

# FY24 Site Attributes

## User Guidance

PEPFAR's Site Attributes are defined in the [MER 2.7 Indicator Reference Guide](#)  
(Appendix C, page 227)



**PEPFAR**  
20 YEARS OF IMPACT

# Site Attributes – Update Process

## Quick High-level Steps:

1. Download your country's Site Attributes CSV file from [DATIM Support](#)
2. Use this CSV file to...
  - a) update existing site attribute values where needed
  - b) provide values for the new site attributes
3. Send your updated CSV file to us through a [DATIM Support ticket](#)

Once we receive your file, we will run validation checks to ensure...

- the DATIM site UIDs exist
- that the site attribute values are valid

When everything passes validation, we will import the file and inform you once this has completed

- Make use of the Ministry of Health's facility registry or Master Facility List (MFL) where possible
- The import will overwrite previous site attribute values for the specified facilities
- You do not need to provide the full list of facilities; you can provide just the facilities that are to be updated
- New facilities cannot be added through this process

# Site Attributes

## New in FY24 Digital System Categories

Field Name	Applicable Values	Definition
Facility Type	Hospital	Classification of each facility by type
	Primary Health Center	
	Health Post	
	Dispensary/Pharmacy	
	Standalone Laboratory	
	Mobile Health Clinic	
	Temporary Facility	
	Other Facility	
Ownership Type	Don't know	Describes the entity that owns (has exclusive legal rights to the facility) or manages (coordinates its service delivery) the health facility
	Government: MOH	
	Government: Other	
	NGO or Non-Profit	
	Private	
University	Yes	Subclassification of 'Ownership Type' for entities associated with institutes of higher learning
	No	
Faith Based	Yes	Subclassification of 'Ownership Type' for entities associated with organizations of faith
	No	
Community Services Provided	Yes	Indicates that facility staff provide services such as HIV testing, HIV treatment, and PrEP in the community
	No	
Clinic Hours	Standard shift	Hours that the clinic is open to provide HIV-testing and/or treatment services
	Extended hours	
	24 hour	
	Don't know	
Electronic Medical Record System (EMRS)	Yes	Tag to identify which digital health system(s) exist at a specific site
	No	
	Don't know	
Logistics Management Information System (LMIS)	Yes	
	No	
	Don't know	
Laboratory Information System (LIS)	Yes	
	No	
	Don't know	
Pharmacy Information System (PIS)	Yes	
	No	
	Don't know	
Other Digital Health Information System	Yes	
	No	
	Don't know	



# Site Attributes – New Digital System Categories

**Digital System Categories** - Collected / updated annually by the country team to indicate whether a facility is locally leveraging any of the following digital health systems:

- |   |                             |
|---|-----------------------------|
| 1. Electronic Medical Record System (EMRS)        | Values: Yes, No, Don't know |
| 2. Logistics Management Information System (LMIS) | Values: Yes, No, Don't know |
| 3. Laboratory Information System (LIS)            | Values: Yes, No, Don't know |
| 4. Pharmacy Information System (PIS)              | Values: Yes, No, Don't know |
| 5. Other Digital Health Information System        | Values: Yes, No, Don't know |

*Implementing Partners have provided results for the (now deprecated) 'EMR\_SITE' MER indicator and should be leveraged as needed.*

Note: A facility receiving support from PEPFAR that uses a digital health systems for MER reporting but does not utilize it for reporting to the MOH, should still indicate its availability ("Yes") in the facility's attributes. This ensures transparency regarding resources while acknowledging that a specific digital system is present even if currently not used for data collection purposes by the MOH.

