Managing Immunizations

NYSIIS allows you to view and manage historical immunization information and add new immunizations for a patient. It also recommends immunizations based on the ACIP tracking schedule.

Immunization information for a specific patient may be accessed one of two ways:

1. Choose Manage Patient under the Patients section of the menu panel. This will bring up the Find Patient screen. For information on finding patients, refer to Chapter 10, Managing Patients. Once a patient is retrieved, select the **History Recommend** button to display the patient's Immunization History screen.

<div align="center">OR</div>

2. Choose Manage Immunizations under the Immunizations section of the menu panel. This will bring up the Find Patient screen. For information on finding patients, refer to Chapter 10, Managing Patients. Once a patient is retrieved, you will be immediately brought to the patient's Immunization History screen.

Viewing Patient Immunization Information

The Immunization History screen holds a large amount of information on each patient in NYSIIS. The screen has three sections: Patient Information, Immunization History, and Vaccines Recommended by Selected Tracking Schedule.

Patient Information

The Patient Information section at the top of the Immunization History screen displays information on the patient, such as name, DOB, Tracking Schedule, Address, Patient ID, and a scrollable list of Comments. Use this information to verify that the patient indicated is the patient for whom you were searching. To edit this information, press [Edit Patient] and refer to the *Editing/Entering Patient Information* section in Chapter 10, Managing Patients.

Patient Information					
Patient Name (First – MI – Last)	DOB	Gender	Mother's Maiden	Tracking Schedule	Patient ID
BARBARA S. TIBBLE	01/30/1966	F	ELDRIDGE	ACIP	445165453999
Address	344 MILWAUKEE, INTERLAKEN, NY 11545				
Comments					
Patient Notes (0) *view or update notes*					

Immunization History

This table lists all the immunizations the patient has received to date that have been entered into NYSIIS. Immunizations are listed alphabetically by vaccine group and ordered by "Date Administered."

History	Add Imm - Scan	Add Imm - Manual	Edit Patient	Reports	Blood Lead	Print	Print Confidential

Vaccine Group	Date Administered	Series	Vaccine [Trade Name]	Dose	Owned?	Reaction	Hist?	Edit
This patient has no immunizations associated with it.								

Current Age: 4 months, 23 days

Vaccines Recommended by Selected Tracking Schedule   Add Selected

Select	Vaccine Group	Earliest Date	Recommended Date	Overdue Date	Latest Date
☑	DTP/aP	03/30/2015	04/16/2015	**05/16/2015**	02/15/2022
☐	HepA	02/16/2016	02/16/2016	02/16/2017	
☑	HepB	02/16/2015	02/16/2015	**05/16/2015**	
☑	Hib	03/30/2015	04/16/2015	**05/16/2015**	09/15/2015

Vaccine Group: This is the vaccine group name.

Date Administered: This date is the actual day the patient was given the vaccine. To view the tracking schedule information for the selected immunization, or an explanation of why an immunization is not valid or appropriate, click on this date.

Series: This column denotes the sequence number within the immunization series. A vaccine may show as invalid because the patient was not old enough to receive it or not enough time has elapsed between doses. "Partial Dose" will display if the shot is flagged as a partial dosage.

Vaccine [Trade Name]: This column displays the Vaccine Name, and the manufacturer's Trade Name of the vaccine is shown in square brackets.

Dose: This column indicates whether full, half or multiple doses were administered to the patient.

Owned?:   If the value in the owned column is blank, the immunization data are owned by your organization. This would be a result of either manual data entry of this information or having sent it via data exchange. This is only an indication of the organization submitting the data; it has nothing to do with the organization that administered the shot to the child.

     If the value in the owned column is "no," the immunization data are not owned by your organization. This indicates that your organization did not

enter the shot information into NYSIIS. Click on "no" to find out who owns the shot information.

Reaction:	If this column indicates "Yes" and appears in red, this means a reaction to a vaccine was recorded. To view the patient's reaction, click on the "Yes" link in the Reaction column or click on the notepad icon in the "Edit" column.
Hist?:	If this column indicates "Yes," this record is historical, meaning the immunization was administered by a provider at another organization, not the organization that owns the data. If this column is blank, this indicates the immunization was administered by the organization that owns the data (i.e. entered the data into NYSIIS).
Edit:	When you click on the notepad icon in this column, you will be able to edit some fields for the recorded immunization using the Edit Immunization screen, as long as the immunization is owned by your organization or is historical.

