb test | p. | p/a x 100 |
| Total women screened for syphilis at least once at any visit | q. | q/a x 100 |
| Total women positive for syphilis test | r. | r/a x 100 |
| Received iron supplements (for at least three months) | s. | s/a x 100 |
| Received TT2+ during the reporting period |  |  |
| Pregnant women provided with ITN in the reporting period |  |  |

**Table 6**

|  |
| --- |
| **Labor and delivery** |
|  | Total | Percentage(%) |
| Delivered in the facility  | a. |  |
|  Normal vaginal delivery | b. | b/a x 100 |
|  Assisted vaginal delivery | c. | c/a x 100 |
|  Delivered by Caesarean section  | d. | d/a x 100 |
| Delivery outcome - live baby | e. | e/a x 100 |
| Delivery outcome - still birth | f. | f/a x 100 |
|  Of live births, newborn birth weight ≥2,500gms.  | g. | g/e x 100 |
|  Of live birth newborn birth weight < 2,500 gms. | h. | h/e x 100 |
| Arrived at the facility due to labor and delivery complications | i. |  |
| Complications managed/referred from the facility | j. |  |
| Known HIV-positive at arrival during reporting period | K. | k/a x 100 |
| Pregnant women seen in L & D with unknown HIV status who were HIV tested and received results during reporting period | l. | l/a x 100 |
| HIV tested positive and received results in L & D during reporting period | m. | m/a x 100 |
| Total HIV-positive pregnant women (k+m) | n. | n/a x 100 |
| Total received maternal ARV prophylaxis or ART during the reporting period (latest)\* | o. | o/n x 100 |
| Received Sd-NVP only during the reporting period\* | p. | p/n x 100 |
| Received AZT during the reporting period\* | q. | q/n x 100 |
| Received ART during the reporting period\* | r. | r/n x 100 |
| Received Active Management of Third Stage of Labor \*  | s. | s/a x 100 |
| Newborns with complications managed/referred from the facility | t. |  |

**Table 7**

|  |
| --- |
| **HIV-exposed infants** |
|  | Total | Percentage(%) |
| Total HIV-Exposed Infants turned 12 months of age in the reporting period  | a |  |
| Total received HIV test by 12 months | b | b/a x 100 |
| Received HIV virological test by 2 months | c | c/a x 100 |
| Of those HIV virological test at 2 months those positive |  |  |
| Received initial virological test between 2-12 months | d | d/a x 100 |
|  Received rapid HIV antibody test before 12 months | e | e/a x 100 |
| Total HIV-Exposed Infant received DPT3 | f | f/a x 100 |
| Total feeding practices assessed at DPT3 | g | g/a x 100 |
| Was exclusively breastfed at DPT3  | h | h/f x 100 |
| Was replacement fed at DPT3 | i | i/f x 100 |
| Was mixed fed at DPT3 | j | j/f x 100 |
| Total HIV-Exposed Infants turned 2 months in the reporting period | k |  |
| Started on CTX by 2 months | l | l/k x 100 |
| Total HIV-Exposed Infants turned 18 months in the reporting period | m |  |
|  HIV positive | n | n/m x 100 |
|  HIV negative and breast feeding | o | o/m x 100 |
|  HIV negative and no longer breast feeding | p | p/m x 100 |
| Total received ARV prophylaxis in the reporting period |  |  |
|  **Received AZT+1**  |  |  |
|  **Received AZT+4**  |  |  |
|  **Received Sd-NVP**  |  |  |

1. **Instructions for Tabulating the Qquarterly (or Monthly) Cross-Sectional Report**

At the end of the quarter (or month), some of the information in the registers will be tallied and recorded on the **cross-sectional report**. This report provides some of the required indicators for the national programme or donors, such as:

 New and cumulative number of persons enrolled in HIV care

 Number enrolled and eligible but not yet started on ART

 New and cumulative number of persons on ART.

