

PATIENT REGISTRATION CHECKLIST

Sr. No.	Checklist Points	Tick
1.	Correct phone number/s is/are collected from patient. Give a miss call to the number and check if it is working.	<input type="checkbox"/>
2.	If they have dual sim or other phones at home register those numbers as secondary numbers. Up to 4 phone numbers can be registered for a patient.	<input type="checkbox"/>
3.	Add the complete address where the patient is currently residing. If possible, enter landmark in the address field.	<input type="checkbox"/>
4.	Select the correct district where the patient resides. The patient can visit a nearby district/state ART but the follow up district should be the one where the patient is currently residing.	<input type="checkbox"/>
5.	Select correct dates on which patient started TB treatment and date when patient started using 99DOTS to register adherence.	<input type="checkbox"/>
6.	Counsel the patient on how to consume medicines from the 99DOTS envelopes, how to make call, and why is it important to make the call. Use the Patient counselling checklist available in the Training Materials page of 99DOTS website.	<input type="checkbox"/>
7.	Check that no duplicate entry is happening. If by mistake the same patient is registered twice, delete one entry from the Delete option in patient page.	<input type="checkbox"/>