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Note: Owned vs. Not Owned Immunizations

A single provider does not own any of the patients within NYSIIS, but an organization does own the immunization data it enters into NYSIIS. If the "Owned" column on the immunization History table shows a "No" for one or more vaccines, this indicates that another organization entered the vaccine information and is attesting to the validity of the information.

Any provider may edit a historical immunization, but "new" or non-historical shots may only be edited by the organization that administered the vaccine and entered the data in NYSIIS.

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Validation of Combination Vaccines

NYSIIS validates each vaccine group component separately when recording combination vaccines. For example, if Comvax, which is a combination of Hib and Hep B was administered, and only one component is valid, that component will be treated as if it were a single vaccine and validated. The other component will be displayed as "Not Valid". The component that is not valid will not be counted in series.

Between the History section and the Recommended Tracking Schedule section, the patient's exact age is shown in a solid blue field. The age also displays on the printable version of this page.

Vaccines Recommended by Selected Tracking Schedule

This table lists all vaccines recommended by the ACIP tracking schedule associated with the patient. Vaccine Groups are listed alphabetically.

Select	Vaccine Group	Earliest Date	Recommended Date	Overdue Date	Latest Date
☐	DTP/aP	07/01/2011	07/01/2011	07/01/2013	06/30/2014
☐	Flu H1N1-09	12/16/2009	12/16/2009	01/27/2010	
☑	HepA	05/12/2009	**05/12/2009**		12/12/2009
☑	HepB	07/27/2008	07/27/2008	**01/01/2009**	
☑	Hib	04/29/2008	04/29/2008	**07/01/2008**	06/30/2012
	MMR	Complete			
	Pneumococcal	Complete			
☐	Polio	**08/29/2008**	07/01/2011	07/01/2014	
	Varicella	Contraindicated			

Select:	Vaccines that are equal to or past their recommended date are automatically selected in the Vaccines Recommended section. You may also manually check other vaccines for inclusion in the Vaccines Recommended section. When the Add Selected button is pressed the check marked selections will display on the next screen.
Vaccine Group:	This column lists the vaccine group name. To view the tracking schedule information for the selected immunization, or an explanation of why an immunization is not valid or appropriate, click on the vaccine group name.
Earliest Date:	This date is the earliest date that the patient may receive the vaccine.
Recommended Date:	This date is the recommended date that the patient should receive the vaccine.
Overdue Date:	This date is the date at which the patient is past due for the immunization. This will also trigger the use of an accelerated schedule for future immunizations.
Latest Date:	This date is the latest date at which the patient may receive the vaccine.

Immunization Color Coding

The dates found in the Vaccines Recommended by Selected Tracking Schedule table can be shaded with color for emphasis. For a detailed listing of color definitions click on the online help icon on the Immunization History screen in NYSIIS. Some of the more common colors applied to the dates within the columns are defined as follows:

Yellow: A date shaded yellow indicates that today's date is equal to or past the earliest date and before the recommended date for an immunization that has not yet been received.

Green: A date shaded green indicates that today's date is equal to or past the recommended date and before the overdue date for an immunization that has not yet been received.

Blue: A date shaded blue indicates that today's date is equal to or past the overdue date and before the latest date (if a maximum age exists) for an immunization that has not yet been received.

Pink: A row shaded pink indicates the patient has completed the immunization series, has completed the series early, or has exceeded the maximum age for the vaccine.

Other Features on the Immunization History Screen

The Immunization History screen contains links to other NYSIIS functions. These links are:

Edit Patient: Pressing this button will return you to the Demographic screen for the patient.

Reports: Pressing this button will bring you to the Reports Available for This Patient screen. You may generate Patient-specific reports. Refer to Forms and Reports, Chapter 12, of this manual for more information.

Blood Lead: Pressing this button will bring you to the Blood Lead Test History screen for the patient.

Print: Pressing this button will display the patient's immunization information without the top or side NYSIIS menus. To print this screen, click on the printer icon on your browser's tool bar or click File, Print and press OK. Press your browser's Back button to return to the patient screen.

Print Confidential: Pressing this button will display the patient's immunization information without top or side NYSIIS menus and without confidential patient information. To print this window, click on the printer icon on your browser or click File, Print, and press OK. Press your browser's Back button to return to the patient screen.

