

# MEMO

**Date:** October 26, 2023

**To:** All PHIMS Pharmacy Users

**From:** Jennifer Chiarotto, Executive Director, Population and Public Health, Manitoba Health;  
Dr. Carol Kurbis, Medical Officer of Health, Manitoba Health  
Kathy Koschik, Manager, Public Health Systems, Digital Shared Services, Shared Health

**CC:** Katie Will, Provincial Director, Public Health Systems, Manitoba Health;

**RE:** **PHIMS Reminders & Offpatch Go Live**

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## Reminders to all PHIMS Pharmacy users

### *Receiving vaccine inventory*

The process for receiving flu vaccine inventory into PHIMS is the same process as receiving COVID-19 vaccine. Please refer to the [Guide – Receive Requisition](#). Note: When receiving the requisition, please remember to uncheck the Cold Chain Quarantine checkbox and select the appropriate Holding Point to ensure the inventory is available within PHIMS.



### *Immunization Defaults*

All users must do an initial set-up of their Immunization Defaults. This is important so that funding for vaccine doses administered is allocated to the correct pharmacy, and also so your vaccine inventory is auto-decremented from the proper location.

All users are encouraged to check their Immunization Defaults to ensure they are set-up accurately by following the [Set Immunization Defaults](#) guide in the Getting Started section of the Self-Study Library. This guide is available on the Pharmacy page of the PHIMS website: <https://phimsmb.ca/support-tools/health-providers-other/pharmacy/>.

## Reminders to Pharmacists that work at more than one location

You must be provisioned with a PHIMS account at each separate location where you work. Your Pharmacy Manager at each location must request your PHIMS access.

- Log-in only to the specific location where you are working
- Ensure your Immunization Defaults are set-up accurately for each location

### Offpatch – Go Live

There is a PHIMS 4.4.13 Offpatch scheduled to go-live overnight Wednesday, November 1, 2023. It will be available for use on Thursday, November 2, 2023.

With this Offpatch, pharmacy users that have PHIMS access at more than one location will no longer need to update their Immunization Defaults each time they switch their login to a different location. Their Immunization Defaults will automatically update according to their logged in Organization. Note: Initial set-up is still mandatory.

## Login / Ouverture de session

**\* Required Field / Information Requise**




Specify your Language preference / Sélectionner la langue préférée

**\* Organization/Organisation:** Generic Pharmacy ▼



**\* Role/Rôle:** MB\_PHARMACY\_ORG



**\* Language/Langue:** English ▼



[Continue/Continuer](#)



**Immunization User Defaults** [Save](#) [Reset](#)   

Defaults for the user logged in Organization: Generic Pharmacy

**General Immunization Defaults**  

**Provider:**  
☒ Starts With  
 e.g. Provider Last Name, First Name  

**Organization:**  
☒ Starts With  
 Generic Pharmacy, Winnipeg, Manitoba  

**Service Delivery Location:**  
☒ Starts With  
 Generic Pharmacy, Winnipeg, Manitoba  

**Holding Point Name:**  
 Generic Pharmacy ▼

**Holding Point Location:**  
 12000-OP ▼

**Apply defaults to Historical Immunizations:**  
☒ Yes ☐ No

**Need PHIMS support?** If you require support with PHIMS access or PHIMS software related issues, please contact the Shared Health Service Desk at:  
 Email: [servicedesk@sharedhealthmb.ca](mailto:servicedesk@sharedhealthmb.ca) (please state "PHIMS" in the subject line of the email)  
 Phone: (204) 940-8500  
 Toll-free: 1-866-999-9698

*For urgent matters contact the Service Desk by phone and speak with an agent to escalate your request. Please consult with your local peer supporter/trainer before logging any service requests.*