February 15, 2021

DEPARTMENT MEMORANDUM
No. 2021 - __0089__

TO	:	**CENTER FOR HEALTH DEVELOPMENT – MIMAROPA DIRECTORS AND REGIONAL MALARIA CONTROL AND ELIMINATION PROGRAM COORDINATORS**
SUBJECT	:	<u>**Implementation of Malaria Monthly Summary Report Forms at Barangay and Municipal Level in Palawan**</u>

With the view to complement the 1-3-5 malaria surveillance strategy, the National Malaria Control and Elimination Program (NMCEP) has introduced a new set of Malaria forms and registries in 2018. These include the Laboratory Registry, Patient Registry, LLIN Distribution Registry, IRS Registry, Case Investigation Form and Foci Investigation Form. In the Department Memorandum 2019-0358 entitled "Utilization of the NMCEP Registries and Forms", the use of these recording tools in all malaria service delivery points nationwide ˜˜ has been emphasized as these will become the official source of data for the program's reportorial needs through the Online Malaria Information System (OLMIS).

Though the implementation of these new set of tools is on-going, challenges have been raised by Palawan which remains to be the epicenter of malaria cases in the country. This area performs much of the diagnostic, treatment and vector control activities; thus, recording and reporting also the bulk of intervention data. This leads to delays in the reporting as it takes time to enter all the data in OLMIS. Given this limitation, the program implementers at the frontline suggested the use of monthly summary report forms. This is to facilitate timely data consolidation and reporting prior to completion of data entry in OLMIS.

Relative thereto, the Regional Malaria Control and Elimination Program coordinators are directed to facilitate and monitor the implementation of these Malaria monthly summary report forms in Palawan with further guidance as stated below:

1. Two sets of Malaria Monthly Summary Report Form shall be used – one at the barangay and another at Rural Health Unit (RHU) level.

    a. Barangay Level Summary Forms – Records summary data for Laboratory Registry and Patient Registry per Data Reporting Unit (DRU) within the catchment barangay.
        i. Malaria Laboratory Registry Monthly Summary Report Form
        ii. Malaria Patient Registry Monthly Summary Report Form

    b. RHU Level Summary Forms – Records summary data per barangay for Laboratory Registry, Patient Registry, LLIN Registry and IRS Registry.
        i. Malaria Laboratory Registry Monthly Summary Report Form
        ii. Malaria Patient Registry Monthly Summary Report Form
        iii. LLIN Distribution Registry Monthly Summary Report Form
        iv. IRS Activity Registry Monthly Summary Report Form

2. The Malaria Monthly Summary Report Forms shall be used during monthly data validation meetings and in other activities as deemed applicable.

3. The accomplished Malaria Monthly Summary Report Forms shall be compiled by the RHUs. Duplicate copies shall be provided to, verified and validated by the Provincial Health Office.

4. Data encoding of the accomplished and validated Malaria Monthly Summary Report Forms shall be done in OLMIS as soon as its counterpart module in the system is made available.

5. The use of the Malaria Monthly Summary Report Forms shall not replace the OLMIS encoding of patient-based data for Laboratory Registry and Patient Registry; as well as household based OLMIS data entry for LLIN Distribution Registry and IRS Registry.

6. As these are new interventions aimed to support program recording and reporting, the adaptability and usability of the summary forms shall be periodically evaluated by the RHU and PHO implementers together with NMCEP.

Attached are the above-mentioned monthly summary report forms.

For your compliance and guidance.

By Authority of the Secretary of Health:

MARIA ROSARIO S. VERGEIRE, MD, MPH, CESO IV
OIC-Undersecretary of Health
Public Health Services Team

Republic of the Philippines
Department of Health
NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

MALARIA LABORATORY REGISTRY MONTHLY REPORT FORM
(BARANGAY LEVEL)

Municipality : _____   Barangay : _____   Month : _____ Year: _____

Name of Data Reporting Unit (1)	Disaggregation as per Demographic Profile (2)					Type of Detection (3)		Tested by Microscopy (4)										Tested by RDT (5)						TOTAL TESTED (6)
	Age (2.1)			Gender (2.2)		PCD	ACD	Positive (4.1a)						Total Positive (4.1b)	Total NMPS (4.2)	Total Examined (4.3)	Positive (5.1a)			Total Positive (5.1b)	Total Negative (5.2)	Total Examined (5.3)	
	Under 5	5-18 y/o	18 and above	Male	Female			Pf	Pv	Pm	Po	Pk	Mixed				Pf	Pv	Mixed				
TOTAL (7)																							

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed:	

Republic of the Philippines
Department of Health
NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

MALARIA LABORATORY REGISTRY MONTHLY REPORT FORM
(BARANGAY LEVEL)

Instructions:

The source of data for this report is the Malaria Laboratory Registry from the different Data Reporting Units (DRUs) per barangay. For every DRU, indicate the total number for each of the fields/ variables as described per column. Further instruction is explained in the table below.