# Site Attributes – Download Site Attributes (step 1)

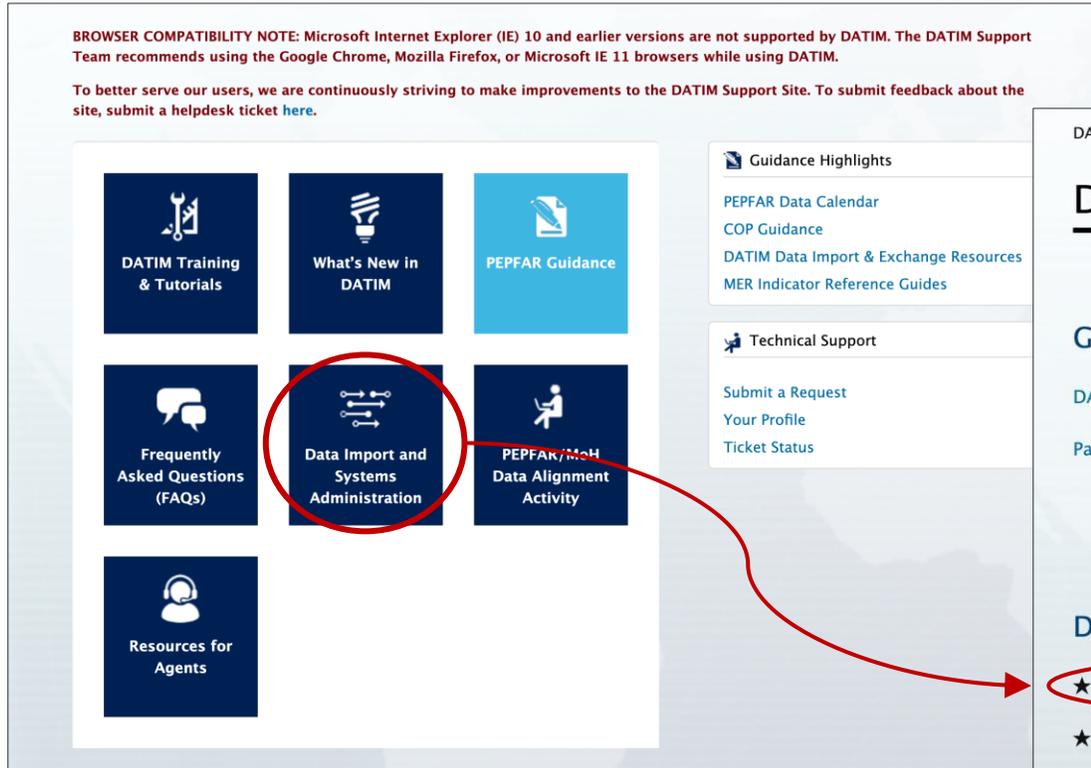
Navigating to the Site Attributes page...

Go to <https://help.datim.org/>

Starting page → click on “Data Import and Systems Administration”

**BROWSER COMPATIBILITY NOTE:** Microsoft Internet Explorer (IE) 10 and earlier versions are not supported by DATIM. The DATIM Support Team recommends using the Google Chrome, Mozilla Firefox, or Microsoft IE 11 browsers while using DATIM.

To better serve our users, we are continuously striving to make improvements to the DATIM Support Site. To submit feedback about the site, submit a helpdesk ticket [here](#).



- DATIM Training & Tutorials
- What's New in DATIM
- PEPFAR Guidance
- Frequently Asked Questions (FAQs)
- Data Import and Systems Administration**
- PEPFAR/MeH Data Alignment Activity
- Resources for Agents

**Guidance Highlights**

- PEPFAR Data Calendar
- COP Guidance
- DATIM Data Import & Exchange Resources
- MER Indicator Reference Guides

**Technical Support**

- Submit a Request
- Your Profile
- Ticket Status

Second page → click on “DATIM Data Import and Exchange Resources”

DATIM > Data Import and Systems Administration

## Data Import and Systems Administration

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**General**

- DATIM Terms of Service
- Password Reset and User Name Recovery Guide

**User and Site Administrator Resources**

- ★ DATIM User Type Reference Table
- Global Partner DATIM Accounts
- DATIM Primary User Administrator (PUA) Guide

**Data Import and Exchange**

- ★ **DATIM Data Import and Exchange Resources**
- ★ Data Import/Exchange Reference Guide
- DATIM Metadata
- DATIM4U Resources

# Site Attributes – Download Site Attributes (step 2)

URL: <https://help.datim.org/hc/en-us/articles/115002334246-DATIM-Data-Import-and-Exchange-Resources>

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DATIM > Data Import and Systems Administration > Data Import and Exchange

## DATIM Data Import and Exchange Resources

Hiwot Chichaybelu – Yesterday at 18:13

### Purpose

This article provides guidance on DATIM concepts, meta dimensions, data exchange, and other resources.

### DATIM Concepts

Data intended for import into DATIM must satisfy strict requirements with respect to the **format** of the data as well the relationship of the data to the current **metadata** within of the system.

- [Metadata dimensions](#)
- [Format](#)

**Current Code List:** The code lists provides the identifier to be used in the data exchange files i.e. the Codes and UIDs code for MER (Results and Targets/COP), SIMS data elements, Disaggregates/Category Option Combos, Mechanisms and Organization Unit. In addition they contain common names and codes for data elements (Indicators & Disaggregates) and data sets (forms).

