



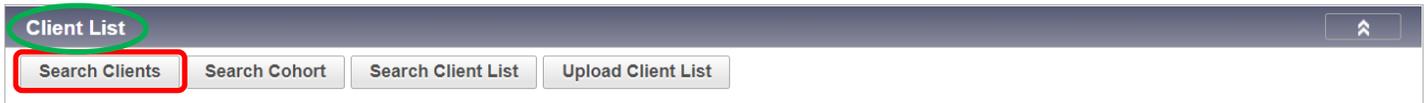
Mass Immunization Event: Add Community Client List to MIE Without the Upload Template

Add Community Client List to MIE Without the Upload Template

Step 1: Create a Mass Immunization Event

- **MIE Create** - QRC
 - Click **Save**

Scroll to the **Client List** panel



- Click **Search Client**

The **Search Clients** page displays

Step 2: Enter the Client's Name, Health Card Number etc.

Step 3: Click **Search**

The screenshot shows a 'Search Results' table with columns: Client ID, Health Card Number, Last Name, First Name, Middle Name, Gender, Date of Birth, Health Region, and Active. The 'Select and Return' button is highlighted with a red box. The first row is selected, with a green circle around the check box.

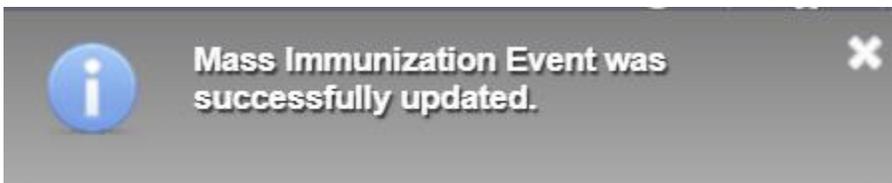
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Client ID	Health Card Number	Last Name	First Name	Middle Name	Gender	Date of Birth	Health Region	Active
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1770	326884018	Eiken	Anya		Female	1952 Feb 04	Winnipeg Health (including Churchill)	Active

- Select the check box beside the Client's name
- Click **Select and Return**

The **Update Mass Immunization Event** page displays

Scroll to the **Client List** panel, the **Client List Content** will display the client's name you just selected

- Click **Save**





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Step 4: Scroll to the **Client List** panel

Enter the next client's Last Name or ID number (remember if you enter the PHIN number you will need to select Health Card Number from the **Search Type** drop list)

Client List Content

Client List: Testing upl... Client: 919459836 Search Type: Healt... Add

Applesort, Blair | ID 4813 | 919459836 | Male | 1977 Jul 07

Remove Preview Client Update

- Select the Client
- Click **Add**

Client List Content

Client List: Testing upl... Client: Applesort, Blair | ID 4813 | 919459836 | Male | 1977 Jul 07 Search Type: Healt... Add

The client will display in the factory table

Client List Content

Client List: Testing upl... Client: Client Last Name or ID Search Type: Add

Client ID	Client Name	Date of Birth	Gender
4813	Applesort, Blair Gomer	1977 Jul 07	Male
1770	Eiken, Anya	1952 Feb 04	Female

Total: 2

Repeat process for all clients