

Workflow for: Internal Medicine Pediatrics Family Medicine Specialty

Applies to: Clinical Provider

Updated: 11/2/16

Pages: 6

Centricity: Immunization Order & Administration Documentation

Step 1: Immunization Order

The provider will order the vaccine(s) to be given on the “*Immunizations*” form.

Review/Order tab

Vacc. ord. by: Click the grey button to identify the provider ordering the vaccine(s).

Vaccine History: *Pediatric*, *Adult* and *Travel/Other* are optional lists for review.

Click the grey *Detail* button if you would like further details on any of the historical vaccination information.

Vaccines Ordered: Click the box next to the vaccine(s) you would like to order.

Notifications: Information, based on CDC guidelines, pertaining to the vaccine(s) ordered and this patient may display in the *Notifications* field.

Vaccine Review: Document your review, need for update or if the patient/parent declines vaccination. Additional details can be entered in the *Comments* field.

If you have counseled the patient/parent (<18yrs of age) and provided the VIS (applicable to all pts), check the box(s) at the top of the form to document this was done.

Click *Close* or *Give Vaccine*, if you will be administering the vaccine(s).

Step 2: Immunization Administration Documentation – The person administering the vaccine will document administration details.

Give Vacc tab

Vacc. ord. by: Review the name of the provider ordering the vaccination(s).

VFC Status: Select the patient’s current VFC status. (N/A to patients >18 yrs)

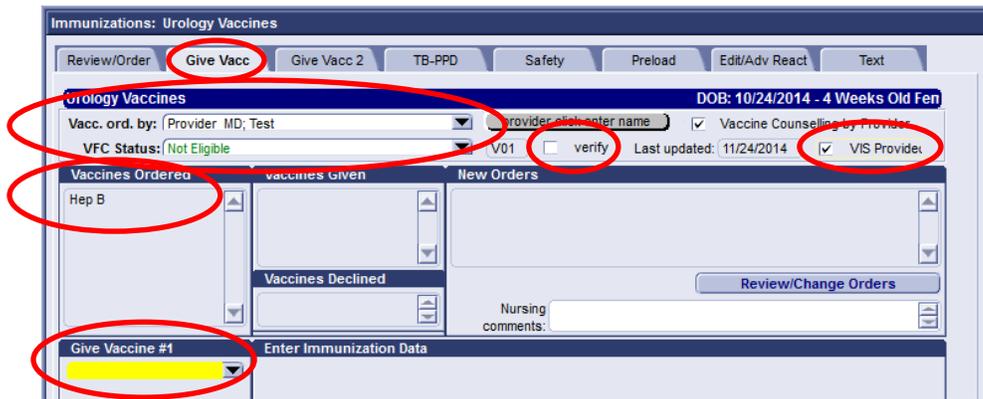
*Once selected, the status will display with future administrations and can be reviewed and updated as needed.

Verify should be checked when there is no change.

Vaccines Ordered: Review the vaccine(s) ordered by the provider.

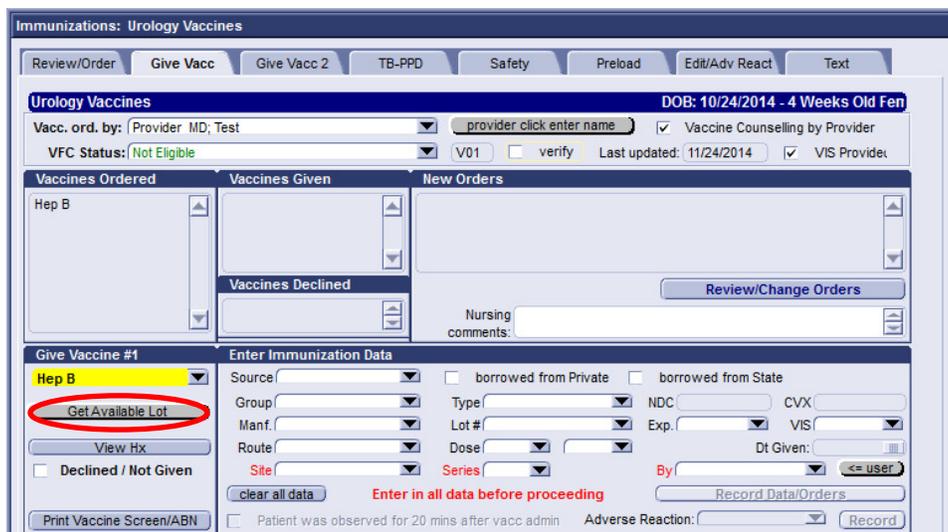
If not already done, click **VIS Provided** and supply the VIS for the patient/parent.

Give Vaccine #1: Select the vaccine from the drop down list.
(Vaccines must be ordered to display as an option.)



Click **Get Available Lot**

***Vaccine inventory must be entered in the EMR in order to document vaccine administration.**
(See handout; “Immunization Inventory Management – Adding New Inventory”)



All inventory previously entered for the vaccine selected will display.
 Click to select the lot used with this administration and then select *use selected lot*.

