



Immunizations: Mass Immunization Events Guide for PCH

1. **Create Mass Immunization Event** – refer to **MIE Create** – QRC *Points to Remember*:
 - i. Event title - follow the accepted Naming Convention → Service Delivery Location and Agent
 - ii. Add Event date
 - iii. Select Event Type → Outbreak
 - iv. Select the Organization (the site where the vaccine is stored) and Service Delivery Location
 - i. ORG = **xxx Public Health Unit** (e.g. Teulon PHU)
 - ii. SDL = **xxx Personal Care Home** (e.g. Goodwin Lodge)

Create Mass Imms Event Return Save Reset Worksheet Print Help Close

Mass Immunization Event ✓ ↑

* **Event Title:** Goodwin Lodge COVID-19 Description:

* **Event Date:** 2021/01/13 Calendar

* **Status:** Open * **Event Type:** Outbreak

* **Organization:** Teulon PHU, Teulon, Manitoba Info Search

* **Service Delivery Location:** Goodwin Lodge, Teulon, Manitoba Info Search

Use Auto-Decrementing ✓ ↑

Use Auto-Decrementing in this Event

* **Holding Point:** Teulon Public Health * **Holding Point Location:** 80064-OP

* **Immunizing Agents** Add

Update Delete

<input type="checkbox"/>	<input type="checkbox"/>	Immunizing Agents ▲	Lot Number ◆	Route ◆	Reason for Immunization ◆
<input type="checkbox"/>	<input type="checkbox"/>	COVID19-Moderna	MdmaCOVID19	Intramuscular	Personal Care Home resident

Total: 1 ← → 1 → → 10 ▼

Event Providers Add

Update Delete

<input type="checkbox"/>	Provider ID ◆	Provider ▲	Verification Status ◆	Workgroup ◆	User ◆
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Immunizations: Mass Immunization Events Guide for PCH

- v. When adding the vaccine (immunizing agent) AND lot number, select the **Reason for Immunization** to be **Personal Care Home resident** – important to note that if the vaccine is added without a lot number when initially creating the mass immunization event, the reason for immunization reverts to 'routine'. Therefore, ensure the reason for immunization is re-selected.

Add Immunizing Agents

* Immunizing Agent: COVID19-Moderna

Lot Number: Display Expired and Recalled Lots
 Show All Publicly Funded Non-Publicly Funded
MdmaCOVID19 - Exp. 2021 Dec 18

* Route: Intramuscular

* Reason for Immunization:

- High risk environment
- Occupational hazard (e.g., HCW)
- Outbreak associated (specify name and /or outbreak code)
- Personal Care Home resident**
- Post-exposure prophylaxis
- Pre-existing condition
- Routine (age-based indication)
- Travel

Event Providers

Update	Delete	Provider ID	Provider
<input type="checkbox"/>	<input type="checkbox"/>	30037	Hawryluk RN, Melody

Total: 1

2. Add residents or client list to the Mass immunization event (only residents should be included on the mass event*):

- i. Refer to "**Upload a Client List to ONE MIE** or **Upload Multiple Community Clients List to ONE MIE**"

OR

- ii. **Search Clients**, Select and Return, and add to event worksheet.

Client List

Search by Forecast Query | Search Clients | Search Cohort | Upload Client List

Search Results

Preview	Client ID	Health Card Number	Last Name	First Name	Gender	Date of Birth	Health Region	Active
<input type="checkbox"/>	199	302152182	Erckens	Evelyn	Female	1956 Sep 13	MB Health	Active

Total: 1



Immunizations: Mass Immunization Events Guide for PCH

***NOTE:** If any individuals other than residents are immunized at the PCH clinic, they must be entered into PHIMS separately (not on the mass immunization event) and the appropriate reason for immunization must be entered for every immunization (e.g. occupation hazard (e.g. HCW) or congregate living, other, etc.).

- iii. After adding the first client to the mass immunization event, an event worksheet is created, and all additional residents can be added by name or PHIN # via the worksheet:

The screenshot shows the 'Event Worksheet' interface for 'Goodwin Lodge COVID-19'. It displays event details: Event ID: 70, Location: Goodwin Lodge, Status: Open, and Created By: Hawryluk, Melody. Below this, it indicates 'Displaying 3 out of 3 clients'. A search bar contains 'becker, b|' and a dropdown menu shows 'Becker, Brandy | 66 | 302152243 | Female | 1941 Mar 21'. A toolbar includes buttons for 'Immunization', 'Client Event Status', 'Client Event Summary', 'Deferrals', 'Preview Client', 'View Consent', 'Update Client', 'Generate Letters', 'Assess and Immunize', and 'Client Imms Profile'. A filter bar at the bottom includes 'Alerts', 'Client ID', 'Client Name', 'Date of Birth', 'Gender', 'Immuniz... Agent', 'Forecast Status', and 'Consent Readiness', each with a 'Filter' button.

