MANAGEMENT SCIENCES FOR HEALTH
A NONPROFIT INSTITUTION

MIS Consultancy Trip Report

Pakistan Child Survival Project
Islamabad, Pakistan

By Randy Wilson/MSH Boston
April 27, 1992

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Trip Report: **Pakistan Child Survival Project, Islamabad**
Dates: 26 March - 17 April 1992

1. *Purpose of visit:* This three week consultancy was timed to correspond with the design of patient records and data collection forms, so that I could ensure that these were being produced in a format suitable for later computerisation. Specific items in my scope of work included:
   a. To review and recommend modification in HMIS/FLCF draft reporting forms as required to ensure that they are compatible for computerized data entry;
   b. To develop data file structure for HMIS/FLCF database so that data forms can be efficiently stored and retrieved;
   c. To test Geographical Information System (GIS) for Pakistan, and study possibilities of linking it to HMIS/FLCF;
   d. To add context sensitive help to FoxPro modules on the Health Institutions database and on the Training database
   e. To finalize FoxPro module on PCSP inputs;
   f. To update system documentation for software as required.

2. *General Comments:* All but one of these objectives was accomplished (i.e. GIS), and a considerable amount of additional time was actually devoted to helping the HMIS design team with the forms design process itself. This was necessary so that all prototype forms would be ready for discussions at the National Workshop held in Islamabad on April 7. Following my discussions with Tom Cassidy of HIID immediately prior to my visit to Islamabad, it was decided that the GIS portion of the system should await Tom's next visit to Pakistan when the software and baseline maps could be loaded on the PCSP computers.

   Once again, I was impressed with Theo Lippeveld's ability to get through the many layers of concurrently planned activities (forms design, prototype review, instruction manual preparation, field test planning, database review, etc..) and still keep his staff and associated federal and provincial ministry officials as close as possible to the timeline determined in the project's workplan.

   The process has not always been easy -- particularly now that the period of needs assessment has come to a close and the first concrete signs of a new system are visible. Some federal level staff continue to be skeptical about implementation prospects for the system. Part of this may be due to the high degree of turnover of federal ministry counterparts through the life of the project. New appointees have not had the benefit of participating in the length process of give and take with provinces and federal programs which has been undertaken to reach the admirable degree of concensus achieved so far.

A recurrent theme among the skeptics is that data collected in the existing HIS is useless because people don't take record keeping and reporting seriously and invent their figures. Some feel that whatever improvements or changes are proposed will suffer from the same fate.

To counter this skepticicism, four points need to be continually reinforced:

a. The design and implementation of the system are confronting as many of the existing system's failures as possible. Forms and registers are being simplified, standardized and reduced in numbers. Reporting functions within facilities have been rationalized, so that the appropriate level of staff are responsible (e.g. physicians are to maintain the curative outpatient register -- not the clerk at the facility's reception area). A detailed instruction manual is being prepared for each form and register. A comprehensive training program is being developed to introduce the forms in each district.

b. The design process has been focused around reducing the data collected to that which is required for generating **useful** indicators at all levels from FLCF to Federal Ministry. Training is also being provided in the improved use of information by managers. Experience has shown that stimulating and meeting the demand for **useful** information improves reporting compliance over time.

c. The team cannot (and does not) expect that the introduction of the new system will change people's compliance and attitudes towards reporting overnight. The hope is that those facilities and district managers who wish to take the effort seriously are able to do so with a system that **works** and gives them the information that they need to manage their health services more effectively. With few exceptions, the existing system does neither.

d. Even if only a proportion of the facilities within a province report accurately, useful information for planning and management can be obtained by extrapolating the data and using other statistical techniques.

I am optimistic that provincial staff are solidly behind the improvements that are being made. This is crucial, as they are the ones for whom the system has the greatest impact – both in terms of redistribution of work load and in terms of changes in the intruments they will be using to report the information collected.

On the software development front, I was very pleased with the quality of the work that Shafat has been able to accomplish using FoxPro to develop two new computerized modules for the HMIS. This reliance on locally available technical resources should pay off when it comes to the future sustainability of the software.

3. *Specific Activities:*

a. **Forms/Register Design:** This was one of the most time consuming parts

of my work, as it involved brainstorming sessions, conceptual and physical design of a variety of forms and registers (all done using WordPerfect). For each form, review meetings were held with the HMIS design team (Theo Lippeveld, Riaz Malik, Akram Parvez, Khatidja Hussain, and Zainab Barlas -- with contributions from Mushtaq Chowdhury). The focus of our work at this stage was spent on designing and reviewing First Level Care Facility forms and registers for curative care, MCH/Preventive services and Administrative activities. I had significant input in the following (several of which are included in the annexes):

i. Abstract Register for Priority Diseases
ii. Immediate Report for Epidemic Diseases (Annex I)
iii. Child Health Register
iv. Maternal Register
v. Family Planning Card (Annex II)
vi. MCH Card
vii. Tuberculosis Register (Annex III)

b. **Development of Monthly Reporting Form:** Based on Theo's rough drafts and information collected in the registers which had been designed, I put together several drafts of the Monthly Health Facility Report. This will become the key form for computerised data entry and endeavors to consolidate information currently reported on a variety of separate forms to different vertical programs (EPI, CDD, Malaria, TB Control, Family Planning) and ministry offices. Page one includes administrative and essential drugs stock information, pages 2 and 3 cover curative care and the last page covers MCH and preventive activities. This will enable me to proceed with a rough design and sizing of the databases required to store this information -- which I can do in Boston before my next trip. (See draft in Annex IV).

c. **Review of Supervisory Checklist Drafts:** These had been prepared by the Training Team (Tara and Dr. Saleria). My main contribution was in proposing a comprehensive and objective scoring system, so that quantifiable indicators can be developed and compared over time for training evaluation purposes. A later brainstorming session with Theo and Dr. Saleria made significiant progress in reducing the amount of information being collected and outlining a strategy for data collection by district supervisors.

d. **Development of a Data Collection Instrument Pre-test Review form:** This is being bundled with each data collection form and register which is being pre-tested and will help to structure people's comments so that they can be more easily analysed later on. See example in Annex V.

e. **Participation in the Provincial Meeting on the Pre-testing of data collection instruments:** This one-day meeting was organized to present the draft data collection instruments to the provincial HMIS teams and federal program staff and to outline the pre-testing strategy. Discussions in this large forum (about 40 participants) provided useful insight into the difficulties of resolving detailed forms design issues in such a large group. Although criticism was painful at times, I believe the whole exercise validated Theo's approach of developing the draft forms in small 3-5 person teams and letting detailed comments from provinces feed in during the pre-testing phase. Any other process would have been unmanageable. The group did agree to delay the field testing process by about a month, so that the provincial HMIS teams could spend more time reveiwing the forms and being trained to implement the field testing process.

f. **Software Development:** This was the other major piece of work that I accomplished during the visit. I worked closely with Shafat Sharif to develop a consistent interface to the 3 modules of the HMIS/Project Monitoring System which have been computerised to date. This included making the pull-down menu systems consistent, updating the printer driver support and back-up/restore procedures, developing a detailed on-line help system, and updating the system documentation. The following modules have been developed so far:

i. **Health Institutions Database:** In addition to modifications to the menu structure and minor screen formatting changes, I made significant changes to the structure of the Sanctioned Posts database to bring it in line with the Sanctioned/Filled Posts Register. I also produced a series of reports based on this new post data. See Annex IV for updated documentation on this module. (Annex VI)

ii. **PCSP Inputs Database:** Shafat had made considerable progress on developing a data entry routine for this module before my arrival. This is initially being used by the PCSP team to track supplies and equipment to health institutions, but can equally well be used at the provincial level to monitor equipment provided from a variety of support. I developed a series of reports for the system. See Annex VII for updated documentation on this module.

iii. **Training Database:** Aside from my involvement in developing the initial file structure, this module was almost entirely developed by Shafat. This will also be implemented initially within the PCSP program, to monitor training activities conducted by the project itself, but is designed to be introduced in the provinces as well if required. See Annex VIII for updated documentation on this module.

g. **Work Plan Review Meeting:** Theo, Zainab, Shafat and I met to make adjustments to the team's work plan in light of the 1 month delay in field testing. This has meant that the final design of the database structure for the monthly and annual report data must slip until the end of June, when all changes from the field-testing process have been incorporated into the system. At this point my 2 remaining trips to Pakistan this year have been rescheduled as follows:

i. last 2 weeks of June to finalize the database structure for monthly and annual reporting data and develop the specifications for Shafat to begin programming.

ii. 3 weeks in September to complete and test the Monthly data entry system and begin beta-testing in one province.

h. **Demonstration of HID software developed to date:** This was a very useful opportunity to brief Dr. Mushtaq Chaudhry, Lois Bradshaw (AID), Duane Smith, and other members of the PCSP team on progress made on software development to date. In addition to demonstrating the features of each module, I described how the different modules fit together and we viewed a sampling of reports that could be output from each module. The software implementation strategy was discussed briefly and I highlighted the need to get all provinces working on completing initial data entry on the Health Institutions Database module before any monthly statistical information can be input. This should be on target if it is completed by the end of August.

i. **Development of a proposal for possible Quality Assurance Project collaboration with PCSP:** Following up on my useful discussions with QA staff in the US (Jim Heibe and Jeanne Newman), I held a couple of meetings with Duane Smith, Tara Upreti, Theo Lippeveld and Lois Bradshaw to discuss the possibilities of developing some concrete recommendations for collaborative activities with the QA project. Duane and I drafted a fax to them describing a series of possible interventions where PCSP could use their support. My initial draft of this fax is included in Annex IX.

j. **Miscellaneous:** In addition to activities specified in my scope of work, I helped the office establish a modem link between the PCSP field office and Boston. This should help facilitate the exchange of data and enable me to contribute more effectively to the software design process from my base in Boston. At present the link is through MSH's own computerised Bulletin Board Service (BBS) which requires a long distance call to Boston for each exchange. Shafat and I enquired with the Pakistan Post and Telegraph office for information about using the Satellite Packet Switching network as a lower cost alternative -- requiring a local call in Islamabad to

link into one of our current electronic mail services (PeaceNet or AT&T Easylink). It is hoped that these links will decrease the amount of money spent on costly faxes, and DHL courier packets. This will also lay the groundwork for opening up the option of electronic file transfer from the Provinces to update the HMIS at the federal level -- greatly increasing the speed with which data can be analysed and fed back to departments within the Ministry which need the information.

4. *Specific Follow Up Activities:*
   a. Complete initial design of Monthly reporting database structure based upon draft monthly report in order to estimate approximate file storage requirements.
   b. Plan for 2 more trips to Pakistan over the course of this year: one in June for 2 weeks, the second for 3 weeks in September to accomplish objectives noted in 3.g, above.
   c. Get information on comparative costs for modem communications between Boston and Pakistan to enable the PCSP team to decide upon one or antother of thes options to save costs on international communications.

ANNEX I

IMMEDIATE REPORT ON EPIDEMIC DISEASES (16 April 1992)

Date: ☐☐/☐☐/☐☐

Institution Id: ☐☐☐☐☐☐☐
Institution Name:

Province:
Division:
District:
Tehsil/Taluka:

Incharge:

Report within 24 hours to the District Health Officer **any** case of the following health problems. Use a separate sheet for each disease. Attach additional sheets if required.

Tick one only

☐ **106. Cholera**
☐ **107. Suspected Meningococcal Meningitis**
☐ **108. Poliomyelitis**
☐ **109. Measles**
☐ **Other disease** which presents a serious epidemic threat, specify below:

_____

1	2	3	4	5	6	7	8	9	10	11	12
Sr.#	**Dates**		**Name/Father's Name**	**Sex M/F**	**Age**	**Address**	**Vaccination Status**			**Action Taken**	**Referred To**
	Reported	Onset					None	Partial	Fully		
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											

ANNEX II

institution

FAMILY PLANNING/EPI CARD

Name of Client: _____

Name of Spouse/Father: _____

FP Register No: _____ EPI Register No: _____

Family Planning Services

Date of Visit	Contraceptive Method Adopted	Date of Next visit	Signature

Tetanus Toxoid Vaccination Dates

I	II	III	IV	V

TUBERCULOSIS REGISTER

Month: _____ **Year:** _____

Patients under treatment at end of previous month:	

1	2	3	4	5	6	7	8	9	10	11	12	13	14
STARTED TREATMENT DURING THIS MONTH							DISCHARGED DURING THIS MONTH						
S.No.	Name	Date	New	Relapse	Resumed	Transfer	S.No.	Name	Date	Cured	Died	Defaulted	Transfer
	TOTALS							TOTALS					

Patients under treatment at end of this month:		
Regulars:		%
Defaulters:		%

ANNEX IV

FF1/16 April 1982

HEALTH MANAGEMENT INFORMATION SYSTEM
FIRST LEVEL CARE FACILITIES MONTHLY REPORT

MONTH: _____
YEAR: _____

1. Institution Identification

A. Identification No: ☐☐☐☐☐☐☐

B. Institution Name:

C. Province:
D. Division:
E. District:
F. Tehsil/Taluka:

G. Incharge Name:
H. Signature:

2. Population Data

I. Catchment Area Population: ☐☐☐☐☐☐

J. Expected Births (CA Population/300)	Births Registered	Weighed < 1 week	Low Birth Weight
No.			
	%	%	%

3. Comments/Observations

4. Meetings/Health Education Sessions

A. Number of Staff Meetings held: ☐

B. Meetings: 1. with TBAs ☐
2. with CHWs ☐
3. with Health Committee or Community Leaders ☐

C. Health Education Sessions: 1. with Schools ☐
2. with Community ☐

5. Essential Drugs/Vaccines/Supplies

Item	Unit	Recd	Issued		Closing Balance	Days out of Stock	Other Essential Drugs/Supplies	Unit	Days out of Stock
			For Care	Discarded					
A. BCG Vaccine	dose						M. ORS	packet	
B. DPT Vaccine	dose						N. Cotrimoxazole	tablet	
C. Polio Vaccine	dose						O. Cotrimoxaz. syrup	bottle	
D. TT Vaccine	dose						P. Cloroquine	tablet	
E. Measles Vaccine	dose						Q. Primaquine	tablet	
F. DT Vaccine	dose						R. Iron Tablets	tablet	
G. Syringes	piece						S. Folate Tablets	tablet	
H. Needles	piece						T. Streptomycine	vial	
I. Oral Contraceptive	cycle						U. Isoniazid (INH)	tablet	
J. Condoms	piece						V. INH+Tb1	tablet	
K. Inj. Contraceptive	dose						W. Ziehl-Nielsen	bottle	
L. IUDs	piece						Z.		

6. Transmission

A. Received at District Health Office on: ☐☐/☐☐/☐☐ Name/Signature: _____

B. Received at Computer Center on: ☐☐/☐☐/☐☐ Name/Signature: _____

C. Data Entered on Computer on: ☐☐/☐☐/☐☐ Name/Signature: _____

7. Curative Care

A. New Cases (all diseases by age group)	< 1	1-4	5-14	15-44	45+	Total
1. MALE						
2. FEMALE						
3. Total New Cases						
4. Old Cases						
5. Total Visits						
6. Cases Referred						
7. Feedback from Cases Referred						
8. % Referred of Total New Cases (#6/#3)x100						%
9. % Feedback on Referred Cases (#7/#6)x100						%

B. Health Problems (Priority diseases)	< 1	1-4	5+	Total	% of New Cases
101. Diarrhoea					%
102. Dysentery					%
103. Acute Respiratory Infection					%
104. Fever (Clinical Malaria)					%
105. Cough > 2 weeks					%
106. Cholera					%
107. Suspected Meningococcal Meningitis					%
108. Poliomyelitis					%
109. Measles					%
110. Neonatal Tetanus					%
111. Diphtheria					%
112. Whooping Cough					%
113. Goiter					%
114. Suspected Viral Hepatitis					%
115. Suspected AIDS					%
116. Snake bite w/signs of poisoning					%
117. Dog Bite					%

C. Diarrhoea (New Cases < 5 years)	Dehydration Status				Total New Cases <5 Years
	None 101.0	Some 101.1	Severe 101.2	Unknown 101.9	
101. a. No. of New Cases < 5 years					
b. % of total New Cases < 5 years	%	%	%	%	

D. Dysentery (New Cases < 5 years)	Dehydration Status				Total New Cases <5 Years
	None 102.0	Some 102.1	Severe 102.2	Unknown 102.9	
102. a. No. of New Cases < 5 years					
b. % of total New Cases < 5 years	%	%	%	%	

E. Acute Respiratory Infection (New Cases < 5 years)	No Pneumonia 103.0	Pneumonia 103.1	Severe Pneumonia 103.2	V. Severe Disease 103.3	Unknown 103.9	Total New Cases < 5 Years
103. a. No. of New Cases < 5 years						
b. % of total New Cases < 5 years	%	%	%	%	%	

F. Fever (Clinical Malaria) (all ages)	Blood Slides			Total New Cases
	Not Taken	Examined In Facility	Sent Out	
104. a. Total No. of New Cases				
b. % of Total New Cases	%	%	%	

G. Malaria Slide Results (from Laboratory Register, only Outpatient New Cases)	Internal		External	
	Number	% Positive	Number	% Positive
1. Total No. of Slides Examined (New Cases)				
2. No. of Slides Malaria Parasite Positive		%		%
3. No. of Slides Plasmodium Falciparum Positive		%		%

H. Cough > 2 weeks (all ages)	Sputum Smear Series		Total New Cases
	Examined In Facility	Patient Referred	
105. a. No. of Sputum Smear Series requested			
b. % of Total New Cases of Cough > 2 weeks	%	%	

I. TB Smear Results (from Laboratory Register, only Outpatient New Cases)	Internal		External	
	Number	% Positive	Number	% Positive
1. No. of Sputum Smear Series Done				
2. No. of Smears Series AFB Positive		%		%

J. Tuberculosis Treatment		Number	% of Total
1. Patients under Treatment at end of previous month			
2. Started Treatment this month	a. No. Started treatment (Incl. new, relapses, transferred and resumed treatment)		
	b. No. of New Cases		%
3. Discharged during this month	a. Total No. Discharged (Incl. died, transferred and lost as defaulters)		
	b. No. Lost as Defaulters		%
4. Patients under Treatment at end of this month			

K. Immunizable diseases	Not Vaccinated	Partially Vaccinated	Fully Vaccinated	Total Cases	% of cases fully vaccinated
108. Poliomyelitis					
109. Measles					%
110. Neonatal Tetanus					%
111. Diphtheria					%
112. Whooping Cough					%

L. Distribution of Iodine Caps.	Number
1. Total No. distributed	
2. Under 20 years	
3. Pregnant women	
4. Child Bearing Age Women	

M. Protein-Energy Malnutrition (Children < 3)	Number	% of Total
1. Total No. Weighed		
2. No. Normal		%
3. Protein-Energy Malnutrition I		%
4. Protein-Energy Malnutrition II		%
5. Protein-Energy Malnutrition III		%

8. Mother and Child Care Preventive Activities

A. Vaccinations Catchment Area Population (if different from page 1): ☐☐☐☐☐☐☐☐

No. Fixed Centres: ☐ No. Outreach Teams: ☐ No. Mobile Units: ☐

Vaccination Type	0-11 months	12-23 months	2+ years	Total Children
1. BCG				
2. DPT - 1				
3. DPT - 2				
4. DPT - 3				
5. DPT - BOOSTER				
6. OPV - ZERO				
7. OPV - 1				
8. OPV - 2				
9. OPV - 3				
10. OPV - BOOSTER				
11. DT - 1				
12. DT - 2				
13. DT - BOOSTER				
14. MEASLES				
15. Fully Immunized Children				

Target Group for TT Vaccines	TT - I	TT - II	TT - III	TT - IV	TT - V
16. Pregnant Women					
17. Child Bearing Age Women					
18. Total					

B. Growth Monitoring Coverage	Expected Children < 1 year (CA Pop./320)	Newly Regist. < 1 year	Growth Monitoring Visits (Children < 3 years)	Total Visits	No. Normal Nutrition status
1. No. of children			No. of children		
2. % of expected		%	% of total visits		%

Expected New Pregnancies (CA Pop/270)	New Registrations	New Regist. during 1st Trimester	Hemoglobin <10 gm% at 1st visit	Total Visits	Revisits

Deliveries					Postnatal Care	
Total Reported	Delivered by Trained Staff	At this facility		Deliveries Referred	Total Registered Cases	Recd. at least 1 postnatal visit
		From CA	Outside CA			
No.						
	%	%	%	%		%

Total Visits		Total No. of Cases		CONTACTS BY CONTRACEPTIVE METHOD							Referrals
M	F	NEW	OLD		CONDOM	FOAM	PILLS	INJECT	IUCD	SURGERY	
				No. Visits							
				Units Distributed							

Annex XI

HEALTH MANAGEMENT INFORMATION SYSTEM
FIRST LEVEL CARE FACILITIES

DATA COLLECTION INSTRUMENT PRE-TEST REVIEW FORM

Name of Register/Form: _____

Name of Person/Institution providing comments: _____

Date: _____ **Signature:** _____

Instructions:

Please fill out one of these forms for each data collection instrument for which you have comments. For those participating in the pre-test, these should be completed at the end of the pre-test period.

If you have specific comments about changes or improvements to the layout of the registers or forms, please attach a copy of the draft form/register with your comments marked on it.

Please circle the number on the scale of 1 to 5 which best describes your answer to the following questions:		Circle a number for each question						
1.	How appropriate do you consider this instrument for the data collection purpose described in the instructions?	Unsuitable	1	2	3	4	5	Very Suitable
2.	How clear and easy to follow were the instructions accompanying the data collection instrument?	Unclear	1	2	3	4	5	Very Clear
3.	How difficult (i.e. time and effort) was it to complete the data collection instrument?	Very Difficult	1	2	3	4	5	Very Easy
4.	How suitable is the layout of this form/register for efficient data collection, aggregation and/or facility management?	Unsuitable	1	2	3	4	5	Very Suitable

General comments and suggestions for improvement (Please continue overleaf):

ANNEX VI

Health Institutions Database

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Health Institutions Database

1. System Overview:

This application represents the first phase in the computerization of Pakistan's Health Management Information System (HMIS). The Health Institutions Database is designed to record basic information about all First Level Care Facilities (FLCF) in Pakistan. It will then form the foundation of the HMIS, onto which other database applications will be linked. The diagram on the following page identifies this Module in the context of the larger HMIS.