Column	Instruction
(1) Name of Data Reporting Unit (DRU)	Indicate the name of DRU which submitted report.
(2) Demographic	
(2.1) Age	Refer to Lab Registry column 5. Disaggregate the age into: under 5; 5-18; and 18 and above.
(2.2) Gender	Refer to Lab Registry column 6. Reflect the total number of male and female.
(3) Type of Detection	Refer to Lab Registry column 8. Indicate the total number of tested by PCD and ACD.
(4) Tested by Microcopy	Refer to Lab Registry Column 12a.
(4.1a) Positive	Refer to Lab Registry Columns 13.1 [a,b,c,d,f,h] disaggregate per specie all that has been tested by microscopy.
(4.1b) Total Positive	Indicate the sum of the numbers in column 5.1a.
(4.2) NMPS	Refer to Lab Registry Column 13.1.e. Indicate the total number of NMPS.
(4.3) Total Examined	Indicate the sum of Columns 5.1b and 5.2.
(5) Tested by RDT	Refer to Lab Registry Column 12a.
(5.1a) Positive	Refer to Lab Registry Columns 13.1 [a,b,c,d,f,h] disaggregate per specie all that has been tested by RDT.
(5.1b) Total Positive	Indicate the sum of the numbers in column 6.1a.
(5.2) Negative	Refer to Lab Registry Column 13.1.e. Indicate the total number of Negative result.
(5.3) Total Examined	Indicate the sum of Columns 6.1b and 6.2.
(6) Total Tested	Indicate the sum of columns 5.3 and 6.3.
(7) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all DRUs submitting report has been collated to indicate total for the entire barangay.

Republic of the Philippines
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NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

MALARIA PATIENT REGISTRY MONTHLY REPORT FORM
(BARANGAY LEVEL)

Municipality : _____   Barangay : _____   Month : _____   Year:_____

Name. of Data Reporting Unit (1)	Disaggregation as per Demographic Profile (2)							With History of Travel (3)	With Previous History of Malaria Infection (4)	Type of Detection (5)		Species (6)							With Laboratory Follow-up (7)			Severity (8)		Treatment Provided (Total of Medicines Given) (9)										Treatment Course (10)			Outcome (11)				TOTAL CASES (12)
	Age (2.1)			Gender (2.2)						PCD	ACD	Pf	Pv	Pm	Po	Pk	Mixed	Day 3	Day 14	Day 28	Uncomplicated	Severe	AL	CQ	PQ	Quinine Amp	Quinine Tab	Tetracycline/ Clindamycin/ Doxycycline	Artesunate Suppository	Artesunate Injectable	Others	Completed	Note Completed	Not Compliant	Cured	Failed	Died	No Lab Follow-up	
	Under 5	5-18 y/o	18 and above	Male	Female	Pregnant (.2a)	IP (2.3)																																	
TOTAL (13)																																								

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed	

MALARIA PATIENT REGISTRY MONTHLY REPORT FORM
(BARANGAY LEVEL)

Instructions:

The source of data for this report is the Malaria Patient Registry from the different Data Reporting Units (DRUs) per barangay. For every DRU, indicate the total number for each of the fields/ variables as described per column. Further instruction is explained in the table below.