Risk Assessment and Lead Test Recommendations

A message is displayed on the Immunization Recommendation screen for all children up to age 18 to alert a health care provider of the need for a risk assessment or a follow-up action. All users and roles may view the message.

Actions of BLL < 10 or BLL < 5 (blood lead level less under 10 or under 5) result in recommendations for Risk Assessments and Lead Tests displaying in green, with dates based upon the child's age

Risk Assessment and Lead Test Recommendations			
Age	Recommendation	Date Due	Status
24 months	Test All Children	11/21/2011	Due

- Go to the lead history page by clicking on the link in the Status column

When the last blood lead level "Action" on the Blood Lead Test History Table is Repeat Test, Requires Venous Test to Confirm, or Requires Follow-up/Management, recommendations will still be displayed, but View Blood Lead Test History – Action Required! displayed in bold and red letters. The "View Blood Lead Test History – Action Required!" is a link to the corresponding Blood Lead Test History Table row for users with the ability to see blood lead tests..

Risk Assessment and Lead Test Recommendations
View Blood Lead Test History - Action Required!

Entering Immunizations

Users have two methods by which to add immunizations. The standard method, which uses pre-selected or manually entered immunizations; or the barcode scanning method, which uses a scanner that can read the 2D barcode from the vaccine's packaging.

To add new and/or historical immunizations using the standard method, follow these steps:

1. To enter the pre-selected immunizations from the Vaccines Recommended Tracking Schedule, Press [Add Selected] within the tracking schedule.

2. To manually enter immunizations other than those pre-selected, press [Add Imm - Manual] to display a list of immunizations on the NYSIIS, Other or Historical inventory screen.

History	Add Imm - Scan	Add Imm - Manual	Edit Patient	Reports	Blood Lead	Print	Print Confidential

Vaccine Group	Date Administered	Series	Vaccine [Trade Name]	Dose	Owned?	Reaction	Hist?	Edit
Adeno	08/03/2012	NOT VALID	Adenovirus, unspecified formulation				Yes	
	03/22/2013	NOT VALID	Adeno T4 [Adeno T4 ®]	Full				
	04/15/2013	NOT VALID	Adeno T4 [Adeno T4 ®]	Full				
HepB	01/01/2009	1 of 3	HepB-Peds [Engerix-B Peds ®]	Full	No			

3. You may choose a default Organization Site, Ordering Authority, and Administered By value for new immunizations by choosing from the drop down lists in the Immunizations from NYSIIS, Other, or Historical Inventory section. You will be able to edit these fields for each immunization on the Record Immunizations screen. These fields are set up and managed by the Administrative user of NYSIIS for your organization. Refer to "Managing Clinicians" in Chapter 8 of the NYSIIS User Manual.

4. Choose a date for the Date Administered field using the MM/DD/YYYY format, or use the pop-up calendar by clicking the calendar icon 🗓 to the right of the field. If using the calendar icon, choose a month and year from the drop down lists provided and choose a day by clicking on the appropriate calendar day. If you leave this field blank, NYSIIS will default the date administered to the current day.

5. Select the check boxes in either the **From NYSIIS Inv.** or **From Other Inv.** column for the vaccines that were given by your organization.

| Immunizations from NYSIIS, Other, or Historical Inventory | | | | | | Ok | Cancel | Unselect All |

Organization Site IR Physicians ▼

Ordering Authority ▼

Administered By ▼

Date Administered [ ] ▦ [Activate Expired]

Immunization	From NYSIIS Inv	From Other Inv	Hist #	Immunization	From NYSIIS Inv	From Other Inv	Hist #
Adeno	☐	☐	[ ]	Measles	☐	☐	[ ]
Anthrax	☐	☐	[ ]	Mening	☐	☐	[ ]
BCG	☐	☐	[ ]	Mumps	☐	☐	[ ]
Cholera	☐	☐	[ ]	Plague	☐	☐	[ ]
DTP/aP	☐	☐	[ ]	Pneumo-Poly	☐	☐	[ ]
Diphtheria	☐	☐	[ ]	Pneumococcal	☐	☐	[ ]
Encephalitis	☐	☐	[ ]	Polio	☐	☐	[ ]
Flu H1N1-09	☐	☐	[ ]	Rabies	☐	☐	[ ]
HPV	☐	☐	[ ]	Rotavirus	☐	☐	[ ]
HepA	☐	☐	[ ]	Rubella	☐	☐	[ ]
HepB	☐	☐	[ ]	Smallpox	☐	☐	[ ]
Hib	☐	☐	[ ]	Td/Tdap	☐	☐	[ ]
IG-RSV IgIM	☐	☐	[ ]	Tetanus	☐	☐	[ ]
Ig	☐	☐	[ ]	Typhoid	☐	☐	[ ]
Influenza	☐	☐	[ ]	Varicella	☐	☐	[ ]
Lyme	☐	☐	[ ]	Yellow Fever	☐	☐	[ ]
MMR	☐	☐	[ ]	Zoster	☐	☐	[ ]