Immunizations: Urology Vaccines

Review/Order Give Vacc Give Vacc 2 TB-PPD Safety Preload Edit/Adv React Text

Urology Vaccines DOB: 10/24/2014 - 4 Weeks Old Fen

Vacc. ord. by: (Provider MD; Test) provider click enter name Vaccine Counselling by Provider

VFC Status: Not Eligible V01 verify Last updated: 11/24/2014 VIS Provider

Vaccines Ordered Vaccines Given New Orders

Hep B

Vaccines Declined

Nursing comments:

Review/Change Orders

Give Vaccine #1 Enter Immunization Data

Hep B Lot: 123456 ~Private Purchase GlaxoSmithKline#11/24/2015#10#1234567891#Engerix-B Ped/Adol (3-dose sched

Get Available Lot

View Hx

Declined / Not Given

Print Vaccine Screen/ABN

back use selected lot

Enter Immunization Data:
 Source, Group, Manf., Route, Type, Lot#, Dose, Series, NDC, CVX, & Exp, VIS dates will populate.

Immunizations: Urology Vaccines

Review/Order Give Vacc Give Vacc 2 TB-PPD Safety Preload Edit/Adv React Text

Urology Vaccines DOB: 10/24/2014 - 4 Weeks Old Fen

Vacc. ord. by: (Provider MD; Test) provider click enter name Vaccine Counselling by Provider

VFC Status: Not Eligible V01 verify Last updated: 11/24/2014 VIS Provider

Vaccines Ordered Vaccines Given New Orders

Hep B

Vaccines Declined

Nursing comments:

Review/Change Orders

Give Vaccine #1 Enter Immunization Data

Hep B

Get Available Lot

View Hx

Declined / Not Given

Print Vaccine Screen/ABN

Source Private Purchase borrowed from Private borrowed from State

Group Hepatitis B Type Engerix-B Ped/Adol NDC 1234567891 CVX 08

Manf. GlaxoSmithKline Lot # 123456 Exp. 11/24/2015 VIS 02/02/2012

Route IM Dose 0.5 cc Dt Given 11/24/2014

Site IM Series 2 By user

clear all data enter in all data before proceeding Record Data/Orders

Patient was observed for 20 mins after vacc admin Adverse Reaction: Record

Select the *Site* and click the *user* button to identify where the vaccine was given and by whom.
 Click *Record Data/Orders*.

Give Vaccine #1 Enter Immunization Data

Hep B

Get Available Lot

View Hx

Declined / Not Given

Print Vaccine Screen/ABN

Source Private Purchase borrowed from Private borrowed from State

Group Hepatitis B Type Engerix-B Ped/Adol NDC 1234567891 CVX 08

Manf. GlaxoSmithKline Lot # 123456 Exp. 11/24/2015 VIS 02/02/2012

Route IM Dose 0.5 cc Dt Given 11/24/2014

Site Left Thigh (upper) Series 2 By Newton, Jennifer

Record Data/Orders

Patient was observed for 20 mins after vacc admin Adverse Reaction: Record

“Vaccine # ___ Recorded” will display in Red.

New Orders: The service order for the vaccine will display.

Repeat this process for **Vaccine #2** etc.

When all **Immunization Data** has been entered, click **Record Immun Admin** to create the service order(s) for administration of the vaccine(s).

The screenshot shows the 'Immunizations: Urology Vaccines' interface. The patient information is 'Urology Vaccines' with a DOB of '10/24/2014 - 4 Weeks Old Fen'. The 'Vaccines Ordered' section shows 'Hep B'. The 'Vaccines Given' section shows 'Hep B'. The 'New Orders' section shows 'Hepatitis B immunization <20 years [CPT-90744]'. The 'Record Immun Admin' button is circled in red. The 'Enter Immunization Data' section shows 'Vaccine #1 Recorded' circled in red. The 'Give Vaccine #1' section shows 'Hep B' and 'Give Vaccine #2' circled in red.

For TCMA Supplied Vaccines (Skip to the middle of page 5 if State Supplied.)

Click **Review/Change Orders** to include the associated PO# (purchase order) for billing.

The screenshot shows the 'Immunizations: Urology Vaccines' interface. The patient information is 'Urology Vaccines' with a DOB of '10/24/2014 - 4 Weeks Old Fen'. The 'Vaccines Ordered' section shows 'Hep B'. The 'Vaccines Given' section shows 'Hep B'. The 'New Orders' section shows 'Hepatitis B immunization <20 years [CPT-90744]'. The 'Review/Change Orders' button is circled in red. The 'Enter Immunization Data' section shows 'Vaccine #1 Recorded' circled in red. The 'Give Vaccine #1' section shows 'Hep B' and 'Give Vaccine #2' circled in red.

Select the vaccine order. **Order Details** should include the TCMA Supplied Vaccine (TL) modifier. If it does not, please click **Add Modifiers** to apply for this order.

Enter the PO# in the **Instructions** field and then click **OK**.