3. Generate Mass Immunization Event worksheet prior to arrival at PCH clinic:

The screenshot shows the 'Event Worksheet' interface for 'Goodwin Lodge COVID-19'. It displays event details: Event ID: 75, Location: Goodwin Lodge, Status: Open, and Created By: Hawryluk, Melody. A 'More' dropdown menu is open, showing 'Launch Report' and 'Vaccine Wastage' options. Below this, the 'Launch Report' dialog is shown, with 'Report' set to 'MB6022-Mass Imms Event Worksheet'. The 'Report Prompts' section includes 'Report Output' (PDF selected, Excel (Data Only) unselected), 'Language' (English), and 'Event ID' (75). A 'Generate Report Now' button is highlighted with a red box.



Immunizations: Mass Immunization Events Guide for PCH

Take the mass immunization event worksheet (resident list) to the clinic. This can be used for connectivity downtime documentation, and subsequent data entry into PHIMS.

Mass Imms Event Worksheet

Event Title: Goodwin Lodge COVID-19

Location: Goodwin Lodge

Event Date: 2021-Jan-06

Event ID: 75

Last Name	First Name	DOB	Health Card No.	Gender	Immunizing Agent	Forecast Status	Event Consent	Event Status	Notes
FITZROY	FRANCISO	1957-Jun-21	917380623	Male	COVID19-Moderna	Not Forecasted	Missing		
FRASER	JOCELYN	1941-Jun-26	716301328	Female	COVID19-Moderna	Not Forecasted	Granted		
POLCHE	VITA	1953-Jan-05	193396245	Female	COVID19-Moderna	Not Forecasted	Missing		
REEVE	FRITZ	1951-Jun-02	673424041	Male	COVID19-Moderna	Not Forecasted	Missing		
SEXTON	YANICK	1941-Jan-22	565396447	Male	COVID19-Moderna	Not Forecasted	Missing		
TRAN	ZIYAD	1944-Apr-23	988398060	Male	COVID19-Moderna	Not Forecasted	Missing		

4. At or after the mass immunization event, important points:

- i. Prior to beginning documentation on the worksheet, ensure the correct 'reason for immunization' has been selected for the clinic.
- ii. Record consent from the worksheet – this can be done via **COVID-19 Record Direct Entry Provider Recorded - QRC** or **Worksheet – Record Immunizations QRC page 2 'Record Delayed Entry Provider Recorded'**

Record consent: via the Event Worksheet – select client (resident), click 'Record Consent':

Clear Filters		Record Consent	Record Immunization	Client Event Status	Client Event Summary	Deferrals	Preview Client		
View Consent		Update Client	Assess and Immunize	Client Imms Profile					
<input type="checkbox"/>	Alerts	Client ID	Client Name	Date of Birth	Gender	Immunizing Agent	Forecast Status	Consent Readiness	Event Status
<input type="checkbox"/>		57	Barrett, Bruce	1957 Oct 11	Male	COVID19-Moderna	Not Forecasted	Granted	Immunized
<input type="checkbox"/>		58	Barton, Brooke	1943 Jul 07	Female	COVID19-Moderna	Not Forecasted	Granted	Deferral
<input type="checkbox"/>		159	Dressler, Dean	1953 Feb 18	Male	COVID19-Moderna	Not Forecasted	Refused	---
<input checked="" type="checkbox"/>		3373	Fraser, Jocelyn	1941 Jun 26	Female	COVID19-Moderna	Not Forecasted	Missing	---



Immunizations: Mass Immunization Events Guide for PCH

A modal opens; enter the consent details, ensuring to enter an 'Effective to' date; the duration of consent should incorporate the second dose.

