

Six Monthly Drug Report (BASIC HEALTH UNITS)

Name of the Health Centre: _____ District: _____ Date of submission: _____

Name & designation of the person who filled out the six monthly drug report: _____

Patient Attendance*	Jan/Jul	Feb/Aug	Mar/Sep	Apr/Oct	May/Nov	Jun	Dec	Total
New								
Old								

* include patients, outpatients and sub-post clinical posts

INSTRUCTIONS FOR COMPLETION OF SIX MONTHLY DRUG REPORT

1. January – June report is used by the DVED to mobilize drugs within the health facilities.
2. July – December report is used for calculating the quantity required for the following year.
3. Figures for drug quantities issued each month should be taken from the stock register and entered in “quantity issued” column. If none were issued write “___”. If no drugs were issued because they were out of stock, write O/S. DO NOT LEAVE THE QUANTITY ISSUED COLUMN BLANK. Include any drugs supplies to school and VHWS. Drugs supplied to other hospitals, BHUs and dispensaries should be listed separately on the form “drugs issued to other health centres”.
4. Balance: enter the total physical balance of each drug in your store.
5. Make sure that all drugs are included in this report. At the end, a section named “OTHER DRUGS” has been included for this purpose.
6. The column “QUANTITY REQUIRED” will be the amount you receive in your annual supply.
7. At the end of the report form, there is a mobilization form where you may write down any excess stocks which are available for mobilization. The DVED will subsequently inform you of where to mobilize these drugs.
8. On the last page of the report form, list all drugs which have already expired and which need to be disposed off. Store them separately but do not send them to MSD. Action to be taken for disposal will be communicated to you by DVED.
9. **Jan – June form should reach us latest by July 31 and jul-Dec form should reach by Jan 31.**

Formula: Quantity required for one year = AMU (average monthly use) X 26 – expected December balance.

NOTE:

- AMU = total consumption / no of months in stock.
- Balance: you should take note of the expiry date and subtract only the consumable quantity within the expiry date. Also take note of the drugs which are not received within December but reflected in the distribution order. (BHUs should obtain a copy of the distribution order from DHSO).
- Expected Dec balance: if you are filling your report in Jan 2005, you must write the expected December balance of Dec 2005.
- For rarely used items, take into consideration the physical balance in the store as well as in the dispensary/ward which you have already issued.

Example:

You are quantifying for Paracetamol tablet 500mg for 2005-06.

AMU = 10,000 tabs

Balance = 170000 expiry date Sep 2006

From Jan 2005 – Dec 2005, you will use up 12 x 10,000 = 120000 tabs

Therefore, expected Dec balance = 170000 – 120000 = 50000

Quantity required = AMU x 26 – expected Dec balance

= 10,000 x 26 – 50000

= 210000 tabs

	NAME OF DRUG	Jan / Jul	Feb / Aug	Mar / Sep	Apr / Oct	May / Nov	Jun / Dec	Total issued	AMU	Balance	Batch No	Manf Date	Exp Date	Qty Required
1.	Adrenaline 1mg/ml inj. (1ml)													
2.	Albendazole 400mg tab.													
3.	Aluminium salt and magnesium salt tab (Antacid)													
4.	Amoxycillin 250mg scored tab/cap.													
5.	Ampicillin 500mg inj													
6.	Antihaemorrhoidal oint. 20G (with steroid)													
7.	Artemether 20mg +Lumefantrine 120mg (Coartem)													
8.	Artemether 80mg/ml inj (1ml)													
9.	Artesunate 50mg tab.													
10.	Atropine sulphate 0.6mg/ml inj (1ml)													
11.	BCG inj													
12.	Benzathine Benzylpenicillin 2.4g(24 lakh unit)inj													
13.	Benzoic acid powder													
14.	Benzylpenicillin 3g (50lakh unit) inj													
15.	Calamine powder 450G													
16.	Calcium lactate 300mg tab													
17.	Charoal activated powder 450g													
18.	Chloamphenicol 250mg cap.													

	NAME OF DRUG	Jan / Jul	Feb / Aug	Mar / Sep	Apr / Oct	May / Nov	Jun / Dec	Total issued	AMU	Balance	Batch No	Manf Date	Exp Date	Qty Required
19.	Chloramphenicol 1% 2501mg eye applicaps													
20.	Chlorhexidine 7.5% + cetrimide 15% conc.soln													
21.	Chlorine (Bleaching Powder)													
22.	Chloroquine 150mg tab													
23.	Chloroquine 50mg/5ml syrup													
24.	Chlorpheniramine 4mg tab													
25.	Chlorquine 322.5mg/5ml inj. (5ml)													
26.	Clotrimazole 1% oint., 15g													
27.	Clotrimazole 100mg pessary													
28.	Compound benzoin inhalation													
29.	Compound solution of sodium lactate inj													
30.	Condom													
31.	Dapsone 100mg tab													
32.	Dapsone 50mg tab													
33.	Dapsone 25mg tab													
34.	Dexamethasone 4mg.ml inj.(2ml)													
35.	Dextrose 5% inj. (500ml)													
36.	Diazepam 5mg/ml inj. (2ml) CD													