- **From NYSIIS Inv** means the provider is using the NYSIIS Inventory module and the inventory will be automatically decremented accordingly.
- **From Other Inv** means the shot is coming from the provider's inventory, which is being maintained outside of NYSIIS.
  - You will only use one type of inventory or the other, depending on how your organization decides to manage its' inventory.
  - For combination vaccines, such as HepB-Hib, select only one vaccine component – only HepB or Hib. On the next screen when you select the trade name NYSIIS will recognize the combination vaccine and record all components.
- The column called **Hist#** allows the user to enter the number of historical immunizations being entered from another provider's records.
  - Select historical immunizations by typing the number of immunizations administered for each vaccine into the text box in the **Hist #** column. For example, if a patient received two historical DTaP vaccines, enter "2" in the **Hist #** box.
6. To advance to the Immunization Details screen, press OK.

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Note: When you go to the Immunization Details screen to enter the "Trade Name – Lot" from NYSIIS inventory, the vaccines displayed in the drop down list will reflect the inventory of the current date, rather than the date the immunizations may have actually occurred. To adjust the vaccine listing to reflect the inventory of a past date, follow these steps:

1. On the NYSIIS, Other or Historical inventory screen, enter the Date Administered.

2. Press the Activate Expired button to the right of the Date Administered fields.

   For additional instruction on this feature, contact the NYSIIS Help Desk.

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Immunization Detail Entry Screen

1. After selecting OK from the NYSIIS, Other or Historical Inventory screen, the Immunization Detail Entry Screen will display:

2. New Immunizations - Verify or enter the Date provided, and the Ordering Authority for the new immunization(s) listed in the New Immunizations table.

3. Place a check in the Remove check box only if this immunization should not be entered into the NYSIIS database. For example, if NYSIIS informs you that the immunization is a duplicate, you should remove or modify the entry.

4. Choose a Trade Name-Lot and Funding Type from the drop down list for the first listed vaccine.

   ▪ If using the NYSIIS Inventory module, choosing the "Trade Name – Lot" populates the Trade Name and Lot Number, and whether the vaccine funding was private or public.

   ▪ If using Other Inventory, providers must record Trade Name, Lot Number, and the Funding Type (Public or Private) separately.

   ▪ Providers are not required to enter lot numbers for historical immunization records.

5. Enter additional drop down list information for the following fields for each vaccine:

    - Dose: This field should be filled with the dosage given to the patient. Use the drop down list to select full, half, or multiple doses
    - Administered By: This field should be filled with the name of the clinician that administered the immunization.
    - Body Site: This field should be filled with the area of the body where the immunization was given.
    - Route: This field should be filled with the method of administration; for example, intramuscular, oral, etc. This field will display default data.
    - VFC Eligibility: This field should be filled with the individual dose's VFC eligibility. This field is required if the immunization is being administered to a patient under age 19.
    - If the immunization is Historical, enter a "Date Provided" and "Source of Immunization" for each immunization listed.

6. Under Patient Comments, select a comment or refusal from the drop down list, if applicable. Enter an applies-to date for each comment, then press Add to enter a new comment. You may also click the radio button next to an existing comment and press Delete to remove it.

