

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.



How to Add Active Immunizations

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

Current Age: 1 year, 11 months, 9 days
Patient Notes (0) [view or update notes](#)

[Immunization History](#)

Add New Imms Add Historical Imms **Hearing Screening Results 1** Blood Lead Edit Patient Reports Print Record Print Confidential Record

Immunization Record

Vaccine Group	Date Admin	Series	Trade Name	Dose	Owned?	Reaction	Hist?	Edit
DTP/aP	03/01/2018	1 of 5	DTaP, NOS [DTaP, NOS ®]		No		Yes	
	05/01/2019	2 of 5	DTaP, NOS [DTaP, NOS ®]		No		Yes	
	05/29/2019	3 of 5	DTaP, NOS [DTaP, NOS ®]		No		Yes	
	12/03/2019	4 of 5	DTaP-HepB-IPV [Pediarix ®]	Full	No			



How to Add Active Immunizations

Enter New Immunization

From VIIS Inventory * Date Administered 12/10/2019 Eligibility Activate Expired

Remove	Immunization	* Trade Name-Lot #-Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Body Site <input type="text"/>	Route <input type="text"/>	Dose <input type="text"/>	
<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Body Site <input type="text"/>	Route <input type="text"/>	Dose <input type="text"/>	
<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Body Site <input type="text"/>	Route <input type="text"/>	Dose <input type="text"/>	

- 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**.*



How to Add Active Immunizations

Enter New Immunization

From VIIS Inventory * Date Administered 12/10/2019 Eligibility Activate Expired

Remove	Immunization	* Trade Name-Lot #-Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input type="checkbox"/>	HepA	/AQTA-Peds 2 Dose-XYZ123-F	Insured, Vaccine covered	
	Body Site	Route	Dose Full	
<input type="checkbox"/>	HepB	Engenix-B Peds-KYL223-PUB-0		
	Body Site	Route	Dose Full	
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose Full	

- 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.



How to Add Active Immunizations

Enter New Immunization

From VIIS Inventory * Date Administered 12/10/2019 Eligibility

Remove	Immunization	* Trade Name-Lot #-Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input type="checkbox"/>	HepA	VAQTA-Peds 2 Dose-XYZ123-f	Insured, Vaccine covered	
	Body Site	Route	Dose	Full
<input type="checkbox"/>	HepB	Engerix-B Peds-KYL223-PUB-0		
	Body Site	Route	Dose	Full
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose	Full

- 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.



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Enter New Immunization

From VIIS Inventory * Date Administered 12/10/2019 Eligibility Activate Expired

Remove	Immunization	* Trade Name-Lot #-Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input type="checkbox"/>	HepA	VAQTA-Peds 2 Dose-XYZ123-f	Insured, Vaccine covered	
	Body Site	Route	Dose	Full
<input type="checkbox"/>	HepB	Engerix-B Peds-KYL223-PUB-0		
	Body Site	Route	Dose	Full
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose	Full

- 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.



How to Add Active Immunizations

Enter New Immunization

From VIIS Inventory * Date Administered 12/10/2019 Eligibility Activate Expired

Remove	Immunization	* Trade Name-Lot #Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input type="checkbox"/>	HepB	Engerix-B Peds-KYL223-PUB-0	Insured, vaccine covered	<input type="text"/>
<input type="checkbox"/>	HepB	Engerix-B Peds-KYL223-PUB-0		
<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>				

Body Site Route Dose Full

Body Site Route Dose Full

Body Site Route Dose Full

Body Site Route Dose Full

Body Site Route Dose Full

Body Site Route Dose Full

Save Cancel

- 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.



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Remove	Immunization	* Trade Name-Lot #-Funding Source- Exp Date	* Vaccine Eligibility	Administered By
<input type="checkbox"/>	HepA	VAQTA-Peds 2 Dose-XYZ123-f	Insured, Vaccine covered	
	Body Site	Route	Dose Full	
<input type="checkbox"/>	HepB	Engerix-B Peds-KYL223-PUB-0		
	Body Site	Route	Dose Full	
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose Full	
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose Full	
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose Full	
<input checked="" type="checkbox"/>				
	Body Site	Route	Dose Full	

Save Cancel

- 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/>