	NAME OF DRUG	Jan / Jul	Feb / Aug	Mar / Sep	Apr / Oct	May / Nov	Jun / Dec	Total issued	AMU	Balance	Batch No	Manf Date	Exp Date	Qty Required
37.	Digoxin 250mcg tab													
38.	Diphtheria-pertussis-tetanus inj.With Hepatitis B													
39.	Doxycycline 100mg cap/tab													
40.	Envelopes plastic dispensing 10X12 cm													
41.	Ethambutol 400mg tab													
42.	Ethinylestradiol 50 mcg tab													
43.	Ferrous Sulphate 60mg +Folic acid 0.25mg tab													
44.	Folic Acid 5mg tab													
45.	Gamma Benzene Hexachloride (100ml)													
46.	Gentian violet crystals													
47.	Hydralazine 20mg inj													
48.	Hydrdralazine 25mg tab													
49.	Hydrochlorothiazide 25mg tab													
50.	Hydrogen peroxide 20 vol 6% soln (plastic bottle)													
51.	Ibuprofen 400mg tab.													
52.	Ipecacuanha tincture (450ml)													
53.	Iron Dextran (50mg elemental iron/ml) IM, IV inj													
54.	Isoniazid 100mg + Thiacetazone 50mf tab													

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55.	Isoniazid 100mg tab													
56.	IV drip set													
57.	KY jelly													
58.	Levonorgestrel 0.15mg +ethinyloestradiol 0.03mg tab													
59.	Lignocaine 2% + adrenaline 1 in 100,000													
60.	Lignocaine 2% inj. (30ml)													
61.	Magnesium sulphate powder 400 g													
62.	Measles inj													
63.	Medroxyprogesterone acetate depot 150mg/ml inj													
64.	Methylergometrine 125 mcg tab													
65.	Metoclopramide 10mg tab													
66.	Metoclopramide 5mg/ml inj (2ml)													
67.	Metronidazole 200mg/5ml syrup (60ml)													
68.	Needle 22G (disposable)													
69.	Needle 18G (disposable)													
70.	Needle 20G (disposable)													
71.	Needle 23G (disposable)													

	NAME OF DRUG	Jan / Jul	Feb / Aug	Mar / Sep	Apr / Oct	May / Nov	Jun / Dec	Total issued	AMU	Balance	Batch No	Manf Date	Exp Date	Qty Required
72.	Needle 24G (disposable)													
73.	Needle 26G (disposable)													
74.	Needle 27G (disposable)													
75.	Niclosamide 500mg tab													
76.	Nitrofurazone 0.2% cream													
77.	Oral Rehydration salt for 1L (WHO formula)													
78.	Oxygen inhalation (B-type)													
79.	Oxytocin 5 unit/ml inj (1ml)													
80.	Paracetamol 500mg tab.													
81.	Pethidine 50mg/ml inj. (2ml) CD													
82.	Phenobarbital 30mg tab.													
83.	Phytomenadione (Vit. K) 10mg/ml inj (1ml)													
84.	Poliomyelitis oral solution													
85.	Potassium chloride powder 450g													
86.	Primaquine 7.5mg tab													
87.	Procaine Benzylpenicillin 3g inj													
88.	Proguanil 100mg tab													

	NAME OF DRUG	Jan / Jul	Feb / Aug	Mar / Sep	Apr / Oct	May / Nov	Jun / Dec	Total issued	AMU	Balance	Batch No	Manf Date	Exp Date	Qty Required
89.	Promethazine hydrochloride 10mg tab													
90.	Promethazine hydrochloride 25mg/ml inj.(1ml)													
91.	Retinol (Vitamin A) 200,000 unit cap													
92.	Sabutamol 4mg tab													
93.	Salicylic acid power for making 2%, 10% & 40% 0in													
94.	Senna 7.5 mg sennosides tab													
95.	Sliver sulphadiazine cream 25g													
96.	Spirit													
97.	Sulphamethoxazole 400mg + Trimethoprim 80mg tab													
98.	Syring 10 ml glass van													
99.	Syringe 2ml glass van													
100.	Syringe 5ml glass van													
101.	Syringe 5ml with needle (disposable)													
102.	Syringe 2ml with needle (disposable) - DMPA													
103.	Tetanus toxiod inj													
104.	Vitamin B complex tab													
105.	Vitamin C 250mg tab.													
106.	Water for injection (5ml)													

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107.	White soft paraffin 1kg													
108.	Zinc oxide power 450G													

