**KINGDOM OF CAMBODIA** 

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**Ministry of Health** 

# Standard Operating Procedure on Appointment-spacing and Multi-Month Dispensing (MMD) in Cambodia

January 2023



National Center for HIV/AIDS, Dermatology and STD

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NCHADS would like to call on all ART service providers and development partners in Cambodia to use this revised SOP as a reference document to effectively implement appointment-spacing and multi-month ARV dispensing for people living with HIV (PLHIV) according to their eligible criteria.

Phnom Penh, OG January 2023 Director of the National Center for HTV/AIDS, Dermatology and STD & Dr.OUK VICHEA

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#### Abbreviations

AIDS	Acquired Immunodeficiency Syndrome
ART	Antiretroviral Therapy
ARV	Antiretroviral drug
CAA	Community Action Approach
CAC	Community Action Counselor
CAW	Community Action Worker
CTX	Cotrimoxazole Prophylaxis
FBW	Facility based worker
GHSC-PSM	Global Health Supply Chain-Procurement Supply Management
HIV	Human Immunodeficiency Virus
MMD	Multi-Month Dispensing
OI	Opportunistic Infection
PLWH	People living with HIV
PrEP	Pre-Exposure Prophylaxis
PW	Pregnant Women
R&R	Report & Request form
TPT	Tuberculosis Prevention Therapy
UNAIDS	Joint United Nations Programme on HIV and AIDS
USAID	United States Agency for International Development
US-CDC	United States Center for Disease Control
VCCT	Voluntary Confidential Counseling and Testing
WHO	World Health Organization
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## I. Background

The Government of Cambodia has set the goal of the elimination of new HIV infections by 2025. The county has already achieved significant progress over the last few decades in reducing the prevalence of HIV. The HIV prevalence in Cambodia is 0.6%<sup>1</sup>; the estimated number of people living with HIV (PLHIV) is 74,000, the majority (84%) of PLHIV know their HIV status, and 99% have been enrolled and received anti-retroviral therapy (ART). Of those treated, 97% are virologically suppressed (AEM 2021).

By adopting HIV Clinical Management Guidelines, adapted from World Health Organization (WHO) guidelines, Cambodia has successfully implemented "Test and Treat" whereby patients diagnosed as HIV-positive promptly begin ART (NCHADS 2016). Following WHO guidelines, the National Center for HIV/AIDS, Dermatology and STD (NCHADS) issued a letter to all ART sites recommending that stable patients should be given a three-month supply of ARV or more for treatment (NCHADS 2017). This approach is known as appointment-spacing and multi-month dispensing, or MMD. WHO recommends 3-to 6-monthly clinical visits (strong recommendation, moderate quality evidence),<sup>2</sup> and 3- to 6-month medication pickups (strong recommendation, low-quality evidence)<sup>3</sup> for stable ART patients (WHO 2016, p.259).

WHO cites systematic studies across multiple countries that have shown that reduced frequency of clinical visits among stable individuals was associated with significantly better retention, with no difference in mortality outcome. Furthermore, reduced frequency of ART refills has been associated with improved retention in care and no evidence that appointment spacing and MMD leads to additional complications or disengagement from care (WHO 2016, p. 260).

Based on the available evidence and success stories such as those cited, more and more countries are scaling-up the implementation of appointment-spacing and MMD. This Standard Operating Procedure (SOP) is designed and updated to help ART service providers in Cambodia implement appointment-spacing and MMD for eligible patients – that is, patients who are stable – which will reduce the need for frequent visits and help to reduce providers' workload and be more convenient for the patients themselves.

## Rationale

Appointment-spacing and MMD is a service delivery model that aims to increase service efficiency and decrease congestion through a reduction in clinical visits and ARV pick-up appointments for stable HIV patients on antiretroviral therapy (ART).

From a stock management and supply perspective, patients consume the same quantities of ARVs in a year whether they are re-supplied monthly or less frequently. Therefore, over the long-term, once MMD becomes the norm, no additional quantities are required in the delivery system to meet the forecast consumption of stable patients. However, the quantities of ARVs in stock at facilities does need to be adjusted at the initiation of MMD and to meet future and evolving needs of patients.