7. If your organization uses the expanded functionality to create the Billing Export, you will see an additional Billing Information section:

By default, the billing information is not displayed for new immunizations. If you wish to record billing information, choose the "Yes" radio button and enter the following information:

Billing Information

Measles from NYSIIS Inventory

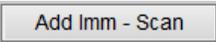|	
Display Billing Information?	⦿ Yes ○ No
Professional or Institutional?	⦿ Professional ○ Institutional Claim Exported: No
Insurance Provider:	None ▼
Vaccine Fee:	--Select-- ▼
Vaccine Fee Payer:	Insurance ▼
Administration Fee:	--Select-- ▼
Administration Fee Payer:	Insurance commercial/public ▼
Co-Pay Amount:	$
Amount Paid:	$
Medical Codes:	--Select-- ▼
Work Related?	○ Yes ⦿ No
Auto Accident?	○ Yes ⦿ No
Other Accident?	○ Yes ⦿ No
ECI Code:	
Document Control Number:	
Medical Record Number:	
Prior Authorization Number:	
Referring Provider?	○ Yes ⦿ No
Outside Lab?	○ Yes ⦿ No
Type of Bill:	Source of Admission:
Value Code 1:	Value Code 1 Amount: $
Value Code 2:	Value Code 2 Amount: $
Value Code 3:	Value Code 3 Amount: $

- Select Professional or Institutional.
- Select the Insurance provider from the dropdown list. This list populates from the Insurance Information section of the patient demographics screen.
- Select the Vaccine Fee. If your fee is not listed, choose "Manual Entry" to enter your own.
- Select the Vaccine Fee Payer - Insurance, Out of Pocket or None.
- Select the Administration Fee. If your fee is not listed, choose "Manual Entry" to enter your own.
- Select the Administration Fee Payer - Insurance Commercial/Public, Out of Pocket, or None.
- Enter the Co-Pay and Amount Paid fields as applicable
- Select the appropriate Medical Code from the dropdown list.
- If applicable, enter additional information for Work Related, Auto Accident, Other Accident, ECI Code, Document Control Number, Medical Record Number, Prior Authorization Number, Referring Provider, Outside Lab, Type of Bill, Source of Admission, Value Codes, and Value Code Amounts.

8. When immunization details are complete, press "Save".
9. NYSIIS will take you back to the Immunization History screen and display the newly entered vaccines with dates and validation, in addition to updated vaccine recommendations.

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Note: At the bottom of the Immunization Details Entry screen, default VIS dates will be displayed for each new immunization entered. To change the default VIS date, follow the instructions under the "Editing Owned Immunizations from Inventory" section of this chapter.

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To add new immunizations via barcode scanning method, follow these steps:

1. Press [Add Imm - Scan] button.

History	Add Imm - Scan	Add Imm - Manual	Edit Patient	Reports	Blood Lead	Print	Print Confidential

Vaccine Group	Date Administered	Series	Vaccine [Trade Name]	Dose	Owned?	Reaction	Hist?	Edit
Adeno	08/03/2012	NOT VALID	Adenovirus, unspecified formulation				Yes	✎
	03/22/2013	NOT VALID	Adeno T4 [Adeno T4 ®]	Full				✎
	04/15/2013	NOT VALID	Adeno T4 [Adeno T4 ®]	Full				✎
HepB	01/01/2009	1 of 3	HepB-Peds [Engerix-B Peds ®]	Full	No			✎

2. On the Patient Information page, scan the 2D barcode from the vaccine package

Patient Information					
Patient Name (First - MI - Last)	DOB	Gender	Mother's Maiden	Tracking Schedule	Patient ID
TEST PATIENT	01/01/2009	M	SORENSON	ACIP	CVX
Address	186 PORTER, CAMILLUS, NY 13031				
Comments					

Cancel

Scan New Immunization	2D Barcode:

3. If the read is successful and only one exact match (NDC, Lot Number, Expiration Date and Funding Type) is found in NYSIIS inventory:
   - The page will load with relevant vaccine information in the "Add Immunization" fields.
     - o Trade Name/Lot # will be prepopulated in Read-Only with match found on scan if only one exact match with one funding type is found.
     - o Trade Name/Lot # will be displayed in a dropdown down box if Immunization has both an exact match with Public and Private funding available.