Column	Instruction
(1) Name of Data Reporting Unit (DRU)	Indicate the name of DRU which submitted report.
(2) Demographic	
(2.1) Age	Refer to Patient Registry column 6. Disaggregate the age into: under 5; 5-18; and 18 and above.
(2.2) Gender	Refer to Patient Registry column 7. Reflect the total number of male and female.
(2.2a) Pregnant	Refer to Patient Registry column 8. Indicate the total number of pregnant.
(2.3) IP	Refer to Patient Registry column 11. Indicate the total number of IPs.
(3) With History of Travel	Refer to Patient Registry column 13. Indicate the total number of cases with history of travel.
(4) With Previous History of Malaria Infection	Refer to Patient Registry column 14. Indicate the total number of cases with previous history of malaria infection.
(5) Type of Detection	Refer to Patient Registry column 15. Reflect the total number of cases tested by PCD and ACD.
(6) Species	Refer to Patient Registry column 18a . Reflect the total number per species.
(7) With Laboratory Follow-Up	Refer to Patient Registry column 18b . Reflect the total number of patient with follow-ups on day 3, day 14 and day 28.
(8) Severity	Refer to Patient Registry column 19. Reflect the total number of cases classified as uncomplicated and severe.
(9) Treatment Provided (Total Medications Given)	Refer to Patient Registry column 22. Reflect the total number of medications given.
(10) Treatment Course	Refer to Patient Registry column 23. Reflect the total number of treatment classified as completed, not completed and not compliant.
(11) Outcome	Refer to Patient Registry column 24. Reflect the total number of outcome tagged as cured, failed, died and no laboratory follow-up.
(12) Total Cases	Indicate the total number of confirmed cases registered per DRU.
(13) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all DRUs submitting report has been collated to indicate total for the entire barangay.

Republic of the Philippines
Department of Health
NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

MALARIA LABORATORY REGISTRY MONTHLY REPORT FORM
(RHU LEVEL)

Municipality : _____   Month : _____   Year:_____

Barangay (1)	No. of Data Reporting Unit/s (2)	Disaggregation as per Demographic Profile (3)					Type of Detection (4)		Tested by Microscopy (5)										Tested by RDT (6)						TOTAL TESTED (7)
		Age (3.1)			Gender (3.2)		PCD	ACD	Positive (5.1a)						Total Positive (5.1b)	Total NMPS (5.2)	Total Examined (5.3)	Positive (6.1a)			Total Positive (6.1b)	Total Negative (6.2)	Total Examined (6.3)	
		Under 5	5-18 y/o	18 and above	Male	Female			Pf	Pv	Pm	Po	Pk	Mixed				Pf	Pv	Mixed				
TOTAL (8)																									

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed:	

Republic of the Philippines
Department of Health
NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

MALARIA LABORATORY REGISTRY MONTHLY REPORT FORM

Instructions:

The source of data for this report is the Malaria Laboratory Registry Monthly Report Form from barangay kevel.
Reflect the total number (from all the DRUs per barangay) in the fields/ variables described below.)

Column	Instruction
(1) Barangay	Indicate the name of the Barangay
(2) No. of Data Reporting Units (DRUs)	Indicate the number of DRUs (within the catchment barangay) which submitted report.
(3) Demographic	
(3.1) Age	Refer to Lab Registry column 5. Disaggregate the age into: under 5; 5-18; and 18 and above.
(3.2) Gender	Refer to Lab Registry column 6. Reflect the total number of male and female.
(4) Type of Detection	Refer to Lab Registry column 8. Indicate the total number of tested by PCD and ACD.
(5) Tested by Microcopy	Refer to Lab Registry Column 12a.
(5.1a) Positive	Refer to Lab Registry Columns 13.1 [a,b,c,d,f,h] disaggregate per specie all that has been tested by microscopy.
(5.1b) Total Positive	Indicate the sum of the numbers in column 5.1a.
(5.2) NMPS	Refer to Lab Registry Column 13.1.e. Indicate the total number of NMPS.
(5.3) Total Examined	Indicate the sum of Columns 5.1b and 5.2.
(6) Tested by RDT	Refer to Lab Registry Column 12a.
(6.1a) Positive	Refer to Lab Registry Columns 13.1 [a,b,c,d,f,h] disaggregate per specie all that has been tested by RDT.
(6.1b) Total Positive	Indicate the sum of the numbers in column 6.1a.
(6.2) Negative	Refer to Lab Registry Column 13.1.e. Indicate the total number of Negative result.
(6.3) Total Examined	Indicate the sum of Columns 6.1b and 6.2.
(7) Total Tested	Indicate the sum of columns 5.3 and 6.3.
(8) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all Barangays submitting report has been collated to indicate total for the entire RHU.