<sup>&</sup>lt;sup>1</sup> Adult population aged 15-19 AEM 2021

<sup>&</sup>lt;sup>2</sup> When routine clinical consultations are due, they should be coordinated with planned medication pickup to reduce visit frequency

<sup>&</sup>lt;sup>3</sup> ARV supply management should be strengthened to ensure availability of ARV medicines and prevent stock-outs in the context of less frequent medication pickup.

With the introduction of 3- to 6- months refills, it is essential to consider how to space patients across the implementing months. We recommend a 3 to 6 months phased approach in implementing MMD to allow for workloads and ARV stock needs to be adjusted for the change in the dispensing guidelines.

## II. Objectives

The objectives of this SOP are to:

- Define eligible criteria for appointment-spacing and multi-month dispensing of ARV (≥ 3MMD) in Cambodia
- Describe implementation processes of appointment spacing and MMD for ART clinical staff and HIV care related team.

# III. Definition of Stable Patient, Appointment-spacing and Multi-Month Dispensing (MMD)

#### In Cambodia "Stable Patient" is defined as follows:

- patients on ART for at least 06 months regardless of age
- with the last viral load <40 copies/ml), regardless of OI prophylaxis
- good patient understanding of life-long treatment and adherence
- no adverse drug reactions or ARV drug-drug interaction (DDI) requiring regular monitoring
- no suspected or confirmed TB or other opportunistic infection (OI)
- not pregnant or breastfeeding.

**Appointment-spacing and MMD** is an approach that simplifies and adapts HIV care services to reduce frequent clinic visits and medication pick-ups, frees up healthcare resources, and improves efficiency of care and management for patients. Appointment spacing and MMD can be three months or more up to six months. The national program encourages ART team to dispense ARV for six months when applicable.

# IV. Eligibility Criteria for appointment spacing and MMD

A patient is considered eligible for appointment spacing and MMD if they are both stable, as per define criteria above, and they meet the following additional criteria:

- All family members regardless of age should be 'stable' if appointment spacing and MMD is considered for a family, i.e., MMD is considered for all members of an HIV-infected family receiving ART.
- On first line and second line ARVs regimens.

## V. Process for appointment spacing and MMD Implementation

#### **Step 1: Initial Assessment**

- Assess capacity and ability of ART sites before starting the appointment spacing an MMD implementation. (Annex 1)
- Create a list of stable patients. With assistance of DMU/NCHADS, the ART service data clerk and the provincial data management officer (PDMO) should produce a list of stable

patients for appointment spacing and MMD by regimen generated from ART database (see Annex 2).

- Develop appointment spacing and MMD implementation plan. With the generated list, the ART team, led by the clinic chief, should develop a plan to start appointment spacing and MMD implementation. The total number of stable patients should be divided into 6 months assigned period of intervention to see how many patients per day, needed screening and MMD prescription.

#### Step 2: Management of ARVs Stock and Supply Arrangement

Prior to initiation of MMD, stock-on-hand (SoH) at the site level will need to be higher than usual during the period of transition from monthly dispensing to MMD. Additional stock should be available only for the initial months until the dispensing smooths out to the same levels as during monthly supply. Additional stock must be pre-positioned at ART sites prior to initiating MMD.

Given that MMD will require 3 to 6 months to fully implement, the pharmacy unit should submit the request to NCHADS logistics unit by using the Report & Request (R&R) form, dividing stable patients equally for two quarters. That is, half of MMD-eligible patients will be included in the R&R form in the request for the first quarter, while the rest will be reported in the next quarter.

The R&R form was developed for quantifying ARVs requested by ART sites in each quarter aligning with the distribution plan from the central medical store (CMS) to ART sites. This form is automated with sections for data input. The R&R form and user guide can be found in Annex 3.

The pharmacist should use the current quarterly-based requisition (R&R request form) to report to NCHADS the number of stable patients broken down by regimen, who are scheduled to get 3 to 6 months' drug-refill. The number of patients is provided by Data Clerk or Data Management Officer (DPMO).

#### How to report and calculate the number of stable patients at each site using the R&R form:

- Recommended first line (1L) regimen (the first initiation should use the preferred regimen, TLD).
- Report normal non-MMD patients and stable patients on MMD separately

Increase the calculation of required drugs to 8 times Average Monthly Consumption (8X AMC) for MMD regimens.