- Select the Dose size, Administered By, Body Site, Route and VFC Eligibility from the drop down fields
- If applicable, select Patient Comment from drop down list and enter an Applies-To Date
- Select appropriate radio button to display billing information (if needed)
- Click the 'Save' button to save the immunization to the patient's immunization history page
- Click the 'Re-Scan' button to clear out 2D Barcode field and return to previous (Scan 2D IMM) page
- Click the 'Cancel' button to return to patient's immunization history page

4. If read is successful, NDC exists and found in provider's NYSIIS inventory but there is not an exact match found for Lot Number and/or Expiration date:
    - Pop-up will display with listed NDC matches:

Scanned Vaccine Does Not Have a Match in Inventory

The following has been found for the scanned 2D vaccine:

Trade Name	Funding Source	Lot Number	Packaging	NDC	Inv on Hand	Active	Expiration Date
Infanrix	PUBLIC	LB0000	10 pack - 1 dose T-L syringes. No Needle	58160-0810-52	12	Y	08-Dec-16
Infanrix	PRIVATE	LB000	10 pack - 1 dose T-L syringes. No Needle	58160-0810-52	7	Y	08-Dec-16

Click on Trade Name above to use as IMM if correct vaccine is listed.
Please select "Manage Inventory" to add scanned vaccine to NYSIIS Inventory.
Please select "Other IMM" to identify scanned vaccine under "From Other Inventory."
Please select "Cancel" to return to previous page to scan another vaccine.

[Manage Inventory]   [Other IMM]   [Cancel]

- o Click on a Trade Name link to use that listed vaccine for administration
  - ▪ Page will load populating Trade Name/Lot# in Read-Only "From NYSIIS" with relevant vaccine information in "Add Immunization" fields
  - • Select the Dose size, Administered By, Body Site, Route and VFC Eligibility from the drop down fields
  - • If applicable, select Patient Comment from drop down list and enter an Applies-To Date
  - • Select appropriate radio button to display billing information (if needed)
  - • Click the 'Save' button to save the immunization to the patient's record
- o Click on the 'Manage Inventory' button to be directed to the Manage Inventory screen to add the scanned vaccine to NYSIIS inventory. (Manage Inventory button will only display for users who have Manage Inventory Roles.)
- o   Click on the 'Cancel' button to clear out the 2D Barcode field and return to the previous page
- o Click on 'Other IMM' button to load scanned immunization as a New Immunization from 'Other Inventory' page:

- Trade Name, Manufacturer and Lot# will be prepopulated in Read-Only with information found from scan
- Select the Dose size, VFC Eligibility and Funding Type from the drop down fields
- If applicable select Patient Comment from drop down list and enter an Applies-To Date
- Click Save button to save the immunization to the patient's immunization history page

5. If read is successful, NDC exists in NYSIIS but no inventory match on NDC for this provider
   - Pop-up message will display:

   o Click on the Manage Inventory button to be directed to the Manage Inventory screen to add the scanned vaccine to NYSIIS inventory.
   o Click on Other Imm button to load New Immunization from Other Inventory page
   o Click on the 'Cancel' button to clear out the 2D Barcode field and return to the previous page

6. If read is successful and NDC does not exist in NYSIIS
   - Pop-up message will display:

Scanned vaccine does not have a match

NDC does not exist in NYSIIS. Please contact the NYSIIS Help Desk at (866) 389-0371.

OK
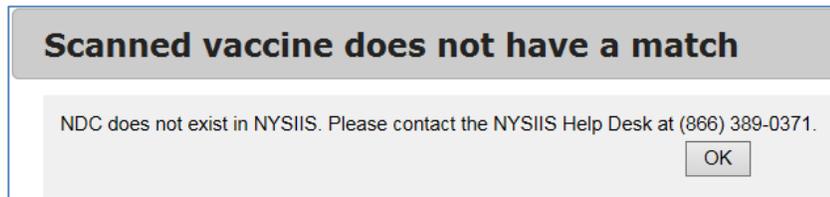
   o User will need to contact the NYSIIS Help Desk
   o Click the OK button to close pop-up.

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Note: The scanner should be programmed to include an 'Enter' action at the end of the scanned item. If 'Enter' action is not programmed, hit the 'Enter' key after scanning to process.

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Duplicate Immunizations

NYSIIS does not allow duplicate immunizations to be entered for a patient. If you attempt to enter an immunization for a patient given within two days before or after an existing immunization with the same trade name, you will receive the message, "Warning! You are attempting to enter potential duplicate immunization records." NYSIIS will then allow you to edit the entry(s) in question or override the system and save the duplicate immunization.

If you receive a duplicate immunization override warning, follow these steps:

1. In the duplicate immunization override warning dialog box, review all immunizations to determine whether there are any duplicates. If the immunization(s) you entered need to be removed or edited, press "Make Edits". At the Record Immunization screen, make changes or remove immunizations as needed. Press OK.

