

WYIR SCHOOL MODULE

REV.05/19

School administrators and their designee are granted access to the Wyoming Immunization Registry (WyIR) School Module solely for the purpose of obtaining documentary proof of immunization for students enrolled in their school in accordance with Wyo. Stat. Ann. 21-5-309. Access must NOT be used to search for school staff, family or friends.

Prior to accessing a child's immunization record in the WyIR, parent/guardian consent must be obtained. The following qualifies as documentation of parental consent:

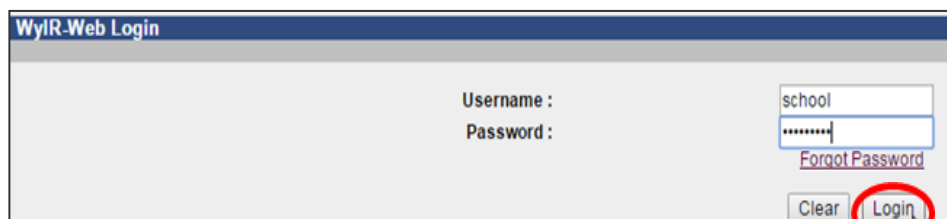
- A completed *Immunization Agreement Between Parent/Guardian and School*, found at www.immunizewyoming.com and made available by the Department upon request;
- Electronic consent captured in the school's computer system with language consistent with the Immunization Agreement Between Parent/Guardian and School; or
- The documentation of verbal consent, including the date and place, in the child's school record.

Each year, the Immunization Unit will conduct an audit to ensure that consent has been obtained prior to accessing student immunization records.

WyIR Access

School Users will be able to complete the following from the WyIR School Module:

- Search for Student Immunization Records,
- Print an Official Record of Immunization, and
- View a Student's Vaccination Forecast (if needed).



WyIR-Web Login

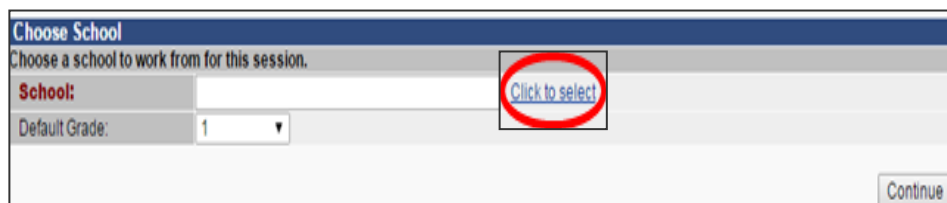
Username : school

Password :

[Forgot Password](#)

Clear Login

Enter your username and password, then click the **Login** button; you will then be taken to the Choose School screen.



Choose School

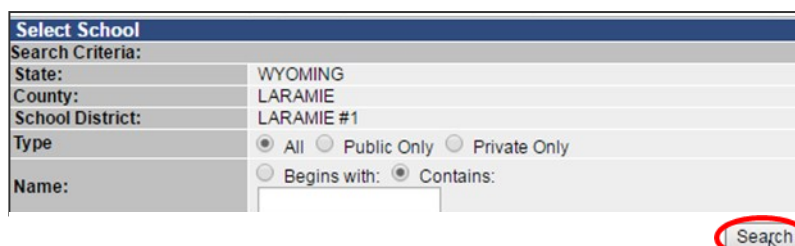
Choose a school to work from for this session.

School: [Click to select](#)

Default Grade: 1

Continue

If you work for only one school, skip ahead below to the **SEARCHING FOR STUDENTS** section. If you are assigned to multiple schools, click on the [Click to select](#) link; the Select School window will present.



Select School

Search Criteria:

State: WYOMING

County: LARAMIE

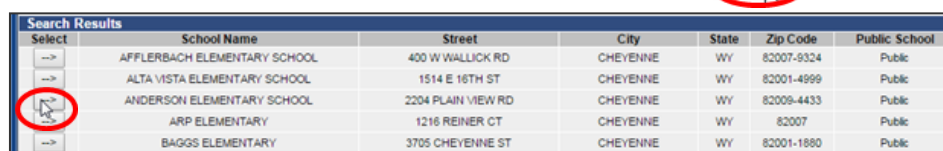
School District: LARAMIE #1

Type: ☒ All ☐ Public Only ☐ Private Only

Name: ☐ Begins with: ☒ Contains:

Search

Click on the **Search** button; you will then see a window present with a list of schools under your school district.



Select	School Name	Street	City	State	Zip Code	Public School
<input type="checkbox"/>	AFFLERBACH ELEMENTARY SCHOOL	400 W WALLICK RD	CHEYENNE	WY	82007-9324	Public
<input type="checkbox"/>	ALTA VISTA ELEMENTARY SCHOOL	1514 E 16TH ST	CHEYENNE	WY	82001-4999	Public
<input checked="" type="checkbox"/>	ANDERSON ELEMENTARY SCHOOL	2204 PLAIN VIEW RD	CHEYENNE	WY	82009-4433	Public
<input type="checkbox"/>	ARP ELEMENTARY	1216 REINER CT	CHEYENNE	WY	82007	Public
<input type="checkbox"/>	BAGGS ELEMENTARY	3705 CHEYENNE ST	CHEYENNE	WY	82001-1880	Public

Click on the arrow next to the school you are working under, and then you will be taken to the **Choose School** screen.