Three sets of data are being gathered at this time, they include:

a. ***Health Institutions data:*** This is limited to basic identification information about facility type, address, location and physical resources.

b. ***Sanctioned Posts data:*** This includes names and types of Sanctioned posts in each facility and how many of them are filled. It does not at this stage include data on individual staff members.

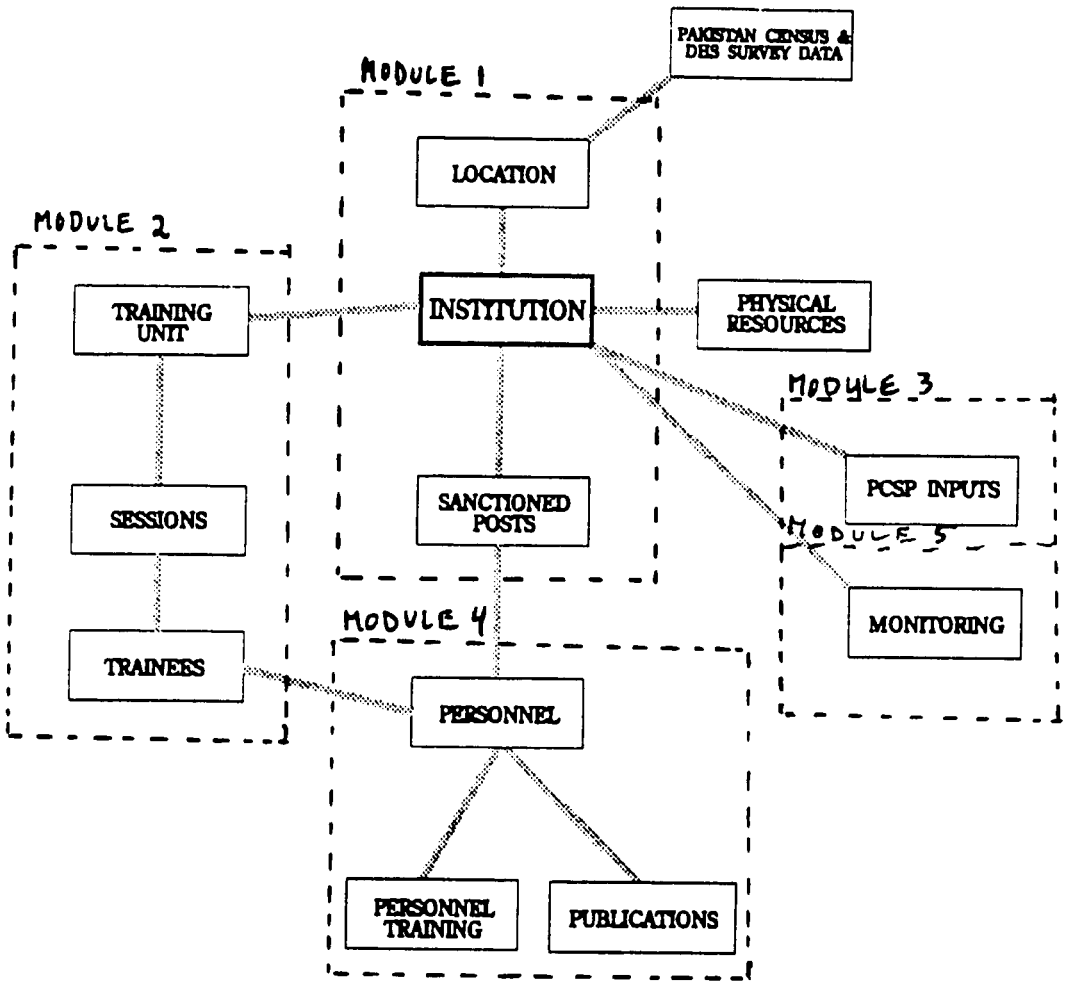
c. ***Geographic Location data:*** This is essentially a set of reference data files containing a standard coding system for all Provinces, Districts and Tehsils/Talukas in Pakistan. This will also contain population figures which permit calculation of various population based statistics such as no. of inhabitants per facility, per physician, etc... In addition, these population figures will help in determining coverage rates once the routine reporting system envisioned in the HMIS is complete.

2. Software Implementation Plan:

This software has been developed for implementation as a distributed database. Data entry and maintenance are to be carried out in each of the Provinces, as this is where the data should prove most useful for operational purposes. Given Pakistan's decentralized health care system, this is also where health institutions data naturally flows.

A National database will also be maintained at the Federal Level by the Basic Health Services Cell and the Pakistan Child Survival Project. This will be kept current by regular updates sent on computer disk from the Provincial Health Ministries. This data will be used for national health services planning and management.

Structure of Pakistan's HMIS



1 Data diagram for HMIS

3. Hardware/Software requirements:

The HID has been developed using FoxPro 2, the latest version of a powerful database management software package, which incorporates many of the latest concepts in computer software interfaces. These include:

- SAA - style pulldown menus.
- Full support for mouse users. A mouse is, in fact, recommended for speed and ease of use.
- Complete data validation, with popup windows to display valid entries for most coded fields.
- Character-based windows interface. This shares many features with graphic user interfaces (GUIs) such as MS-Windows or the Apple MacIntosh, but without the heavy processing and memory requirements of a true GUI.
- Integrated query and report modules.
- Support for expanded memory and advanced micro-processors. The application is distributed in 2 versions:
  - INST.EXE, which will work on any PC with a minimum of 512k of free memory, and
  - INSTX.EXE, which requires a 386sx or faster processor and a minimum of 1.5 megabytes of expanded memory.
- The application is a fully compiled and linked executable file which does not require any other database management software or special run-time modules. This increases the application's speed and protects the program code from tampering.

a. *Software requirements:* To run the applications, the following files are required:
   i. INST.EXE or INSTX.EXE: compact executable files that control the database application.
   ii. FOXPRO.ESO, FOXPRO.ESL: library files required to run the compact executable files for all Foxpro modules.
   iii. PKZIP.EXE and PKUNZIP.EXE: these are used to compress and uncompress the data files when backing up and restoring data.
   iv. Database and index files (see Database file summary, below)

b. *Hardware required:*
   i. An IBM PC with a hard disk with at least 10 megabytes of free space. The application itself and the file compression utility that is used for back-ups take just under 2 megabytes.
   ii. To run the standard version, INST.EXE you will need a 286 PC or higher with at least 512k of free memory once DOS and memory resident programs are loaded.
   iii. To run the extended version, INSTX.EXE, you will need a 386sx PC or higher with at least 1.5 megabytes of expanded memory.
   iv. A dot matrix or laser printer to print the various reports which are built into the system.

3. Help File Summary

Institutions

The Institutions module allows you to display and edit information about health institutions in Pakistan.

Information about each Institution is displayed in a series of 3 screens or "Windows". A control panel at the bottom of the screen allows you to move through the database or bring forward a dialog to locate records that meet specified criteria.

1. The first screen contains basic data identifying the institution (e.g. it's geographic location, name, type of facility and population covered).
2. The second screen contains information about basic infrastructure and equipment at the facility.
3. The third screen is designed to maintain information about sanctioned posts at the institution. This screen contains a Browse window which displays information about individual posts which have been sanctioned at that institution.

Moving Through the Database

In the "Control Panel," choose Up, Down, Top or Bottom to move through the database. Choose the Find push button to locate records from an abbreviated list of Institutions.

Editing Data

To edit a record in any of the Instution windows, position the cursor on a field and enter the desired changes. To edit data in a different window, move to the desired window by clicking on it with the mouse or pressing <Ctrl><F1> until the appropriate window is activated.

In the Posts window, use the cursor or <PgDn> key to move to the desired row and then <Tab> across to the desired field. Mouse users can click on a field on any row to activate it for editing.

Adding a New Record

Choose the Add push button to add a new record. An empty Institution Identification window is displayed and the cursor moves to the first field. Institution numbers are assigned automatically, so you cannot enter or change the data in this field. If the Posts window is active when the <Add> option is selected, a new Sanctioned Post line is added at the bottom of the browse window already displayed on the screen.

NOTE: When working in the Posts Browse window, note that an extra Browse option appears on the Pull Down Menu line. It is easier to add and delete records in the browse window using this menu or the shortcut keys:

^N	Insert Row
^T	Toggle Delete (eg. delete or undelete)

Menu System

The Institutions module uses the standard menu system used for most Foxpro modules. For more information, see the Menu System topic in online Help.

Deleting a Record

With the desired Institution displayed on the screen, select the Delete record option from the Pull Down Menu. The word <Deleted> will appear at the top corner of the screen. If you delete a record by mistake, select the Recall Deleted record option from the same menu option.

See Also: Institutions: General Help, Control Panel, Find, Menu System, Report Dialog

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Adding Institutions

You can add new Institutions to the system by selecting the Add option from the control panel when any Institution window is displayed on the screen.

Enter the following data:

* Province: Type the number code for the Province where the Institution is located.

* District: Enter the number code for the District.

* Tehsil/Taluka: Enter the number code for the Tehsil or Taluka.

Inst. ID: This is automatically assigned by the computer, so you cannot enter anything here.

Name: Type in the Name of the Institution. If the village name is normally part of the Institution Name, you do not need to enter it here as this is repeated in the next field. Appropriate entries for this could be, for example:

CIVIL HOSPITAL
RED CRESCENT DISPENSARY
NAZIMBAD HEALTH CENTRE

City/Vill: Enter the name of the village or city where the health institution is located.

* Class: Enter the code for the Class of the health institution. This corresponds to the government classification which includes:

1	STATE PUBLIC
2	STATE SPECIAL
3	LOCAL/MUNICIPAL
4	PRIVATE AIDED
5	PRIVATE NON-AIDED
?	UNKNOWN

* Type: Type in the 3-4 letter code for the type of Institution. These codes include categories such as BHU, RHC, HOSP, DISP, etc...

Date Func: Type in the date that the facility first began functionning, if it is known. Otherwise you can leave this field blank. Dates are entered in the following format:

dd/mm/yyyy (Enter numbers for the day, month and year. You can type in 2 characters for the year if you wish, such as 92, and the computer will complete the prefix 19.)

* Post.Addr.: On these 2 lines, type in the postal address of the health institution. You do not need to repeat the institution name, village or district, unless the post is collected from a different area.

Phone(s): If the facility has telephone service, enter up to 2 phone numbers here.

Catchment Pop.: Enter the estimated population in the catchment area covered by the health institution. This will eventually come from the Institution's population chart. Leave it blank if you do not know it yet.

Beds: Enter the number of Indoor Patient beds in the facility.

* Rur/Urb: Type "R" if the catchment area is mostly Rural, or "U" if it is mostly Urban.

* Status: Enter "F" for functional, "U" for Under Construction, "C" for closed.

Incharge: Type the name of the Officer/Staff member Incharge of the Health Institution.

Entered: This is the date the record was first entered. This is automatically entered by the computer.

L.Updt.: This is the date the record was last updated or changed. This is automatically entered by the computer.

NOTE: Fields marked by a *, above, each include a pop-up list to allow the user to select a valid response.

See Also: Institutions: General Help, Deleting Records

Institutions: General Help

The Institutions module of the Health Insitutions Database has been developed as the backbone of the Pakistan Health Management Information System (HMIS).

It features the following modules:

System: This enables you to select which module of the HID you wish to work in.

Institutions: lets you add and update information about individual Health Institutions and their Sanctioned Posts

Posts: lets you enter data about sanctioned posts and the personnel who have been assigned to fill them in specific institutions.

Reports: This menu option lets you select one of several formats in which your data can be printed.

Utilities: Provides a set of utilities for maintaining the Application's data and Environment. These include:

Cycle: Permits you to cycle between

windows which are on the screen.

Pack: Removes records marked for deletion

Reindex: Recreates the index files used to display records in the appropriate order. This is normally only done if the power has been shut off accidentaly or you suspect that the index files have been corrupted.

Printer Setup: Allows you to set up and select the appropriate printer driver for your installed printer.

See Also: Calculator, Calendar/Diary, Find, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup, Menu System

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Calculator

When you choose Calculator from the System menu popup, the Calculator desk accessory appears. This calculator is used like a standard pocket calculator.

Calculations can be performed using the keyboard or the mouse.

With the keyboard, you can type the equation as it would be written. Most Calculator keys have the same keyboard equivalents, with the following exceptions:

Key	Equivalent
Q	√
R	MR
N	±
A	M+
Z	MC
S	M-

Calendar/Diary

The Calendar panel appears with the current month displayed and today's date selected.

Changing Current Date

Change selected day:
Use arrow keys or click on desired day.

Change Month
Press PgUp/PgDn or choose <-M or M-> push button.

Change Year
Press Shift+PgUp/Shift+PgDn or choose <-Y or Y-> push button.

You can select today's date by pressing T on the keyboard or by choosing the Today push button.

The Diary menu popup contains options that correspond to all of these actions.

You can have a diary entry for each day. Activate the Diary panel by pressing Tab or clicking on the panel with the mouse. The cursor flashes in the Diary panel, indicating that it is active.

Choose Delete... from the Diary menu popup to display the Delete Diary dialog.

Control Panel

The control panel is a utility screen that is used throughout the Institutions application.

The push buttons in this window perform some of the following actions:

Find Brings forward the find dialog allowing you to move directly to a specific record.

Up Positions the pointer on the next record.

Down Positions the pointer on the previous record.

Top Positions the pointer on the first record.

Bottom Positions the pointer on the last record.

Find Brings forward the find dialog allowing you to move directly to a specific record.

Add Adds a new record (or item line, if the Items window is selected).

Quit This clears control panel and the data editing screen that you are currently working on and returns control to the pull down menu. You will need to do this before running reports or doing other database maintenance functions.

To perform one of these actions, activate the control panel by pressing ^F1 until one of the push buttons is highlighted. Then press the highlighted letter for the desired option or move to the option with your arrow keys and press <Enter>.

Mouse users can simply click on the desired push button to activate it.

See Also: Institutions: General Help, Browser, Menu System

Find

The Find push button displays a scrolling list of all records which can be edited in the current screen.

Move through the list using the mouse and the scroll bar on the right or by using the Home, End, PgUp, PgDn or cursor keys.

When you have highlighted the record you would like to edit, press Enter or double click the mouse button and the Finder window will disappear leaving you in the editing window on the record you have selected.

See Also: Institutions: General Help, Browser

Browser

This dialog allows you to locate and browse records that meet specified criteria.

To specify conditions:

1. Choose a database from the Database popup. All Open databases are displayed in this popup. The Field popup in the lower portion of this dialog reflects the fields in the database displayed in the Database popup.

2. Choose a field from the Field popup. Fields marked with a ■ are indexed and, therefore, the expressions created with these fields are optimizable. Fields that are not indexed can be used in expressions, but they will not be optimized.

If you choose a logical field, the operator popup and criteria text box are disabled. It is assumed that the logical field = true.

3. Choose an operator from the operator popup. The operators and the actions they perform are:

= Checks if one field matches the criteria.
Example: Lastname = Smith
All records with a lastname that begins with Smith are located (e.g., Smith, Smithson, Smithburg).

<> Checks if field is not equal to the specified criteria.
Example: Rating <> II
All records except those with a rating of II are located.

< Checks if the value of a field is less than the specified criteria.
Example: Rating < III
All records with ratings of I and II are located.

> Checks if the value of a field is more than the specified criteria.
Example: Rating > II
All records with ratings of III or greater are located.

<= Checks if the value of a field is less than or equal to the specified criteria.

>= Checks if the value of a field is more than or equal to the specified criteria.

== Checks if the field exactly matches the specified criteria.
Example: Lastname == Smith
All records with a lastname field that contains only Smith are located.

IN Checks if a field is in a given set of values.
Example: State = CA,MI,OH
All records with CA, MI or OH in the state field are located.

4. Enter the desired criteria in the text box to the right of

the operator popup. This is a case-sensitive search, so the text must match the case for which it is searching (e.g., smith will not locate Smith).

5. Choose the Add push button. The expression is displayed in the list above.

Repeat the process to add another expression. If you add expressions without grouping (grouping is discussed later), the expressions are "ANDed" together.

Example 1: Cuisine = American
State = California
Records with American cuisine in California are located.

Example 2: State = CA
State = OH
No records are located because no restaurants exist with a state of CA AND OH.

Grouping Expressions

When expressions are displayed in the Expression list, the push buttons below the expression list are enabled. To group expressions, choose the Group push button. A double line appears in the Expression list.

When you group expressions, the expression are ORed together.

Example:
State = CA
State = OH
Records with a state of OH or a state of CA are located.

When more than one expression is displayed in the Expression list, the up arrow and down arrow are enabled. You can move expressions and grouping bars up and down in the list with these push buttons. Select the expression or grouping bar in the expression list and choose the desired push button.

Deleting Expressions

To delete an expression from the Expression list, select the expression and choose Delete.

To clear the Expression list, choose Reset at the bottom of the dialog.

Order

To specify the order you would like the records displayed in the Browse window, choose the order from the Order popup. All indexed fields are displayed on this popup.

Browsing

When you have created the desired expressions and chosen the desired order, choose the Browse push button.

A Browse window is displayed with the located records. Choosing the Browse push button without defining any expression will display a Browse window will all records in the database.

Creating New Search Criteria

Press Escape or click on the close box in the Browse window to return to the Locate dialog. You can modify the search criteria or clear the expression list and start anew.

Choose Quit to exit the Locate dialog.

See Also: Institutions: General Help, Control Panel

Menu System

A common menu system is displayed with most modules of the Health Institutions Database. Occasionally, pads that correspond to a particular module are appended to this menu system. Many options in this menu system have control key shortcuts.

The common menu system contains the following pads and options:

System Menu

This menu contains options allowing you to access help and activate desk accessories.

Institutions	Loads the institutions Data entry screens.
Posts	Loads the sanctioned post data entry screens.
Help	Brings forward the Help window.
Calculator	Brings forward the calculator.
Calendar/ Diary	Brings forward the Calendar/Diary.

Quit This options quits from the Purchase order, prompting you to back-up your data first. Select <Yes> or <No> to tell the system whether or not to proceed with a back-up.

Records Menu

Delete This menu allows you to delete the record which is currently being displayed on the editing screen. Do delete records from a browse window press ^T.

Recall This permits you to recall records which have accidentally been marked for deletion (you will see a <Deleted> mark on the upper right hand corner of the screen). To recall a record in a browse window press ^T.

Reports Menu

This menu contains options allowing you to run reports.

Utility Menu

This menu contains a several file management utilities and is used to quit the Health Institutions Database.

Cycle This permits you to cycle between multiple windows when they are displayed on screen.

Pack This permanently removes records which have been marked for deletion.

ReIndex Sometimes index files can become damaged during power outages or operator errors. This option reindexes all files.

Back-up This calls PKZIP, a file compression program, which automatically compresses all the data files into a single back-up file which should be copied onto disks on a regular basis. This same utility is used when you quit the Purchase Order System.

Printer setup This calls the Printer Driver Dialogue which enables you to configure the software for your printer.

See Also: Institutions: General Help, Calculator, Calendar/Diary, Find, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup

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Report Dialog

This dialog allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: PO's: General Help, Printing Reports

Adding Posts

If you would like to add individual sanctioned posts to an institution, activate the Posts window by moving to it with the mouse and clicking, or by pressing <Ctrl><F1> until the window is active. Then select the <Add> option from the control panel. You can also add a Post by pressing <Ctrl>N while the browse menu option is displayed.

This will cause a new Post line to appear in the Posts window. The Post serial # field is automatically entered when you press <Enter> or <Tab> and you move to the next field in the browse table. For each line in the browse window, enter the following:

Designation: Enter the Designation of the Post. A separate line must be added for each Post. If there are two Lady Health Visitors sanctioned in a particular institution, you must enter the Designation "LADY HEALTH VISITOR" twice. The name of staff column will be different for each one.

BPS: Enter the Basic Pay Scale number for this post.

Categ.: Enter the Category of this post. The list of valid

categories is displayed on the screen if you enter a blank or incorrect choice.

Name: Enter the Name of Staff for each Post. If the post has not been filled, leave this field blank. This column is only 15 characters wide, so if your name is wider than the column, the text will scroll across the field.

Sex: Enter the sex of the Staff member who occupies the post. If the post has not been filled, leave this blank as well.

WARNING: If you select the ADD option when the Posts browse window is not active, you will actually add a new Institution, instead of a new Sanctioned Post to an existing Institution. If this happens, delete the newly created Institution by pressing <Alt>R and selecting the Delete record option. Then move back to the Instituion you were editing by using the Find menu option.

Once you have identified the correct Institution, activate the Posts window and Add your new post as discussed above.

See Also: Institutions: General Help, Find, Menu System

Printing Reports

The Health Institutions Database features a wide variety of report related to each module of the system.

Depending upon the report selected, this will bring up either a Find dialog (a scrolling list to allow you to choose a specific Institution, Personnel Member, etc.. about which you want to print) or the Expression Builder.

The latter allows you to create sophisticated selection criteria so that only certain records are printed in the report (e.g. All the Institutions in a specific District, all the Computer inputs for a Province, etc...). If you wish to print all records, just press <Esc> or select the <OK> push button without defining any selection criteria.

Once the appropriate record(s) is/are selected the Report Dialog appears which allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: Institution: General Help, Report Dialog, Expression Builder.

Expression Builder

The Expression Builder dialog contains these options:

Math

String

Logical

Date

Contain functions and operators to build expressions. Choose desired options to place them in Expression box.

Expression Box
Displays expression as it is built; allows you to enter expression with keyboard.

Database Fields (List)
Double-click on database field or Tab to list, select field and press Enter.

Memory Variables (List)
Double-click on memory variable or Tab to list, select field and press Enter.

Database

Choose database from popup. Database Fields list shows fields in database displayed on popup control.

< Verify >
Displays message "Expression is valid" if expression is OK; otherwise displays error message.

Expression Menu Popup
The Expression menu popup contains three groups of options:

Math Functions
String Functions
Logical Functions
Date Functions
Displays associated popup in dialog.

Fields List
Variables List
Database
Selects corresponding list or popup control in dialog.

Verify
Displays message telling whether or not expression is valid.

See Also: Printing Reports

Printer Driver Setup

From this dialog you can create a printer driver setup, modify an existing setup, delete a setup, specify a default setup, load a setup and clear the current setup.

The Printer Driver Setup dialog contains the following options:

Printer Driver Setups: (List)
Displays all available printer driver setups. To unload the current printer driver setup, choose <None>. To modify an existing printer driver setup, choose the setup from this list.