# Table 1: Example of the calculation of ARVs using report and request form (R&R form) at ART site

#### a) Tenofovir+Lamivudine+Dolutegravir (TLD)

Quarter	Condition with exemplified case (N=100, Stable/(MMD)=50, Non MMD =50	Actual report	Previous report	Calculation QTY required	Additional information
1	MMD	25	0	(25-0) X 8	Received

					TLD 90 Tabs/Btl
	Non MMD	75	100	75+(75-100) X 6	Received TLD 30 Tabs/Btl
	MMD	50	25	((50-25) x 8) + (25 X 6)	Received TLD 90 Tabs/Btl
2	Non MMD	50	75	50+(50-75) X 6	Received TLD 30 Tabs/Btl
3 and	MMD	50	50	((50-50) x 8) + (50 X 6)	Received TLD 90 Tabs/Btl
Subsequent	Non MMD	50	50	50+(50-50) X 6	Received TLD 30 Tabs/Btl

# b) Tenofovir+Lamivudine+Efavirenz (TLE)

Quarter	Condition with exemplified case (N=100, Stable/(MMD)=50, Non MMD =50	Actual report	Previous report	Calculation QTY required
1	MMD	25	0	MMD (25-0) x 8
	Non MMD	75	100	Non-MMD = $(75+0) \ge 6$
2	MMD	50	25	MMD = (50-25) x 8
	Non MMD	50	75	Non-MMD = $(50+25) \ge 6$
3 and	MMD	50	50	MMD = (50-50) x 8
Subsequent	Non MMD	50	50	Non-MMD = $(50+50) \ge 6$

# Step 3: Management of Patients Eligible for appointment spacing and MMD

#### - Filter list for the appointment

List of stable patients generated from the ART database should be submitted daily (or weekly) to ART team (clinic chief, clinicians, and counselors-lay counselors) (see Annex 2). The data clerk should receive the list from the team and sort by schedule based on the agreed criteria.

- Prepare schedule for stable patient visits
  - Based on an agreed list, manage patient's visit schedule.
  - Involve and define a fast-track process to minimize patient waiting time, preferably with medications pre-packaged and patients labeled.

#### - Clinical and adherence assessment by the clinician (on the visit day)

 Review each individual case based on the stable list, including the review of medical history, previous visits records, and results of latest lab results especially VL testing. Focus on chief complaint and physical examination to see if there are any OIs and other current diseases (more information refers to clinical guideline) and the status of adherence.

#### - Physician's prescription

- Once the decision is made to transition the patient to MMD, the clinician refers the patient back to trained counselor for a special session explaining the increased number of bottles of ARV dispensed.
- Counselor sensitizes the patient, providing them with additional information involving long month refills. Counselor should discuss with the patient what to do in the event they lose their medication; how to manage/store multiple bottles of ARV drugs; the possible side effects they may experience between clinic visits and what they should do if they experience them; and possible drug failure that could occur because of taking the incorrect dosage. They also provide the schedule for the next visit. They should explain that the patient is welcome to return early if there are questions or possible side-effects.

No.	Prescription	Number of ARV Dispensed
1	ART for one month (1M)	30+5
2	ART for two months (2M)	60+5
3	ART for three months (3M)	90+5
4	ART for four months (4M)	120+5
5	ART for five months (5M)	150+5
6	ART for six months (6M)	180+5

#### Table 2: Standard Prescription and ARV Dispensing

Table 3 demonstrate examples of prescription, ARV dispensing and next appointment date. Next appointment date is equal to date of visit plus 30, 60, 90, 120, 150, or 180 if the prescription is for one month, two months, three months, four months, five months, or six months respectively. If next appointment date falls on holiday, physician must adjust it accordingly.

No.	Date of visit	Prescription	Number ARV Dispensed	Next appointment date
1	1-Sep-22	ART for one month (1M)	30+5	1-Oct-22
2	1-Sep-22	ART for two months (2M)	60+5	31-Oct-22
3	1-Sep-22	ART for three months (3M)	90+5	30-Nov-22
4	1-Sep-22	ART for four months (4M)	120+5	30-Dec-22
5	1-Sep-22	ART for four months (5M)	150+5	29-Jan-23
6	1-Sep-22	ART for six months (6M)	180+5	28-Feb-23

Table 3: Example of Prescription, ARV dispensing, and setting next appointment date

#### Step 4: Review and Update the List of Stable Patients

- ART site team should review and re-assess the patients for stable condition at each visit.

