

Quick Reference Guide: Mandatory Reporting to the WYIR

Last Revised: 11/2023

The mandatory requirement established under [Immunization Program administrative rules](#), states that any healthcare provider who administers vaccines in the state of Wyoming shall report immunization information to the Wyoming Department of Health (WDH) Immunization Information System (IIS). The Immunization Unit utilizes the Wyoming Immunization Registry known as the WYIR.



The following two methods are used to report immunization information:

- Direct entry into the WYIR; or
- Secure transmission of electronic messaging in accordance with the specifications established by the Immunization Unit.

The following information must be entered in to the WYIR after a vaccine or immunizing agent is administered at the reporting facility:

- Patient demographics information:
 - First name and last name (legal);
 - Birth date;
 - Sex;
 - Guardian first name (if under 19 years of age);
 - Address (city, state and zip code); and
 - Phone number
- All information that is available outside the required information above is encouraged to be entered into the WYIR, such as:
 - Middle name;
 - Race;
 - Ethnicity;
 - Suffix; and
 - Birth order.
- Administration information:
 - Lot number;
 - Administration date;
 - Vaccinator name;
 - Vaccine information statement (VIS) date given; and
 - VIS date

Historical vaccination information may be entered into the WYIR, see Adding Historical Vaccines: Quick Reference Guide on the Immunization Unit [website](#).

Resources:

[Creating and Editing IIS Information from an Official Record of Immunization policy \(IMM-004\)](#)

For more information, Please contact:

WYIR Help Desk: 833-231-1451 or wyir.helpdesk@wyo.gov



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