< Edit >
To modify an existing printer setup, choose the name of the printer setup to modify from the Printer Driver Setups list, then choose the Edit push button. The Setup Editing dialog appears.

< New >
To create a new printer driver setup, choose the New push button. The Printer Setup Editing dialog appears.

< Delete >
To delete a printer setup, choose the name of the printer setup to delete from the Printer Driver Setups list, then choose the Delete push button.

< Set Default >
A default printer setup can be automatically loaded when FoxPro is started. To specify a default printer setup, choose the name of the printer setup from the Printer Driver Setups list, then choose the Set Default push button. The system message "Default was set" is displayed.

< Cancel >
Exits this dialog.

« Set »
To load a printer setup, choose the name of the printer setup to load from the Printer Driver Setups list, then choose the Set push button.

See Also: Printing Reports

Deleting a Record

Full Screen Editing

With the desired record displayed on the screen, select the Delete record option from the Pull Down Menu. The word <Deleted> will appear at the top corner of the screen. If you delete a record by mistake, select the Recall Deleted record option from the same menu option.

If you try to delete a record which has already been deleted you will get a message to that effect and no action will be taken.

Browse Windows

To delete a record within a browse window, place the cursor on any field in the row you wish to delete and press ^T. A small bullet

will appear in the far left margin of the browse window indicating which records have been marked for deletion.

If you are using a mouse, you can delete or recall a record by clicking once in the far left hand margin of the browse window until the delete bullet appears there.

4. **TECHNICAL SPECIFICATIONS:**

Database File Summary

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10 databases in the system
PASSWORD.DBF
INSTITUT.DBF
PROVINCE.DBF
INSTYPE.DBF
DISTRICT.DBF
TEHSIL.DBF
INSTAFIL.DBF
POSTS.DBF
ROADTYPE.DBF
POSTTYPE.DBF

Structure for database : PASSWORD.DBF
Number of data records : 8
Last updated : 03/10/92 at 13:01

Field	Field name	Type	Width	Dec	Start	End
1	USER	Character	10		1	10
2	PASSWD	Character	10		11	20
3	LEVEL	Numeric	1		21	21
** Total **			22			

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
: C:\FOXPRO2\INST\PASSWORD.CDX

FoxDoc did not find any associated report forms

Used by: STARTUP.SPR
: _Q4T0JYG07 (procedure in C:\FOXPRO2\INST\INST1.MPR)

Structure for database : INSTITUT.DBF
Number of data records : 19
Last updated : 04/14/92 at 8:58

Field	Field name	Type	Width	Dec	Start	End
1	INST_ID	Character	10		1	10
2	INST_TYPE	Character	4		11	14
3	INST_NAME	Character	30		15	44
4	AFFILIATED	Character	1		45	45
5	DATE_ESTAB	Date	8		46	53
6	ADDR_1	Character	25		54	78
7	ADDR_2	Character	25		79	103
8	PHONE	Character	10		104	113
9	PHONE2	Character	10		114	123
10	PROV_CODE	Character	1		124	124
11	DIST_CODE	Character	3		125	127
12	TEHS_CODE	Character	5		128	132
13	VILLAGE	Character	35		133	167
14	CATCH_POP	Numeric	10		168	177
15	BEDS	Numeric	4		178	181
16	DIR_NAME	Character	30		182	211
17	RURAL_URB	Character	1		212	212
18	STATUS	Character	1		213	213
19	ENTRY_DATE	Date	8		214	221
20	LAST_UPDTE	Date	8		222	229
21	LAST_RENOV	Date	8		230	237
22	ACCES_ROAD	Character	1		238	238
23	LABORATORY	Numeric	1		239	239
24	MICROSCOPE	Numeric	1		240	240
25	REFRIG	Numeric	1		241	241

```
   26  COLD_BOXES   Numeric          1             242       242
   27  STERILIZER   Numeric          1             243       243
   28  EPI_THERM    Numeric          1             244       244
   29  ORT_KIT      Numeric          1             245       245
   30  NUTED_KIT    Numeric          1             246       246
   31  BABY_SCALE   Numeric          1             247       247
   32  ADLT_SCALE   Numeric          1             248       248
   33  NUT_CENTRE   Numeric          1             249       249
   34  ELECTRIC     Numeric          1             250       250
   35  WATER        Numeric          1             251       251
   36  LATRINE      Numeric          1             252       252
   37  AMBULANCE    Numeric          2             253       254
   38  AMB_FUNC     Numeric          2             255       256
   39  JEEP_CAR     Numeric          2             257       258
   40  JEEP_FUNC    Numeric          2             259       260
   41  MOTORCYCLE   Numeric          2             261       262
   42  MOTO_FUNC    Numeric          2             263       264
   43  BICYCLE      Numeric          2             265       266
   44  BIC_FUNC     Numeric          2             267       268
** Total **                        269

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\INSTITUT.CDX

FoxDoc did not find any associated report forms

--------------------------------------------------------------------------------


Structure for database : PROVINCE.DBF
Number of data records :          7
          Last updated : 12/28/91 at 14:35
Field  Field name  Type        Width    Dec    Start      End
    1  PROV_CODE   Character       1              1        1
    2  PROV_NAME   Character      11              2       12
** Total **                       13

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\PROVINCE.CDX

FoxDoc did not find any associated report forms

--------------------------------------------------------------------------------


Structure for database : INSTYPE.DBF
Number of data records :         15
          Last updated : 01/07/92 at 11:16
Field  Field name  Type        Width    Dec    Start      End
    1  TYPE_CODE   Character       4              1        4
    2  TYPE_NAME   Character      20              5       24
** Total **                       25

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\INSTYPE.CDX

FoxDoc did not find any associated report forms

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```
Structure for database : DISTRICT.DBF
Number of data records :        115
          Last updated : 03/10/92 at 13:02
Field  Field name  Type        Width    Dec    Start      End
    1  DIST_NAME   Character      25              1       25
    2  DIST_CODE   Character       3             26       28
    3  DIV_NAME    Character      15             29       43
    4  PROV_CODE   Character       1             44       44
    5  POP_89      Numeric        10             45       54
** Total **                       55

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\DISTRICT.CDX

FoxDoc did not find any associated report forms

--------------------------------------------------------------------------------


Structure for database : TEHSIL.DBF
Number of data records :        423
          Last updated : 03/11/92 at  8:40
Field  Field name  Type        Width    Dec    Start      End
    1  TEHS_NAME   Character      20              1       20
    2  TEHS_CODE   Character       5             21       25
    3  DIST_CODE   Character       3             26       28
    4  PROV_CODE   Character       1             29       29
** Total **                       30

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\TEHSIL.CDX

FoxDoc did not find any associated report forms

--------------------------------------------------------------------------------


Structure for database : INSTAFIL.DBF
Number of data records :          6
          Last updated : 02/25/92 at 18:03
Field  Field name  Type        Width    Dec    Start      End
    1  AFIL_CODE   Character       1              1        1
    2  AFIL_NAME   Character      20              2       21
** Total **                       22

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
       : C:\FOXPRO2\INST\INSTAFIL.CDX

FoxDoc did not find any associated report forms
```

Structure for database : POSTS.DBF
Number of data records : 47
Last updated : 04/13/92 at 15:28

Field	Field name	Type	Width	Dec	Start	End
1	INST_ID	Character	10		1	10
2	POST_CODE	Character	4		11	14
3	POST_NAME	Character	25		15	39
4	POST_CAT	Character	3		40	42
5	POST_TYPE	Character	5		43	47
6	STAFF_NAME	Character	25		48	72
7	SEX	Character	1		73	73
8	JOIN_DATE	Date	8		74	81
9	LAST_UPDTE	Date	8		82	89
** Total **			90			

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
: C:\FOXPRO2\INST\POSTS.CDX

FoxDoc did not find any associated report forms

Structure for database : ROADTYPE.DBF
Number of data records : 4
Last updated : 10/26/91 at 0:34

Field	Field name	Type	Width	Dec	Start	End
1	ROADTYPE	Character	1		1	1
2	DESCRIP	Character	15		2	16
** Total **			17			

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
: C:\FOXPRO2\INST\ROADTYPE.CDX

FoxDoc did not find any associated report forms

Structure for database : POSTTYPE.DBF
Number of data records : 6
Last updated : 04/13/92 at 13:01

Field	Field name	Type	Width	Dec	Start	End
1	POST_CODE	Character	4		1	4
2	POST_CAT	Character	15		5	19
** Total **			20			

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

Database Field Summary

Field Name	Type	Len	Dec	Database
ACCES_ROAD	C	1	0	INSTITUT.DBF
ADDR_1	C	25	0	INSTITUT.DBF
ADDR_2	C	25	0	INSTITUT.DBF
ADLT_SCALE	N	1	0	INSTITUT.DBF
AFFILIATED	C	1	0	INSTITUT.DBF
AFIL_CODE	C	1	0	INSTAFIL.DBF
AFIL_NAME	C	20	0	INSTAFIL.DBF
AMBULANCE	N	2	0	INSTITUT.DBF
AMB_FUNC	N	2	0	INSTITUT.DBF
BABY_SCALE	N	1	0	INSTITUT.DBF
BEDS	N	4	0	INSTITUT.DBF
BICYCLE	N	2	0	INSTITUT.DBF
BIC_FUNC	N	2	0	INSTITUT.DBF
CATCH_POP	N	10	0	INSTITUT.DBF
COLD_BOXES	N	1	0	INSTITUT.DBF
DATE_ESTAB	D	8	0	INSTITUT.DBF
DESCRIP	C	15	0	ROADTYPE.DBF
DIR_NAME	C	30	0	INSTITUT.DBF
DIST_CODE	C	3	0	DISTRICT.DBF
				INSTITUT.DBF
				TEHSIL.DBF
DIST_NAME	C	25	0	DISTRICT.DBF
DIV_NAME	C	15	0	DISTRICT.DBF
ELECTRIC	N	1	0	INSTITUT.DBF
ENTRY_DATE	D	8	0	INSTITUT.DBF
EPI_THERM	N	1	0	INSTITUT.DBF
INST_ID	C	10	0	INSTITUT.DBF
				POSTS.DBF
INST_NAME	C	30	0	INSTITUT.DBF
INST_TYPE	C	4	0	INSTITUT.DBF
JEEP_CAR	N	2	0	INSTITUT.DBF
JEEP_FUNC	N	2	0	INSTITUT.DBF
JOIN_DATE	D	8	0	POSTS.DBF
LABORATORY	N	1	0	INSTITUT.DBF
LAST_RENOV	D	8	0	INSTITUT.DBF
LAST_UPDTE	D	8	0	INSTITUT.DBF
				POSTS.DBF
LATRINE	N	1	0	INSTITUT.DBF
LEVEL	N	1	0	PASSWORD.DBF
MICROSCOPE	N	1	0	INSTITUT.DBF
MOTORCYCLE	N	2	0	INSTITUT.DBF
MOTO_FUNC	N	2	0	INSTITUT.DBF
NUTED_KIT	N	1	0	INSTITUT.DBF
NUT_CENTRE	N	1	0	INSTITUT.DBF
ORT_KIT	N	1	0	INSTITUT.DBF
PASSWD	C	10	0	PASSWORD.DBF
PHONE	C	10	0	INSTITUT.DBF
PHONE2	C	10	0	INSTITUT.DBF
POP_89	N	10	0	DISTRICT.DBF
POST_CAT	C	3	0	POSTS.DBF
POST_CAT	C	15	0	POSTTYPE.DBF
POST_CODE	C	4	0	POSTTYPE.DBF
				POSTS.DBF
POST_NAME	C	25	0	POSTS.DBF
POST_TYPE	C	5	0	POSTS.DBF
PROV_CODE	C	1	0	INSTITUT.DBF
				DISTRICT.DBF
				PROVINCE.DBF
				TEHSIL.DBF
PROV_NAME	C	11	0	PROVINCE.DBF
REFRIG	N	1	0	INSTITUT.DBF
ROADTYPE	C	1	0	ROADTYPE.DBF
RURAL_URB	C	1	0	INSTITUT.DBF
SEX	C	1	0	POSTS.DBF
STAFF_NAME	C	25	0	POSTS.DBF

STATUS	C	1	0	INSTITUT.DBF
STERILIZER	N	1	0	INSTITUT.DBF
TEHS_CODE	C	5	0	INSTITUT.DBF
				TEHSIL.DBF
TEHS_NAME	C	20	0	TEHSIL.DBF
TYPE_CODE	C	4	0	INSTYPE.DBF
TYPE_NAME	C	20	0	INSTYPE.DBF
USER	C	10	0	PASSWORD.DBF
VILLAGE	C	35	0	INSTITUT.DBF
WATER	N	1	0	INSTITUT.DBF

Screen File Summary

---

9 screen files in the system
STARTUP.SCX
INST.SCX
CONTROL2.SCX
INST2.SCX
REPORT.SCX
POSTS.SCX
INSTFIND.SCX
CONTROL3.SCX
BROWSER.SCX

STARTUP.SCX Last updated: 04/16/92 at 1:36

0 1 2 3 4 5 6 7
8

012345678901234567890123456789012345678901234567890123456789012345678901234567
890123456789
0
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22 1: MPROVSET.....
23
24 Developed by: HIS Team, PCSP, 14-D (west), Blue Area, Islamabad,
Ph:815818.....

Name Type Picture

1: MPROVSET Field "@I"

```
INST.SCX              Last updated:  04/16/92 at  1:36

                              HID Screen - 1

   0         1         2         3         4         5         6         7

01234567890123456789012345678901234567890123456789012345678901234567890123456789
  0  Province        District                      1: IIF                    2:
  1  3 4: province   5:  6: district.dist_nam     7: te 8: tehsil.tehs_name.
  2                     9: TRIM(distric
  3 └──────────────────────────────────────────────────────────────────────────┘
  4   Inst ID: 10: instit                              Class: 1 12: instafil.
  5      Name: 13: inst_name.....                       Type: 15:
  6 City/Vill: 14: village.....                    Date func: 16: date_e
  7
  8 Post.Addr: 17: addr_1.....                      Phone(s): 19: phone.
  9            18: addr_2.....                                20: phone2
 10
 11
 12 Catchment Pop: 21: catch_p                      Rur/Urb: 224: iif(ins
 13          Beds: 22:                               Status: 226: iif(ins
 14
 15     Incharge: 27: dir_name.....                 Entered: 28: instit
 16                                                 L.Updt.: 29: instit

 ------------------------------------------------------------------------------
    Window name: Instdata
    Coordinates: FROM 2,1 TO 2,75
 Window options: FLOAT CLOSE MINIMIZE SHADOW

 ------------------------------------------------------------------------------

    Name                 Type          Picture

 ------------------------------------------------------------------------------

 1: IIF(province.prov_coField
 2: IIF(deleted(),"DEL",Field          "@T"
 3: institut.prov_code  Field          "@k"
 4: province.prov_name  Field
 5: institut.dist_code  Field          "@k"
 6: district.dist_name  Field
 7: institut.tehs_code  Field          "@k"
 8: tehsil.tehs_name    Field
 9: TRIM(district.div_naField
10: institut.inst_id    Field          "@k"
11: institut.affiliated Field          "@9K"
12: instafil.afil_name  Field
13: institut.inst_name  Field          "@!K"
14: institut.village    Field          "@!K"
15: institut.inst_type  Field          "@k!"
16: institut.date_estab Field          "@K"
17: institut.addr_1     Field          "@k"
18: institut.addr_2     Field          "@k"
19: institut.phone      Field          "@K "
20: institut.phone2     Field          "@K"
21: institut.catch_pop  Field          "@R 99,999,999"
22: institut.beds       Field          "@K"
23: institut.rural_urb  Field          "@!K"
24: iif(institut.rural_uField
25: institut.status     Field          "@!K"
26: iif(institut.status=Field
27: institut.dir_name   Field          "@!K"
28: institut.entry_date Field
29: institut.last_updte Field
------------------------------------------------------------------------------
```

```
CONTROL2.SCX          Last updated:  04/16/92 at  1:36

   0         1         2         3         4         5         6         7
   8

012345678901234567890123456789012345678901234567890123456789012345678901234567
890123456789
  0   < Find  >  <  Up   >  < Down  >  <  Top  >  <Bottom >  <  Add  >  < Quit
>

  ------------------------------------------------------------------------------
     Window name: Control2
     Coordinates: FROM 24,0 TO 24,79
  Window options: FLOAT CLOSE MINIMIZE SHADOW

  ------------------------------------------------------------------------------

     Name                 Type           Picture

  ------------------------------------------------------------------------------

  1: act2                 Push button    "@*HN \<Find;\<Up;\<Down;\<Top;\<Bottom;
                                         \<Add;\<Quit"


--------------------------------------------------------------------------------
```

```
INST2.SCX              Last updated:  04/16/92 at  1:36

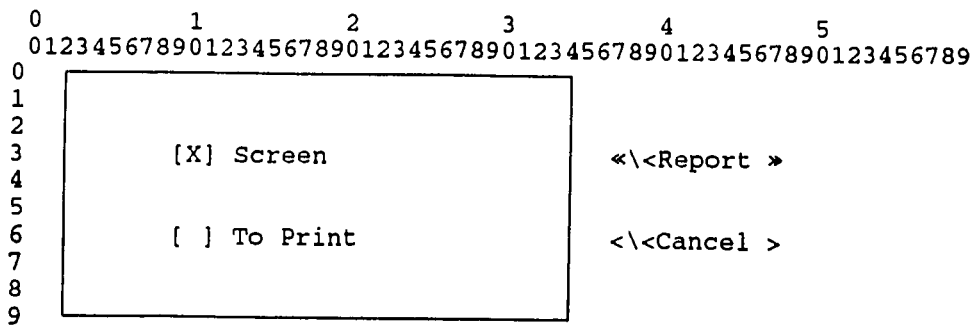
                              HID Screen - 2

   0         1         2         3         4         5         6         7
01234567890123456789012345678901234567890123456789012345678901234567890123456789
  0 16: instit 17: [  18: trim(institut.inst_name)+iif(instit Rec#:14: re  15:
  1 └──────────────────────────────────────────────────────────────────────┘
  2                  Last renovated: 1: last_re          Access Road: 2
  3
  4                  (0)=None  (1)=Exists/Non-Functional (2)=Exists/Functional
  5
  6    FACILITIES:  3 Electricity       4 Piped Water        5 Public Toilet
  7
  8 PHC EQUIPMENT:  6 EPI Refrigerator  9 Sterilizer         1 Baby Scale
  9                 7 Vaccine Carrier   1 ORT Equipment      1 Adult Scale
 10                 8 EPI Thermometer   1 Microscope(100x)
 11
 12     TRANSPORT:                    Total       Functional
 13                       Ambulances:   19           20
 14                   Other Vehicles:   21           22
 15                      Motorcycles:   23           24
 16                          Bicycles:   25           26
```

Window name: Inst2
Coordinates: FROM 3,2 TO 3,77
Window options: FLOAT CLOSE MINIMIZE SHADOW

	Name	Type	Picture
1:	institut.last_renov	Field	"@k"
2:	institut.acces_road	Field	"@!K"
3:	institut.electric	Field	"@9k"
4:	institut.water	Field	"@9k"
5:	institut.latrine	Field	"@9K"
6:	institut.refrig	Field	"@9k"
7:	institut.cold_boxes	Field	"@9k"
8:	institut.epi_therm	Field	"@9k"
9:	institut.sterilizer	Field	"@9k"
10:	institut.ort_kit	Field	"@9k"
11:	institut.microscope	Field	"@9k"
12:	institut.baby_scale	Field	"@9k"
13:	institut.adlt_scale	Field	"@9k"
14:	recno()	Field	"99,999"
15:	iif(deleted(),"DEL",	Field	"!!!"
16:	institut.inst_id	Field	
17:	"["+institut.inst_ty	Field	
18:	trim(institut.inst_n	Field	
19:	institut.ambulance	Field	"@k"
20:	institut.amb_func	Field	"@k"
21:	institut.jeep_car	Field	"@k"
22:	institut.jeep_func	Field	"@k"
23:	institut.motorcycle	Field	"@k"
24:	institut.moto_func	Field	"@k"
25:	institut.bicycle	Field	"@k"
26:	institut.bic_func	Field	"@k"

REPORT.SCX Last updated: 04/16/92 at 1:36



Name	Type	Picture
1: reportok	Push button	"@*VT \!\<Report;\?\<Cancel"
2: Preview	Check box	"@*C Screen"
3: toprint	Check box	"@*C To Print"

```
POSTS.SCX              Last updated:  04/16/92 at  1:36

                                HID Screen - 3

   0         1         2         3         4         5         6         7

01234567890123456789012345678901234567890123456789012345678901234567890123456789
  0 Institution Type  Name                       City\Vill  Rec#: 1: rec  2:
  1 3: institu  4: i  5: institut.inst_name.... 6: institut.village.........
  2
  3 Listing of all sanctioned posts in this institution:

  ------------------------------------------------------------------------------
     Window name: Posts
     Coordinates: FROM 4,3 TO 4,79
  Window options: FLOAT CLOSE MINIMIZE SHADOW

  ------------------------------------------------------------------------------

     Name                  Type          Picture

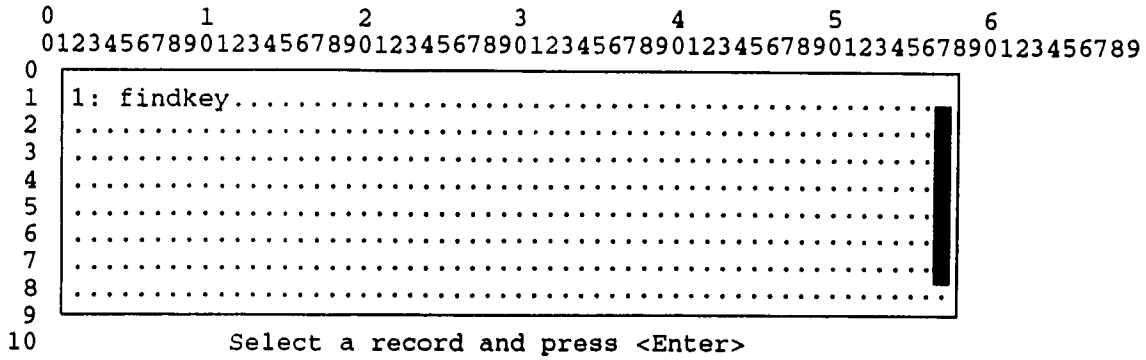
  ------------------------------------------------------------------------------

  1: recno()               Field         "99,999"
  2: iif(deleted(),"DEL",Field           "!!!"
  3: institut.inst_id      Field
  4: institut.inst_type    Field
  5: institut.inst_name    Field
  6: institut.village      Field


--------------------------------------------------------------------------------
```