WYIR SCHOOL MODULE

Login/Accessing School & Grade-continued

Choose School
Choose a school to work from for this session.

School: [Click to select](#)

Default Grade: [Click to select](#)

[Continue](#)

Select the default grade in the drop down menu, click the **Continue** button, and you will be taken to the **Patient Search** screen.

Searching for Students

Patient Search		Click here to use the 'advanced' search	
First Name or Initial:	<input type="text" value="t"/>	SIIS Patient ID:	<input type="text"/>
Last Name or Initial:	<input type="text" value="t"/>	Student ID:	<input type="text"/>
Birth Date:	<input type="text" value="07/04/2006"/>		
Family and Address Information:			
Guardian First Name:	<input type="text"/>		
Street:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text" value="Select..."/>
Zip Code:	<input type="text"/>	Phone Number:	<input type="text"/>
Country:	<input type="text" value="United States"/> x		
<input type="checkbox"/> Check here if adding a new patient.			
		<input type="button" value="Clear"/>	<input type="button" value="Search"/>

It is recommended to enter the first initial - first name, first initial – last name, and date of birth of the student in order to yield the best results. After entering the search criteria, click on the **Search** button. If no results present, consider broadening the search approach by only searching by date of birth.

Patient Search Results
Records Found = 1 Search Criteria: First Initial / Last Initial / Birth Date

Show 10 Entries Search:

First Name	Middle Name	Last Name	Birth Date	City	Grd First Name	Grd Last Name
TIMMY		TEST	07/04/2006	CHEYENNE	NUNYA	

Showing 1 of 1 Entries

After the **Patient Search Results** present, select the student by clicking on their name in the search results area. The **Patient Detail** screen will present similarly to the following:

Patient Detail			
First Name:	TIMMY	Street:	6101 YELLOWSTONE ROAD STE 420
Middle Name:		City:	CHEYENNE
Last Name:	TEST	County:	LARAMIE
Birth Date:	07/04/2006	State:	WYOMING
Multiple Birth:	1 of 1	Zip Code:	82002
Sex:	MALE	Home Phone:	
Student ID:		Cell Phone:	
Guardian Name:	NUNYA		
Inactive:			

School Reporting	
School:	ANDERSON ELEMENTARY SCHOOL ▼
Grade Level:	1 ▼
School Entry Date:	

Update the grade level as needed, then click the Update button. You may now proceed to printing the Official Record of Immunization (School Form).

Printing an Official Record of Immunization

The screenshot shows a web application interface. On the left is a vertical navigation menu with the following items: Main, Home, Logout, Select School, Document Center, Patient, Settings, Schools, Reports (highlighted with a red circle), School Reports, School Nurse Reports, Change Password, Answers, and Contact Us. On the right is the 'School Nurse Reports' section, which contains links to: School Immunization Report, First Time Enterer, Summary of School Enterers Data, Patient Detail, Official State Record of Immunization (School Form) (highlighted with a red circle), Blank Official Records of Immunization, and Absentee Report.

After a student is selected, click on **Reports-School Reports**, then click on the **Official State Record of Immunization (School Form)** link as highlighted.

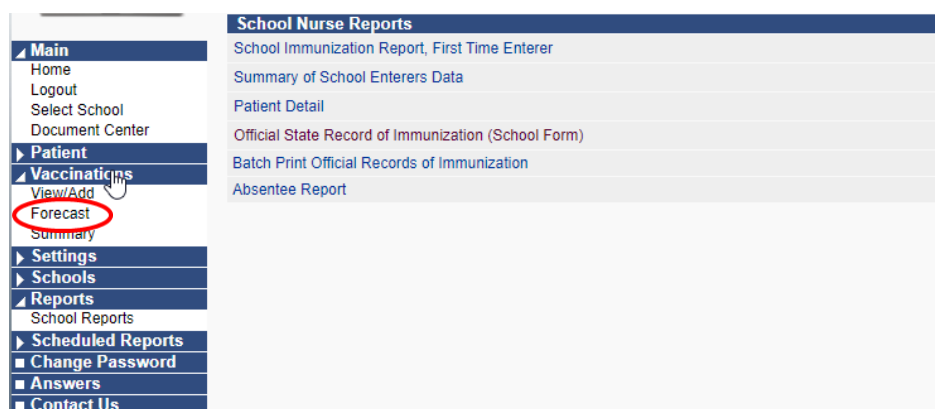
Please note that school nurses are recognized as a signatory authority for the form, as presented at the bottom of the record.