Duplicate Immunizations   ✕

WARNING!
You are attempting to enter potential duplicate immunization records.

	Admin Date	Vaccine Group	Trade Name	Lot #	Date Entered	Selected
Incoming:	06/03/2015	MMR	MMR II	mmr456	06/29/2015	☐
Existing:	06/02/2015	MMR	MMR II	mmr456	06/29/2015	

To make corrections to your entries, click Make Edits.
To OVERRIDE the system and save the DUPLICATE immunizations, check the incoming immunizations
you want to save and click Save Selected.

Make Edits   **Save Selected**

2. If an Immunization(s) listed in the warning dialog box is not a duplicate, select the checkbox(es) next to the immunization(s) to enter it as a separate vaccine event and press Save Selected.

Note: The following scenarios explain how NYSIIS overrides duplicate immunization records:
- If there is a historical immunization on file and the same immunization is entered from NYSIIS inventory, no warning message will appear; instead it processes the new immunization and removes the historical immunization.
- If there is a historical immunization on file and a matching immunization is entered from Other Inventory, a warning message will appear. The user then has the choice to cancel the new immunization or save it anyway (adding a duplicate immunization). The user would need to explicitly delete the historical immunization to remove the duplicate records.

Applying a Prerequisite Override to a Patient's Immunization

A prerequisite override is a command within a tracking schedule that allows users to override a prerequisite vaccine once a patient reaches a certain age. A prerequisite override is not automatically applied to an individual patient's immunization record. To apply a prerequisite override to an immunization, follow these steps:

1. Enter the immunization as described in the Entering Immunizations section of this chapter. You may notice that, as in the case of Td, the immunization will appear on the immunization history as one of a series, when in fact it is a booster immunization. The next two steps will correct this.
2. Follow Steps 1-3 in the Editing Owned Immunization from Inventory section of this chapter.

3. In the field marked Disregard Primary Series, choose yes. Note: this field will only appear open if the conditions (the chosen tracking schedule has an override on the vaccine and the age of the patient is greater than or equal to the override age) meet those of the prerequisite override.

4. Press **Save**.

Editing Immunizations

Editing Historical Immunizations

To edit a historical immunization, use the following steps:

1. On the Immunization History table, select the historical vaccine record you wish to edit by clicking on the vaccine's notepad icon ✎ in the "Edit" column.
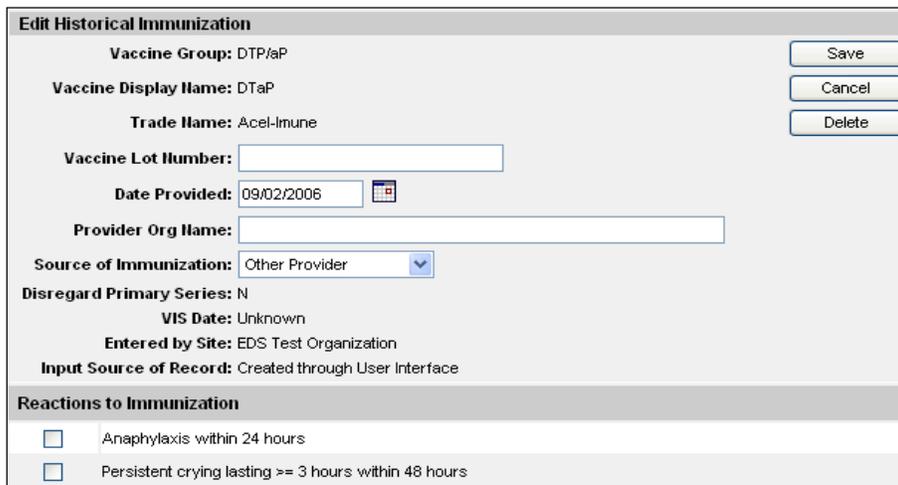
2. In the Edit Historical Immunization screen, you may edit information for the Vaccine Lot Number, Date provided, Provider Organization Name and Source of Immunization Fields.

3. To record a reaction to a vaccine, check the box to the left of the reaction in the Reactions to Immunization section.