INSTFIND.SCX Last updated: 04/16/92 at 1:36

Institution Finder



Window name: Instfind
Coordinates: FROM 0,0 TO 0,59
Window options: FLOAT CLOSE MINIMIZE SHADOW

Name	Type	Picture
1: findkey	List	"@&T"

```
CONTROL3.SCX          Last updated:  04/16/92 at  1:36

   0         1         2         3         4         5         6         7
   8

012345678901234567890123456789012345678901234567890123456789012345678901234567
890123456789
  0   < Find  >      <  Up   >      < Down  >      <  Add  >      < Quit  >

  ------------------------------------------------------------------------------
     Window name: Control2
     Coordinates: FROM 24,0 TO 24,79
  Window options: FLOAT CLOSE MINIMIZE SHADOW

  ------------------------------------------------------------------------------

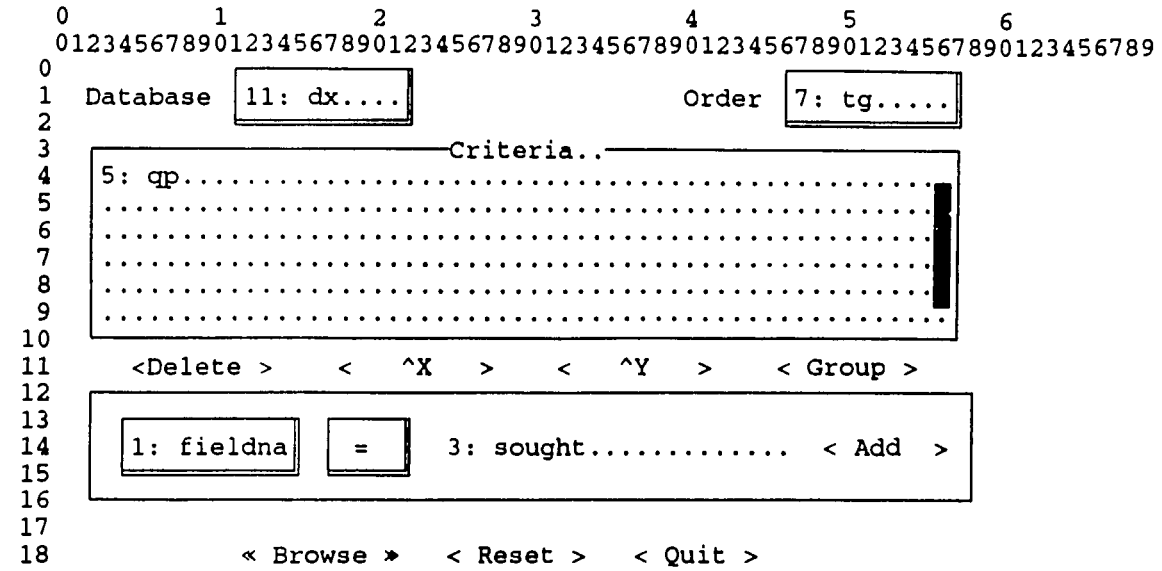
     Name                 Type           Picture

  ------------------------------------------------------------------------------

  1: act2                 Push button    "@*HN \<Find;\<Up;\<Down;\<Add;
                                         \<Quit"


------------------------------------------------------------------------------
```

BROWSER.SCX Last updated: 04/16/92 at 1:36



Window name: Locate
Coordinates: FROM 0,0 TO 0,60
Window options: FLOAT CLOSE MINIMIZE SHADOW

Name	Type	Picture
1: fieldname	Popup	"@^ "
2: op	Popup	"@^ =;<>;<;>;<=;>=;==;IN"
3: sought	Field	"@K!"
4: ad	Push button	"@*VN Add"
5: qp	List	"@&N"
6: bact	Push button	"@*HN Delete;^X;^Y;Group"
7: tg	Popup	"@^ "
8: qy	Push button	"@*HN \!Browse"
9: rs	Push button	"@*VN Reset"
10: qt	Push button	"@*VN \?Quit"
11: dx	Popup	"@^ "

Report Form Summary

---

10 report forms in the system
C:\FOXPRO2\INST\INS_LST1.FRX
C:\FOXPRO2\INST\INS_SUM2.FRX
C:\FOXPRO2\INST\INS_ALL.FRX
C:\FOXPRO2\INST\INS_SUM1.FRX
C:\FOXPRO2\INST\POS_SUM1.FRX
C:\FOXPRO2\INST\INS_LST2.FRX
C:\FOXPRO2\INST\INS_LST3.FRX
C:\FOXPRO2\INST\INSTALL.FRX
C:\FOXPRO2\INST\ALLPOSTS.FRX
C:\FOXPRO2\INST\UNFILLED.FRX

C:\FOXPRO2\INST\INS_LST1.FRX Last updated: 04/16/92 at 1:35

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	13
2	province.prov_name	11	3	35
3	district.dist_name	20	7	9
4	instype.type_name	20	13	6
5	trim(institut.inst_name)+iif(village<>space(len(village)), ", "+village, "")	26	15	0
6	tehsil.tehs_name	20	15	28
7	institut.beds	5	15	48
8	iif(institut.affiliated="1", "I", iif(institut.affiliated="2", "II", iif(institut.affiliated="3", "III", iif(institut.affiliated="4", "IV", iif(institut.affiliated="5", "V", "??")))))	3	15	56
9	institut.date_estab	8	15	60
10	iif(institut.status="F", "Funct.", iif(institut.status="U", "U/Const.", iif(institut.status="C", "Closed", "??")))	8	15	69
11	beds_ins	5	17	48
12	beds_dist	6	19	47
13	_pageno	4	22	69
		144		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\INS_SUM2.FRX Last updated: 04/16/92 at 1:35

Report Contents

No.	Field	Length	Row	Column
1	province.prov_name	11	2	33
2	date()	8	4	0
3	district.dist_name	25	9	10
4	instype.type_name	20	17	6
5	type_tot	7	17	61
6	dist_tot	7	20	61
7	_pageno	4	26	67
		82		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\INS_ALL.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	13
2	institut.inst_id	10	7	15
3	institut.inst_type	4	7	66
4	institut.inst_name	30	8	15
5	institut.affiliated	3	8	57
6	instafil.afil_name	15	8	61
7	institut.village	30	9	15
8	institut.date_estab	8	9	61
9	institut.addr_1	25	11	15
10	institut.phone	10	11	61
11	institut.addr_2	25	12	15
12	institut.phone2	10	12	61
13	institut.prov_code	1	14	15
14	province.prov_name	11	14	30
15	institut.dist_code	3	15	15
16	district.dist_name	25	15	30
17	district.div_name	15	15	61
18	institut.tehs_code	5	16	15
19	tehsil.tehs_name	20	16	30
20	institut.dir_name	30	18	15
21	institut.catch_pop	10	20	18
22	institut.rural_urb	1	20	48
23	institut.entry_date	8	20	66
24	institut.beds	4	21	18
25	institut.status	1	21	48
26	institut.last_updte	8	21	66
27	institut.last_renov	8	25	24
28	institut.acces_road	8	25	61
29	institut.electric	1	27	15
30	institut.water	1	27	35
31	institut.latrine	1	27	54
32	institut.refrig	1	29	15
33	institut.sterilizer	1	29	35
34	institut.baby_scale	1	29	54
35	institut.cold_boxes	1	30	15
36	institut.microscope	1	30	35
37	institut.adlt_scale	1	30	54
38	institut.epi_therm	1	31	15
39	institut.ort_kit	1	31	35
40	institut.ambulance	2	35	37
41	institut.amb_func	2	35	48
42	institut.jeep_car	2	36	37
43	institut.jeep_func	2	36	48
44	institut.motorcycle	2	37	37
45	institut.moto_func	2	37	48
46	institut.bicycle	2	38	37
47	institut.bic_func	2	38	48
48	posts.post_code	10	45	3
49	posts.post_name	25	45	14
50	posts.post_cat	3	45	40
51	posts.post_type	5	45	45
52	posts.number	3	45	54
53	posts.filled_MAL	3	45	62
54	posts.filled_fem	3	45	70
55	inst_sanc	5	47	52
56	inst_male	4	47	61
57	inst_fmale	4	47	69
58	DATE()	8	50	0

59	_PAGENO	4	50	76
		440		

Database and Program References

FoxDoc could not find an associated database

==========

C:\FOXPRO2\INST\INS_SUM1.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	province.prov_name	11	3	32
2	date()	8	4	0
3	district.dist_name	20	14	0
4	t_hosp	5	14	21
5	t_rhc	5	14	28
6	t_bhu	5	14	35
7	t_disp	5	14	42
8	t_shc	5	14	49
9	t_mch	5	14	56
10	t_tbc	5	14	62
11	t_dist	5	14	68
12	p_hosp	6	17	20
13	p_rhc	6	17	27
14	p_bhu	6	17	34
15	p_disp	6	17	41
16	p_shc	6	17	48
17	p_mch	6	17	55
18	p_tbc	6	17	61
19	p_prov	6	17	67
20	_pageno	4	23	69
		131		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\POS_SUM1.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	province.prov_name	11	3	33
2	date()	8	4	0
3	posts.post_name	25	14	0
4	t_sanct	7	14	29
5	t_fill_tot	7	14	43
6	t_fill_m	7	14	52
7	t_fill_f	7	14	60
8	t_vacant	7	14	69
9	GT_SANCT	7	17	29
10	gt_fill_t	7	17	43
11	gt_fill_m	7	17	52
12	gt_fill_f	7	17	60
13	gt_vacant	7	17	69
14	_pageno	4	23	73
		118		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\INS_LST2.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	date()	8	4	1
2	district.dist_name	25	9	11
3	iif(instype.type_code="DISP", "DISPENSARIES", trim(instype.type_name)+"S")	20	15	15
4	institut.inst_id	6	17	1
5	trim(institut.inst_name)+iif(village<>space(len(village)), ", "+village, "")	34	17	9
6	tehsil.tehs_name	12	17	44
7	iif(institut.affiliated="1", "I", iif(institut.affiliated="2", "II", iif(institut.affiliated="3", "III", iif(institut.affiliated="4", "IV", iif(institut.affiliated="5", "V", "??")))))	3	17	57
8	institut.beds	5	17	62
9	iif(institut.status="F", "Funct.", iif(institut.status="U", "U/Const.", iif(institut.status="C", "Closed", "??")))	8	17	68
10	institut.date_estab	10	17	77
11	institut.catch_pop	10	17	88
12	institut.dir_name	19	17	99
13	TRIM(institut.addr_1)+IIF(institut.addr_2<>" ", ", "+institut.addr_2, "")	34	18	9
14	beds_ins	5	20	62
15	beds_dist	6	22	61
16	_pageno	4	28	74
		209		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\INS_LST3.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	province.prov_name	11	3	54
2	date()	8	4	1
3	district.dist_name	25	9	10
4	iif(instype.type_code="DISP", "DISPENSARIES", trim(instype.type_name)+"S")	25	15	15
5	institut.inst_id	6	17	1
6	trim(institut.inst_name)+iif(village<>space(len(village)), ", "+village, "")	23	17	9
7	tehsil.tehs_name	15	17	33
8	institut.beds	5	17	49
9	institut.acces_road	1	17	57
10	institut.electric	1	17	62
11	institut.water	1	17	66
12	institut.latrine	1	17	71
13	institut.refrig	1	17	76
14	institut.cold_boxes	1	17	81
15	institut.epi_therm	1	17	86
16	institut.sterilizer	1	17	91
17	institut.ort_kit	1	17	96
18	institut.microscope	1	17	101
19	institut.baby_scale	1	17	106
20	institut.adlt_scale	1	17	111
21	institut.ambulance	2	17	114
22	institut.amb_func	2	17	117
23	institut.jeep_car	2	17	120
24	institut.jeep_func	2	17	123
25	institut.motorcycle	2	17	126
26	institut.moto_func	2	17	129
27	beds_ins	5	20	49
28	beds_dist	6	22	48
29	_pageno	4	28	123
		157		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\INSTALL.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	13
2	institut.inst_id	10	7	15
3	institut.inst_type	4	7	66
4	institut.inst_name	30	8	15
5	institut.affiliated	3	8	57
6	instafil.afil_name	15	8	61
7	institut.village	30	9	15
8	institut.date_estab	8	9	61
9	institut.addr_1	25	11	15
10	institut.phone	10	11	61
11	institut.addr_2	25	12	15
12	institut.phone2	10	12	61
13	institut.prov_code	1	14	15
14	province.prov_name	11	14	30
15	institut.dist_code	3	15	15
16	district.dist_name	25	15	30
17	district.div_name	15	15	61
18	institut.tehs_code	5	16	15
19	tehsil.tehs_name	20	16	30
20	institut.dir_name	30	18	15
21	institut.catch_pop	10	20	18
22	institut.rural_urb	1	20	48
23	institut.entry_date	8	20	66
24	institut.beds	4	21	18
25	institut.status	1	21	48
26	institut.last_updte	8	21	66
27	institut.last_renov	8	25	24
28	institut.acces_road	8	25	61
29	institut.electric	1	27	15
30	institut.water	1	27	35
31	institut.latrine	1	27	54
32	institut.refrig	1	29	15
33	institut.sterilizer	1	29	35
34	institut.baby_scale	1	29	54
35	institut.cold_boxes	1	30	15
36	institut.microscope	1	30	35
37	institut.adlt_scale	1	30	54
38	institut.epi_therm	1	31	15
39	institut.ort_kit	1	31	35
40	institut.ambulance	2	35	37
41	institut.amb_func	2	35	48
42	institut.jeep_car	2	36	37
43	institut.jeep_func	2	36	48
44	institut.motorcycle	2	37	37
45	institut.moto_func	2	37	48
46	institut.bicycle	2	38	37
47	institut.bic_func	2	38	48
48	posts.post_code	4	45	3
49	posts.post_name	22	45	8
50	posts.post_cat	3	45	32
51	posts.post_type	5	45	36
52	posts.staff_name	21	45	44
53	posts.sex	1	45	69
54	posts.post_name	4	47	16
55	iif(posts.staff_name<>" ",1,0)	4	47	54
56	DATE()	8	50	0
57	_PAGENO	4	50	76
		439		

SAMPLE REPORT

HEALTH INSTITUTIONS DATABASE
COMPLETE LISTING OF HEALTH INSTITUTION DATA

Report Date: 18/05/19

INSTITUTION IDENTIFICATION:

Inst ID	10001	Institution type	HOSP
Name	CIVIL HOSPITAL	Class 1	STATE PUBLIC
City/Vill.	MANKERA	Date Funct.	01/12/19

Address

Phone(s)

Location 1 Province PUNJAB
129 District BHAKKAR Div. SARGODHA
12903 Tehsil MANKERA

Incharge DR. ASLAM KHAN

Catchment pop.	15000	Rural/Urban	R	Entry date	16/02/19
Beds, Total:	56	Status	F	Last update	31/03/19

PHYSICAL RESOURCES

DATE LAST RENOVATED: 01/02/19 APPROACH ROAD: M

FACILITIES: 1 Electricity 2 Piped Water 2 Public Toilet

PHC EQUIPMENT: 2 EPI Refrigerator 0 Sterilizer 1 Baby scale
2 Vaccine carrier 2 Microscope 0 Adult scale
2 EPI thermometer 2 ORT equipment

		TOTAL	FUNCTIONING
TRANSPORT:	Ambulances	1	1
	Other vehicles	0	0
	Motorcycles	3	2
	Bicycles	0	0

POSTS

POST CODE	DESIGNATION	BPS	CATEG.	STAFF NAME	SEX
1	MO 1	18	MED	ASLAM KHAN	M
2	MO 2	17	MED	JAVEED MOHD.	M
3	LADY MEDICAL OFFICER	17	MED	PARVEEN AKTHAR	F
4	LADY HEALTH VISITOR	12	PARA		
5	SECRETARY	7	SPRT		
6	CHOWKIDAR	2	SPRT	WAHEED KHAN	M
7	ADMINISTRATOR	5	ADMN	FARID RAHMAN	M
8	DISPENSER	4	PARA	AMJAD AHMED	M

Total Posts: 8 Filled Posts: 6

C:\FOXPRO2\INST\ALLPOSTS.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	DATE()	10	0	60
2	prov_name	11	7	11
3	dist_name	25	9	11
4	inst_name	30	11	13
5	post_code	4	13	0
6	post_name	21	13	5
7	post_cat	3	13	28
8	post_type	5	13	33
9	staff_name	16	13	41
10	post_name	3	15	25
11	DATE()	8	21	0
12	_PAGENO	4	21	76
		140		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\INST\UNFILLED.FRX Last updated: 04/16/92 at 1:36

Report Contents

No.	Field	Length	Row	Column
1	dist_name	25	3	10
2	inst_name	28	9	0
3	post_code	4	9	29
4	post_name	20	9	35
5	post_cat	3	9	57
6	post_type	5	9	61
7	village	35	10	0
8	post_name	4	13	39
9	DATE()	8	15	0
10	_PAGENO	4	15	70
		136		

Database and Program References

FoxDoc could not find an associated database

SAMPLE REPORT

SUMMARY OF UNFILLED POSTS BY DISTRICT

DISTRICT: ATTOCK

INSTITUTION VILLAGE	POST CODE	DESIGNATION	BPS	CATE-GORY
RHC DERA ALLAH YAR	5	CHOWKIDAR	1	SPRT
	6	WARD NURSE	10	NRSE

Total unfilled posts in this district: 2

DISTRICT: BHAKKAR

INSTITUTION VILLAGE	POST CODE	DESIGNATION	BPS	CATE-GORY
CIVIL HOSPITAL MANKERA	4	LADY HEALTH VISITOR	12	PARA
	5	SECRETARY	7	SPRT

Total unfilled posts in this district: 2

DISTRICT: HYDERABAD

INSTITUTION VILLAGE	POST CODE	DESIGNATION	BPS	CATE-GORY
MUNICIPAL HOSPITAL HALA	4	ADMINISTRATOR	10	ADMN
	5	LADY HEALTH VISITOR	12	PARA
	6	LADY HEALTH VISITOR	12	PARA

Total unfilled posts in this district: 3

DISTRICT: CHARSADDA

INSTITUTION VILLAGE	POST CODE	DESIGNATION	BPS	CATE-GORY
DHQ HOSPITAL CHARSADDA	3	MO 2	17	MED
ZANANA HOSPITAL TANGI	2	LADY HEALTH VISITOR	13	PARA

Total unfilled posts in this district: 2

SUMMARY OF SANCTIONED POSTS BY INSTITUTION DATE PRINTED: 13/04/1992

Post Code	Post name	BPS	Type	Staff Name
Province:	PUNJAB			
District:	ATTOCK			
Institution:	RHC			
1	MOIC	17	MED	DR. AKRAM PARVEZ
2	LADY HEALTH VISITOR	10	PARA	ZINAT HUSSEIN
3	VACCINATOR	5	PARA	HYDAR KHAN
4	DISPENSER	6	ADMN	MOHD. SIDDIQ
5	CHOWKIDAR	1	SPRT	
6	WARD NURSE	10	NRSE	
Total Sactioned Posts:	6			
District:	BHAKKAR			
Institution:	CIVIL HOSPITAL			
1	MO 1	18	MED	ASLAM KHAN
2	MO 2	17	MED	JAVEED MOHD.
3	LADY MEDICAL OFFICER	17	MED	PARVEEN AKTHAR
4	LADY HEALTH VISITOR	12	PARA	
5	SECRETARY	7	SPRT	
6	CHOWKIDAR	2	SPRT	WAHEED KHAN
7	ADMINISTRATOR	5	ADMN	FARID RAHMAN
8	DISPENSER	4	PARA	AMJAD AHMED
Total Sactioned Posts:	8			

Menu File Summary

System: Health Institutions Database
Author: R. Wilson/S. Sharif
05/14/92 08:59:08
Menu File Summary

---

1 menu file in the system
  INST1.MNX

INST1.MNX Last updated: 04/16/92 at 1:36

System	ALT+S	(Submenu SYSTEM)
Institutions		DO mhit IN inst1.mpr WITH 'inst.SPR'
----------		(Submenu _MST_HELP)
Help	F1	_MST_HELP
Calculator		_MST_CALCU
----------		(Submenu)
Quit		do mexit in inst1.mpr
Edit		(Submenu EDIT)
Cut	CTRL+X	_MED_CUT
Copy	CTRL+C	_MED_COPY
Paste	CTRL+V	_MED_PASTE
Cycle	CTRL+F1	_MWI_ROTAT
Record	ALT+C	(Submenu RECORD)
Delete	CTRL+U	(Procedure)
Recall	CTRL+R	(Procedure)
Reports	ALT+R	(Submenu REPORTS)
Institution Reports:		(Submenu)
.. by Type 1		(Procedure)
.. by Type 2		(Procedure)
.. by Class		(Procedure)
.. List (short)		(Procedure)
.. List (long)		(Procedure)
.. All data		(Procedure)
.. Phys. Resources		(Procedure)
----------		(Submenu)
Post Reports:		(Submenu)
..Posts List		(Procedure)
..Posts Summary		(Procedure)
..Unfilled Posts		(Procedure)
----------		(Submenu)
Browser		(Procedure)
Utilities	ALT+U	(Submenu UTILITIES)
Password		activate popup utilities
----------		(Submenu)
Printer Setup...		(Procedure)
----------		(Submenu)
Backup		(Procedure)
Restore		(Procedure)
----------		(Submenu)
Reindex		(Procedure)
Pack		(Procedure)
----------		(Submenu)
Reference files		(Submenu REFERENCEF)
Inst. Classification		(Procedure)
Inst. Affiliation		(Procedure)
Post Types		(Procedure)
Road Types		(Procedure)

HEALTH INSTITUTIONS DATABASE
DATA ENTRY FORM

FOR OFFICE USE ONLY
Institut. I.D. [ ][ ][ ][ ][ ][ ]
Date: ...../...../.....