Record Consent for Service

Clients: Fitzroy, Franciso

Consent will be recorded for agents: COVID19-Moderna

Number of Doses:

* Instruction: Grant

Reason for Refusal:

Reason Description:

* Effective From: 2021/01/06

To: 2021/02/06

Form of Consent: Written

Consent Given By:

Not Specified

Related Client

Other Relation

Consent Given To:

Not Specified

Name

Current User

Comments:

Save Reset

iii. **Record Immunization** - via the Event Worksheet – select the client (resident) to document administration of the immunization. Click **Record Immunization**

Alerts	Client ID	Client Name	Date of Birth	Gender	Immunizing Agent	Forecast Status	Consent Readiness	Event Status
<input type="checkbox"/>	57	Barrett, Bruce	1957 Oct 11	Male	COVID19-Moderna	Not Forecasted	Granted	Immunized
<input type="checkbox"/>	58	Barton, Brooke	1943 Jul 07	Female	COVID19-Moderna	Not Forecasted	Granted	Deferral
<input type="checkbox"/>	159	Dressler, Dean	1953 Feb 18	Male	COVID19-Moderna	Not Forecasted	Refused	---
<input checked="" type="checkbox"/>	3373	Fraser, Jocelyn	1941 Jun 26	Female	COVID19-Moderna	Not Forecasted	Granted	---



Immunizations: Mass Immunization Events Guide for PCH

A modal opens. Select appropriate lot number, dosage, site and provider.

Record Immunization ✕

Clients: Fraser, Jocelyn

* Date Administered: 2021 Jan 06

Time Administered:
 Leave blank
 Enter time:
 Use current time

Provider Recorded Non-Provider Recorded

<input checked="" type="checkbox"/>	Immunizing Agent ▲	Lot Number ⇅	Trade Name ⇅	Route ⇅	* Dosage ⇅	* Site ⇅	* Provider ⇅
<input checked="" type="checkbox"/>	COVID19-Moderna	MdrnaCOVID19 Exp. 2021 De ▼	Moderna COVID-19 Vaccine	Intramuscular	0.5	Deltoid: left ▼	Hawryluk RN, Melody ▼

- iv. If a vaccine provider who is not a member of the Immunization team (i.e. a nurse who works at the PCH and assisted with immunization of a resident) is not found within the PHIMS system, the immunization can be entered as 'non-provider recorded', selecting 'Other, Provider, COVID-19 Immunizer'

Reason for Immunization:

Information Source:

* **Provider:**



Immunizations: Mass Immunization Events Guide for PCH

5. Record Clinical Notes, Deferrals or Warnings (if occur) from the 'Assess and Immunize' page

Assess and Immunize [Return] [Record Consent] [Record Immunization] **More**

Client ID: 64226 Name(Last, First Middle) / Gender: French, Catherine / Female Health Card No: 741883933

Phone Number: Mobile Contact: 778-555-2585 Health Region Organization: Manitoba, Interlake-Eastern Health Additional ID Type / Additional ID: Manitoba Health Family Registration Number / 951737

Client Immunization Profile

Immunization History | Immunization Summary | Forecast by Agent | Forecast by Disease

Agent	Date Administered	Age at Administration	Status	Trade Name		
COVID19-Pfizer	2020 Dec 23	16y 2m	Valid	Pfizer- BioNTech COVID-19 Vaccine	Deltoid: right	0.3 mL

Total: 1 [1]

- AEFI
- Allergies
- Allergies - Set to None
- Client Event Status
- Client Immunization Profile
- Clinical Notes**
- Deferrals**
- Special Considerations
- Vaccine Wastage
- Warnings**

6. Record Adverse Event for Immunization (AEFI) (if occurs) as per AEFI - Adverse Event - QRC

Assess and Immunize [Return] [Record Consent] [Record Immunization] **More**

Client ID: 64226 Name(Last, First Middle) / Gender: French, Catherine / Female Health Card No: 741883933

Phone Number: Mobile Contact: 778-555-2585 Health Region Organization: Manitoba, Interlake-Eastern Health Additional ID Type / Additional ID: Manitoba Health Family Registration Number / 951737

Client Immunization Profile

Immunization History | Immunization Summary | Forecast by Agent | Forecast by Disease

Agent	Date Administered	Age at Administration	Status	Trade Name		
COVID19-Pfizer	2020 Dec 23	16y 2m	Valid	Pfizer- BioNTech COVID-19 Vaccine	Deltoid: right	0.3 mL

Total: 1 [1]

