## Ambulatory Nurse 200 Documenting Immunizations

1. From your multi Provider Schedule, you will have a blue dot if the provider ordered the immunization a head of time.

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Schedule			
Dpen Slots 🛗 Chart 📋 Show Orders 💉 Enter/	Edit Results	Enc Su <u>m</u> mary 🖌 Sign Enco <u>u</u>	nter 🖶 Print A <u>V</u> S 🗙 I
COBALT, TERRY -	•		
Status Huddle	Time 🔺	Patient Name	Age/Gender
Scheduled	8:00 AM	Nicholai Cobalt	43 y.o. / M
Scheduled	9:00 AM	Nathaniel Cobalt	46 y.o. / M
Scheduled	9:00 AM	Macon Cobalt	46 y.o. / M
Scheduled	10:00 AM	Naomi Cobalt	5 y.o. / F
Scheduled	11:00 AM	Natalia Cobalt	36 y.o. / F
Scheduled Checked in: 7:55 AM	12:00 PM	Noel Cobalt	23 m.o. / F
Scheduled	2:00 PM	Neil Cobalt	31 y.o. / M
Scheduled	2 00 014	NULL OFF-IA	20 ///

2. If the blue dot is on your schedule you can view what has been ordered by single clicking on the patient's name. This will open a snapshot view. Select the **View Orders** tab

- Visit Orders		
Select Font Size ×		
Naomi Cobalt		
Procedure Orders this Encounter a		
Active		
DTaP vaccine less than 7yo IM	Administer	Ordered On: 03/05/2019
Current Clinic-Administered Medications a		
None		
Orders Placed This Encounter - Excluding Medications Normal Orders This Visit		
DTaP vaccine less than 7yo IM [IMM15 Custom]		

- 3. View the orders under "Procedure Orders this Encounter"
- 4. Under Active, you will see what was ordered for the patient.
- 5. **Administer** will be available as a hyperlink. You can click on it which will bring you directly to the Immunization Activity
- 6. If you are already in the patient's rooming activity, you can access the <u>Immunization Activity</u> by clicking on the activity on the left panel.



7. Now you are in the immunization activity

Immunizations - All Types 🛽 🗛	Admin Types 👻 🗄 Incomplete Admins 🤨 Historical Admins 👻 📴 Immuni	zation <u>R</u> eport 🐉 Imm Registry 🤁 Refresh 🛛 Storage Unit	? ×
▲ Incomplete Administrations			
DTaP	Administer 2 Defer X Delete	Ordered: 3/5/2019 Diana McQueenie, MD	
Administration History			
	Administered On	Next Due	Show Deleted Show Deferred
Immunizations			
⊗ DTaP-IPV	4/10/2017 4/11/2014, 10/11/2013, 8/10/2013, 6/10/2013		
	10/11/2/13, 8/10/2013, 6/10/2013, 4/10/2013		
⊗ Hib	4/11/2014, 10/11/2013, 8/10/2013, 6/10/2013		
😸 Influenza Trivalent w/ Preservative IM	4//0/2016, 4/11/2015, 4/11/2014		
⊗ MMR	4/10/2017, 4/11/2014		
	n Registries		
No registry information available	-		
✓ Mark as Reviewed Last reviewed by Montana	a Nan, RN on 4/10/2017 at 1:45 PM		

8. Click on Administer

\*You can use Defer if the patient decides they do not want the vaccine that day. Defer will keep the vaccine order in place for a future visit.

\*Delete will remove the vaccine order, if they decide to receive the vaccine at another visit it will need to be ordered again.

- 9. Fill in all required red hard stops. Vaccine information will be entered into lot management, where you can use your selection tool to pick the appropriate lot number etc.
- 10. When all required fields have been completed, you can click Accept

Name:				
DTaP	Q	Given		
Date:	Time:	Given by:		
3/5/2019	()	COBALT, TERRY	2	• Make sure <b>Given</b> is listed
Lot #:	Dose:	VIS publish date:		this will automatically dro
1364	0.5 mL 🔎	5/17/2007		
Manufacturer:	Site:	Comment:		the charges. (Given will
GlaxoSmithKline 🔎	Left deltoid 🔎			
NDC:	Route:	Location:		default for you)
58160-810-43 🔎	Intramuscular 🔎			
Product:	External:			
INFANRIX (DTAP) (PF)	<u>م</u>			
Expires:	Next due:			
3/5/2020				
Source of accine:	🗋 🔿 State Supplied 💽	Office/Hospital Supplied O Patient Supplied		
Is this vaccine sponsored by the s	state 🗋 Yes-Medicaid/MassHe	alth/HMOs Yes-No Health Ins. Yes-FQHC (Under-Ins.)		
as part of a VPC program?	Yes-Alaska Native Ye	es-American Indian No-Has Health Insurance		
Did the patient receive a Vaccine	Yes No	L	~	

\*For a quick way to enter a date, you can use date conversion in the expiration field or you can click on the calendar. i.e. vaccine expires in 1 year enter **y+1**, then tab. It will fill in 1 year from today.

\*Your Name appears as the person administering this because it looks to who is logged in.

\*Today's date appears by default

\*For some immunizations, there will be questions at the bottom of the details form that will need to be completed.

