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## Documenting Historical Immunizations in CIIS

School nurses sometimes encounter students who lack complete documentation of immunizations in CIIS.

**With the exception of influenza vaccine and pneumococcal polysaccharide vaccine (PPSV23), school nurses should only accept written, dated records as evidence of immunization. Self-reported doses of influenza vaccine and PPSV23 are acceptable.**

Below are instructions for how to record historical vaccinations in CIIS. If you have any questions or need additional information, contact the CIIS Help Desk at 303-692-2437, option 2 or 1-888-611-9918.

## Adding Historical Immunizations in CIIS

**Step 1.** Select the student you wish to work with. Click on the Immunizations button and you will be navigated to the "Immunizations Home" screen.

**Patient Search**

Enter criteria to search for patients and click "Search" to continue.

Immunization Record (Yellow Card)  
Patient Administrative Record  
College Certificate of Immunization  
School Certificate of Immunization

**Search Criteria**

Patient ID Identifier Type Identifier Value  
Last Name First Name Middle Name DOB Gender  
TE KA 01/03/1992

Previous Criteria Clear Search

**Search Results - 1 record(s)**

ID	Name	Insurance	Gender	DOB		
3574382	TESTING, KARA 000 HAPPY BLVD CENTENNIAL, CO 80122		F	01/03/1992	+	?

Demographics Local IDs Programs Precautions / Contraindications Notes  
Immunizations Duplicates

add a new patient by clicking the 'New Patient' button. New Patient

**Step 1.** Once you have selected the patient you wish to work with, click on the "Immunizations" button and you will be navigated to the "Immunizations Home" screen.

Step 2. Click on the *Add History* button, and you will be navigated to the *Immunization History* screen.

**Immunizations Home**

Use this Screen to view a Patient's Immunization History and to add new Immunizations.

Immunization Record (Yellow Card)  
 Patient Immunization Summary  
 Patient Administrative Record  
 College Certificate of Immunization  
 School Certificate of Immunization

**View** TESTING, KARA (3574382) DOB: 01/03/1992 AGE: 22Y 1M 24D

Precautions / Contraindications ARE specified

DOB	Age	History of Varicella?	Date of Varicella
01/03/1992	22Y 1M 24D	YES	02/27/2005

Recommended Immunizations for today, 2/27/2014 (22Y 1M 24D) ( 8091 days)

Vaccine
Tdap
Hep A, Adult
Hep B, Adult
MMR
Influenza, Seasonal
HPV4 (Gardasil)

Please do not rely solely on the Recommender to forecast immunizations. Utilize clinical judgment and consult both the ACIP recommended immunization schedules and the CDC Pink Book @ <http://www.cdc.gov/vaccines/pubs/pinkbook/index.html#chapters>

Vaccine	Dose	Date	Age	Clinic
Polio				
Polio-IPV	1	02/25/2013	21Y 1M 22D	IZRUS IZ

Step 3. Use the drop-down arrow to select the clinic to be associated with the historical immunization. By default this is set to the *Patient Record - PR*.

- The *Show* field will default to *All Vaccines* when the patient is over 18 years of age. If the patient is younger than 18, this field will default to *Child Vaccines*.
- *Date of Varicella* field: If the History of Varicella field is set to yes, you can specify a date for the disease in this field. This date is used as the effective date when creating the associated contraindication. Once a date is set, the field becomes read-only and can only be modified via the Precautions/Contraindications.

Step 4. Enter the date the past (historical) vaccination was administered as indicated on the student's record. Next, select the check box for each immunization that was administered on the date you indicated at the top of the column.

**Step 5.** Once you have entered all of the historical immunization data, click on the *Add* button to save the information to the student's record.

**Please note:** There are two versions of this screen. Each user can specify their preferred version of the screen on the *User Defaults* screen located under the *Settings* module.

**Immunization History**  
Click "Add" to save the new immunization(s) or "Cancel" to return to the previous screen.

**View** TESTING, KARA (3574382) DOB: 01/03/1992 AGE: 22Y 1M 24D

Show: ALL VACCINES

History of Varicella? YES Date of Varicella 02/27/2005 Past Vaccination Clinic PATIENT RECORD - PR  Take ownership of patient

**Dates of Past Immunizations (order not important)**

Vaccine	01/31/2011				Vaccine
Anthrax	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Anthrax
BCG	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BCG
DT, ped	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DT
DTaP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP
DTaP (Daptacel)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP (Daptacel)
DTaP, Unsp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP, Unsp
DTaP-HepB-IPV (Pedia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP-HepB-IPV (Pedia
DTaP-Hib (TriHIBit)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP-Hib (TriHIBit)
DTaP-Hib-IPV (Pentac	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP-Hib-IPV (Pentac
DTaP-IPV (Kinrix)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTaP-IPV (Kinrix)
DTP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTP
DTP-Hib	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTP-Hib
DTP-Hib-Hep B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DTP-Hib-Hep B
H1N1 Flu 09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H1N1 Flu 09
H1N1 Flu 09-Nasal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H1N1 Flu 09-Nasal
H1N1 Flu 09-P Free	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H1N1 Flu 09-P Free
H1N1 Flu 09-Unsp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	H1N1 Flu 09-Unsp
HBIG	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	HBIG
Hep A, Adult	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hep A, Adult

**Step 3.** Use the drop-down-arrow to select the clinic to be associated with the historical immunization. By default this is set to the "Patient Record - PR."

**Step 4.** Enter the date the past (historical) vaccination was administered as indicated on the patient's record. Next, select the check box for each immunization that was administered on the date you indicated at the top of the column.

**Step 5.** Once you have entered all of the historical immunization data, click the "Add" button to save the information.

Check this box if you would like to set the patient's default clinic to your current default clinic.

Notice the historical immunization that was entered now appears on the student's record in CIIS. The blue icon specifies this immunization was entered historically.

**Immunizations Home**

Use this Screen to view a Patient's Immunization History and to add new Immunizations. i

Immunization Record (Yellow Card)  
 Patient Immunization Summary  
 Patient Administrative Record  
 College Certificate of Immunization  
 School Certificate of Immunization

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**View** TESTING, KARA (3574382) DOB: 01/03/1992 AGE: 22Y 1M 24D

+ Precautions / Contraindications ARE specified Add Vaccines Administer Vaccines Add History

DOB: 01/03/1992    Age: 22Y 1M 24D    History of Varicella?: YES    Date of Varicella: 02/27/2005

Recommended Immunizations for today, 2/27/2014 (22Y 1M 24D) ( 8091 days)

Vaccine
Tdap
Hep A, Adult
Hep B, Adult
MMR
Influenza, Seasonal
HPV4 (Gardasil)

Please do not rely solely on the Recommender to forecast immunization recommended immunization schedules and the CDC Pink Book @ <http://www.cdc.gov/vaccines/pubs/pinkbook/index.html#chapters>

Vaccine	Dose	Date	Age	Clinic				
<b>Polio</b>								
Polio-IPV	1	02/25/2013	21Y 1M 22D	IZRUS IZ				? Update
<b>HEPA</b>								
Hep A, Adult	1	01/31/2011	19Y 0M 28D	PR	H			? Update
<b>Influenza</b>								
Influenza, Seasonal	1	01/18/2013	21Y 0M 15D	IZRUS IZ				? Update

Notice the historical immunization that was entered now appears on the patient's record in CIIS. The blue icon specifies that this immunization was entered historically.

Please note: If you have additional information about the historical immunization (e.g. manufacturer and lot number), you can select the *Update* button next to the corresponding immunization to enter this information.