The cross sectional report captures the values for these indictors at one point in time - the end of the reporting period, either the month or the quarter depending on the country’s system.

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 sex, age and pregnancy status in Tables 1, 2 and 4.

**Table 1. HIV care (non-ART and ART): new and cumulative number of persons enrolled**

*Column 2* of table 1: **Cumulative number of persons ever enrolled in HIV care at this facility at end of the previous reporting period**. Go back to last reporting period’s report to fi nd this information. Transfer the data from table 1, column 4, cells “c-o”, into column 2 of this month’s report (cells “a-m” of this report).

*Column 3:* **New persons enrolled in HIV care at this facility during the reporting period**. Go to the pre-ART register and look at the fi rst column *Date enrolled in chronic HIV care*. Count the number of patients who enrolled in HIV care during the reporting period, from the fi rst to the last day. You should count *every* patient, even if they have died, been lost to follow-up or transferred out. If they already started on ART, they should still be counted as newly enrolled in HIV care at this facility during the reporting period. You should both count the total, then tally the patients into the age/sex/pregnancy categories (using an enlarged version of the cross-sectional report form or similar tally tool), making sure that each person is only in one category.

The pre-ART register includes the age, sex and pregnancy status of the patient, so you have all the information needed to do this tally. Remember that you only tally those who enrolled in the reporting period - either the quarter or the month. The cumulative at the end of the previous reporting period can be obtained from last reporting period’s report.

*Column 4*: **Cumulative number of persons ever enrolled in HIV care at this facility at the end of the current reporting period**. Add the numbers in cells across the rows as follows:

Add cells “a” and “b” and write the total in cell “c”

Add cells “d” and “e” and write the total in cell “f”

Add cells “g” and “h” and write the total in cell “i”

Add cells “j” and “k” and write the total in cell “l”

Add cells “m” and “n” and write total in cell “o”.

Last quarter you vertically added up cells “a” to “j”- this total is “m”- this gives you the total cumulative number of persons ever enrolled as of end of the previous reporting period.

This reporting period you vertically add up the new patients in cells “b” to “k”—this gives the total new persons in the current reporting period, “n”. If you add this reporting period’s cumulative ever enrolled totals vertically, from “c” to “l”, you get “o”, the current cumulative number of persons ever enrolled in HIV care at your facility to date. You can check your work by making sure that if you add “m” and “n” (going across the row), that you also get the same total “o”.

**Total number of pregnant females newly enrolled in HIV care at this facility during the reporting period** (cell ‘’p’’)

Cross-sectional report pre ART

Go to the pre-ART register and look at the first column *Date enrolled in chronic HIV care*. Count the number of pregnant females who enrolled in HIV care during the reporting period, from the first to the last day.

**Total number of newly enrolled patients in HIV care who started INH prophylaxis at this facility during the reporting period** (cell ‘’q’’)

Go to the pre-ART register and look at columns *Date enrolled in chronic HIV care and INH start month/year*. Of those patients newly enrolled in HIV care, count those who started on INH prophylaxis during the reporting period.

**Number of persons already enrolled for HIV care who transferred in from another facility during the reporting period**. (Cell ‘’r’’).

Look through the pre-ART register pages for the reporting period. Patients who have transferred in will have “TI” (for “transfer in”) in the margin to the left of their date of enrollment in chronic care (which is their date of enrollment in chronic care at your clinic). Count the number of patients who have these “TI” entries during the previous reporting period. Enter the total into cell “q” on the form.

**Total number of persons who are enrolled and medically eligible for ART but have not been started on ART** (cell “s”)

This information comes from the pre-ART register. Do not count those that have started on ART, or those who have died, transferred out or been lost to follow-up before starting ART. Tally those who are eligible and have not started, regardless of whether or not they are ready for ART. In places with a rationed amount of ART, “r” is also known as the “waiting list”.