Province | District | Tehsil

INSTITUTION IDENTIFICATION:

Institution Name:
Institution Type:* Class:**
City/Village:
Date Functioing:
Postal Address:
Phone(s):
Catchment Population:
Rural/Urban:
# of Beds:
Status: [F]–Functional, [U]–Under Construction, [C]– Closed
Incharge Name:

PHYSICAL RESOURCES:

Date Last Renovated: [ ][ ]-[ ][ ]-[ ][ ]
Access Road: [M]-Metalled, [K]-Katcha, [F]-Footpath, [N]-None

FACILITIES — *[0]–None [1]–Exists/non-functional [2]–Exists/functional*

- Electricity
- Piped Water
- Public Toilet

P.H.C. EQUIPMENT

- EPI Refrigerator
- Sterilizer
- Baby Scale
- Vaccine Carrier
- ORT Equipment
- Adult Scale
- EPI Thermometer
- Microscope (100x)

TRANSPORT:

	Total	Functional
Ambulances	[ ][ ]	[ ][ ]
Other Vehicles	[ ][ ]	[ ][ ]
Motorcycles	[ ][ ]	[ ][ ]
Bicycles	[ ][ ]	[ ][ ]

* Institution Type: [ADMN], [BHU], [DISP], [FAP], [HOSP], [LAB], [LC], [MATR], [MCH], [RHC], [SHC], [TBC], [THOS], [UHC]
** Class: [1]–State Public, [2]–State Special, [3]–Local/Municipal Fund, [4]–Private Aided, [5]–Private Non-aided,

(Instructions Overlea

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INSTRUCTIONS:

- Please use block letters to fill in this form. Write one letter in each box and do not exceed the limit of boxes.

  Example:

D	H	Q		H	O	S	P	I	T	A	L		

- Do not strike out if information is not available or not applicable.
- Sign the form before sending.
- Write name of the province, district and tehsil.

INSTITUTIONS IDENTIFICATION SECTION:

Institution Name: Write name of the institution e.g., RHC, BHU, Civil Hospital, Hayat Shaheed Teaching Hospital, etc. Do not write name of the town here.

City/Village: Write name of the village or city the institution is located in.

Institution Type: Write one of the following codes:

Code		Description
ADMN	–	Administrative Unit
BHU	–	Basic Health Unit
DISP	–	Dispensary
LAB	–	Diagnostic Laboratory
FAP	–	First Aid Post
HOSP	–	Hospital
LC	–	Leprosy Clinic
MATR	–	Maternity Home
MCH	–	MCH Center
RHC	–	Rural Health Center
SHC	–	Sub Health Center
TBC	–	T.B. Clinic
THOS	–	Teaching Hospital
UHC	–	Urban Health Center

Class: Write class of the institution i.e.:

1 – State Public
2 – State Special
3 – Local/Municipal Funded
4 – Private Aided
5 – Private Non-aided

Date Functioning: Write date from which the institution officially started functioning. (dd/mm/yyy)

Address: Write postal address of the institution, e.g., P.O.Box, street address, etc. Do not repeat the location or the name of the institution.

Phones: Write phone numbers, if the institution has telephone contact.

Catchment Population: Write size of the population living in the catchment area of the institution.

Rural/Urban: Write 'R' for rural, and 'U' for urban.

# of Beds: Write number of beds the institution has.

Status: Write 'F' for functional, 'U' for under-construction, and 'C' if closed.

PHYSICAL RESOURCES SECTION:

Date last Renovated: Specify the date when the institution was renovated last time.

Access Road: Write 'M' if metal road, 'K' for Katchha road, 'F' for footpath only, and 'N' for no road.

Facilities: Write '0' if the facility is not existing, '1' if it exists but not functioning, and '2' if the facility is existing and functional as well.

PHC Equipt: Same as for Facilities.

Transport: Write total number of each type of transport available and also the number functional.

SANCTIONED/FILLED POSTS & TRANSFERS REGISTER

(source of data for Posts screen of HID)

Health Institution:___________________

S.No.	SANCTIONED POST	NAMES OF STAFF	DATE OF POSTING	TRANSFERRED TO	DATE OF TRANSF
1	2	3	4	5	6

ANNEX VII

Draft May 14, 1992

HID: Inputs Database

Table of Contents

HID: Inputs Database

1. System Overview:

The Inputs module of the Health Insitutions Database has been developed to help track specific inputs of equipment and materials to health institutions in the country. It relies on data from the Institutions module for information on institution names and geographic locations.

This module cannot function independently of the Health Institutions Database (HID), as inputs can only be provided to institutions which have already been entered in the HID. It has been designed initially to store information about inputs provided specifically through the PCSP project, although it can be very easily adapted to storing data on equipment and supplies provided from other sources at the Provincial or Federal Levels.

Only one additional set of data is being maintained by this module: Information about the delivery and reciept of equipment (computers, vehicles, ORT Kits, etc...) to health facilities. This is all accomplished through a single data entry screen.

Reports generated by the system are designed to summarize the distribution of equipment by facility, by district, by type of equipment and by donor. They are designed to help managers identify what equipment has been distributed where, what proportion of it has been received, etc...

2. Software Implementation Plan:

This software has been developed initially for use by PCSP Staff at the Federal level as part of the PCSP Project Monitoring system. At a later date, it may be introduced at the Provincial or District levels to allow ministry staff to track inputs from other donors in a more comprehensive manner.

3. Hardware/Software Requirements:

Developed using Foxpro 2, this module has similar hardware and software requirements to the parent module, the Health Institutions Database.

a. *Software Requirements:* To run the Inputs database, you must have the following files:
   i. INPUTS.EXE: The compact executable file which controls the database and provides menus for data maintenance and reporting.
   ii. FOXPRO.ESL and FOXPRO.ESO: library and run-time files required to run the compact executable files for all Foxpro modules.
   iii. PKZIP.EXE and PKUNZIP.EXE: these are used to compress and uncompress the data files when backing up and restoring data.
   iv. Database and Index files (See below). In addition, all of the data

files from the Health Institutions Database must be present.

v. Report form files (See below)

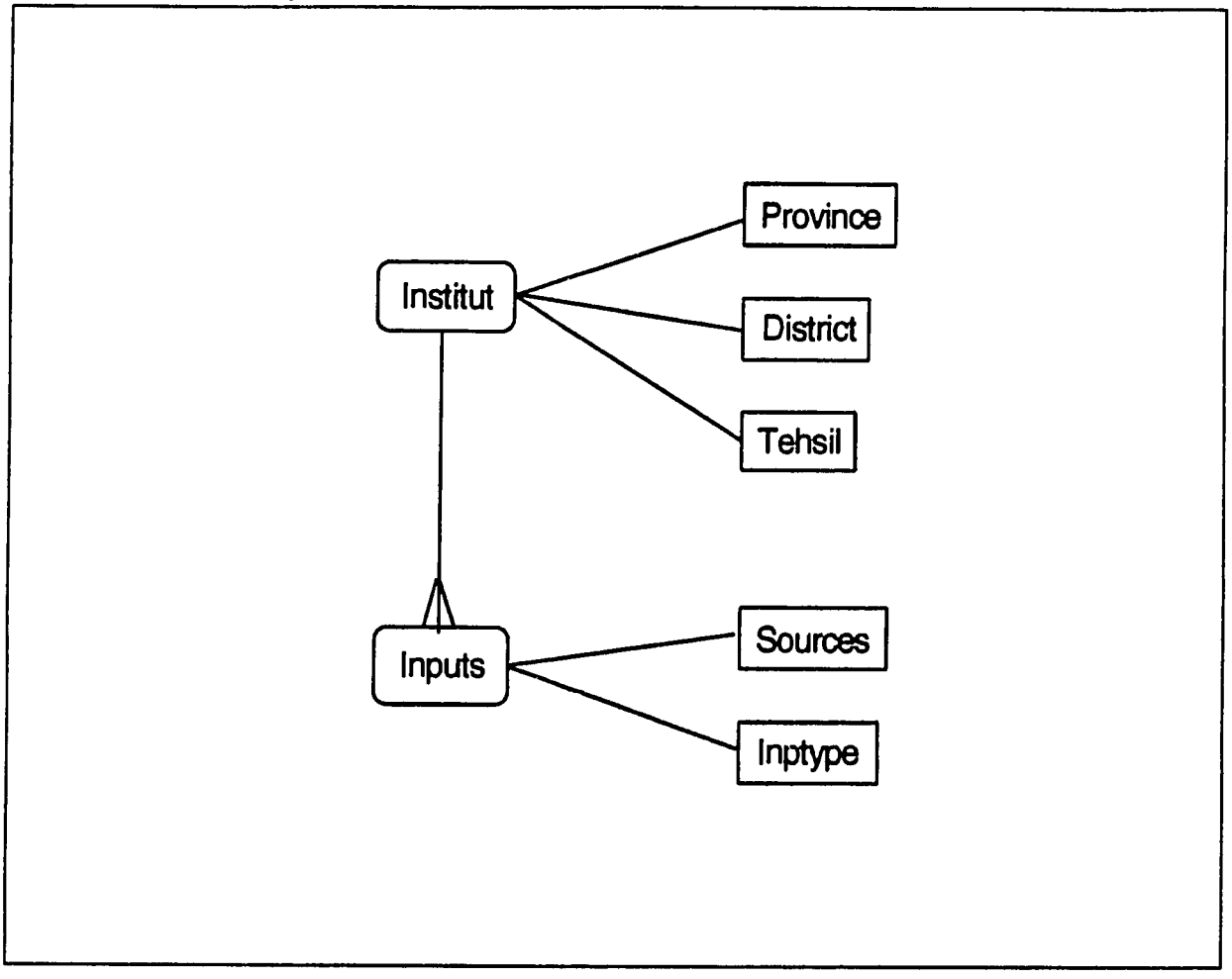
b. *Hardware required:*

i. An IBM compatible PC with a hard disk with at least 10 megabytes of free space. The application itself and the file compression utility that is used for backups take up about 2 megabytes.

ii. To run INPUTS.EXE you will need a PC with a '286 processor or higher and at least 512 k. of free memory once DOS and memory resident programs are loaded.

iii. A dot matrix or laser printer to print the various reports which are built into the system.

Structure of the Inputs Database



4. Help System Contents

Inputs: General Help

The Inputs module of the Health Insitutions Database has been developed to help track specific inputs of equipment and materials to health institutions in the country. It relies on data from the Institutions module for information on institution names and geographic locations but is otherwise completely independent.

It features the following modules:

System: This enables you to select which module of the HID you wish to work in and gives you access to help and calculator utilities.

Inputs: lets you add and update information about equipment and material inputs provided to individual Health Institutions.

Record: Provides features for deleting and recalling records.

Edit: This includes special options for cutting, copying and pasting data between fields and records.

Reports: This menu option lets you select one of several formats in which your data can be printed.

Utilities: Provides a set of utilities for maintaining the Application's data and Environment. These include:

Cycle: Permits you to cycle between windows which are on the screen.

Pack: Removes records marked for deletion

Reindex: Recreates the index files used to display records in the appropriate order. This is normally only done if the power has been shut off accidentaly or you suspect that the index files have been corrupted.

Printer Setup: Allows you to set up and select the appropriate printer driver for your installed printer.

See Also: Calculator, Calendar/Diary, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup, Menu System

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Calculator

When you choose Calculator from the System menu popup, the Calculator desk accessory appears. This calculator is used like a standard pocket calculator.

Calculations can be performed using the keyboard or the mouse.

With the keyboard, you can type the equation as it would be written. Most Calculator keys have the same keyboard equivalents, with the following exceptions:

Key	Equivalent
Q	√
R	MR
N	±
A	M+
Z	MC
S	M-

Calendar/Diary

The Calendar panel appears with the current month displayed and today's date selected.

Changing Current Date

Change selected day:
Use arrow keys or click on desired day.

Change Month
Press PgUp/PgDn or choose <-M or M-> push button.

Change Year
Press Shift+PgUp/Shift+PgDn or choose <-Y or Y-> push button.

You can select today's date by pressing T on the keyboard or by choosing the Today push button.

The Diary menu popup contains options that correspond to all of these actions.

You can have a diary entry for each day. Activate the Diary panel by pressing Tab or clicking on the panel with the mouse. The cursor flashes in the Diary panel, indicating that it is active.

Choose Delete... from the Diary menu popup to display the Delete Diary dialog.

Control Panel

The control panel is a utility screen that is used throughout the Institutions application.

The push buttons in this window perform some of the following actions:

Up Positions the pointer on the next record.

Down Positions the pointer on the previous record.

Top Positions the pointer on the first record.

Bottom Positions the pointer on the last record.

Add Adds a new record (or item line, if the Items window is selected).

Quit This clears control panel and the data editing screen that you are currently working on and returns control to the pull down menu. You will need to do this before running reports or doing other database maintenance functions.

To perform one of these actions, activate the control panel by pressing ^F1 until one of the push buttons is highlighted. Then press the highlighted letter for the desired option or move to the option with your arrow keys and press <Enter>.

Mouse users can simply click on the desired push button to activate it.

See Also: Inputs: General Help, Browser, Menu System

Browser

This dialog allows you to locate and browse records that meet specified criteria.

To specify conditions:

1. Choose a database from the Database popup. All Open databases are displayed in this popup. The Field popup in the lower portion of this dialog reflects the fields in the database displayed in the Database popup.

2. Choose a field from the Field popup. Fields marked with a ■ are indexed and, therefore, the expressions created with these fields are optimizable. Fields that are not indexed can be used in expressions, but they will not be optimized.

If you choose a logical field, the operator popup and criteria text box are disabled. It is assumed that the logical field = true.

3. Choose an operator from the operator popup. The operators and the actions they perform are:

= Checks if one field matches the criteria.
Example: Lastname = Smith
All records with a lastname that begins with Smith are located (e.g., Smith, Smithson, Smithburg).

<> Checks if field is not equal to the specified criteria.

Example: Rating <> II
All records except those with a rating of II are located.

< Checks if the value of a field is less than the specified criteria.
Example: Rating < III
All records with ratings of I and II are located.

> Checks if the value of a field is more than the specified criteria.
Example: Rating > II
All records with ratings of III or greater are located.

<= Checks if the value of a field is less than or equal to the specified criteria.

>= Checks if the value of a field is more than or equal to the specified criteria.

== Checks if the field exactly matches the specified criteria.
Example: Lastname == Smith
All records with a lastname field that contains only Smith are located.

IN Checks if a field is in a given set of values.
Example: State = CA,MI,OH
All records with CA, MI or OH in the state field are located.

4. Enter the desired criteria in the text box to the right of the operator popup. This is a case-sensitive search, so the text must match the case for which it is searching (e.g., smith will not locate Smith).

5. Choose the Add push button. The expression is displayed in the list above.

Repeat the process to add another expression. If you add expressions without grouping (grouping is discussed later), the expressions are "ANDed" together.

Example 1: Cuisine = American
State = California
Records with American cuisine in California are located.

Example 2: State = CA
State = OH
No records are located because no restaurants exist with a state of CA AND OH.

Grouping Expressions

When expressions are displayed in the Expression list, the push buttons below the expression list are enabled. To group expressions, choose the Group push button. A double line appears in the Expression list.

When you group expressions, the expression are ORed together.

Example:
State = CA

State = OH
Records with a state of OH or a state of CA are located.

When more than one expression is displayed in the Expression list, the up arrow and down arrow are enabled. You can move expressions and grouping bars up and down in the list with these push buttons. Select the expression or grouping bar in the expression list and choose the desired push button.

Deleting Expressions

To delete an expression from the Expression list, select the expression and choose Delete.

To clear the Expression list, choose Reset at the bottom of the dialog.

Order

To specify the order you would like the records displayed in the Browse window, choose the order from the Order popup. All indexed fields are displayed on this popup.

Browsing

When you have created the desired expressions and chosen the desired order, choose the Browse push button.

A Browse window is displayed with the located records. Choosing the Browse push button without defining any expression will display a Browse window will all records in the database.

Creating New Search Criteria

Press Escape or click on the close box in the Browse window to return to the Locate dialog. You can modify the search criteria or clear the expression list and start anew.

Choose Quit to exit the Locate dialog.

See Also: Institutions: General Help, Control Panel

Menu System

A common menu system is displayed with most modules of the Health Institutions Database. Occasionally, options that correspond to a particular module are appended to this menu system. Many options in this menu system have control key shortcuts.

The common menu system contains the following pads and options:

System Menu

This menu contains options allowing you to access help and activate

desk accessories.

Inputs	Loads the inputs Data entry screens.
Help	Brings forward the Help window.
Calculator	Brings forward the calculator.
Calendar/ Diary	Brings forward the Calendar/Diary.

Quit This options quits from the Purchase order, prompting you to back-up your data first. Select <Yes> or <No> to tell the system whether or not to proceed with a back-up.

Records Menu

Delete This menu allows you to delete the record which is currently being displayed on the editing screen. Do delete records from a browse window press ^T.

Recall This permits you to recall records which have accidentally been marked for deletion (you will see a <Deleted> mark on the upper right hand corner of the screen). To recall a record in a browse window press ^T.

Reports Menu

This menu contains options allowing you to run reports.

Utility Menu

This menu contains a several file management utilities and is used to quit the Health Institutions Database.

Cycle This permits you to cycle between multiple windows when they are displayed on screen.

Pack This permanently removes records which have been marked for deletion.

ReIndex Sometimes index files can become damaged during power outages or operator errors. This option reindexes all files.

Back-up This calls PKZIP, a file compression program, which automatically compresses all the data files into a single back-up file which should be copied onto disks on a regular basis. This same utility is used when you quit the Purchase Order System.

Printer setup This calls the Printer Driver Dialogue which enables you to configure the software for your printer.

See Also: Inputs: General Help, Calculator, Calendar/Diary, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup

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Report Dialog

This dialog allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: PO's: General Help, Printing Reports

Adding Inputs

You can add new Inputs to the system by selecting the Add option from the control panel when any Inputs record is displayed on the screen.

This will automatically display a blank Supplies record on the screen.

Enter the following data:

Inst ID: This should be the Identification number of an institution which is already in the Health Institutions Database. If you do not know the number, enter a blank value and a Popup Window will be displayed showing all health institutions. Once a valid Institution Number is entered or selected, the Institutions name will be displayed on the screen.

Phy.Loc: Type a brief note about the physical location where the input is being used or stored. This applies mainly to computers and other equipment.

Type: This is a code to identify key categories of Inputs which helps group the data for later selection. The following codes are used:

Description: Enter the descripion of the item.

Brand: Enter the brand or manufacturer of this item (e.g. Compaq, AST or Toyota).

Model: Enter the model name and number of the item

(e.g. 386SX/20)

Serial No.: Enter the serial number of major items to facilitate tracking them later.

Quantity: Enter the number of units provided (e.g. for a supply of 1000 ORS Packets, enter 1000)

Cost: This is the cost in US$ of the items supplied.

Status: Select from the popup button the delivery status of the item supplied (e.g. in transit, Rcd., etc...)

Remarks: Type any remards you might have to make about this status (e.g. if the unit is damaged, note this here)

Shipped on: Enter the date the item was shipped.

Received by: Name of the person who acknowledged receipt of the item(s).

Date Received: Enter the date the receipt was acknowledged.

See Also: Control Panel, Find, Menu System

Printing Reports

The Health Institutions Database features a wide variety of report related to each module of the system.

Depending upon the report selected, this will bring up either a Find dialog (a scrolling list to allow you to choose a specific Institution, Personnel Member, etc.. about which you want to print) or the Expression Builder.

The latter allows you to create sophisticated selection criteria so that only certain records are printed in the report (e.g. All the Institutions in a specific District, all the Computer inputs for a Province, etc...). If you wish to print all records, just press <Esc> or select the <OK> push button without defining any selection criteria.

Once the appropriate record(s) is/are selected the Report Dialog appears which allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can

specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: Institution: General Help, Report Dialog, Expression Builder.

Expression Builder

The Expression Builder dialog contains these options:

Math

String

Logical

Date

Contain functions and operators to build expressions. Choose desired options to place them in Expression box.

Expression Box
Displays expression as it is built; allows you to enter expression with keyboard.

Database Fields (List)
Double-click on database field or Tab to list, select field and press Enter.

Memory Variables (List)
Double-click on memory variable or Tab to list, select field and press Enter.

Database

Choose database from popup. Database Fields list shows fields in database displayed on popup control.

< Verify >
Displays message "Expression is valid" if expression is OK; otherwise displays error message.

Expression Menu Popup
The Expression menu popup contains three groups of options:

Math Functions
String Functions
Logical Functions
Date Functions

Displays associated popup in dialog.

Fields List
Variables List
Database
Selects corresponding list or popup control in dialog.

Verify
Displays message telling whether or not expression is valid.

See Also: Printing Reports

Printer Driver Setup

From this dialog you can create a printer driver setup, modify an existing setup, delete a setup, specify a default setup, load a setup and clear the current setup.

The Printer Driver Setup dialog contains the following options:

Printer Driver Setups: (List)
Displays all available printer driver setups. To unload the current printer driver setup, choose <None>. To modify an existing printer driver setup, choose the setup from this list.

< Edit >
To modify an existing printer setup, choose the name of the printer setup to modify from the Printer Driver Setups list, then choose the Edit push button. The Setup Editing dialog appears.

< New >
To create a new printer driver setup, choose the New push button. The Printer Setup Editing dialog appears.

< Delete >
To delete a printer setup, choose the name of the printer setup to delete from the Printer Driver Setups list, then choose the Delete push button.

< Set Default >
A default printer setup can be automatically loaded when FoxPro is started. To specify a default printer setup, choose the name of the printer setup from the Printer Driver Setups list, then choose the Set Default push button. The system message "Default was set" is displayed.

< Cancel >
Exits this dialog.

« Set »
To load a printer setup, choose the name of the printer setup to load from the Printer Driver Setups list, then choose the Set push button.

See Also: Printing Reports

Deleting a Record

Full Screen Editing

With the desired record displayed on the screen, select the Delete record option from the Pull Down Menu. The word <Deleted> will appear at the top corner of the screen. If you delete a record by mistake, select the Recall Deleted record option from the same menu option.

If you try to delete a record which has already been deleted you will get a message to that effect and no action will be taken.

Browse Windows

To delete a record within a browse window, place the cursor on any field in the row you wish to delete and press ^T. A small bullet will appear in the far left margin of the browse window indicating which records have been marked for deletion.

If you are using a mouse, you can delete or recall a record by clicking once in the far left hand margin of the browse window until the delete bullet appears there.