4. Press [Save].

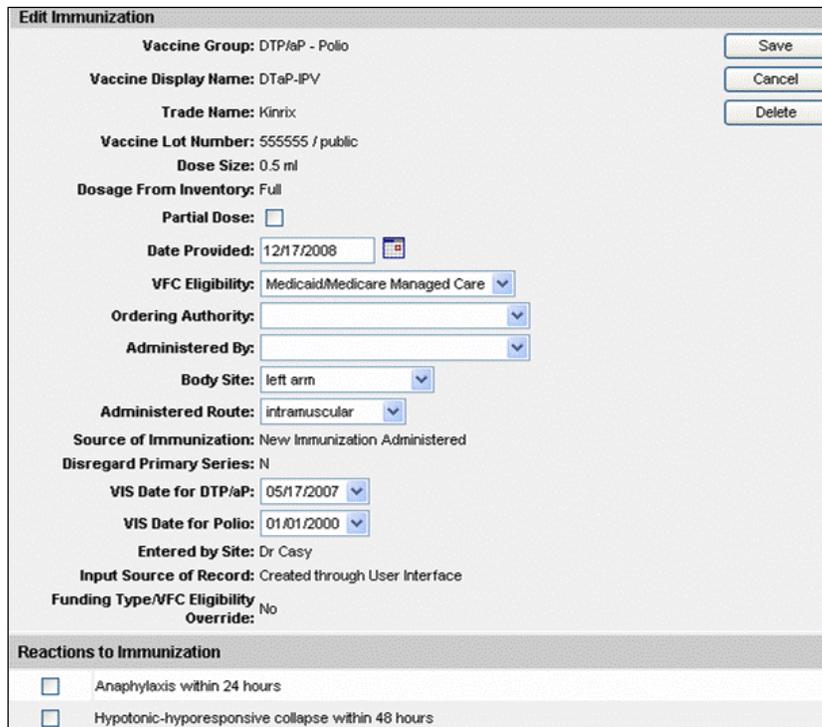*Deleting Historical Immunizations*

To delete a historical immunization, follow these steps:

1. On the Immunization History table, select the historical vaccine record you wish to delete by clicking on the vaccine's notepad icon ✎ in the "Edit" column.

2. At the Edit Historical Immunization screen, press [Delete].

3. Press [OK] in the confirmation box.

Editing Owned Immunizations from Inventory

An immunization that is not historical is one that was given out of an organization's inventory. You will not be able to edit non-historical immunizations that are owned by another organization. To edit an immunization record that is an owned immunization, administered by your organization, follow these steps:

1. On the Immunization History table, select the vaccine record you wish to edit by clicking on the vaccine's notepad icon 🖋 in the "Edit" column.

2. To indicate a partial dosage, check the Partial Dose checkbox. For example, check this box if a partial dosage was administered because the needle broke or was removed too soon.
3. Update information in the Date Provided, VFC Eligibility, Ordering Authority, Administered By, Body Site and/or Administered Route fields on the Edit Immunization screen.
4. Update Billing Information if applicable.
5. To indicate a Vaccine Information Statement (VIS) date other than the most current (default) date, choose an alternate date from the drop down list.
6. To record a reaction to the immunization, check the box next to the applicable reaction.
7. Press [Save].

Deleting Owned Immunizations from Inventory

Note that you will not be able to delete non-historical immunizations that are owned by another organization.

1. On the Immunization History table, select the vaccine you wish to delete by clicking on the vaccine's notebook icon ✐ in the "Edit" column.

2. At the Edit Immunization screen, press [Delete].

3. Press [OK] in the delete confirmation box.

Countermeasure and Response Administration (CRA)

In the event of a public health emergency, NYSIIS may be used to track the administration of vaccine. In some cases, specific patient groups may be identified as being at higher risk than the general population and targeted to receive the vaccination first. These groups are called priority groups.

The CRA Event Information section is used to collect Public Health data during a pandemic event or preparedness exercise (such as the response event to a Pandemic Influenza outbreak.) If your organization is selected for an event, then the CRA Event Information section will be displayed on the Record Immunizations screen. Based on candidate screening, select the appropriate priority group category for each patient.

Patient Information						VFC Eligible:
Patient Name (First - MI - Last)	DOB	Gender	Mother's Maiden	Tracking Schedule	Patient ID	
TOM SMITH	07/01/2007	M	JONES	ACIP		
Address			NY			
Comments						

[Save] [Cancel]

CRA Event Information

Event Description		Begin Date	End Date
H1N1-Training		09/23/2009	

[Pick a Priority Group ▼]

Age Group: Age will be calculated at the time of Vaccination and included in aggregate reporting.