- [Data Elements\\*](#)
- [Mechanism\\*](#)
- [Org Unit](#)

Download your country's Site Attributes

## Org Units

(These codes are not public; a valid DATIM log in with appropriate access rights is needed to access them. moh\_id is only available for countries that completed PEPFAR–MOH Alignment Activity.)

[Back to the current code list page](#)

Org unit / IPSL	HTML	CSV	Site Attributes
Angola	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Asia Regional Program	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Burma	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Cambodia	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Central Asia Region	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – China	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – India	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Indonesia	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>
Asia Region – Kazakhstan	<a href="#">HTML</a>	<a href="#">CSV</a>	<a href="#">Site Attributes (CSV)</a>

Note: this will require your DATIM sign-in in order to download

# Site Attributes – Update the CSV File

Your Site Attributes CSV file contains the full facility list in DATIM for your country and will look like the image below when opened in Excel.

1. Update existing Site Attributes (columns E - J) as needed
2. Provide values for the new Digital System Categories (columns K - O)
3. Be sure to use only the applicable values for the corresponding attribute (see slide 3)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	DATIM UID	MOH Site ID	Facility Name	Hierarchy	Facility Type	Ownership	University	Faith Based	Community	Clinic Hours	Electronic Medical Record System (EMRS)	Logistics Management Information System (LMIS)	Laboratory Information System (LIS)	Pharmacy Information System (PIS)	Other Digital Health Information System
2	Usm0qZbcN	qncbm58JVn	Mountain Top Clinic	Country A/ Province 2/ District Blue	Health Post	Government: MOH	No	No	Yes	Standard shift	Don't know	Yes	No	No	No
3	KcgxeQ847pv	oiX8JsLac49	Sue's Hospital	Country A/ Province 1/ District Red	Hospital	Private	No	No	No	24 Hour	Yes	Yes	Yes	Yes	No
4	...														
5															

Facility Identification (A – D)

Existing Site Attributes → Update as needed (E - J)

New Site Attributes → Provide values (K - O)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
<b>DATIM UID</b>	<b>MOH Site ID</b>	<b>Facility Name</b>	<b>Hierarchy</b>	<b>Facility Type</b>	<b>Ownership Type</b>	<b>University</b>	<b>Faith Based</b>	<b>Community Services Provided</b>	<b>Clinical Hours</b>	<b>Electronic Medical Record System (EMRS)</b>	<b>Logistics Management Information System (LMIS)</b>	<b>Laboratory Information System (LIS)</b>	<b>Pharmacy Information System (PIS)</b>	<b>Other Digital Health Information System</b>
Usi0qJbcN1a	qncbm58JVn	Mountain Top Clinic	Country A/ Province 2/ District Blue	Health Post	Government: MOH	No	No	Yes	Standard shift	Don't know	Yes	No	No	No
kcgAeqr47pv	oiX8JsLac49	Sue's Hospital	Country A/ Province 1/ District Red	Hospital	Private	No	No	No	24 Hour	Yes	Yes	Yes	Yes	No
...														

# Site Attributes – File Submission

## Once Completed

- Send your CSV file to us through a [DATIM Support ticket](#)
- Upon receiving your file, we will run validation checks to ensure facility ID and the site attribute values are valid
- Once everything passes validation, we will import the file into DATIM and inform you once this has completed

## Timeline

- Your Site Attributes file can be provided at any time from now until **December 13**

Note: Site attributes have a time dimension to track changes over time, ensuring historical facility data stays linked to its historical site attributes. Once the Q4 reporting cycle ends, site attributes for that fiscal year are finalized. Updates made afterward will apply to the next fiscal year. If no updates are provided, the previous year's attributes will carry over automatically.

# Site Attributes

## For any Additional Assistance

- User guidance around PEPFAR's Site Attributes can be found in the DAA Support Site:
  - <https://datim.zendesk.com/hc/en-us/articles/7881071655060-9-Site-Attributes>
- For any questions on how to classify a specific facility, please email [SGAC\\_SI@state.gov](mailto:SGAC_SI@state.gov)
- For additional assistance, reach out to us through DATIM Support:
  - [https://datim.zendesk.com/hc/en-us/requests/new?ticket\\_form\\_id=54655](https://datim.zendesk.com/hc/en-us/requests/new?ticket_form_id=54655)