Update Orders - Charles A Test 76 Years Old Male, (DOB: 01/22/1940)

Orders: This update Open All Primary Coverage:

Date	Description	Status	Diagnoses
11/02/2016	Hepatitis B immunization <20 years	Unsigned	VACCINE AGAINST HEPATITIS A OR E
11/02/2016	First Vx - bx admin via ID IM or jet	Unsigned	VACCINE AGAINST HEPATITIS A OR E

Remove Reorder

Custom List Categories Search **Order Details**

Clinical Information
Description: Hepatitis B immunization <20 years
Code: CPT-90744
Authorized By: Newton RMA, Jennife
Modifiers: TCMA Supplied Vaccine [TL]
Instructions: PO#12345
Disposition: Complete

Service Administration
Start Date: 11/02/2016 End Date:
Duration: 0 Days Weeks Months
Units of Service: 1
Admin Comments:
Insurance Notes:

****Always verify the vaccine administered appears as expected** (correct placement/series# etc.) on the Review/Order tab before closing the Immunizations form.
(The Immunization Management flowsheet will not be updated until the visit is signed.)

Click **Review/Order**

Immunizations: Charles A Test

Charles Test DOB: 01/22/1940 - 76 Years Old Male
Vacc. ord. by: provider click enter name Vaccine Counseling by Provider
VFC Status: Not Eligible verify Last: 11/02/2016 MIS

Vaccines Ordered **Vaccines Given** **New Orders**
Hep B
Hep B
Hepatitis B immunization <20 years [CPT-90744]
First Vx - bx admin via ID IM or jet injects [CPT-90471]

Nursing comments:

Give Vaccine #1 **Enter Immunization Data**
Hep B Declined / Not Given
Source: Private Purchase borrowed from Private borrowed from State
Group: Hepatitis B Type: Recombivax HB (3 dc) NDC: 123456 CVX: 08
Manf: Abbott Laboratories Lot #: 123456 Exp: 11/04/2016 VIS: 02/02/2012
Route: IM Dose: 1 cc VIS Provided
Site: Left Deltoid Series: 1 By: Newton RMA, Jennife
Vaccine #1 Recorded Patient was observed for 20 mins after vacc admin Adverse Reaction:

Give Vaccine #2 **Enter Immunization Data**

Once verified, click *Close*.

Immunizations: Charles A Test

Review/Order Give Vacc Give Vacc 2 TB-PPD Flu Consent Preload Edit/Adv React Text

Charles Test DOB: 01/22/1940 - 76 Years Old Male

Vacc. ord. by: [] provider click enter name Vaccine Counselling by Provider

VFC Status: [Not Eligible] verify Last: 11/02/2016 MIS

Pediatric Adult (18 years and older) Travel/Other

Vax Group	Series #1	Series #2	Series #3	Series #4	Series #5	Series #6	
Varicella	03/01/2003 -- ve						[Detail]
			Hx Varicella		Varicella Titer		
HPV							[Detail]
Zoster							[Detail]
MMR	06/07/1999 -- m				Measles Mumps Rubella		[Detail]
Pneumo PCV	06/05/2015 -- Pt						[Detail]
PPSV23	11/08/2010 -- pr	08/12/2015 -- Pr					[Detail]
Meningococcal							[Detail]
Mening B							[Detail]
Hepatitis A							[Detail]
Hepatitis B	11/02/2016 -- Re						[Detail]
					Hep B Surface Antibody		
HIB							[Detail]

Yearly / Booster

Influenza	06/07/2012 -- fl	12/2/2014 -- in fl		*Last 3 recorded	[Detail]
Td	9/15/2014 -- td t			*Last recorded	[Detail]
Tdap	4/12/2016 -- Adi				[Detail]

Vaccines Ordered

- Varicella
- 9vHPV
- HPV4
- MMR
- MCV4
- MPSV4
- PPV23
- PCV13
- Hep A
- Hep B
- Hib
- IPV
- Flu nasal
- Flu IM
- Td
- Tdap
- BCG
- Jap Enceph
- Rabies
- Typhoid VI
- Typhoid Oral
- Yellow Fever
- Zoster

Notifications

Give Vaccine Turn Off Notifications

Prev Form (Ctrl+PgUp) Next Form (Ctrl+PgDn) Close

Click *End Update*.

Summary Problems Medications Alerts/Flags Flowsheet Orders Documents Update

Doc ID: 10 Properties: Office Visit at Urology on 11/24/2014 4:31 PM by Test Provider MD

Summary: test

Immunizations

Vaccines reviewed - up to date
Ordering Provider: Provider MD, Test

Vaccines Given
Hep B Dose: 0.5
Given By: Newton, Jennifer
Manufacturer: GlaxoSmithKline Lot Number: 123456 Expiration Date: 11/24/2015

End Update

Hold Document to the provider.

End Update

Properties

Summary: test

Provider: Provider MD, Test

Route to

- Me
- Provider (Test Provider: MD)
- Sender (Jennifer Newton)

Date	User	Priority	Reason	Comments
11/25/2014	Test Provider MD	Normal	Action	Complete document

Drug Interactions

- Encounter is a Transition of Care
- Return to Desktop [View clinical list changes](#)
- Sign clinical list changes.
Pending prescriptions set to print or fax will be completed automatically.

Discard Document Sign Document Hold Document Cancel