5. TECHNICAL DOCUMENTATION

System: HID Inputs Database
Author: R. Wilson/S. Sharif
05/14/92 09:02:04
System Summary

This system has:

3441	lines of code
1	program file
9	procedure files
63	procedures and functions
9	databases
1	structural index file
0	index files
4	report forms
0	format files
0	label forms
0	binary files
0	memory variable files
1	menu file
6	screen files
3	other files
221	cross-referenced tokens

See the tree diagram for programs, procedures, functions and format files

Databases	Index Files	Report Forms	Label Forms	Memory Files
INPUTS.DBF		INSTINPT.FRX		
INSTITUT.DBF		INPTYPE.FRX		
SOURCES.DBF		INPTSRCE.FRX		
INPTYPE.DBF		INSTSUM.FRX		
DISTRICT.DBF				
PROVINCE.DBF				
INSTSUM.DBF				
INSTINPT.DBF				
INPTSRCE.DBF				

Database Structure Summary

---

9 databases in the system
INPUTS.DBF
INSTITUT.DBF
SOURCES.DBF
INPTYPE.DBF
DISTRICT.DBF
PROVINCE.DBF
INSTSUM.DBF
INSTINPT.DBF
INPTSRCE.DBF

Structure for database : INPUTS.DBF
Number of data records : 7
Last updated : 04/15/92 at 23:54

Field	Field name	Type	Width	Dec	Start	End
1	SOURCE	Character	10		1	10
2	INST_ID	Character	6		11	16
3	PHY_LOCA	Character	10		17	26
4	ITEM_TYPE	Character	10		27	36
5	ITEM_DESC	Character	40		37	76
6	ITEM_BRAND	Character	20		77	96
7	ITEM_MODEL	Character	20		97	116
8	ITEM_SRNO	Character	20		117	136
9	ITEM_QTY	Numeric	5		137	141
10	DATE_SHIP	Date	8		142	149
11	RECVD_BY	Character	20		150	169
12	RECVD_DATE	Date	8		170	177
13	STATUS	Character	10		178	187
14	COST	Numeric	10	2	188	197
15	REMARKS	Character	20		198	217
** Total **			218			

FoxDoc did not find any associated index files

This database appears to be associated with multiple index file(s):
: C:\FOXPRO2\INPUTS\INPUTS.CDX

FoxDoc did not find any associated report forms

Used by: INPUTS.SPR
: _Q560RVD5Q (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDA4 (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDBJ (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDCX (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDFU (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDOX (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDQV (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDS9 (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

File not found--INSTITUT.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: INPUTS.SPR
: _Q560RVD5Q (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDA4 (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDBJ (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDCX (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

Structure for database : SOURCES.DBF
Number of data records : 6
Last updated : 04/14/92 at 8:28

Field	Field name	Type	Width	Dec	Start	End
1	SRC_CODE	Character	1		1	1
2	SOURCE	Character	10		2	11
** Total **			12			

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: INPUTS.SPR
: _Q560RVDYO (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

Structure for database : INPTYPE.DBF
Number of data records : 7
Last updated : 04/14/92 at 8:51

Field	Field name	Type	Width	Dec	Start	End
1	INPTYPE	Character	10		1	10
** Total **			11			

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: INPUTS.SPR
: _Q560RVDXA (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

File not found--DISTRICT.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: _Q560RVD5Q (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDA4 (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVD8J (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
: _Q560RVDCX (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

File not found--PROVINCE.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: _Q560RVD5Q (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

```
      : _Q560RVDA4              (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
      : _Q560RVDBJ              (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)
      : _Q560RVDCX              (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

------------------------------------------------------------------------------

File not found--INSTSUM.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: _Q560RVD5Q             (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

------------------------------------------------------------------------------

File not found--INSTINPT.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: _Q560RVDA4             (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

------------------------------------------------------------------------------

File not found--INPTSRCE.DBF

FoxDoc did not find any associated index files

FoxDoc did not find any associated multiple indexes

FoxDoc did not find any associated report forms

Used by: _Q560RVDBJ             (procedure in C:\FOXPRO2\INPUTS\INP_MNU.MPR)

------------------------------------------------------------------------------
```

Database Field Summary

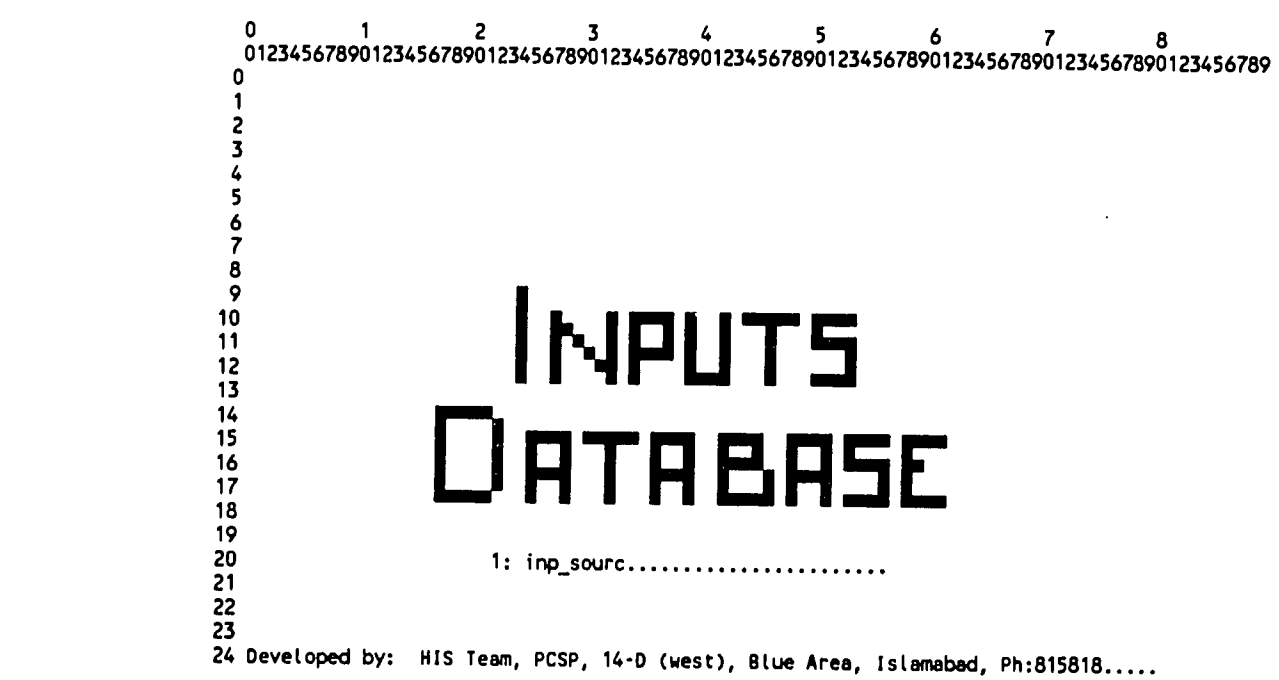
Field Name	Type	Len	Dec	Database
COST	N	10	2	INPUTS.DBF
DATE_SHIP	D	8	0	INPUTS.DBF
INPTYPE	C	10	0	INPTYPE.DBF
INST_ID	C	6	0	INPUTS.DBF
ITEM_BRAND	C	20	0	INPUTS.DBF
ITEM_DESC	C	40	0	INPUTS.DBF
ITEM_MODEL	C	20	0	INPUTS.DBF
ITEM_QTY	N	5	0	INPUTS.DBF
ITEM_SRNO	C	20	0	INPUTS.DBF
ITEM_TYPE	C	10	0	INPUTS.DBF
PHY_LOCA	C	10	0	INPUTS.DBF
RECVD_BY	C	20	0	INPUTS.DBF
RECVD_DATE	D	8	0	INPUTS.DBF
REMARKS	C	20	0	INPUTS.DBF
SOURCE	C	10	0	SOURCES.DBF
				INPUTS.DBF
SRC_CODE	C	1	0	SOURCES.DBF
STATUS	C	10	0	INPUTS.DBF

Screen File Summary

---

6 screen files in the system
- INP_STRT.SCX
- INPUTS.SCX
- INP_CTRL.SCX
- PRTSETUP.SCX
- REPORT.SCX
- BROWSER.SCX

INP_STRT.SCX Last updated: 04/16/92 at 1:28



Name	Type	Picture
1: inp_sourc	Field	"@!"

```
INPUTS.SCX          Last updated:  04/16/92 at  1:28

                                INPUTS

  0        1         2         3         4         5         6         7
  0123456789012345678901234567890123456789012345678901234567890123456789
 0
 1  Inst.ID:1: inst  2: trim(institut.inst_name)+  ,  +i Phy.Loc:3: phy_loc
 2  ┌──────────────────────────────────────────────────────────────────────┘
 3        Source
 4
 5   ┌4: source....┐   Description  6: item_desc.............................
 6   └────────────┘   Brand        7: item_brand.......
 7        Type        Model        8: item_model.......
 8                    Serial No.   9: item_srno........
 9   ┌5: item_type┐   Quantity     10: i
10   └────────────┘   Cost $       11: cost....
11
12
13  ┌──────────────────────────────┐ ┌──────────────────────────────────┐
14  │ Status  ┌In transit┐         │ │ Shipped on    14: date_s         │
15  │         └──────────┘         │ │ Received By   15: recvd_by.....  │
16  │ Remarks 13: remarks.....     │ │ Date Received 16: recvd_         │
17  └──────────────────────────────┘ └──────────────────────────────────┘

--------------------------------------------------------------------------------
   Window name: Inputs
   Coordinates: FROM 0,0 TO 11,76
Window options: FLOAT CLOSE MINIMIZE SHADOW

--------------------------------------------------------------------------------
   Name                 Type          Picture
--------------------------------------------------------------------------------

 1: inputs.inst_id      Field
 2: trim(institut.inst_nField
 3: inputs.phy_loca     Field         "@!"
 4: inputs.source       Popup         "@^ "
 5: inputs.item_type    Popup         "@^ "
 6: inputs.item_desc    Field         "@!"
 7: inputs.item_brand   Field         "@!"
 8: inputs.item_model   Field         "@!"
 9: inputs.item_srno    Field         "@!"
10: inputs.item_qty     Field
11: inputs.cost         Field         "@R 9,999,999.99"
12: inputs.status       Popup         "@^ Rec'd OK;Rec.Damag.;In transit;
                                      Missing"
13: inputs.remarks      Field         "@!"
14: inputs.date_ship    Field
15: inputs.recvd_by     Field         "@!"
16: inputs.recvd_date   Field

--------------------------------------------------------------------------------
```

```
INP_CTRL.SCX          Last updated:  04/16/92 at  1:28

  0        1         2         3         4         5         6         7         8
  012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789
0   < Up  >   < Down  >   <  Top  >   <Bottom >   <  Add  >   < Quit  >

  ------------------------------------------------------------------------------
     Window name: Control2
     Coordinates: FROM 24,0 TO 24,79
  Window options: FLOAT CLOSE MINIMIZE SHADOW

  ------------------------------------------------------------------------------

     Name                 Type           Picture
  ------------------------------------------------------------------------------

  1: act2                 Push button    "@*HN \<Up;\<Down;\<Top;\<Bottom;\<Add;
                                         \<Quit"


--------------------------------------------------------------------------------
```

PRTSETUP.SCX Last updated: 04/16/92 at 1:28

```
  0        1         2         3         4         5
  012345678901234567890123456789012345678901234567890123456789
 0   Printer Setup:
 1
 2
 3       Print to:    LPT1
 4
 5     < File... >                        «  OK  »
 6     3: pfilname.....
 7                                        < Cancel >
 8     ( ) Print On       Left Margin:  5:
 9     (■) Print Off      Right Margin: 6:
10
11     [ ] Printer Driver Setup...
12
```

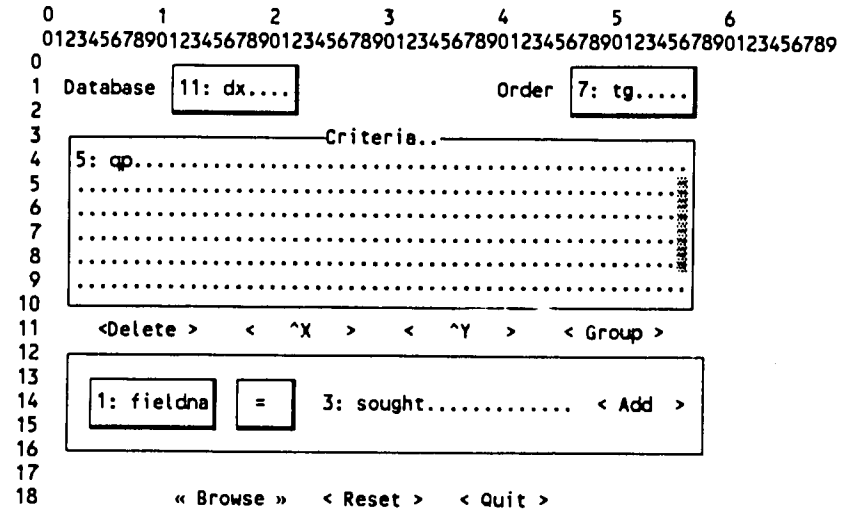
Name	Type	Picture
1: pdest	Popup	"@^ File;PRN;LPT1;LPT2;LPT3;COM1;COM2;COM3"
2: flist	Push button	"@*HN File..."
3: pfilname	Field	"@S67"
4: prtstat	Radio button	"@*RVN Print On;Print Off"
5: _LMARGIN	Field	"999"
6: _RMARGIN	Field	"999"
7: OKbut	Push button	"@*HT \!OK"
8: CancBut	Push button	"@*HT \?Cancel"
9: pdrivstup	Check box	"@*C Printer Driver Setup..."

```
REPORT.SCX          Last updated:  04/16/92 at  1:28

  0         1         2         3         4         5
  01234567890123456789012345678901234567890123456789012345678
 0
 1
 2   Order By:    2: repotag
 3
 4                                          «\<Report »
 5
 6   [ ] Preview
 7   [ ] To Print                           <\<Cancel >
 8   [ ] To File  6: printfile.....
 9
10
```

Name	Type	Picture
1: reportok	Push button	"@*VT \!\<Report;\?\<Cancel"
2: repotag	Popup	"@^ "
3: toprint	Check box	"@*C To Print"
4: tofile	Check box	"@*C To File"
5: Preview	Check box	"@*C Preview"
6: printfile	Field	

BROWSER.SCX Last updated: 05/14/92 at 8:59



Window name: Locate
Coordinates: FROM 0,0 TO 0,60
Window options: FLOAT CLOSE MINIMIZE SHADOW

Name	Type	Picture
1: fieldname	Popup	"@^ "
2: op	Popup	"@^ =;<>;<;>;<=;>=;==;IN"
3: sought	Field	"@K!"
4: ad	Push button	"@*VN Add"
5: qp	List	"@&N"
6: bact	Push button	"@*HN Delete;^X;^Y;Group"
7: tg	Popup	"@^ "
8: qy	Push button	"@*HN \!Browse"
9: rs	Push button	"@*VN Reset"
10: qt	Push button	"@*VN \?Quit"
11: dx	Popup	"@^ "

Report Form File Summary

4 report forms in the system
C:\FOXPRO2\INPUTS\INSTINPT.FRX
C:\FOXPRO2\INPUTS\INPTYPE.FRX
C:\FOXPRO2\INPUTS\INPTSRCE.FRX
C:\FOXPRO2\INPUTS\INSTSUM.FRX

C:\FOXPRO2\INPUTS\INSTINPT.FRX Last updated: 04/16/92 at 1:28

Report Contents

No.	Field	Length	Row	Column
1	prn_name	11	4	10
2	inst_name-",- village	48	6	21
3	item_type	10	7	0
4	iif(item_brand<>" ",trim(item_brand)+", ","")+iif(item_model<> " ",trim(item_model)+", ","")+trim(item_desc)	35	7	11
5	item_srno	11	7	47
6	item_qty	5	7	58
7	cost	10	7	65
8	cost	10	9	65
9	cost	10	11	65
10	DATE()	8	15	0
11	_PAGENO	4	15	70
		162		

Database and Program References

FoxDoc could not find an associated database

LISTING OF ALL INPUTS BY INSTITUTION

Type	Description	Serial No.	Qty.	Cost
Province: PUNJAB				
Health Institution: CIVIL HOSPITAL,MANKERA				
COMPUTER	AST, PREMIUM 386/25, Desktop w/300MB HDD, VGA monitor	433-5444555	1	2222.00
ORT KIT	ORT Kit		1332	3222.00
REFURBISH.	AST PREMIUM 386, REFURBISHMENT FOR COMPUTER CENTRE		0	3222.00
		Institution sub-total:		8666.00
Health Institution: GOVT MENTAL HOSPITAL,LAHORE				
FURNITURE	DESK		2	150.00
		Institution sub-total:		150.00
Health Institution: LADY WILLINGDON HOSPITAL,LAHORE				
COMPUTER	AST, PREMIUM 386/25, DESKTOP COMP: 200MB HD, 4MB RAM, TAPE	S/N:3663550	1	18876.00
COMPUTER	AST 386, NOTEBOOK COMPUTER		2	5200.00
FURNITURE	TABLE WOODEN		5	1993.00
		Institution sub-total:		26069.00
		Province sub-total:		34885.00

C:\FOXPRO2\INPUTS\INPTYPE.FRX Last updated: 04/16/92 at 1:28

Report Contents

No.	Field	Length	Row	Column
1	item_type	10	4	16
2	trim(inst_name)+", "+trim(village)	23	6	0
3	source	10	6	31
4	iif(item_brand<>" ",trim(item_brand)+", ","")+iif(item_model<> " ",trim(item_model)+", ","")+trim(item_desc)	20	6	42
5	item_qty	5	6	63
6	cost	7	6	72
7	cost	7	9	72
8	DATE()	8	11	0
9	_PAGENO	4	11	76
10	cost	7	13	72
		101		

Database and Program References

FoxDoc could not find an associated database

LISTING OF INPUTS TO HEALTH INSTITUTIONS BY TYPE

INSTITUTION	SOURCE	DESCRIPTION	QUANT.	
Type of Input: COMPUTER				
CIVIL HOSPITAL, MANKERA	PCSP	AST, PREMIUM 386/25, Desktop w/300MB HDD, VGA monitor	1	2
LADY WILLINGDON	UNICEF	AST, PREMIUM 386/25, DESKTOP COMP: 200MB HD, 4MB RAM, TAPE	1	18
	PCSP	AST 386, NOTEBOOK COMPUTER	2	5
		Item type sub-total:		26
Type of Input: FURNITURE				
GOVT MENTAL HOSPITAL,	PCSP	DESK	2	
LADY WILLINGDON	PCSP	TABLE WOODEN	5	1
		Item type sub-total:		2
Type of Input: ORT KIT				
CIVIL HOSPITAL, MANKERA	PCSP	ORT Kit	1332	3
		Item type sub-total:		3
Type of Input: REFURBISH.				
CIVIL HOSPITAL, MANKERA	PCSP	AST PREMIUM 386, REFURBISHMENT FOR COMPUTER CENTRE	0	3
		Item type sub-total:		3
		Grand Total:		34

C:\FOXPRO2\INPUTS\INPTSRCE.FRX Last updated: 04/16/92 at 1:28

Report Contents

No.	Field	Length	Row	Column
1	source	10	5	20
2	trim(inst_name)+", "+trim(village)	23	8	0
3	item_type	10	8	31
4	iif(item_brand<>" ",trim(item_brand)+", ","")+iif(item_model<> " ",trim(item_model)+", ","")+trim(item_desc)	20	8	42
5	item_qty	5	8	63
6	cost	7	8	72
7	cost	7	12	72
8	DATE()	8	14	0
9	_PAGENO	4	14	76
10	cost	7	16	72
		101		

Database and Program References

FoxDoc could not find an associated database

LISTING OF INPUTS TO HEALTH INSTITUTIONS BY SOURCE

INSTITUTION	TYPE	DESCRIPTION	QUANT.	
Source of Inputs: PCSP				
CIVIL HOSPITAL, MANKERA	COMPUTER	AST, PREMIUM 386/25, Desktop w/300MB HDD, VGA monitor	1	2
	ORT KIT	ORT Kit	1332	3
	REFURBISH.	AST PREMIUM 386, REFURBISHMENT FOR COMPUTER CENTRE	0	3
LADY WILLINGDON	COMPUTER	AST 386, NOTEBOOK COMPUTER	2	5
	FURNITURE	TABLE WOODEN	5	1
GOVT MENTAL HOSPITAL,	FURNITURE	DESK	2	
		Source sub-total:		16

C:\FOXPRO2\INPUTS\INSTSUM.FRX Last updated: 04/16/92 at 1:28

Report Contents

No.	Field	Length	Row	Column
1	prov_name	11	5	10
2	dist_name	17	8	0
3	inst_name-","- village	40	8	18
4	sum_item_q	6	8	59
5	sum_cost	8	8	68
6	sum_cost	8	12	68
7	DATE()	8	14	0
8	_PAGENO	4	14	70
9	sum_cost	8	16	68
		110		

Database and Program References

FoxDoc could not find an associated database

Menu File Summary

---

1 menu file in the system
INP_MNU.MNX

INP_MNU.MNX Last updated: 04/27/92 at 13:00

System	ALT+S	(Submenu SYSTEM)
Data Entry		DO mhit IN inp_mnu.mpr WITH "inputs.SPR"
----------		(Submenu _MST_HELP)
Help	F1	_MST_HELP
Calculator		_MST_CALCU
----------		(Submenu)
Quit		do mexit in inp_mnu.mpr
Edit		(Submenu EDIT)
Cut	CTRL+X	_MED_CUT
Copy	CTRL+C	_MED_COPY
Paste	CTRL+V	_MED_PASTE
Record	ALT+C	(Submenu RECORD)
Delete	CTRL+U	(Procedure)
Recall	CTRL+R	(Procedure)
Set Filter		(Procedure)
Reports	ALT+R	(Submenu REPORTS)
Summary Reports:		(Submenu)
.. by Inst./Prov		(Procedure)
.. by Donor & Type		(Procedure)
.. by Status		(Procedure)
----------		(Submenu)
Lists:		(Submenu)
.. by Inst./Province		(Procedure)
.. by Donor		(Procedure)
.. by Type		(Procedure)
.. by Status		(Procedure)
----------		(Submenu)
Browser		(Procedure)
Utilities	ALT+U	(Submenu UTILITIES)
Password ■		activate popup utilities
----------		(Submenu)
Printer Setup...		set pdsetup to "?"
----------		(Submenu)
Backup		(Procedure)
Restore ■		activate popup utilities
----------		(Submenu)
Reindex		(Procedure)
Pack		(Procedure)
----------		(Submenu)
Reference files		(Submenu REFERENCEF)
Type of Input		(Procedure)
Source of Input		(Procedure)

ANNEX VIII

Draft May 14, 1992

HID: Training Database

Table of Contents

HID: Training Database

1. System Overview:

This application is the 3rd computerized module in Pakistan's Health Management Information System. Like the Inputs Database, it has been developed initially to monitor training provided by the Pakistan Child Survival Project as part of the Project Monitoring System. It is, however, sufficiently flexible to permit it's use at the Provincial or Federal levels to track training provided directly by the ministry or through other donors.