Sign the form and include in the student's permanent record.

WYIR SCHOOL MODULE

Viewing a Vaccination Forecast

On the occasion that a student does not have the required vaccinations as displayed on the Official Record of Immunization, they may continue to attend school while they make satisfactory progress toward full immunization by starting or continuing a schedule of immunizations and are within the recommended interval for the next dose (e.g., Conditional/Provisional Enrollment). The Vaccination Forecast within the WyIR should assist in understanding what vaccinations are due next. Here's how to view that information:



School Nurse Reports

- School Immunization Report, First Time Enterer
- Summary of School Enterers Data
- Patient Detail
- Official State Record of Immunization (School Form)
- Batch Print Official Records of Immunization
- Absentee Report

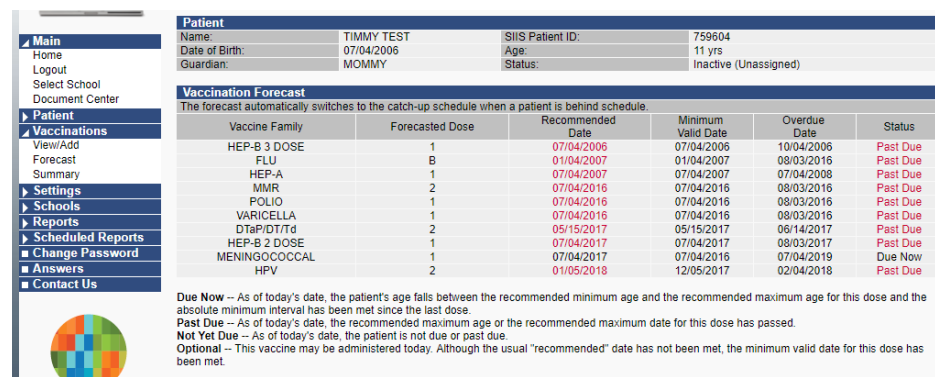
Main

- Home
- Logout
- Select School
- Document Center

Patient

- Vaccinations**
 - View/Add
 - Forecast**
 - Summary
- Settings
- Schools
- Reports
 - School Reports
- Scheduled Reports
- Change Password
- Answers
- Contact Us

After the patient is selected, click upon the **Vaccinations** link in the Navigation Menu to expand the selection, then click the **Forecast** option as highlighted in the window:



Patient

Name:	TIMMY TEST	SIIS Patient ID:	759604
Date of Birth:	07/04/2006	Age:	11 yrs
Guardian:	MOMMY	Status:	Inactive (Unassigned)

Vaccination Forecast

The forecast automatically switches to the catch-up schedule when a patient is behind schedule.

Vaccine Family	Forecasted Dose	Recommended Date	Minimum Valid Date	Overdue Date	Status
HEP-B 3 DOSE	1	07/04/2006	07/04/2006	10/04/2006	Past Due
FLU	B	01/04/2007	01/04/2007	08/03/2016	Past Due
HEP-A	1	07/04/2007	07/04/2007	07/04/2008	Past Due
MMR	2	07/04/2016	07/04/2016	08/03/2016	Past Due
POLIO	1	07/04/2016	07/04/2016	08/03/2016	Past Due
VARICELLA	1	07/04/2016	07/04/2016	08/03/2016	Past Due
DTaP/DT/d	2	05/15/2017	05/15/2017	08/14/2017	Past Due
HEP-B 2 DOSE	1	07/04/2017	07/04/2017	08/03/2017	Past Due
MENINGOCOCCAL	1	07/04/2017	07/04/2017	07/04/2019	Due Now
HPV	2	01/05/2018	12/05/2017	02/04/2018	Past Due

Due Now -- As of today's date, the patient's age falls between the recommended minimum age and the recommended maximum age for this dose and the absolute minimum interval has been met since the last dose.

Past Due -- As of today's date, the recommended maximum age or the recommended maximum date for this dose has passed.

Not Yet Due -- As of today's date, the patient is not due or past due.

Optional -- This vaccine may be administered today. Although the usual "recommended" date has not been met, the minimum valid date for this dose has been met.

The Vaccination Forecast screen will present similarly to the following:

Within the forecast table, the forecasted doses are presented in order of Recommended Date, with the Past Due vaccinations displaying the recommended date and status that are Past Due in Red. This output may be beneficial for not only school users to know which dose is due next for the provisional students, but may also be of assistance to the parent/guardian to understand which vaccination is due next. **NOTE: In order to accommodate the viewing of the Vaccination Forecast, School Users will have the ability to add historical immunizations BUT SHOULD NOT DO SO.** WDH Administration will remove vaccinations inappropriately added by school users on a routine basis.

Still have questions?

Send us a secure email with PHI via the WyIR [Help Desk Ticket](#) as presented on the Home Page, or Click on the **Contact Us** link within the Navigation Menu, and send us a non-secure email without PHI within the message by entering in the information required, and then clicking upon the **Submit** button.