Cell “r” is an updated total based on those patients who become newly eligible, and those who are no longer eligible because they started ART, or are no longer seen during the reporting period. Unlike the rest of Table 1, column 4, it is not a cumulative total of patients who become newly eligible for ART during the previous reporting period. Without the help of a tallying tool, it is necessary to page through the entire pre-ART register to tally current enrolled and eligible but not yet started on ART because people are moving into and out of this status all the time.

With a simple tallying tool such as the one provided below, you can simply update any patients who become newly eligible for ART during the new reporting period by tallying them in the left column (these will be additions to previous quarter’s total), as well as those patients who have since started ART, died, been lost to follow-up or transferred out in the previous quarter (these will be subtractions from the total).

By keeping this simple tool next to the pre-ART register, and updating it when relevant, it will be possible to add newly eligible (5 in the example below) and subtract those who are no longer eligible (1 in the example below) to the previous reporting period’s total (X in the example below) to come up with a new total (X+4 in the example below)

without going through the entire pre-ART register every reporting period.

= New Total:

X +5

Tally of persons who were eligible in the last reporting period and have since started ART, died, transferred out or been lost to follow-up (subtract):

: 1

Tally of persons who have become newly eligible in the reporting period (add) :

IIIII \_

Old Total

(“s” from last reporting period’s report) :

 X +

**Table 2. Pre-ART: seen for HIV care during the reporting period (Cell ‘’a’’)**

Go to the pre-ART register and look at the quarterly follow up status column. Count all patients seen during the reporting period, excluding those who started ART in the last quarter.

**Pre-ART with TB status assessed during the last visit in the reporting period**

Go to the pre-ART register and look at the quarterly follow-up status column. Count all patients with TB status assessed at the last visit during the reporting period, excluding those who started ART in the last quarter.

**Pre-ART with TB treatment started during the reporting period**

Go to the pre-ART register and look at columns for *quarterly follow up status and TB RX start month/year*. Count those who started on TB RX during the reporting period, including newly enrolled patients in the reporting period already on TB Rx.

Cross-sectional report ART

**Table 3. ART care: new and cumulative number of persons started**

This table is designed to report information on patients who started on ART at a facility. Please note that those patients who are on ART and were enrolled in the programme at another facility, i.e. the transfer-in patients below the line in each cohort in the ART register, should *not* be included in the “Cumulative number of persons ever started on ART at this facility” because **they have already been counted in the programme at the other facility**.

As in Table 1, counting patients starting on ART needs to be tallied broken down into categories (disaggregated): sex and age.

Column 2: **Cumulative number of persons ever started on ART at this facility at the end of the previous reporting period**. Go back to last reporting period’s report and transfer this information (from column 4, cells “c”- “o”), into column 2, cells “a”- “m” of this report. Do not recount.

Column 3: **New persons started on ART at this facility during the reporting period**. This information can be found in the ART register.

The ART register is organized by month—everyone on a large double page (two A3 sheets, with one row per patient) was started in the same month. If more than 20 patients are started in a month, or the country decides to adapt an ART register that covers more than two years, there will be more than one double page for that month. Go to the ART register and count the number of patients who started ART during the previous reporting period. Do this for cohorts who started ART during all months of the reporting period if the reporting period is longer than a month.

You should count the total (cell “q”), then tally the number of persons in each category (using an enlarged version of the cross-sectional report form or some other tally sheet), making sure that each person is in **only** one category:

 Male > 14 years (cell “b”)

 Female > 14 years (cell “e”)

 Children (5-14 years) (cell “h”)

 Children (1- 4 years) (cell “k”)

 Children (< 1 year) (cell “n”)

Check your math again, making sure the numbers in cells “b”- “n” equal the value in cell “q”.

Column 4: **Cumulative number of persons ever started on ART at this facility at the end of the current reporting period**. Add the numbers in cells *across* the rows as follows:

Add cells “a” and “b” and write the total in cell “c”

Add cells “d” and “e” and write the total in cell “f”

Add cells “g” and “h” and write the total in cell “i”

Add cells “j” and “k” and write the total in cell “l”

Add cells “m” and “n” and write the total in cell “o”

Last quarter you vertically added up cells “a” to “m”—this total is “p”. This gives you the total cumulative number of persons ever started on ART as of the end of the previous reporting period.