11. You will be brought to the Immunization History. You can view the vaccine you just documented. If you need to edit the information, click on the vaccine name

Immunizations - All Types 🛽 🛛	I Admin Types 🗸 🗄 Incomplete Admins 🧐 Historical Admins 🤘 🕅 Immunization Report 🕏 Imm Registry 🥃 Refresh 🗄	Storage Unit
B Administration History		
	Administered On	Next Due
Immunizations		
≫ DTaP	3/5/2019	
	4/10/2017, 4/11/2014, 10/11/2013, 8/10/2013, 6/10/2013	
	10/11/2013, 8/10/2013, 6/10/2013, 4/10/2013	
⊗ Hib	4/11/2014, 10/11/2013, 8/10/2013, 6/10/2013	
℅ Influenza Trivalent w/ Preservative IM	4/10/2016, 4/11/2015, 4/11/2014	
⊗ MMR	4/10/2017, 4/11/2014	
By Immunizations from Immunization	on Registries	
No registry information available		
Mark as Reviewed Last reviewed by Montan	a Nan, RN on 4/10/2017 at 1:45 PM	

## 12. Click on the date to edit any information



13. Once finished with the documentation, and all set with the chart, you can close out of the patient's workspace by clicking the x in the patient's header.



- 14. You will be brought back to your Multi Provider Schedule
- 15. The blue dot will still be present next to the patient's name. You will have to manually remove it. Click on the blue dot, then select the X to remove.

	/				ACE5 (T	raining) - BWH FAMIL	LY MEDICAL BCH - 1	TERRY COBALT	_	_				🛃 🖬 3 🛬 1 🔤 284 • 💻	. 6	×
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chedule													_			-
🔚 Opgn Slots 🎽 🤇	;hart 📋 Show Orders 🕜 Enter	Edit Results	🗉 Enc Summary 🗸 Sign	Encounter 🔒 Print AVS	× Pt Declined AVS	🗞 Change Prov 👻 🗙 N	io Sho <u>w</u> 👻 🌶 Imm Qii	nic 🖋 Notes 🖋 Pre V	isit Plann	ning 🔒	Appts 📳 Room Patient 👻	Pr Imm Registry		<b></b>	ŝ	З
COBALT, TERR	Y + 4 Mar 05, 2019 🖄	•								Total	8 Auto-refreshed: 12:52 Pl	M 🕄 🗹 Preview - 🌶		All	τ, Ι	Filts
Status	Hudd	k Time 🔺	Patient Name	Age/Gender	Туре	Notes	Provider	PCP	Med	s ( My S	ti Pt. Portal Status	Unanswered question				
Schedule		8:00 AM	Nicholai Cobalt	43 y.o. / M	NEW PATIENT	Nurse Visit	Terry Cobalt, RN	QUINN, MICKEY		tı	Non Standard MyChart Status	Yes	-	Result Note Cobalt, Meo 39 y.o. Female		
Schedule	/	9:00 AM	Nathaniel Cobalt	46 y.o. / M	NEW PATIENT	Nurse Visit	Terry Cobalt, RN	QUINN, MICKEY	•	ŧ	Non Standard MyChart Status	Yes		CBC	New	•
Schedu	a la	9:00 AM	Macon Cobalt	46 y.o. / M	NEW PATIENT	Nurse Visit	Terry Cobalt, RN	QUINN, MICKEY	•	ŧ	Non Standard MyChart Status	Yes		🗊 Result Note		
Schedule	đ	10:00 AM	Naomi Cobalt	5 y.o. / F	PROBLEM	Sore Throat	Terry Cobalt, RN			t		No		Cobalt, Phoebe 23 y.o. Female CBC	New	
O Schedule	d	11:00 AM	Natalia Cobalt	36 y.o. / F	NEW PATIENT	Muti-Problem	Terry Cobalt, RN	QUINN, MICKEY		tı	Activated	Yes		🗊 Result Note		
Schedule Checked in	d 1: 7:55 AM	12:00 PM	Noel Cobalt	23 m.o. / F	NEW PATIENT CHILD	Otitis Media	Terry Cobalt, RN	MCQUEENIE, DIANA		ŧ		Yes		Cobalt, Phoebe 23 y.o. Female		
Schedule	d	2:00 PM	Neil Cobalt	31 y.o. / M	NEW PATIENT	Back Pain/INR	Terry Cobalt, RN		•	t		Yes	4		New	•
Schedule	d		MILL 0.1.1		NEW PARTICUT	Chest Pain/	Terry Cobalt,	MCQUEENIE,		+-		V	<b>*</b> ,	Patient Message		
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Naomi C	obalt											(MRN 10091031)		Patient Message		
Procedure Orders this Encounter a					V Orders Needing Specimen Collection								Ajoite, Rachel 46 y.o. Female			
Completed						None								RE:Questionnaire	ire	
DTaP vaccine I	ess than 7yo IM			Edit Administration Orde	red On: 03/05/2019	Sample Media	cations Needing	Completion						There compresses are question man	New	e
Current Clinic	-Administered Medicati	ions #				None										
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Orders Placed This Encounter - Excluding Medications														Austinite, Rachel 46 y.o. Female	e	
Normal Orders	This Visit													RE:Questionnaire I have completed the questionnair	ire.	
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