



Points to Remember

Ensure you are using a managed regional computer

Prework:

- Scan the document
- Save as **PDF** document
- Ensure the document is no more than 5MB

The system **CANNOT** prevent you from uploading an AEFI (Adverse Event Following an Immunization) document to a client only context. ALL PHIMS users are able to see documents attached with only a client in context. You **MUST** ensure that the applicable AEFI is in context prior to uploading a document.

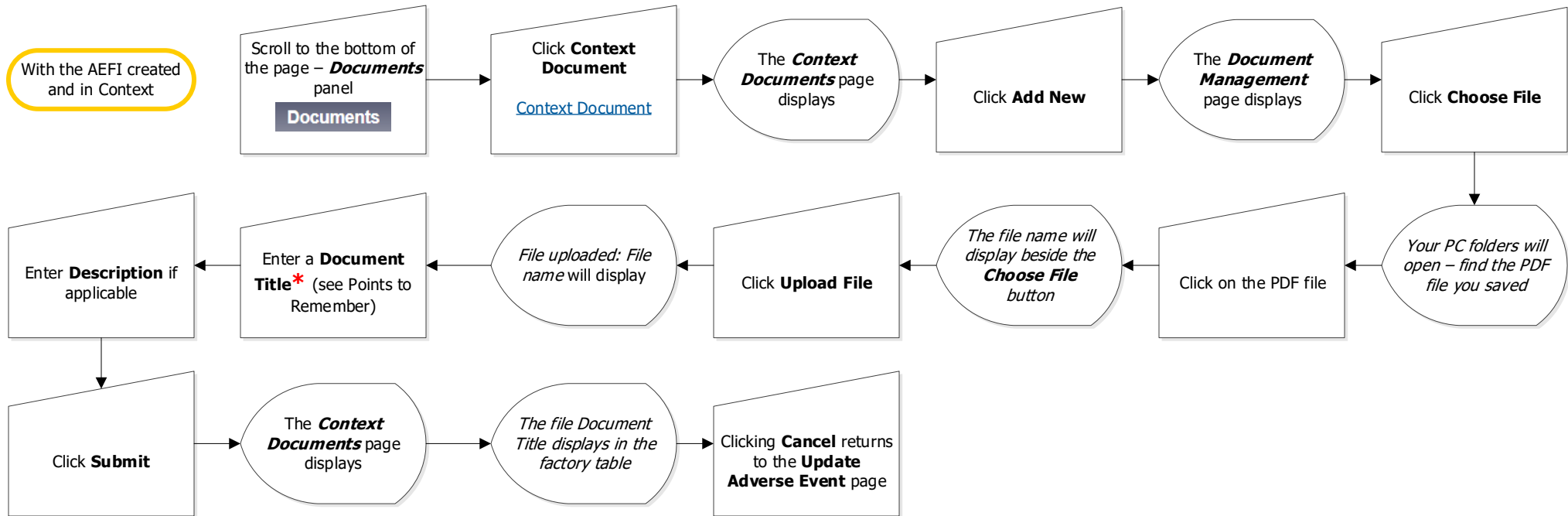
Uploading a document does not replace entering the minimum required data elements into PHIMS. Please ensure complete and accurate data entry into mandatory fields as per MB Health Surveillance Unit direction found here: <https://www.gov.mb.ca/health/publichealth/surveillance/forms.html>



Immunizations: AEFI - Context Documents – Upload

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QRC

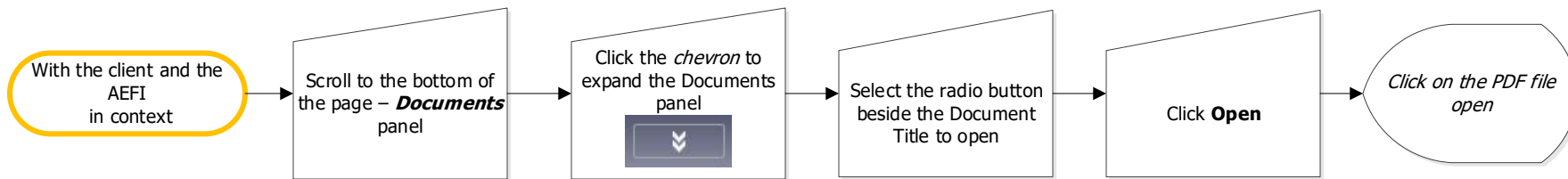


Points to Remember:

- *It is important to follow a standard naming convention when uploading **Context Documents**.
- For Special Consideration related documents, please indicate in the title: AEFI and the Client ID number (e.g. **AEFI, Client ID 123456**)
- **Author a Clinical Note** to notify other users that a document has been uploaded. Create the note within the client's file and enter the *Document title* in the **Subject Line**



View



Delete

