Vaccinations —WyIR Quick Reference Guide— Vaccinations

Vaccinations-View/Add Screen
The Vaccination View/Add screen allows documentation and viewing of a patient vaccination record. This Quick Reference Guide will walk the user through the vaccine documentation process while explaining some additional features.

NOTE: Depending upon access and permissions, users may not see or use all of the features described in this guide.

2. After selecting the patient, the system will automatically open the Patient Demographic page.
3. Using the navigation menu, click on the Vaccinations menu heading.
4. Click on View/Add.
5. The Vaccination View/Add screen will appear (Diagram 1).

Diagram 1: Vaccination View/Add Screen

Add Administered Vaccinations
Administered Vaccines are all vaccinations administered within a clinic system (IRMS) that have a defined lot number, regardless of the date. These vaccinations may only be modified, changed, or deleted by staff within that particular IRMS.

1. On the Vaccination View/Add screen, enter the date the vaccine was given in the field next to the appropriate vaccine name.
2. Once all Administered Vaccination dates are entered, click Add Administered.
3. The Vaccination Detail Add screen will appear (Diagram 2).
4. If the Lot Numbers have been pre-loaded into the WyIR, clicking on the Select button will allow the user to select the Lot Number, Manufacturer, and Lot Facility.
5. If the name of the Vaccinator has been pre-loaded into the WyIR, click on the arrow next to correct Lot Number to select the appropriate lot.
6. Click on the dropdown boxes for Facility and Anatomical Site and select the appropriate site name.

NOTE: If a Physician/Vaccinator needs to be added, alert the local site coordinator. The VIS date should automatically populate for each vaccination; if not, please contact the WyIR Help Desk.

7. After all the details have been entered and verified, click on Save at the bottom of the page. The system will return to the Vaccination View/Add screen.

Diagram 2: Vaccination Detail Add Screen

Add Historical Vaccinations
Historical Vaccines are vaccinations administered by other providers outside the user’s clinic system (IRMS). Historical vaccines include vaccinations given out of state and country. Users with edit access to the WyIR may modify, change, or delete vaccinations marked as historical that have been entered under their IRMS.

1. From the Vaccination View/Add screen, enter the date the vaccine was given in the field next to the appropriate vaccine name.
2. After all the historical dates have been entered, click on the Add Historicals button.
3. The system will add the historical data and return to the Vaccination View/Add screen.

Helpful Tips
• Quickly Enter Vaccination Dates
To automatically enter the default date (today’s date), double click on Date Field. To change the default date, enter the correct date in the default date box on the top of the Vaccination Date Grid (as circled in Diagram 1: Vaccination View/Add Screen), then click beside the name for each vaccine that was given on that specific date.

• Quickly View Vaccination Information
To view additional vaccination information, click on Vaccine Date to go to the Vaccination Detail screen (see Diagram 3 on reverse).

• Enter Multiple Immunization at One Time
  ◊ Enter all of the dates for all of the administered vaccinations before clicking Add Administered.
  ◊ Enter all of the dates for all historical records before clicking Add Historicals.

NOTE: The last office to update a patient’s record will become owner of the record in the WyIR.
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Vaccination Detail

The Vaccination Detail screen allows the user to view the vaccine’s Lot Number, name of Vaccinator, Facility where the vaccine was given, Anatomical Site and Route, any reported Adverse Reaction, and the VIS Publication Date. The user may also Edit and/or Delete a vaccination record via this screen (see next column for detailed instructions).

Diagram 3: Vaccination Detail Screen

Add Adverse Reaction

The WyIR allows a user to record an adverse reaction to a given vaccination with the Add Adverse Reaction button located on the Vaccination Detail screen.

1. From the Vaccination View/Add screen, click on the Date of Vaccination for which an adverse reaction occurred.
2. From the Vaccination Detail screen, Click the Add Adverse Reaction button (Diagram 3).
3. Click the check box for the list of adverse reactions. Click next to the appropriate adverse reaction.
4. Click the Save button to save the changes.
5. Click the Back button to return to the Vaccination Detail screen.

Edit/Delete Vaccination Information

- Administered vaccination can only be edited or deleted by user within the IRMS that originally entered the vaccine record.
- Historical vaccinations may be edited or deleted by any user with edit privileges in the WyIR.

NOTE: If no Edit Record or Delete Record button appears on the bottom of the Vaccination Detail screen, this vaccination was recorded as administered by another office. If there is doubt about this vaccination’s validity, please contact the administering facility or the WyIR support staff.

Steps to Edit Record

1. Click on Date of Vaccination to be edited.
2. Click on Edit Record button (Diagram 3).
3. Make the appropriate changes in the fields and click on Submit Changes.

NOTE: To edit the Vaccination Code or Vaccination Date, the vaccination must be deleted and then re-entered (according to steps below).

Steps to Delete Record

1. Click on Date of Vaccination to be deleted.
2. Click on Delete Record button (Diagram 3).
3. Enter the Deleting Facility.
4. Click on Delete Record. The system will return the user to the Vaccination View/Add screen.

Contraindications, Exemptions, and Precautions

In the WyIR, users can add a contraindication, exemption, or a precaution for a particular vaccine. Use this function to indicate if the patient has a history of chickenpox, or to document exemptions for medical or religious reasons. A notification will appear in red at the top of the Vaccination View/Add screen for all patients who have a documented contraindication.

1. To view contraindications, exemptions, or precautions, expand the appropriate heading below the Vaccination Date Grid on the Vaccination View/Add screen.
2. To add the contraindication, click on Contraindications button below the Vaccination Date Grid on the Vaccination View/Add screen.
3. Select the Facility Name from the Facility Where Documented dropdown menu.
4. Select the appropriate vaccine name from the Vaccine dropdown menu. The vaccine codes are listed in alphabetical order.
5. Click on Select for the list of contraindications for the vaccine.
6. Select the appropriate contraindication from the dropdown list and click on Select button.
7. If the contraindication is permanent (e.g., patient would not receive Varicella if they already had chickenpox), click the Permanent checkbox.
8. Click the Add Contraindications button.
9. Once all of the contraindications are entered, return to the Vaccination View/Add screen by clicking on View/Add under the Vaccinations menu heading within the navigation menu.

NOTE: Only the users of the IRMS that entered the contraindication may delete that contraindication.

Deferrals

The Deferral button may be used for vaccine shortages and other situations when deferring a vaccination is necessary.

1. From the Vaccination View/Add screen, click on the Deferrals button.
2. Select the appropriate vaccine name from the Vaccine dropdown menu.
3. Enter the Deferred Dose Number; select the Facility Where Documented.
4. Click on Save Button.

Questions? Contact WyIR Support: 800-599-9754 or email: wyir@wyo.gov

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