#### Activity Flow for MMD Implementation

Figure 1: Activity Flow for MMD implementation at ART clinic

#### Step 1: Initial Assessment for MMD

- Assess capacity of site to implement appointment spacing and MMD
- Generate list of stable patients
- Develop plan for appointment spacing and MMD implementation



#### Step 2: Management of ARVs Stock Availability for MMD

- Review ARV stock status based on stable patients
- Prioritize ARV regimen for MMD
- Request ARV drugs from LMU using ARV R&R form (see Table 1)
- Prepare storage and transportation



#### **Step 3: Management of Eligible Patients for MMD**

- Filter list for the appointment
- Prepare schedule for stable patient visits
- Clinical and adherence assessment by clinicians
- Physician's prescription
- Develop plan for MMD implementation

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#### Step 4: Review and Update the List of Stable Patients for MMD

- Review and re-assess the patients for stable condition at each visit.

# VI. Monitoring

#### 5.1 Indicator

	e living with HIV (PLHIV) and currently on ART who are receiving pensing of ARV medicine [WHO: DSD.1]
Definition	Number of PLHIV and currently on ART who received 3 months or greater ( $\geq$ 3 months) of ARV medicines at their most recent ARV pick-up divided number of PLHIV are currently on ART, multiplied by 100.
Purpose	To monitor the coverage of MMD among all active ART patients in the clinic.
Method of	The data for this indicator are collected at the end of the reporting
Measurement	period from facility ART database. Compute for percentage using the numerator and denominator below.
Numerator	Number of PLHIV are currently on ART who received 3 months or greater ( $\geq$ 3 months) of ARV medicines at their most recent ARV pick-up
Denominator	number of PLHIV are currently on ART
Frequency	Quarterly
Disaggregation(s):	< 3 months
	3 months
	4 months
	5 months
	$\geq 6$ months
Source of data	ART electronic database
Interpretation	$MMD \ge 3$ months should be 90%. Higher percent of ART patients on MMD means more patients are stable with less complex medical needs; more medical resources are free up for people who are sicker, those starting treatment and those with more complex needs.

#### 5.2 Monitoring process:

The data will be primarily tracked using the existing standardized recording and reporting formats and registers of the HIV program. The frequency of follow-up is between 01 to 03 months.

# VII. References

- 1. NCHADS, (2018). Cambodian Asian Epidemic Model: Impact modelling & analysis
- 2. NCHADS (2016). National HIV clinical management guidelines for adults and adolescents. http://nchads.org/Library/Guideline and Strategic Planning.
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- 5. WHO (2016). Consolidated guidelines on the use of antiretroviral drugs for treating and preventing HIV infection: recommended for frequency of clinic visits and medication pickup, Chapter 6: service delivery, page 259-260:
  - a. https://www.who.int/hiv/pub/arv/arv-2016/en/ [accessed October 2019]
- 6. PEPFAR (2018). Differentiated Models of ART Service Delivery: Overview and Best Practices. Presentation to PEPFAR Implementing Partners. November 13, 2018
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# **VIII.** Annexes

Annex 1: Checklist for MMD implementation

		Status							
Activities	Done	incomplete	Not done	Remarks					
1. Initial assessment for MMD									
1.1 generate data of stable patient from ART Databased									
1.2 create a list of stable patients quarterly									
1.3 develop a plan to space the patients for MMD correctly									
2. Orientation and training on MMD									
2.1 Orientate to clinic mangers/ART staffs on MMD									
implementation									
3. Implementation of MMD									
3.1 pharmacist reviewed stock status based on available ARVs									
3.2 staff aware of prioritize regimen for MMD									
3.3 staff aware of R & R form: the utilization, refill, and buffer									
3.4 staff filled out R & R form correctly									
3.5 patients are re-assessed routinely									
4. Monitoring on MMD implementation									
4.1 ARVs shortage existed in the past 3 months									
4.2 Patients on MMD are recorded properly and reported routinely									
4.3 MMD SOP, job-aid, related MMD tools are available at ART clinic									

#### Annex 2: The process of running script to generate stable patients from ART Database

 $\widehat{\Sigma}$ 

1. Open SQL Workbench, then connect to MySQL Server  $\rightarrow$  enter password  $\rightarrow$  click OK.

2. on screen interface, click icon "Edit" to see drop down menu.

Search for a folder named "ARV Spacing for MySQL".

With an extension of MySQL, select file for use  $\rightarrow$  click "open box" to explore file named "ARV Spacing for Mysql". Click on the first icon on the left & upper corner; the "MySQL Workbench" will pop up.