This reporting period, you vertically add up the new patients in cells “b” to “n”. This gives the total new persons during the reporting period, “q”. If you add this reporting period’s cumulative ever started on ART totals vertically, from “c” to “o”, you get “r”, the current cumulative number of persons ever started on ART at your facility to date. You can check your work by making sure that if you add “p” and “q” (going across the row), that you also get the same total “r”.

**Table 4. ARV regimen at end of the reporting period (total current on ART)**

This table includes information about the number of persons on 1st-line and 2nd-line (and higher) ART regimens at the **end** of the reporting period, and is sorted by age groups (adults > 14 years and children 5-14, 1-4 and <1) and sex. This information is found in the ART register. Tally the regimen codes listed in the column for the **last month** (end) of the reporting period. This will be the third month of the quarter if reporting is quarterly. Even if a patient substituted or switched regimens during the reporting period, you will still only count the regimen recorded in the last month of the reporting period. You will need to tally up the regimen codes by sex and age group from all of the ART register pages using the sex and age columns. To facilitate adding up these results from multiple ART cohorts, you can enlarge the cross-sectional report form to use as a tally sheet. After you have done the tallies, convert the tally to numbers. Then add up the totals across the rows and vertically. The total number of adults and children on fi rst-line and second-line regimens will equal the **Total current on ART** (cell “ag”). This is the numerator for the UNGASS and National Core 7 indicators, *percentage of people with advanced HIV infection receiving antiretroviral combination therapy.*

**Current on ART with TB status assessed during the last visit in the reporting period**

For those current on ART, count all patients with TB status assessed in the last visit during the reporting period.

**Current on ART with TB treatment started during the reporting period**

For those current on ART, go to the ART register and look at column *TB Rx start month/year*. Count those who started on TB Rx during the reporting period, including patients started on ART in the reporting period already on TB Rx.

**Table 5. Antenatal care**

This table is designed to report information about pregnant women who are enrolled in ANC at a facility. Please note that this report is for ALL pregnant women in ANC.

**New ANC clients during reporting period (a)**

Count all new clients enrolled in ANC during the reporting period.

**Known HIV-positive at arrival during reporting period (b)**

For those who enrolled in ANC during the reporting period, count all HIV-positive women at arrival.

**HIV tested and received results during reporting period (c)**

Count all pregnant women who were not known to be HIV-positive at enrolment to ANC, who were tested for HIV and received their result during the reporting period.

**HIV tested positive and received results during reporting period (d)**

Of pregnant women who were not known to be HIV-positive at enrolment in ANC and who were tested for HIV and received their results during the reporting period, count all those HIV-positive.

**Total known status (e =) b+c**

Count all those who were known to be HIV-positive at enrolment, and those who were tested for HIV and received their results in ANC during the reporting period.

**Total HIV-positive pregnant women (f) = b+d**

Count all those who were known to be HIV-positive at enrolment, and those who tested positive for HIV and received their results in ANC during the reporting period.

**Total assessed for ART eligibility by CD4 or clinical staging**

For those HIV-positive pregnant women in ANC, count all who have been assessed for ART eligibility during the reporting period.

