How To Add Active Immunizations To A Patient's VIIS Record





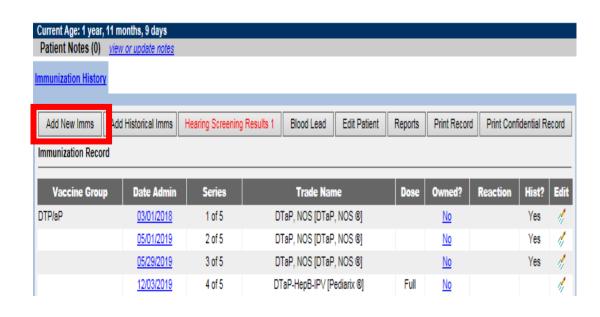
Covered in this Section

In this section we will be reviewing how to add active immunizations to a patients VIIS record

- What is an "active immunization"?
 - Active immunization's are vaccines administered by your organization and entered into the patients VIIS record.
 - Active immunizations can be added to a patients VIIS record via this feature if a site is or is not using the VIIS inventory feature.



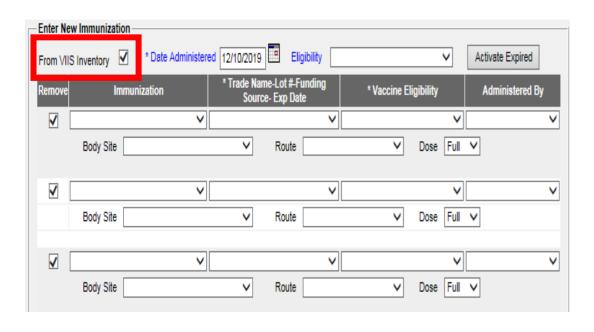




 Click the Add New Imms tab to display the Enter New Immunization page





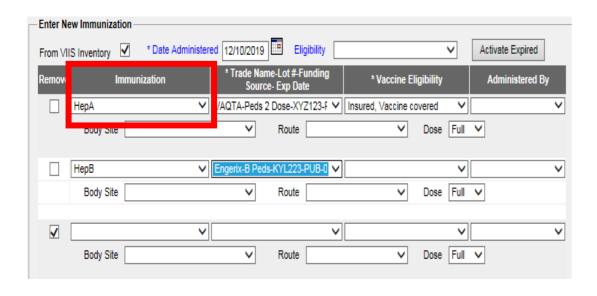


- To add immunizations from your VIIS Inventory, check the From VIIS Inventory box (default).
 - This will deduct the immunization from your vaccine inventory.

Note: If not using the VIIS Inventory feature, uncheck or do not enter a checkmark in the **From VIIS Inventory box**.





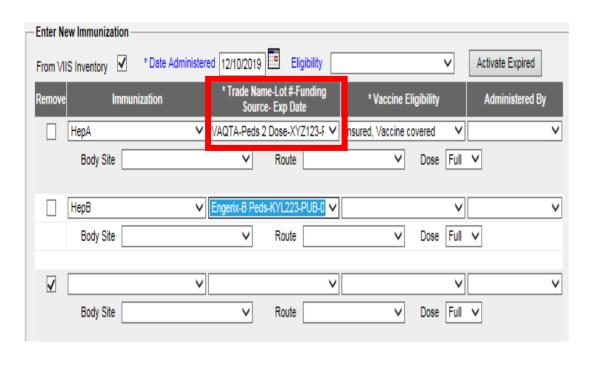


- Click the **Immunization** drop down box to select immunization from list.
 - Selecting an immunization will uncheck the **Remove** box.

When adding a multi-dose vaccine to a patients record, only enter one of the antigens in the dose. When you click on the multi-dose Tradename, VIIS automatically knows to add the other antigens to the patients immunization record.



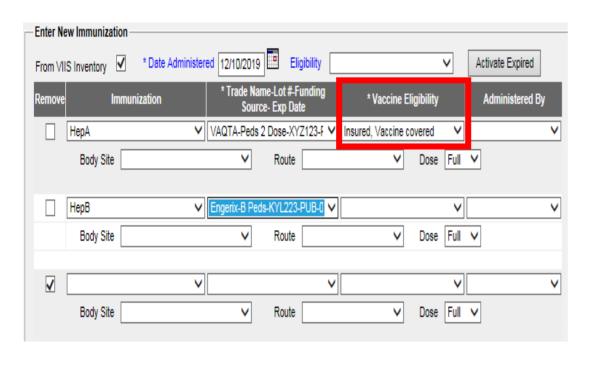




- Click the appropriate immunization trade name from the Trade Name-Lot #-Funding Source- Exp Date drop down box.
 - If using vaccines from your VIIS inventory, trade names and lot numbers will be listed in the drop down menu.



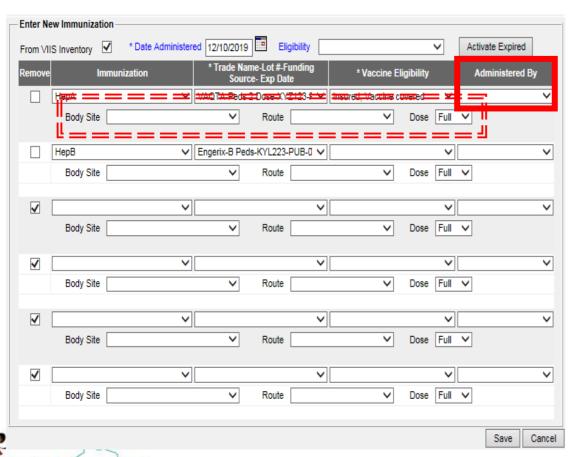




- Click the Vaccine Eligibility drop down box to select the appropriate vaccine eligibility for each immunization.
 - The vaccine eligibility drop-down list will display according to the organization type.
 - You can select a different eligibility for each immunization if needed.

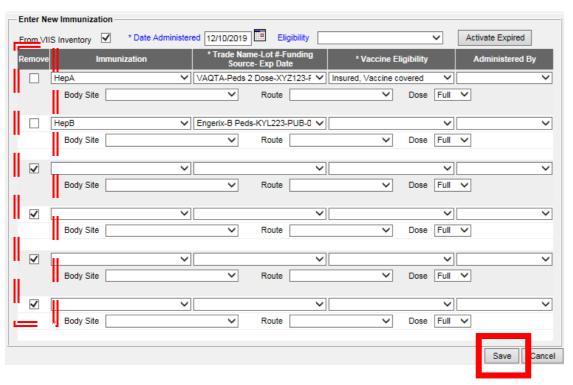






- The **Administered By** drop down is *optional*. Click the correct administered by name for each immunization.
 - This field is set up and managed by the VIIS admin.
- The Body Site and Route drop down boxes are optional. Click the body site and route for each immunization.
- The **Dose** drop down box defaults to Full. Click the drop down box to change dose size as needed.





- Repeat all steps for each new immunization you are entering.
- Remove box:
 - Check marks default in each Remove box until an Immunization is selected.
 - Click in Remove box to remove/not add an immunization that you listed.
- Click Save at the bottom right corner after all immunizations have been entered.





Questions?

For technical assistance please contact: VIIS Helpdesk

Monday – Friday 8:30am – 5:00pm

Email: VIIS_helpdesk@vdh.virginia.gov

Phone Number: (866) 375 – 9795

For all training request please contact:

Email: VIISinfo@vdh.virginia.gov

Additional training guides and resources can be found at:

https://www.vdh.virginia.gov/immunization/viis/viisregorgs/