On "Local instance MySQL Router" screen appeared as sub-window.









3. Tap "Query" to export results/data to an Excel spreadsheet



#### Annex 3: Report and Request (R&R) for ARVs

	របាយការណំ	កស្តីពីចំនួនអ្នកជំងឺតារ	មរូបមន្តពុ	ព្របាលប្រ	បុចាំត្រីមាស ទី:	១ ឆ្នាំ ២	9090			۱	ប្រភព	ទិន្ន	ន័យៈ	(	ចម្លងពី	ផ្នែកព្រ	គប់គ្រ	ងទិន្ននំ	យ	
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TDF/3TC/EFV400 (MMS)		TDF/3TC+ATV/r		1	DRV+DTG+TDF+RTV			ABC/3TC+DTG											-	
TDF/3TC/DTG (MMS)		TDF/3TC+LPV/r			DRV+DTG+ABC+RTV			AZT/3TC+EFV											-	
TDF/3TC/EFV400		AZT/3TC+ATV/r		1	DRV+DTG+3TC+RTV			ABC/3TC+EFV											-	
TDF/3TC/DTG		AZT/3TC+LPV/r		1	DTG+DRV+AZT+RTV			TDF/3TC/EFV400												
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AZT/3TC+DTG		ABC/3TC+LPV/r		1	TDF/3TC/DTG+DRV+RTV			AZT/3TC+LPV/r		1	-	1								
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PrEP Program		TDF+EFV+ATV/r		1				ABC/3TC+ATV/r	<u> </u>								-			
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PEP Program		3TC+EFV+ATV/r	-					AZT/3TC+ABC+ATV/r									<u> </u>		<u> </u>	
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បានឃើញ	និងឯកភាព					ប្រជានឱ	សថស្ថាន									អ្នកធ្វើ	របាយក	ារណ៍		

ម្រឆានមន្តីពេន្យ

ក្រសួងសុខាភិប រ					ទោ	າເດຍ	ស្តីពីស្ថា៖	ತಾಣಕ್ಕ	หฐิសថ ถิ่อ	ย นูลช้อ๊ก	រយនាទរំពនដំ	លឹរថ្មានរដ	ບວ່າເສເ		- al patients	ම දේ පරම ]	00 
មជ្ឈមណ្ឌលជាតិប្រយុទ្ធនឹ															n putients	) 1	
សើស្បែក និង កាម	ររោគ	ឈ្មោះទីរ							ស្រុកប្រតិបត្តិ			ខេត្ត- ក្រុង					6.0
		កាលបរិវ	ចូទដថ្ងទី			18		ឆ្នាំ		ដល់ថ្ងៃទី		ខែ		ឆ្នាំ		J	
មុខឱុសថ	កំរិព	ទំរង់	បរិមាណ	លេខកូដ	5.1	ស្តុកដើមគ្រា	ចំនួនចូល		ចំនួនចេញ Outgoi	ng	ចំនួនកែតំរូវ	ផុល្យការ	ចំនួនខែ	ចំនួនស្នើ	ខេ ឆ្នា ៨ុតកំណត់ ទី១	ចំនួន ផុតកំណត់ ទី១	ផ្សេងៗ
Description	Dosage (mg)	Form	ក្នុងមួយ កំប៉ុង	Product code	Avail.?	Starting Stock	Incoming	Sep-19	Oct-19	Nov-19	Adjustment	Balance	A.L.S. crude	Request	First Expiry	First Exp. Qty	Observation
Zidov. + Lam. (AZT/3TC)	300/150	tabs	60	NE0110	у								0				
Tenofovir +Lam + EFV	60/30	tabs	60	NE0113	У				1	1			0				
(TDF/3TC/EFV)	300/300/400	tabs	30	NE0273	У							-	0	-			
Tenofovir +Lam + DTG (TDF/3TC/DTG)	300/300/50	tabs	30	NE0274	у							-	0	-			
Tenofovir +Lam + DTG (TDF/3TC/DTG)	300/300/50	tabs	90	хххх	у					-		-	0	-			
Tenofovir + Lam (TDF/3TC)	300/300	tabs	30	NE0272	у							-	0	-			
Abacavir + Lam (ABC/3TC)	600/300	tabs	30	NE0014	у							-	0	-			
	120/60	tabs	30	NE0017	у								0				
Atazanavir+Rito. (ATV/r)	300/100	tabs	30	NE0015	у							-	0	-			
Nevirapine (NVP)	10/ml	BTL	1	NE0180	у							-	Run-out	5			
Efavirenz (EFV)	600	tabs	30	NE0052	у							-	0	-			
	200	caps	90	NE0051	У							-	0	-			
Lamivudine (3TC)	150	tabs	60	NE0070	У								0	-			
Zidovudine(AZT)	240ml	mL	1	NE0302	У								Run-out	4			
Abacavir (ABC)	300	tabs	60	NE0010	У					ļ		-	0	-			
	60	tabs	60	NE0016	У								0	-			
Tenofovir (TDF)	300	tabs	30	NE0270	У					-			0	-			
	200+50	tabs	120	NE0141	У							-	0	-			
Lopi. + Rito. (LPV/r)	100+25	tabs	60	NE0142	У				ļ	ļ		-	0	-			
	40/10	granule	120	NE0143	У							-	0	-			
	80+20/ml	mL	60	NE0152	У							•	0	•			
Ritonavir (RTV)	100	tabs	30	NE0220	У								0	•			
Darunavir (DRV)	600	tabs	60	NE0047	у								0				
,	400	tabs	60	XXXX	У								0				
Dolutegravir (DTG)	50	tabs	30	NE0048	у								0				
Condom	49mm	units	144	NQ4377	У								0	1.1			