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MALARIA PATIENT REGISTRY MONTHLY REPORT FORM
(RHU LEVEL)

Municipality : _____   Month : _____   Year:_____

Barangay (1)	No. of Data Reporting Unit/s (2)	Disaggregation as per Demographic Profile (3)							With History of Travel (4)	With Previous History of Malaria Infection (5)	Type of Detection (6)		Species (7)						With Laboratory Follow-up (8)			Severity (9)		Treatment Provided (Total of Medicines Given) (10)									Treatment Course (11)			Outcome (12)				TOTAL CASES (13)
		Age (3.1)			Gender (3.2)			IP (3.3)			PCD	ACD	Pf	Pv	Pm	Po	Pk	Mixed	Day 3	Day 14	Day 28	Uncomplicated	Severe	AL	CQ	PQ	Quinine Amp	Quinine Tab	Tetracycline/ Clindamycin/ Doxycycline	Artesunate Suppository	Artesunate Injectable	Others	Complete	Note Complete	Not Compliant	Cured	Failed	Died	No Lab Follow-up	
		Under 5	5-18 y/o	18 and above	Male	Female	Pregnant (3.2a)																																		
TOTAL (14)																																									

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed	

MALARIA PATIENT REGISTRY MONTHLY REPORT FORM
(RHU LEVEL)

Instructions:

The source of data for this report is the Malaria Patient Registry Monthly Report Form from barangay level.
Reflect the total number (from all the DRUs per barangay) in the fields/ variables described below.)

Column	Instruction
(1) Barangay	Indicate the name of the barangay.
(2) No. of Data Reporting Unit (DRU)	Indicate the number of DRUs (within the catchment barangay) which submitted report.
(3) Demographic	
(3.1) Age	Refer to Patient Registry column 6. Disaggregate the age into: under 5; 5-18; and 18 and above.
(3.2) Gender	Refer to Patient Registry column 7. Reflect the total number of male and female.
(3.2a) Pregnant	Refer to Patient Registry column 8. Indicate the total number of pregnant.
(3.3) IP	Refer to Patient Registry column 11. Indicate the total number of IPs.
(4) With History of Travel	Refer to Patient Registry column 13. Indicate the total number of cases with history of travel.
(5) With Previous History of Malaria Infection	Refer to Patient Registry column 14. Indicate the total number of cases with previous history of malaria infection.
(6) Type of Detection	Refer to Patient Registry column 15. Reflect the total number of cases tested by PCD and ACD.
(7) Species	Refer to Patient Registry column 18a . Reflect the total number per species.
(8) With Laboratory Follow-Up	Refer to Patient Registry column 18b . Reflect the total number of patient with follow-ups on day 3, day 14 and day 28.
(9) Severity	Refer to Patient Registry column 19. Reflect the total number of cases classified as uncomplicated and severe.
(10) Treatment Provided (Total Medications Given)	Refer to Patient Registry column 22. Reflect the total number of medications given.
(11) Treatment Course	Refer to Patient Registry column 23. Reflect the total number of treatment classified as completed, not completed and not compliant.
(12) Outcome	Refer to Patient Registry column 24. Reflect the total number of outcome tagged as cured, failed, died and no laboratory follow-up.
(13) Total Cases	Indicate the total number of confirmed cases registered per DRU.
(14) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all Barangays submitting report has been collated to indicate total for the entire RHU.

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NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

LLIN DISTRIBUTION SUMMARY REPORT FORM

(The source of data for this report is the LLIN Distribution Registry from the different Data Reporting Units (DRUs) per barangay within the catchment municipality.) Reflect the total number (from all the DRUs per barangay) in the fields/ variables described below.)

Municipality : _____   Month : _____   Year:_____

Type of Distribution: ☐ Regular ☐ Replacement   ☐ Outbreak Response   ☐ Border Operations ☐ Other _____   Type of Net: _____

Date of Distribution (1)	Barangay (2)	Purok/ Sitio (3)	Target Households (4)	Target Population (5)	House Hold Information (6)					Total LLIN Distributed (7)			Total # of LLINs Replaced Prematurely (8)	REMARKS (9)
					# of Adult Male (6a)	# of Adult Female (6b)	# of Male Children (6c)	# of Female Children (6d)	Total (6e)	Single (7a)	Family (7b)	Total (7c)		
TOTAL (10)														

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed:	

LLIN DISTRIBUTION SUMMARY REPORT FORM

Instructions:

The source of data for this report is the LLIN Distribution Registry- Distribution Log Sheet and Distribution Registry Sheet from the catchment municipality.
Reflect the total number in the fields/ variables described below.)

