



Mass Immunizations

The **Mass Immunizations** (MI) module is used in the field to conduct quick entry of patient demographic and vaccination information, including inventory for dispensed medication gathered in mass immunization situations. Users need the Mass Immunizations permission in order to have access and be logged in under an organization and/or facility.

Select Application – Mass Immunizations (if applicable)

1. From the Main Menu click on **Select Application**.
2. Select **Mass Immunizations**.

Main	Select Application
Home	Choose an Application for this session.
Logout	Application: Mass Immunizations
Select Application	

Adding Lot Numbers

1. Select **Toolbox**, then **Lot Numbers**
2. Add the following information:
 - **Vaccine**
 - **Manufacturer**
 - **Lot Number**

Lot Number Maintenance	
Search/Add Lot Number - Search Required Before Adding	
Vaccine/Med	influenza, injectable, quadrivalent
Manufacturer	SEQRUS-SEQ
Lot Number	78R578

3. Click **Search**, then **Add**
4. Add the following information:
 - **Expiration Date**
 - **Funding Source**
 - **Reason for Change – Received from CDC, not VFC supplied**
 - **Number of Doses Added**
 - **Product**
 - **NDC Number**

Lot Number Maintenance [Add]	
Manufacturer:	SEQ
Vaccine/Med:	influenza, injectable, quadrivalent
Lot Number:	78R578
Facility:	MASS IMM TRAINING FACILITY
Expiration Date:	05/30/2020
Funding Source:	PUB
Reason Categories:	--All Categories--
Reason for Change:	Received from CDC, not VFC supplied
Date of Transaction:	03/24/2020
Number of Doses Added:	100
Product:	FLUCELVAX QUADRIVALENT PFS
NDC Number:	70461-0319-03

5. Click **Add**.

Settings

In order to make data entry quick and efficient, set some of the personal settings (**See Mass Immunizations – Settings QRG**).

Search for a Patient

1. Select **Patient, Search/Add**
2. Enter the **First Name, Last Name** and **Birth Date**.

Patient Search	
Patient Information	
First Name or Initial:	
Last Name or Initial:	
Birth Date:	

3. Click **Search**
4. If the patient:
 - Does not exist, click on **Add New Patient** and complete the steps below.
 - Does exist, select the patient and complete the steps below.

Patient Edit

1. If the patient does exist and the address listed is current, check the box and the address will auto populate in the **Patient Edit** section.

Patient Address Information (Most recent record in system)	
<input checked="" type="checkbox"/>	Check this box to copy the address information from the most recent record to the data entry box ONLY if it matches what is reported on paper.

2. If the patient does not exist, please enter the required fields that are highlighted in red.

Patient Add			
First Name:	SETH	Birth Date:	11/26/1993
Middle Name:		Sex:	MALE
Last Name:	SMITH	SSN:	
Address			
Street:	555 main st		
Zip Code:	37064	City:	franklin
State:	TN	Phone Number:	

3. Select **Campaign** and **Tier**

Campaign:	COVID-19
Tier:	ADULT < 65

- Complete steps 2 thru 4 for each lot number.
- Update the **Default Date** (Date Administered) (if applicable).

Vaccination/Medication Add	
Default Date:	03/24/2020

- Check the box beside the appropriate vaccine.

Vaccine/Medicine
<input checked="" type="checkbox"/> Influenza, injectable, MDCK, preservative free, quadrivalent (Flucelvax Quadrivalent® PFS)

- If there is more than one lot number listed, select the radio button beside the applicable lot number.

Manufacturer / Lot
<input checked="" type="radio"/> SEQIRUS / 456TR47S

Reports

There are four reports available that provide detailed information (**See Mass Immunizations – Reports QRG**).

Reminder/Recall

If configured by the state, Reminder/Recall allows providers to notify patients about upcoming or past due vaccinations. Each step can be tracked with the tracking bar at the top of each page.

- Click on **Reminder Recall**

Reminder/Recall	<input checked="" type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3
-----------------	------------------------------------	-------------------------	-------------------------

- Reminder/Recall Parameter Page

- How do you want to run this Reminder/Recall?

<input checked="" type="radio"/> For all patients you own
<input type="radio"/> For all patients you have seen at your facility
Due Date Timeframe: <input type="text" value="Due Now"/>
From: <input type="text" value="01/01/1990"/> To: <input type="text" value="03/25/2020"/>

- Who do you want to Contact?

Patient Location:	<input type="text" value="MASS IMM TRAINING ORC"/>	<input type="text" value="MASS IMM TRAINING FAC"/>
Patient Gender:	<input type="text" value="FEMALE"/> <input type="text" value="MALE"/> <input type="text" value="OTHER"/>	
Exclude patients who were sent a notification in the last:	<input type="text" value="# of"/> <input checked="" type="radio"/> Days <input type="radio"/> Weeks <input type="radio"/> Months <input type="radio"/> Years	

- Which vaccines would you like to include?

Vaccine Group	FLU	Number of doses in this series
FLU		1

I only want to see my patients who are:

Due for all selected vaccines

One dose away

One visit to complete the series

- Review and edit the resulting patient recall list.

- The page displays the list of patients who meet the criteria selected on the parameter page.
- You can remove categories of patients from the list by selecting one of the Remove options at the top.

- Select an action on what to do with the patient recall list.

- At the top of the page are icons with numbers next to them, showing how many total patients are included, along with how many total patients are included, along with how many mailing addresses, telephone numbers, cell phone numbers, and email addresses are available for the list of patients.
- Mailing addresses, telephone numbers, cell phone numbers, and email addresses are available for the list of patients.
- The following actions can be performed on this page.
 - Generate a Patient List
 - Print Letters
 - Generate Auto-Dialer Content
 - Generate Mail-Merge
 - Create Avery 8387 Postcards
 - Print Labels
 - Save as a Patient Group
 - Send Email