**Total who received maternal ARV prophylaxis or ART during the reporting period (latest)**

For HIV-positive pregnant women in ANC, count all who received ARV prophylaxis or ART during the reporting period (h), and count those who:

 **Received AZT only during the reporting period (i)**

 **Received triple ARVs during the reporting period (j)**

 **Received ART during the reporting period (k).**

For all pregnant women in ANC, count those who:

 **Received IPT1 (malaria) during the reporting period (l)**

 **Received IPT2 (malaria) during the reporting period (m)**

 **Received four or more ANC visits (o)**

 **Received Hb test (p)**

 **Total women screened for syphilis at least once at any visit (q)**

 **Total women positive for syphilis test (r)**

 **Received iron supplements for at least three months (s).**

 **Received TT2+ during the reporting period**

 **Pregnant women provided with ITN in the reporting period**

**Table 6. Labour and delivery**

**Delivered in the facility (a)**

Count all mothers who delivered a newborn at the facility during the reporting period. Then count those delivered by::

 **Normal vaginal delivery (b)**

 **Assisted vaginal delivery (c)**

 **Caesarean section (d).**

For deliveries at the facility during the reporting period, count all with a delivery outcome:

 **live baby (e)**

 **still birth (f).**

Of the live deliveries at the facility during the reporting period, count all newborn with:

 **birth weight ≥2,500gm (g)**

 **birth weight < 2,500 gm (h).**

**Arrived at the facility due to labor and delivery complications**

**Complications managed/referred from the facility**

**Known HIV-positive at arrival during reporting period (k)**

For all mothers delivered at the facility in the reporting period, count all with a known HIV-positive result at arrival.

**Pregnant women seen in L & D with unknown HIV status who were HIV tested and received results during reporting period**

Count all pregnant women seen in L & D with unknown HIV status who were tested for HIV and received their result during the reporting period.

**HIV tested positive and received results in L & D during reporting period**

Of pregnant women who were seen in L & D with unknown HIV status, and who were tested for HIV and received their result during the reporting period count all of those who were HIV-positive.

**Total HIV-positive pregnant women (k+m)**

Count all women who were known to be HIV-positive at arrival at L & D, and those who tested positive for HIV and received their results in L & D during the reporting period.

**Total received maternal ARV prophylaxis or ART during the reporting period (latest)**

For HIV-positive pregnant women in L & D, count all who received ARV prophylaxis or ART during the reporting period () and count those who:

 **Received AZT only during the reporting period**

 **Received triple ARVs during the reporting period**

 **Received ART during the reporting period.**

 **Received active management of third stage of labour**

For all who delivered in the facility count those who received active management of third stage of labour.

**Newborns with complications managed/referred from the facility**

**Table 7. HIV-exposed infants**

**Total HIV-Exposed Infants who turned 12 months of age in the reporting period**

Count all HIV-exposed infants who turned 12 months in the reporting period.

**Total who received HIV test by 12 months**

For HIV-exposed infants who turned 12 months in the reporting period, count all who received any HIV test. Then disaggregate this by those who:

 **Received HIV Virological test by 2 months**

 **Received initial virological test between 3-12 months**

 **Received rapid HIV antibody test before 12 months.**

**Total HIV-Exposed Infant received DPT3**

Count all HIV-exposed infants who received DPT3 during the reporting period.

**Total feeding practice assessed at DPT3**

For HIV-exposed infants who received DPT3 in the reporting period, count all whose feeding practice was assessed. In addition, or those with feeding practice assessed, count all who were:

 **Exclusively breastfed at DPT3**

 **Replacement fed at DPT3**

 **Mixed fed at DPT3.**

**Total HIV-Exposed Infants who turned 2 months in the reporting period**

Count all HIV-exposed infants who turned 2 months in the reporting period.

**Started on CTX by 2 months**

For HIV-exposed infants who turned 2 months in the reporting period count all who received CTX.

**Total HIV- Exposed Infants who turned 18 months in the reporting period**

Count all HIV- Exposed infants who turned 18 months in the reporting period

**HIV Positive**

For HIV-Exposed infants who turned 18 months count all who confi rmed HIV positive

**HIV negative and breast feeding**

For HIV-Exposed infants who turned 18 months count all who are HIV negative and breast feeding

**HIV negative and no longer breast feeding**

For HIV-Exposed infants who turned 18 months count all who are HIV negative and no longer breast feeding

**Total received ARV prophylaxis in the reporting period**

**Received AZT**

**Received NVP**