Column	Instruction
(1) Date of Activity	Indicate the date of the activity in mm/dd/yyyy format.
(2) Barangay	Indicate the name of the barangay.
(3) Purok / Sitio	Indicate the name of the covered sitio/purok.
(4) Target Households	Write the total number of target households to be given LLIN.
(5) Target Population	Write the total number of population of the barangay/sitio/purok to be given LLIN.
(6) Household Information	
(6a) # of Adult Male	Refer to LLIN Registry sheet column 6. Write the total number of adult male given LLIN.
(6b) # of Adult Female	Refer to LLIN Registry sheet column 6. Write the total number of adult female given LLIN.
(6c) # of Male Children	Refer to LLIN Registry sheet column 7. Write the total number of male children given LLIN.
(6d) # of Female Children	Refer to LLIN Registry sheet column 8. Write the total number of female children given LLIN.
(6e) Total	Indicate the total for 6a, 6b, 6c, and 6d.
(7) Total LLIN Distributed	Indicate the number of DRUs (within the catchment barangay) which submitted report.
(7a) Single LLIN	Refer to column 9 in the LLIN registry sheet. Indicate the total Single LLIN Distributed. Validate the total with the LLIN Log Sheet column 7.
(7b) Family LLIN	Refer to column 9 in the LLIN registry sheet. Indicate the total Single LLIN Distributed. Validate the total with the LLIN Log Sheet column 8.
(7c) Total	Sum up 7a and 7b. Validate the total with the LLIN Log Sheet column 8.
(8) Total LLINs Replaced Prematurely	Refer to LLIN Log Sheet column 10. Write the total.
(9) Remarks	Indicate other details as needed.
(10) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all Barangays submitting report has been collated to indicate total for the entire RHU.

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NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

IRS ACTIVITY SUMMARY REPORT FORM

(The source of data for this report is the IRS Registry from the different Data Reporting Units (DRUs) per barangay within the catchment municipality.) Reflect the total number (from all the DRUs per barangay) in the fields/ variables described below.)

Municipality : _____

Month : _____ Year:_____

Type of Activity: ☐ 1ˢᵗ Cycle   ☐ 2ⁿᵈ Cycle   ☐ Border Operations   ☐ Outbreak Response   ☐Others: _____

Insecticide Used: _____

Date of Activity (1)	Barangay (2)	Purok/ Sitio (3)	Target Structures (4)	Target Population (5)	House Hold Information (6)					Spraying Status (7)		REMARKS (8)
					# of Adult Male (6a)	# of Adult Female (6b)	# of Male Children (6c)	# of Female Children (6d)	Total (6e)	Total Sprayed (7a)	Total not Sprayed (7b)	
TOTAL (9)												

Prepared by:		Received in the RHU by:		Reviewed in the RHU by:	
Designation:		Designation:		Designation:	
Date Reported:		Date Received:		Date Reviewed:	

Republic of the Philippines
Department of Health
NATIONAL MALARIA CONTROL AND ELIMINATION PROGRAM

IRS ACTIVITY SUMMARY REPORT FORM

Instructions:

The source of data for this report is the IRS Activity Registry- Activity Log Sheet and Activity Registry Sheet from the catchment municipality.
Reflect the total number in the fields/ variables described below.)

Column	Instruction
(1) Date of Activity	Indicate the date of the activity in mm/dd/yyyy format.
(2) Barangay	Indicate the name of the barangay.
(3) Purok / Sitio	Indicate the name of the covered sitio/purok.
(4) Target Structures	Write the total number of target structures to be sprayed.
(5) Target Population	Write the total number of population of the barangay/sitio/purok targeted to be covered by IRS Activity.
(6) Household Information	
(6a) # of Adult Male	Refer to IRS Registry sheet column 6. Write the total number of adult male.
(6b) # of Adult Female	Refer to IRS Registry sheet column 6. Write the total number of adult female.
(6c) # of Male Children	Refer to IRS Registry sheet column 7. Write the total number of male children.
(6d) # of Female Children	Refer to IRS Registry sheet column 7. Write the total number of female children.
(6e) Total	Indicate the total for 6a, 6b, 6c, and 6d. Validate with the sum of IRS Registry sheet column 8.
(7) Spraying Status	Indicate the number of DRUs (within the catchment barangay) which submitted report.
(7a) Total Sprayed	Refer to column 9 in the IRS registry sheet. Indicate the total houses sprayed. Validate the total with the IRS Log Sheet column 3.
(7b) Total Not Sprayed.	Refer to column 9 in the IRS registry sheet. Indicate the total houses not sprayed.
(8) Remarks	Indicate other details as needed.
(9) Total	Indicate the total per column. Do not fill-out per sheet, accomplish this part only once all Barangays submitting report has been collated to indicate total for the entire RHU.