Data is being entered from standardized data entry forms which have been prepared by PCSP staff (see example in Annex. A)

Three sets of data are being gathered for this system:

a. **Training Unit data:** Basic information about each training unit, where training activities are conducted, the institutional id. of the health institution with which it is affiliated, the name of it's director, etc...

b. **Training Session data:** Basic information about each training session which is conducted, including dates, names of trainers, subject matter covered and location.

c. **Trainee data:** Names and origins of each participant who attended the training sessions and how they performed during the sessions.

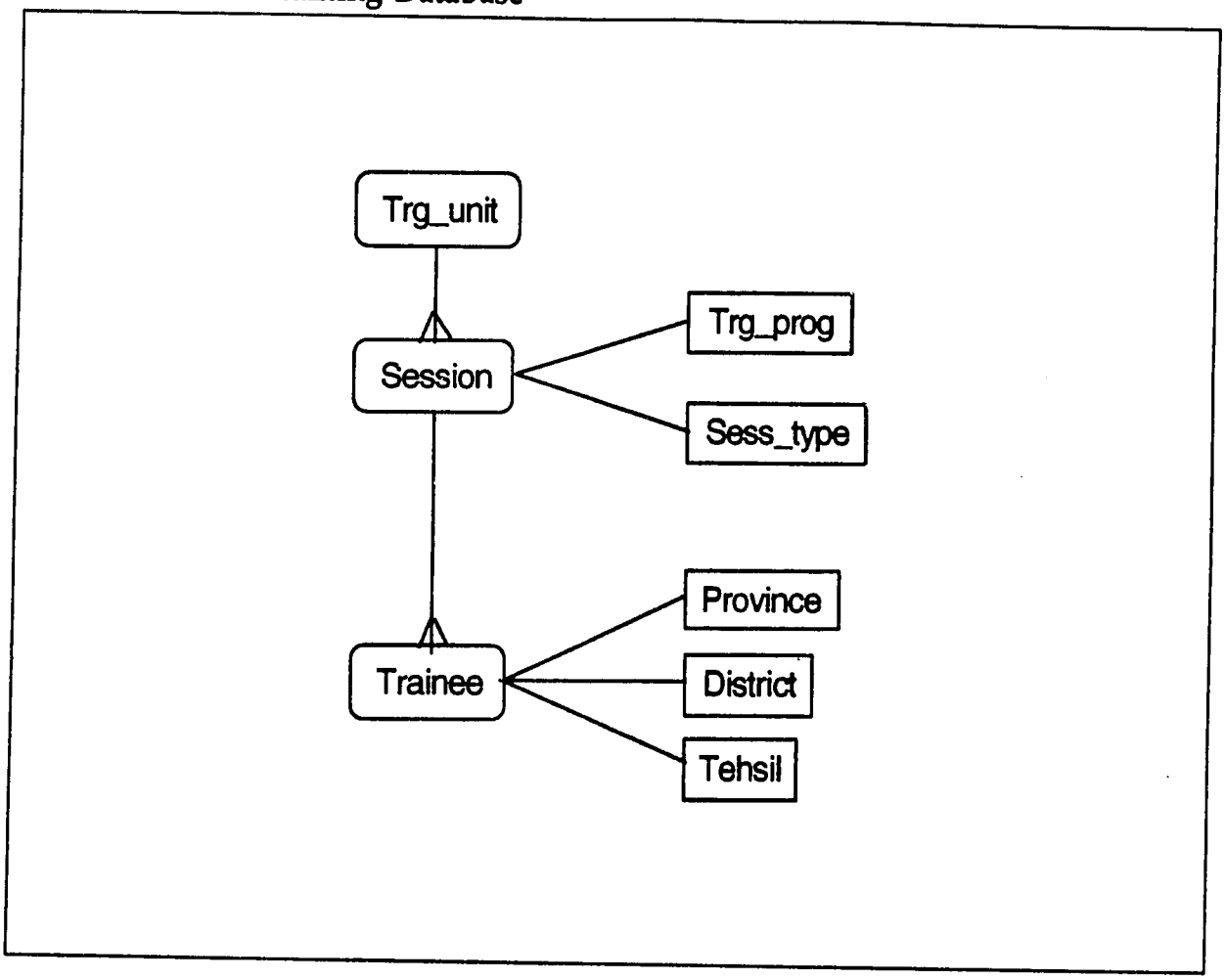
2. Software Implementation Plan:

As noted, above, this module has been developed for implementation initially in the PCSP offices at the Federal Level as part of the Project Monitoring System. Unlike the Inputs Database, this system can function independent of the Health Institutions Database -- although it does require the geographic coding files (Province, District and Tehsil). This is to permit the system's immediate implementation for tracking training activities which have already begun -- before the required data is available to link it to the Health Institutions Database.

By keeping track of trainees National Identity Card Numbers, the system should later be capable of being linked to the personnel module of the HID, which is to be developed at a later stage, and through it to the health institutions where those trainees are posted. As the number of training centers is still relatively small, it will be simple to link them to their respective health institutions at a later date by adding the Institution Id. code.

Once other more urgent modules are fully implemented at the Provincial level, the Training Database can be introduced to allow provincial staff to monitor a wider variety of training efforts at that level as well.

Structure of the Training Database



3. Hardware/Software Requirements:

Developed using Foxpro 2, this module has most of the same hardware and software requirements as the main module of the HMIS, the Health Institutions Database.

a. *Software Requirements:* To run the Inputs database, you must have the following files:

   i. TRAINING.EXE: The compact executable file which controls the database and provides menus for data maintenance and reporting.

ii. FOXPRO.ESL and FOXPRO.ESO: library and run-time files required to run the compact executable files for all Foxpro modules.
iii. PKZIP.EXE and PKUNZIP.EXE: these are used to compress and uncompress the data files when backing up and restoring data.
iv. Database and Index files (See below)
v. Report form files (See below)

b. *Hardware required:*
i. An IBM compatible PC with a hard disk with at least 10 megabytes of free space. The application itself and the file compression utility that is used for backups take up about 2 megabytes.
ii. To run INPUTS.EXE you will need a PC with a '286 processor or higher and at least 512 k. of free memory once DOS and memory resident programs are loaded.
iii. A dot matrix or laser printer to print the various reports which are built into the system.

4. HELP SYSTEM CONTENTS

Training: General Help

The Training module of the Health Institutions Database has been developed to monitor training activities and their participants.

It features the following modules:

System: Data entry: lets you enter and update information about training sessions and the trainees that attended them.

Reports: This menu option lets you select one of several formats in which your data can be printed.

Utilities: Provides a set of utilities for maintaining the Application's data and Environment. These include:

Cycle: Permits you to cycle between windows which are on the screen.

Pack: Removes records marked for deletion

Reindex: Recreates the index files used to display records in the appropriate order. This is normally only done if the power has been shut off accidentally or you suspect that the index files have been corrupted.

Printer Setup: Allows you to set up and select the appropriate printer driver for your installed printer.

See Also: Calculator, Calendar/Diary, Find, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup, Menu System

---

Calculator

When you choose Calculator from the System menu popup, the Calculator desk accessory appears. This calculator is used like a standard pocket calculator.

Calculations can be performed using the keyboard or the mouse.

With the keyboard, you can type the equation as it would be written. Most Calculator keys have the same keyboard equivalents, with the following exceptions:

Key	Equivalent
Q	√
R	MR
N	±

A	M+
Z	MC
S	M-

Calendar/Diary

The Calendar panel appears with the current month displayed and today's date selected.

Changing Current Date

Change selected day:
Use arrow keys or click on desired day.

Change Month
Press PgUp/PgDn or choose <-M or M-> push button.

Change Year
Press Shift+PgUp/Shift+PgDn or choose <-Y or Y-> push button.

You can select today's date by pressing T on the keyboard or by choosing the Today push button.

The Diary menu popup contains options that correspond to all of these actions.

You can have a diary entry for each day. Activate the Diary panel by pressing Tab or clicking on the panel with the mouse. The cursor flashes in the Diary panel, indicating that it is active.

Choose Delete... from the Diary menu popup to display the Delete Diary dialog.

Control Panel

The control panel is a utility screen that is used throughout the Training application.

The push buttons in this window perform some of the following actions:

Find Brings forward the find dialog allowing you to move directly to a specific record.

Up Positions the pointer on the next record.

Down Positions the pointer on the previous record.

Top Positions the pointer on the first record.

Bottom Positions the pointer on the last record.

Add Adds a new record (or item line, if the Items window is selected).

Quit This clears control panel and the data editing screen that you are currently working on and returns control to the pull down menu. You will need to do this before running reports or doing other database maintenance functions.

To perform one of these actions, activate the control panel by pressing ^F1 until one of the push buttons is highlighted. Then press the highlighted letter for the desired option or move to the option with your arrow keys and press <Enter>.

Mouse users can simply click on the desired push button to activate it.

See Also: Training: General Help, Browser, Menu System

Find

The Find push button displays a scrolling list of all records which can be edited in the current screen.

Move through the list using the mouse and the scroll bar on the right or by using the Home, End, PgUp, PgDn or cursor keys.

When you have highlighted the record you would like to edit, press Enter or double click the mouse button and the Finder window will disappear leaving you in the editing window on the record you have selected.

See Also: Training: General Help, Browser

Browser

This dialog allows you to locate and browse records that meet specified criteria.

To specify conditions:

1. Choose a database from the Database popup. All Open databases are displayed in this popup. The Field popup in the lower portion of this dialog reflects the fields in the database displayed in the Database popup.

2. Choose a field from the Field popup. Fields marked with a ■ are indexed and, therefore, the expressions created with these fields are optimizable. Fields that are not indexed can be used in expressions, but they will not be optimized.

If you choose a logical field, the operator popup and criteria text box are disabled. It is assumed that the logical field = true.

3. Choose an operator from the operator popup. The operators and the actions they perform are:

= Checks if one field matches the criteria.
Example: Lastname = Smith
All records with a lastname that begins with Smith are located (e.g., Smith, Smithson, Smithburg).

<> Checks if field is not equal to the specified criteria.
Example: Rating <> II
All records except those with a rating of II are located.

< Checks if the value of a field is less than the specified criteria.
Example: Rating < III
All records with ratings of I and II are located.

> Checks if the value of a field is more than the specified criteria.
Example: Rating > II
All records with ratings of III or greater are located.

<= Checks if the value of a field is less than or equal to the specified criteria.

>= Checks if the value of a field is more than or equal to the specified criteria.

== Checks if the field exactly matches the specified criteria.
Example: Lastname == Smith
All records with a lastname field that contains only Smith are located.

IN Checks if a field is in a given set of values.
Example: State = CA,MI,OH
All records with CA, MI or OH in the state field are located.

4. Enter the desired criteria in the text box to the right of the operator popup. This is a case-sensitive search, so the text must match the case for which it is searching (e.g., smith will not locate Smith).

5. Choose the Add push button. The expression is displayed in the list above.

Repeat the process to add another expression. If you add expressions without grouping (grouping is discussed later), the expressions are "ANDed" together.

Example 1: Cuisine = American
State = California
Records with American cuisine in California are located.

Example 2: State = CA
State = OH
No records are located because no restaurants exist with a state of CA AND OH.

Grouping Expressions

When expressions are displayed in the Expression list, the push buttons below the expression list are enabled. To group expressions, choose the Group push button. A double line appears in the Expression list.

When you group expressions, the expression are ORed together.

Example:
State = CA

State = OH
Records with a state of OH or a state of CA are located.

When more than one expression is displayed in the Expression list, the up arrow and down arrow are enabled. You can move expressions and grouping bars up and down in the list with these push buttons. Select the expression or grouping bar in the expression list and choose the desired push button.

Deleting Expressions

To delete an expression from the Expression list, select the expression and choose Delete.

To clear the Expression list, choose Reset at the bottom of the dialog.

Order

To specify the order you would like the records displayed in the Browse window, choose the order from the Order popup. All indexed fields are displayed on this popup.

Browsing

When you have created the desired expressions and chosen the desired order, choose the Browse push button.

A Browse window is displayed with the located records. Choosing the Browse push button without defining any expression will display a Browse window will all records in the database.

Creating New Search Criteria

Press Escape or click on the close box in the Browse window to return to the Locate dialog. You can modify the search criteria or clear the expression list and start anew.

Choose Quit to exit the Locate dialog.

See Also: Training: General Help, Control Panel

Menu System

A common menu system is displayed with most modules of the Health

Institutions Database. Occasionally, options that correspond to a particular module are appended to this menu system. Many options in this menu system have control key shortcuts.

The common menu system contains the following pads and options:

System Menu

This menu contains options allowing you to access help and activate desk accessories.

Data Entry	Loads the data entry screen for the training module
Help	Brings forward the Help window.
Calculator	Brings forward the calculator.
Calendar/ Diary	Brings forward the Calendar/Diary.
Quit	This options quits from the Training module.

Edit Menu

Cycle This permits you to cycle between multiple windows when they are displayed on screen.

Cut Allows you to cut blocked data in a field.

Copy Allows you to copy blocked data in a field.

Paste Allows you to paste previously cut or blocked data from one field into another field or record.

Records Menu

Delete This menu allows you to delete the record which is currently being displayed on the editing screen. Do delete records from a browse window press ^T.

Recall This permits you to recall records which have accidentally been marked for deletion (you will see a <Deleted> mark on the upper right hand corner of the screen). To recall a record in a browse window press ^T again.

Reports Menu

This menu contains options allowing you to run reports.

Utility Menu

This menu contains a several file management utilities and is used to quit the Health Institutions Database.

Pack This permanently removes records which have been marked for deletion.

ReIndex Sometimes index files can become damaged during power outages or operator errors. This option reindexes all

files.

Back-up This calls PKZIP, a file compression program, which automatically compresses all the data files into a single back-up file which should be copied onto disks on a regular basis.

Printer setup This calls the Printer Driver Dialogue which enables you to configure the software for your printer.

Reference files This allows you to add new records to the several reference files used as lookup tables for data validation in this module. Be careful not to change any of the codes that you have already been using, as this could result in losing some of your data.

See Also: Training: General Help, Calculator, Calendar/Diary, Find, Report Dialog, Control Panel, Deleting Records, Printer Driver Setup

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Report Dialog

This dialog allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: Training: General Help, Printing Reports

Adding Trainees

If you would like to add individual Trainees to a Training Session, activate the Trainees window by moving to it with the mouse and clicking, or by pressing <Ctrl><F1> until the window is active. Then select the <Add> option from the control panel. You can also add a Trainee by pressing <Ctrl>N while the browse menu option is displayed.

This will cause a new Trainee line to appear in the Trainees window. For each line in the browse window, enter the following:

ID #: Enter the trainee's National Identity card number. Once the Personnel module is developed, this will provide the link to the personnel database.

Name: Type the name of the Trainee. Because space is somewhat limited try to abbreviate names consistently (e.g. MOHD. for MOHAMMED).

Designation: Enter the Designation of the Trainee.

Institute: Enter the name of the Health Institution where the trainee works.

Tehsil: Enter the Tehsil code where the Trainee's health institution is located. If you enter an invalid value, a Geographic Coding window will open to enable you to determine the accurate code. Press ^W once you have selected the correct codes and it will be inserted in the trainee record.

Eqpt.: Enter whether or not Equipment was provided to the trainee at the end of the session.

Test: Enter the trainee's score from the theoretical test.

Proc: Enter the trainee's score from the practical exercise.

WARNING: If you select the ADD option when the Trainees browse window is not active, you will actually add a new Training Session, instead of a new Trainee to the current session. If this happens, delete the newly created session by pressing <Alt>R and selecting the Delete record option. Then move back to the Session you were editing by using the Find menu option.

Once you have identified the correct Session, activate the Trainees window and Add your new post as discussed above.

See Also: Trainees: General Help, Find, Menu System

Printing Reports

The Health Institutions Database features a wide variety of report related to each module of the system.

Depending upon the report selected, this will bring up either a Find dialog (a scrolling list to allow you to choose a specific Institution, Personnel Member, etc.. about which you want to print) or the Expression Builder.

The latter allows you to create sophisticated selection criteria so that only certain records are printed in the report (e.g. All the Institutions in a specific District, all the Computer inputs for a

Province, etc...). If you wish to print all records, just press <Esc> or select the <OK> push button without defining any selection criteria.

Once the appropriate record(s) is/are selected the Report Dialog appears which allows you to select the destination of your report and the order in which your records will print.

Output

The radio check boxes allow you to specify where to output the report and perform the following actions:

Preview Displays the report in a page preview window on the monitor.

To File Brings forward a dialog in which you can specify the name and location of a text file.

To Print Directs output to the current printer.

When the desired options are selected, choose OK to run the report.

See Also: Institutions: General Help, Report Dialog, Expression Builder.

Expression Builder

The Expression Builder dialog contains these options:

Math

String

Logical

Date

Contain functions and operators to build expressions. Choose desired options to place them in Expression box.

Expression Box
Displays expression as it is built; allows you to enter expression with keyboard.

Database Fields (List)
Double-click on database field or Tab to list, select field and press Enter.

Memory Variables (List)
Double-click on memory variable or Tab to list, select field and press Enter.

Database

Choose database from popup. Database Fields list shows fields in database displayed on popup control.

< Verify >
Displays message "Expression is valid" if expression is OK; otherwise displays error message.

Expression Menu Popup
The Expression menu popup contains three groups of options:

Math Functions
String Functions
Logical Functions
Date Functions
Displays associated popup in dialog.

Fields List
Variables List
Database
Selects corresponding list or popup control in dialog.

Verify
Displays message telling whether or not expression is valid.

See Also: Printing Reports

Printer Driver Setup

From this dialog you can create a printer driver setup, modify an existing setup, delete a setup, specify a default setup, load a setup and clear the current setup.

The Printer Driver Setup dialog contains the following options:

Printer Driver Setups: (List)
Displays all available printer driver setups. To unload the current printer driver setup, choose <None>. To modify an existing printer driver setup, choose the setup from this list.

< Edit >
To modify an existing printer setup, choose the name of the printer setup to modify from the Printer Driver Setups list, then choose the Edit push button. The Setup Editing dialog appears.

< New >
To create a new printer driver setup, choose the New push button. The Printer Setup Editing dialog appears.

< Delete >
To delete a printer setup, choose the name of the printer setup to delete from the Printer Driver Setups list, then choose the

Delete push button.

< Set Default >
A default printer setup can be automatically loaded when FoxPro is started. To specify a default printer setup, choose the name of the printer setup from the Printer Driver Setups list, then choose the Set Default push button. The system message "Default was set" is displayed.

< Cancel >
Exits this dialog.

« Set »
To load a printer setup, choose the name of the printer setup to load from the Printer Driver Setups list, then choose the Set push button.

See Also: Printing Reports

Deleting a Record

Full Screen Editing

With the desired record displayed on the screen, select the Delete record option from the Pull Down Menu. The word <Deleted> will appear at the top corner of the screen. If you delete a record by mistake, select the Recall Deleted record option from the same menu option.

If you try to delete a record which has already been deleted you will get a message to that effect and no action will be taken.

Browse Windows

To delete a record within a browse window, place the cursor on any field in the row you wish to delete and press ^T. A small bullet will appear in the far left margin of the browse window indicating which records have been marked for deletion.

If you are using a mouse, you can delete or recall a record by clicking once in the far left hand margin of the browse window until the delete bullet appears there.