ធ្វើនៅ......ឆ្នាំ ២០.....

អ្នកធ្វើរបាយការណ៍

ប្រធានឱសថស្ថាន

បានឃើញនិងឯកភាព •

# **Appointment Spacing and MMD**

- Patients that are stable, uncomplicated and adherent can receive appointment-spacing multi-month dispensing (MMD) of antiretroviral therapy (ART) for HIV
- · App.-spacing and MMD can help to reduce burden on patients and health workers
- · In order to be eligible for app-spacing and MMD patients must meet the criteria below
- Patients should be screened at every visit, since eligibility for app.-spacing and MMD can change

### ELIGIBILITY CRITERIA FOR MULTI-MONTH Dispensing

To be determined by data manager	<b>+ † †</b> ►>>	AGE	All ages	
		TIME ON ART	On ART for at least 06 months	
		VIRAL LOAD	Last VL <40 copies/mL	
	ŧ	ARV REGIMEN	Any regimen being used in Cambodia, FL or SL	
To be assessed by clinician <u>at every visit</u>	Ť	SIDE EFFECTS	No serious side effects	
		Ols	No suspected or confirmed tuberculosis or other opportunistic infections	
	N	ADHERENCE	Patient agrees on the importance of lifelong adherence	
	\$	PREGNANCY	Not pregnant or lactating	

# Appointment-Spacing and MMD JOB AIDE FOR COUNSELLORS

- Patients that are stable, uncomplicated and adherent can receive <u>appointment-spacing</u> and MMD of antiretroviral therapy (ART) for HIV.
- With receive <u>appointment-spacing</u> and MMD patients only have to come to the clinic 2 times every year for appointments, but they have an important responsibility to maintain adherence and monitor their health between appointments.
- Counsellors should discuss the following messages with patients receiving 6-months refills, in addition to any standard counselling messages.

# COUNSELLING MESSAGES FOR PEOPLE ON App-Spacing and MMD:

Ť	SIDE EFFECTS AND ILLNESS	What will you do if you have any side effects or feel sick before your appointment?	Come back to the facility immediately.
<b></b>	STORAGE	How will you store your medications?	Keep them in a safe place, away from sunlight and moisture.
۶	ADHERENCE	How will you remember to take your drugs daily?	Confirm patient has a plan and could describe how to keep good adherence.
<u>699</u>	HEALTHY HABITS	How are you taking care of yourself to make sure you stay healthy?	Discuss healthy eating and exercise. Maintain health to get <u>app-spacing</u> and MMD
	NEXT APPOINTMENT	When is your next appointment?	Confirm patient understands schedule and will return to clinic.
\$	PREGNANCY	<i>For women</i> : Is there any chance you could become pregnant in the next 6 <u>mo</u> ?	If you become pregnant, come back to the facility immediately for monitoring.
?	QUESTIONS	Do you have any questions about the new appointment schedule?	Give patient a chance to ask questions.