- AEFI**
- Allergies
- Allergies - Set to None
- Client Event Status
- Client Immunization Profile
- Clinical Notes
- Deferrals
- Special Considerations
- Vaccine Wastage
- Warnings



Immunizations: Mass Immunization Events Guide for PCH

7. Record vaccine wastage (if occurs) as per COVID-19 Record Direct Entry Provider Recorded - QRC

Create Vaccine Wastage Save Reset Return

Vaccine Wastage

* Wastage Date: 2021/01/05 📅 Event Type: Outbreak

* Immunizing Agent: COVID19-Moderna * Lot Number: Display Expired and Recalled Lots
 Show All Publicly Funded Non-Publicly Funded
 MdrnaCOVID19 - Exp. 2021 Dec 18 📄 📄

* Number of Doses Wasted: 1 * Reason for Wastage: Drawn not given

* Organization: Interlake-Eastern Health, Manitoba 📄 🔍

* Service Delivery Location: Goodwin Lodge, Teulon, Manitoba 📄 🔍

Provider: Hawryluk RN, Melody, Registered Nurse 📄 🔍

8. At the end of the event, ensure all residents on the mass immunization worksheet have a status recorded – e.g. – ‘immunized’ or ‘deferral’ (residents unable to be immunized).

Event Worksheet ✓ ⬆

Event Title: Goodwin Lodge COVID-19 Event ID: 70
 Event Date: 2021 Jan 05 Location: Goodwin Lodge
 Event Type: Outbreak Status: Open
 Created By: Hawryluk, Melody

Displaying 3 out of 3 clients

Client: Client Last Name or ID Search Type: 📄 🔍 Add

Clear Filters Record Consent Record Immunization Client Event Status Client Event Summary Deferrals Preview Client
View Consent Update Client Generate Letters Assess and Immunize Client Imms Profile

<input type="checkbox"/>	Alerts	Client ID	Client Name	Date of Birth	Gender	Immuniz... Agent	Forecast Status	Consent Readiness	Event Status
<input type="checkbox"/>					Filter	Filter	Filter	Filter	Filter
<input type="checkbox"/>		57	Barrett, Bruce	1957 Oct 11	Male	COVID19-Moderna	Not Forecasted	Granted	Immunized
<input type="checkbox"/>		58	Barton, Brooke	1943 Jul 07	Female	COVID19-Moderna	Not Forecasted	Granted	Deferral
<input type="checkbox"/>		159	Dressler, Dean	1953 Feb 18	Male	COVID19-Moderna	Not Forecasted	Refused	---



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9. Inventory Count post clinic:

- i. Complete a physical count of the total number of vials on hand at the end of the clinic.
- ii. Compare the physical count with what is showing on hand in PHIMS and complete a QOH Adjustment if necessary, to reconcile your inventory in PHIMS. **Adjust inventory** - QRC
- iii. If any doses were wasted during the day, document directly in PHIMS using the Vaccine Wastage page under Immunization menu in the left hand navigation.
- iv. Please note: the QOH adjustment must reflect the number of vials/boxes on hand for each lot # to ensure accuracy. You should only adjust one whole SKU when adjusting inventory.

Recent Work

- Inventory Replenishment
 - Product Requisitions
 - Manage Requisitions
 - Authorize / Approve
 - Fulfillment by Product
 - Pick/Pack/Ship Product
 - Receive Product
 - Product Delivery Request
 - Product Returns To HP
 - Product Returns To Supplier
 - Product Returns From External
 - Forecast Product Demand
 - Plan Replenishment
 - Mass Requisitions
- Inventory Maintenance
 - View Inventory
 - Move Inventory
 - Adjust Inventory
 - Physical Inventory
 - Manage Adverse Storage Conditions
 - View Recall

Inventory Adjustments and Reconciliation

Inventory Item Search Hide Inventory Item Search

* Required field

* Reconciliation Type: **Quantity on hand adjustment**

* Holding Point: 80064 - Teulon Public Health [Search](#) HPL: 80064-OP -Freezer

Product Alternate ID: 1715143 Catalogue Item Name:

* Catalogue Item Code: 1715143 Adjustment Reason:

From: / / To: / /

Override Holding Point Security

[Search](#) [Retrieve](#) [Clear](#)

Search Results

Hide Search Results **New Adjust**

Transaction ID:	Transaction Date:	Holding Point Code:	Product Alternate ID:	Catalogue Item Code:	Initial Qty:	Adjusted Qty:	Reason for Adjustment:
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