5. TECHNICAL DOCUMENTATION:

System: HID Training Module
Author: S.Sharif/R.Wilson
05/14/92 09:04:43
System Summary

This system has:

3910	lines of code
1	program file
15	procedure files
63	procedures and functions
9	databases
5	structural index files
0	index files
3	report forms
0	format files
0	label forms
0	binary files
0	memory variable files
1	menu file
7	screen files
2	other files
246	cross-referenced tokens

See the tree diagram for programs, procedures, functions and format files

Databases	Index Files	Report Forms	Label Forms	Memory Files
SESSION.DBF		TRG_UNIT.FRX		
TRG_UNIT.DBF		TRG_SESS.FRX		
TRAINEE.DBF		SESS_SUM.FRX		
TRG_PROG.DBF				
SESS_TYP.DBF				
TEHSIL.DBF				
PROVINCE.DBF				
DISTRICT.DBF				
PROVINCE,.DBF				

Database Structure Summary

---

9 databases in the system
SESSION.DBF
TRG_UNIT.DBF
TRAINEE.DBF
TRG_PROG.DBF
SESS_TYP.DBF
TEHSIL.DBF
PROVINCE.DBF from Institutions Database
DISTRICT.DBF
PROVINCE,.DBF

Structure for database : SESSION.DBF
Number of data records : 2
Last updated : 04/14/92 at 13:53

Field	Field name	Type	Width	Dec	Start	End
1	SESS_CODE	Character	11		1	11
2	PROG_CODE	Character	4		12	15
3	TU_CODE	Character	2		16	17
4	SESS_TYPE	Character	2		18	19
5	SESS_NO	Character	3		20	22
6	SESS_SDATE	Date	8		23	30
7	SESS_DURA	Numeric	3		31	33
8	TRG_COST	Numeric	6		34	39
9	TRAINER1	Character	20		40	59
10	TRAINER2	Character	20		60	79
11	TRAINER3	Character	20		80	99
12	TRAINER4	Character	20		100	119
13	TRAINER5	Character	20		120	139
14	EVA_MATER	Numeric	2		140	141
15	EVA_METHO	Numeric	2		142	143
16	EVA_TIME	Numeric	2		144	145
** Total **			146			

Structure for database : TRG_UNIT.DBF
Number of data records : 11
Last updated : 04/11/92 at 16:36

Field	Field name	Type	Width	Dec	Start	End
1	INST_CODE	Character	10		1	10
2	TU_CODE	Character	2		11	12
3	TU_NAME	Character	20		13	32
4	TU_TYPE	Character	4		33	36
5	DIRECTOR	Character	20		37	56
6	COORDINAT	Character	20		57	76
7	TRAINER1	Character	20		77	96
8	TRAINER2	Character	20		97	116
9	TRAINER3	Character	20		117	136
10	TRAINER4	Character	20		137	156
11	TRAINER5	Character	20		157	176
12	TRAINER6	Character	20		177	196
13	TRAINER7	Character	20		197	216
14	TRAINER8	Character	20		217	236
15	TRAINER9	Character	20		237	256
16	TRAINER10	Character	20		257	276
** Total **			277			

```
Structure for database : TRAINEE.DBF
Number of data records :        13
          Last updated : 04/27/92 at 12:33
Field  Field name  Type        Width    Dec    Start      End
    1  SESS_CODE   Character      11              1       11
    2  TR_ID       Character      11             12       22
    3  TR_NAME     Character      20             23       42
    4  TR_DESIG    Character       5             43       47
    5  INST_CODE   Character      20             48       67
    6  TEHS_CODE   Character       5             68       72
    7  EQUIPMENT   Character       1             73       73
    8  THEORY      Numeric         3             74       76
    9  PROCEDURE   Numeric         2             77       78
** Total **                      79
```

```
Structure for database : TRG_PROG.DBF
Number of data records :         4
          Last updated : 04/14/92 at 15:04
Field  Field name  Type        Width    Dec    Start      End
    1  PROG_CODE   Character       4              1        4
    2  PROG_NAME   Character      30              5       34
** Total **                      35
```

```
Structure for database : SESS_TYP.DBF
Number of data records :         7
          Last updated : 10/15/91 at 11:45
Field  Field name  Type        Width    Dec    Start      End
    1  PROG_CODE   Character       4              1        4
    2  SESS_TYPE   Character       2              5        6
    3  SESS_TITLE  Character      20              7       26
** Total **                      27
```

Database Field Summary

Field Name	Type	Len	Dec	Database
COORDINAT	C	20	0	TRG_UNIT.DBF
DIRECTOR	C	20	0	TRG_UNIT.DBF
EQUIPMENT	C	1	0	TRAINEE.DBF
EVA_MATER	N	2	0	SESSION.DBF
EVA_METHO	N	2	0	SESSION.DBF
EVA_TIME	N	2	0	SESSION.DBF
INST_CODE	C	20	0	TRAINEE.DBF
INST_CODE	C	10	0	TRG_UNIT.DBF
PROCEDURE	N	2	0	TRAINEE.DBF
PROG_CODE	C	4	0	TRG_PROG.DBF
				SESS_TYP.DBF
				SESSION.DBF
PROG_NAME	C	30	0	TRG_PROG.DBF
SESS_CODE	C	11	0	TRAINEE.DBF
				SESSION.DBF
SESS_DURA	N	3	0	SESSION.DBF
SESS_NO	C	3	0	SESSION.DBF
SESS_SDATE	D	8	0	SESSION.DBF
SESS_TITLE	C	20	0	SESS_TYP.DBF
SESS_TYPE	C	2	0	SESSION.DBF
				SESS_TYP.DBF
TEHS_CODE	C	5	0	TRAINEE.DBF
THEORY	N	3	0	TRAINEE.DBF
TRAINER1	C	20	0	SESSION.DBF
				TRG_UNIT.DBF
TRAINER10	C	20	0	TRG_UNIT.DBF
TRAINER2	C	20	0	TRG_UNIT.DBF
				SESSION.DBF
TRAINER3	C	20	0	SESSION.DBF
				TRG_UNIT.DBF
TRAINER4	C	20	0	TRG_UNIT.DBF
				SESSION.DBF
TRAINER5	C	20	0	SESSION.DBF
				TRG_UNIT.DBF
TRAINER6	C	20	0	TRG_UNIT.DBF
TRAINER7	C	20	0	TRG_UNIT.DBF
TRAINER8	C	20	0	TRG_UNIT.DBF
TRAINER9	C	20	0	TRG_UNIT.DBF
TRG_COST	N	6	0	SESSION.DBF
TR_DESIG	C	5	0	TRAINEE.DBF
TR_ID	C	11	0	TRAINEE.DBF
TR_NAME	C	20	0	TRAINEE.DBF
TU_CODE	C	2	0	SESSION.DBF
				TRG_UNIT.DBF
TU_NAME	C	20	0	TRG_UNIT.DBF
TU_TYPE	C	4	0	TRG_UNIT.DBF

Screen File Summary

---

7 screen files in the system
TRG_STRT.SCX
SES_INFO.SCX
CONTROL2.SCX
REPORT.SCX
TRGFIND.SCX
TEHSPICK.SCX
BROWSER.SCX

TRG_STRT.SCX Last updated: 04/15/92 at 11:58

```
   0         1         2         3         4         5         6         7         8

012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789
  0
  1
  2
  3
  4
  5
  6
  7
  8
  9
 10                    TRAINING
 11                    DATABASE
 12
 13
 14
 15
 16
 17
 18
 19
 20                        1: inp_sourc.....................
 21
 22
 23
 24 Developed by:  HIS Team, PCSP, 14-D (west), Blue Area, Islamabad, Ph:815818.....
```

Name	Type	Picture
1: inp_sourc	Field	'@I'

```
SES_INFO.SCX          Last updated:  04/15/92 at 11:58

                        TRAINING SESSION INFORMATION

   0         1         2         3         4         5         6         7         8

012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789
  0
  1  Trng Program: 1: p 2: trg_prog.prog_name.....  ┌   T R A I N E R S
  2  Trng Unit...: 3:   4: trg_unit.tu_name. 5: [ +  |  12: trainer1........
  3  Session Type: 6:   7: sess_typ.sess_tit         |  13: trainer2........
  4  Session #...: 8:                                |  14: trainer3........
  5  Start Date..: 9: sess_sd  Duration: 10: days    |  15: trainer4........
  6  Trng Cost...: Rs.11: trg                        └  16: trainer5........

  --------------------------------------------------------------------------------
     Window name: Trng_sess
     Coordinates: FROM 0,0 TO 0,79
  Window options: FLOAT CLOSE MINIMIZE SHADOW

  --------------------------------------------------------------------------------
     Name                 Type          Picture
  --------------------------------------------------------------------------------

  1: session.prog_code    Field         "@!K"
  2: trg_prog.prog_name   Field
  3: session.tu_code      Field         "@!K"
  4: trg_unit.tu_name     Field
  5: "["+trg_unit.tu_typeField
  6: session.sess_type    Field         "@!K"
  7: sess_typ.sess_title  Field
  8: session.sess_no      Field         "@9K"
  9: session.sess_sdate   Field
 10: session.sess_dura    Field
 11: session.trg_cost     Field         "999,999"
 12: session.trainer1     Field         "@!"
 13: session.trainer2     Field         "@!"
 14: session.trainer3     Field         "@!"
 15: session.trainer4     Field         "@!"
 16: session.trainer5     Field         "@!"

--------------------------------------------------------------------------------
```

```
CONTROL2.SCX          Last updated:  04/15/92 at 11:58

   0         1         2         3         4         5         6         7         8

012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789
  0   < Find  >  <  Up   >  < Down  >  <  Top  >  <Bottom >  <  Add  >  < Quit  >

  ---------------------------------------------------------------------------
     Window name: Control2
     Coordinates: FROM 23,1 TO 23,80
  Window options: FLOAT CLOSE MINIMIZE SHADOW

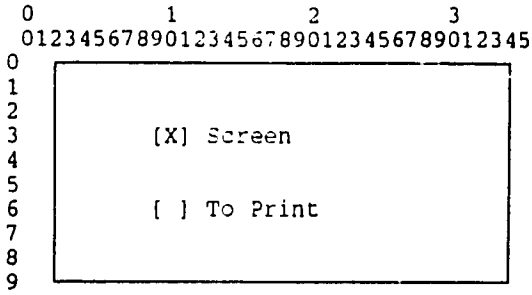
  ---------------------------------------------------------------------------

     Name                 Type           Picture
  ---------------------------------------------------------------------------

  1: act2                 Push button    "@*HN \<Find;\<Up;\<Down;\<Top;\<Bottom;
                                         \<Add;\<Quit"


---------------------------------------------------------------------------
```

REPORT.SCX Last updated: 04/15/92 at 11:58



Name	Type	Picture
1: reportok	Push button	"@*VT \!\<Report;\?\<Cancel"
2: Preview	Check box	"@*C Screen"
3: toprint	Check box	"@*C To Print"

```
TRGFIND.SCX          Last updated:  04/15/92 at 11:58

                                Training Session Finder

   0         1         2         3         4         5         6
   0123456789012345678901234567890123456789012345678901234567890123456789
 0 ┌─────────────────────────────────────────────────────────┐
 1 │1: findkey.............................................█ │
 2 │.......................................................█ │
 3 │.......................................................█ │
 4 │.......................................................█ │
 5 │.......................................................█ │
 6 │.......................................................█ │
 7 │.......................................................█ │
 8 │.......................................................  │
 9 └─────────────────────────────────────────────────────────┘
10           Select a record and press <Enter>
```

```
   Window name: Trgfind
   Coordinates: FROM 0,0 TO 0,59
Window options: FLOAT CLOSE MINIMIZE SHADOW
```

Name	Type	Picture
1: findkey	List	"@&T"

```
TEHSPICK.SCX          Last updated:  04/15/92 at 11:58

                              ^Q Geographic Coding ^P

   0         1         2         3         4         5         6         7
   01234567890123456789012345678901234567890123456789012345678901234567890123456789
  0  Province        District                        1: IIF
  1  2 3: province   4:  5: district.dist_nam     6: mt 7: tehsil.tehs_name.
  2                      8: TRIM(distric

  ------------------------------------------------------------------------------
     Window name: Geodata
     Coordinates: FROM 2,1 TO 2,75
  Window options: FLOAT CLOSE MINIMIZE SHADOW

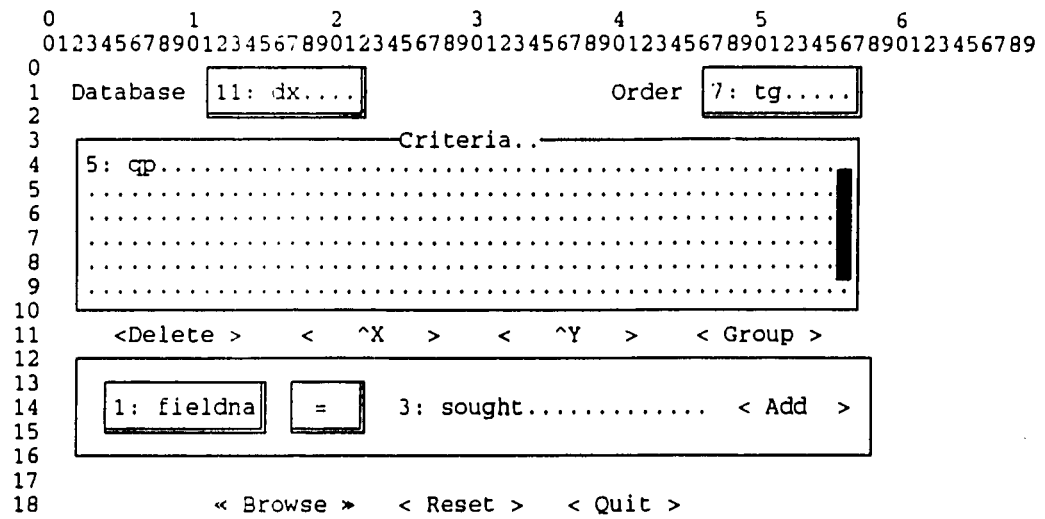
  ------------------------------------------------------------------------------

     Name                 Type           Picture
  ------------------------------------------------------------------------------

  1: IIF(province.prov_coField
  2: mprov                Field          "@k"
  3: province.prov_name   Field
  4: mdist                Field          "@k"
  5: district.dist_name   Field
  6: mtehs                Field          "@k"
  7: tehsil.tehs_name     Field
  8: TRIM(district.div_naField


------------------------------------------------------------------------------
```

BROWSER.SCX Last updated: 05/14/92 at 9:01



Window name: Locate
Coordinates: FROM 0,0 TO 0,60
Window options: FLOAT CLOSE MINIMIZE SHADOW

	Name	Type	Picture
1:	fieldname	Popup	"@^ "
2:	op	Popup	"@^ =;<>;<;>;<=;>=;==;IN"
3:	sought	Field	"@K!"
4:	ad	Push button	"@*VN Add"
5:	qp	List	"@&N"
6:	bact	Push button	"@*HN Delete;^X;^Y;Group"
7:	tg	Popup	"@^ "
8:	qy	Push button	"@*HN \!Browse"
9:	rs	Push button	"@*VN Reset"
10:	qt	Push button	"@*VN \?Quit"
11:	dx	Popup	"@^ "

Report Form File Summary

3 report forms in the system
C:\FOXPRO2\TRAINING\TRG_UNIT.FRX
C:\FOXPRO2\TRAINING\TRG_SESS.FRX
C:\FOXPRO2\TRAINING\SESS_SUM.FRX

C:\FOXPRO2\TRAINING\TRG_UNIT.FRX Last updated: 04/15/92 at 11:58

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	12
2	prov_name	15	7	9
3	trg_unit.tu_type	4	13	0
4	trg_unit.tu_name	30	13	6
5	trg_unit.director	20	13	37
6	trg_unit.trainer1	20	13	58
7	trg_unit.coordinat	20	14	37
8	trg_unit.trainer2	20	14	58
9	trg_unit.trainer3	20	15	58
10	trg_unit.trainer4	20	16	58
11	trg_unit.trainer5	20	17	58
12	trg_unit.trainer6	20	18	58
13	trg_unit.trainer7	20	19	58
14	trg_unit.trainer8	20	20	58
15	trg_unit.trainer9	20	21	58
16	trg_unit.trainer10	20	22	58
17	_pageno	4	28	73
		301		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\TRAINING\TRG_SESS.FRX Last updated: 04/15/92 at 11:58

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	12
2	province.prov_name	15	6	9
3	trg_unit.tu_name	20	15	0
4	sess_typ.sess_title	20	15	22
5	session.sess_no	3	15	44
6	session.sess_dura	3	15	53
7	session.sess_sdate	10	15	58
8	parti	3	15	72
9	parti	3	20	72
10	_pageno	4	22	73
		89		

Database and Program References

FoxDoc could not find an associated database

C:\FOXPRO2\TRAINING\SESS_SUM.FRX Last updated: 04/15/92 at 11:58

Report Contents

No.	Field	Length	Row	Column
1	date()	8	3	12
2	trg_unit.tu_name	30	5	15
3	sess_typ.sess_title	20	12	3
4	session.sess_no	2	12	46
5	no_trne	6	12	64
6	sess_typ.sess_title	20	14	3
7	no_sess	6	14	46
8	no_trne	6	14	64
9	_pageno	4	17	73
		102		

Database and Program References

FoxDoc could not find an associated database

SAMPLE REPORT

COMPUTER TRAINING
LIST OF TRAINEES

Report Date: 16/04/19

Province:

Name of Participant	Desig.	Institution	Eval. Scor.	Proc. Compl.
DHS NWFP, PESHAWAR				
Sess.No.:001, Strt.Dt: 1-Jan-92, Dur.:0 days				
1 AZAM KHAN	AO	DHS, NWFP, PESHAWAR	3	0
2 REHMAN GHUL	JC	DHS, NWFP, PESHAWAR	4	0
3 IFTIKHAR	SA	DD, PESHAWAR	4	0
4 SHERWALI	SO	DD, MALAKAND	1	0
		Average:	3.0	0
DGHS BALOCHISTAN,QTA				
Sess.No.:001, Strt.Dt: 1-Jan-92, Dur.:7 days				
1 NOOR KHAN	JC	DGHS BALOCHISTAN	4	0
2 MOHAMMAD SAEED	JC	DGHS BALOCHISTAN	4	0
3 MOHAMMAD ALI	C	DGHS BALOCHISTAN	2	0
4 SIDDIQUE	JC	EPI, BALOCHISTAN	3	0
		Average:	3.2	0
DGHS PUNJAB, LAHORE				
Sess.No.:001, Strt.Dt: 1-Jul-92, Dur.:7 days				
1 MOHAMMAD ASHFAQ	JC	DGHS, PUNJAB, LAHORE	5	0
2 S. SADAQAT HUSSAIN	SA	DHS, MULTAN	4	0
3 SIKANDAR SHAHEEN	SA	DHS, FAISALABAD	1	0
4 SALEEM KHAN	SA	DHS, RAWALPINDI	1	0
5 HAFEEZULLAH	SA	DHS, LAHORE	4	0
		Average:	3.0	0
DGHS SINDH, HYDERABD				
Sess.No.:001, Strt.Dt: 1-Jan-92, Dur.:7 days				
1 MOHAMMAD ADIL	SC	DGHS SINDH, HYD	4	0
2 AFTAB AHMED	SA	DHS, HYD	2	0

Source: Training Database

COMPUTER TRAINING
LIST OF TRAINEES

Report Date: 16/04/19

Province:

	Name of Participant	Desig.	Institution	Eval. Scor.	Proc. Compl.
3	MOHAMMAD SALEEM	SO	DHS KHI	1	0
4	MOHAMMAD HAFEEZ	SA	DHS HYD	4	0
5	SHOBDO MAL	SA	DHS LARKANA	3	0
6	GHULAM MEHR	SA	DHS SUKKUR	2	0
			Average:	2.6	0

Total: 19

Source: Training Database

Menu File Summary

---

1 menu file in the system
TRG_MNU.MNX

TRG_MNU.MNX Last updated: 04/15/92 at 11:58

```
   System                                          ALT+S   (Submenu SYSTEM)
      Data Entry                                         DO mhit IN trg_mnu.mpr WITH 'ses_info.spr'
      ------------                                       (Submenu _Q4T0K4SQI)
         Reference Files:                                (Submenu )
          ... Training Progs.                            (Procedure)
          ...                                            (Submenu _MST_HELP)
      Help                                        F1      _MST_HELP
      Calculator                                          _MST_CALCU
      Calendar/Diary                                      _MST_DIARY
      ------------                                        (Submenu )
      Quit                                                do mexit in trg_mnu.mpr
   Edit                                                   (Submenu EDIT)
      Cut                                         CTRL+X  _MED_CUT
      Copy                                        CTRL+C  _MED_COPY
      Paste                                       CTRL+V  _MED_PASTE
      Cycle                                       CTRL+F1 _MWI_ROTAT
   Record                                         ALT+C   (Submenu RECORD)
      Delete                                      CTRL+U  (Procedure)
      Recall                                      CTRL+R  (Procedure)
   Reports                                        ALT+R   (Submenu REPORTS)
      Summary Reports:                                    (Submenu )
      .. of Sessions                                      (Procedure)
      .. of Training Cost                                 (Procedure)
      ------------                                        (Submenu )
      Detailed Lists:                                     (Submenu )
      .. of Training Units                                (Procedure)
      .. of Sessions                                      (Procedure)
      .. of Trainees                                      (Procedure)
      .. of Trainers                                      (Procedure)
   Utilities                                      ALT+U   (Submenu UTILITIES)
      Password          ■                               activate popup utilities
      ------------                                        (Submenu )
      Printer Setup...                                    set pdsetup to '?'
      ------------                                        (Submenu )
      Backup                                              (Procedure)
      Restore           ■                               activate popup utilities
      ------------                                        (Submenu )
      Reindex                                             (Procedure)
      Pack                                                (Procedure)
      ------------                                        (Submenu )
      Reference files                                     (Submenu _Q4T0RLYSK)
         Training Programmes                              (Procedure)
         Training Units                                   (Procedure)
         Session Types                                    (Procedure)
```

ANNEX A.

TRAINING SESSION INFORMATION SHEET

Training Programme: CSTP Child Survival Training Programme

Training Unit: ..... [ ]

Session Type: ..... [ ]

Start Date: / / (dd/mm/yy) **Duration** ..... (days)

Training Cost: Rs.....

TRAINERS

.....

.....

.....

.....

.....

S. No	Name of Participant	National ID Card Number	Designation	Institution	Location Code (for computer use only)	Essential Equipt / Supplies (Y/N)	Theory Test Score	Procedure Completed (1/2/3)*
1.		- -						
2.		- -						
3.		- -						
4.		- -						
5		- -						
6		- -						
7.		- -						
8.		- -						
9.		- -						
10		- -						
11.		- -						
12.		- -						

* 1 All, 2 50% or more, 3 - less than 50%

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ANNEX IX

PCSP MEMO

TO: Jeanne Newman/Quality Assurance Project
FROM: Randy Wilson, Duane Smith, Theo Lippeveld
cc. Lois Bradshaw/AID Islamabad
Diana Silimperi/MSH Boston
Tara Upreti/PCPS Islamabad
DATE: April 2, 1992
RE: *Possible Pakistan Child Survival Project/Q&A Project collaboration*

Following discussions with Pakistan Child Survival Project (PCSP) staff and Lois Bradshaw at AID/Islamabad the following suggestions were made to further advance the idea of possible collaboration to make effective use of remaining Pricor II funds for Pakistan.

Key areas where the PCSP team felt the Q&A project could make a significant contribution included:

1. Developing and pre-testing in pilot districts a methodology for collecting household level data on quality of care provided by government health services. This is being explored as part of a scheme, which together with a supervisory checklist, will also generate data for routine reporting to provinces and federal levels. Key areas for input include:
   a. developing observational techniques for gathering certain indicators
   b. developing selection/sampling methodology and appropriate frequency.
   c. pre-testing rapid assessment data collection instruments and methods in selected districts.

2. Conducting some rapid assessments to help evaluate the impact of project interventions (particularly training) on improving the quality of care provided for CDD, ARI, Malaria and other priority health problems through outpatient primary health care services.

3. Participating in workshops envisioned later in the year for District level supervisors. This would be primarily for introducing the new Health Management Information System, but could benefit from the inclusion of a significant focus on quality of care.

Timing is always a bit of a juggling act. Because of a very full agenda related to the development and pretesting of the health facility level information system. The ideal time for Q&A involvement with the PCPS team in Pakistan would not be before early fall.

Get back to us soon if any of these areas are of interest as it has been taking a considerable amount of time to secure Pakistan Ministry approvals for STTA which will most likely be required.