



Shared health
Soins communs
Manitoba

Public Health Information Management System (PHIMS)



Module 7: Update an Immunization Administered by Non Public Health User

Update an Immunization

Step 1:

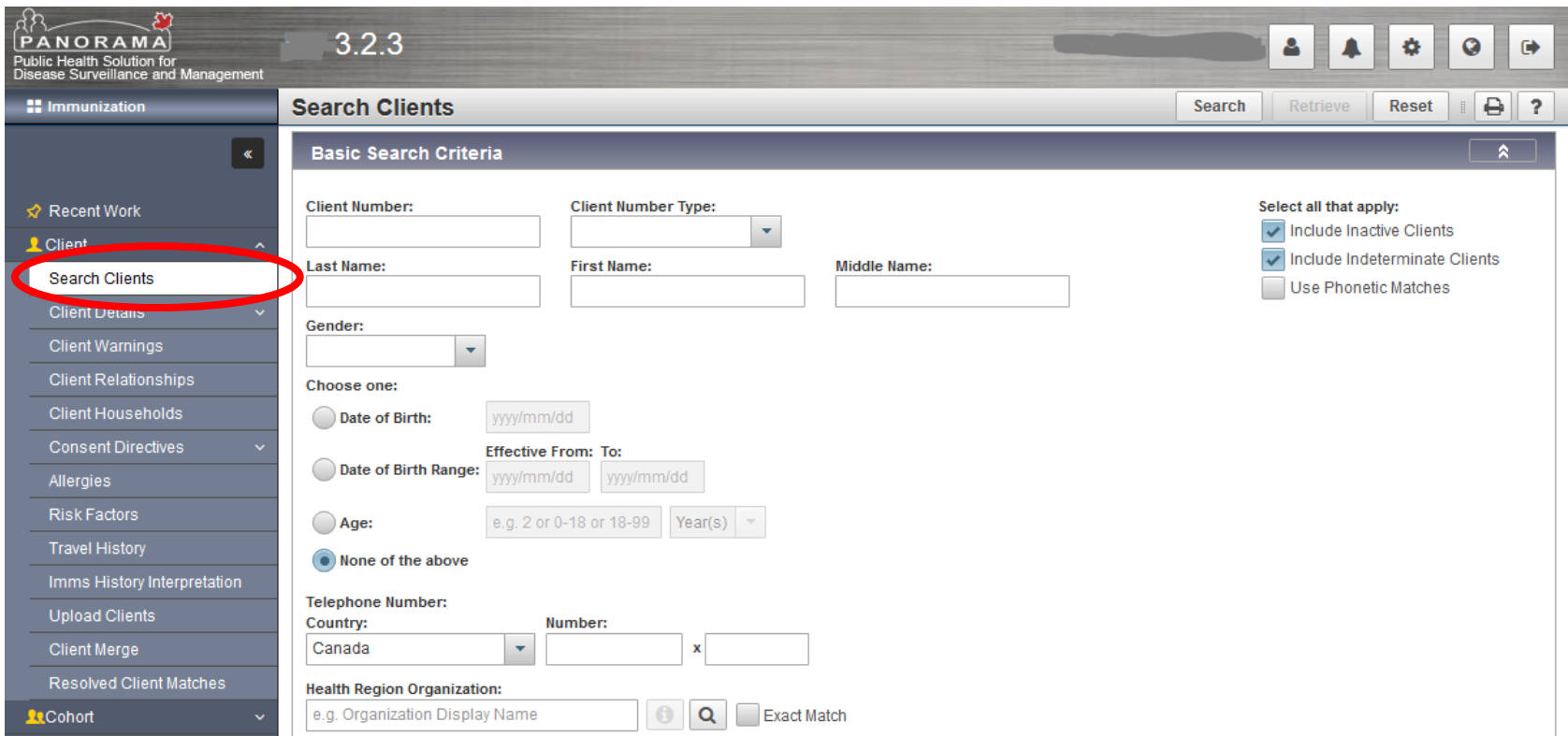
Log into PHIMS and click the ***Immunization*** tab at the top of the page.

The screenshot displays the PHIMS Panorama Dev3 interface. At the top, the logo for PANORAMA (Public Health Solution for Disease Surveillance and Management) is visible. The user is logged in as 'Generic WRHA20 - ALL: MB_NON_PH_PROVIDER'. The 'IMMUNIZATION' tab is highlighted with a red circle. Below the navigation bar, there is a section for 'Specify your Service Delivery Location (SDL)' with a dropdown menu set to 'Winnipeg Health SDL' and a 'Select' button. The SDL Time Zone is set to 'CDT'. The main content area features four tiles: 'Personal WorkLoads' (View all your assigned work tasks), 'Reporting' (Specify and view client specific and aggregate reports), 'Document Management' (Add, update, delete and search for electronically attached documents), and 'Notifications' (Create and view jurisdiction and threshold notifications, with links for 'View Jurisdiction Notifications' and 'View Threshold Notifications'). A 'Need Help?' section provides contact information for the Help Desk. On the right side, there is a calendar for August 2015, with the 25th highlighted in blue. Below the calendar, there is an 'External Reference Links' section with a message: 'NoRefLinkMsgKey No Reference Link has been added'.

Update an Immunization

Step 2:

Click ***Search Clients*** from the left hand navigation (LHN).



PANORAMA
Public Health Solution for
Disease Surveillance and Management

3.2.3

Immunization

Search Clients Search Retrieve Reset

Basic Search Criteria

Client Number: Client Number Type:

Last Name: First Name: Middle Name:

Gender:

Choose one:

Date of Birth:

Date of Birth Range: Effective From: To:

Age: Year(s)

None of the above

Telephone Number: Country: Number: x

Health Region Organization: Exact Match

Select all that apply:

- Include Inactive Clients
- Include Indeterminate Clients
- Use Phonetic Matches

Recent Work

Client

Search Clients

Client Details

Client Warnings

Client Relationships

Client Households

Consent Directives

Allergies

Risk Factors

Travel History

Imms History Interpretation

Upload Clients

Client Merge

Resolved Client Matches

Cohort

Update an Immunization

Step 3:

Enter the client's PHIN number in the "Client Number" field.

Immunization Search Clients [Search] [Retrieve] [Reset] [Print] [?]

Basic Search Criteria [Up Arrow]

Client Number: [Text Field] **Client Number Type:** [Dropdown]

Last Name: [Text Field] **First Name:** [Text Field] **Middle Name:** [Text Field]

Gender: [Dropdown]

Choose one:

- Date of Birth:** [Text Field: yyyy/mm/dd]
- Date of Birth Range:** [Text Field: yyyy/mm/dd] [Text Field: yyyy/mm/dd]
- Age:** [Text Field: e.g. 2 or 0-18 or 18-99] [Dropdown: Year(s)]
- None of the above**

Select all that apply:

- Include Inactive Clients**
- Include Indeterminate Clients**
- Use Phonetic Matches**

Left Navigation Menu:

- Recent Work
- Client
- Search Clients** (Circled in red)
- Immunizations
- Document Management
- Reporting & Analysis
- Administration
- Imms Defaults

Update an Immunization

Step 4:

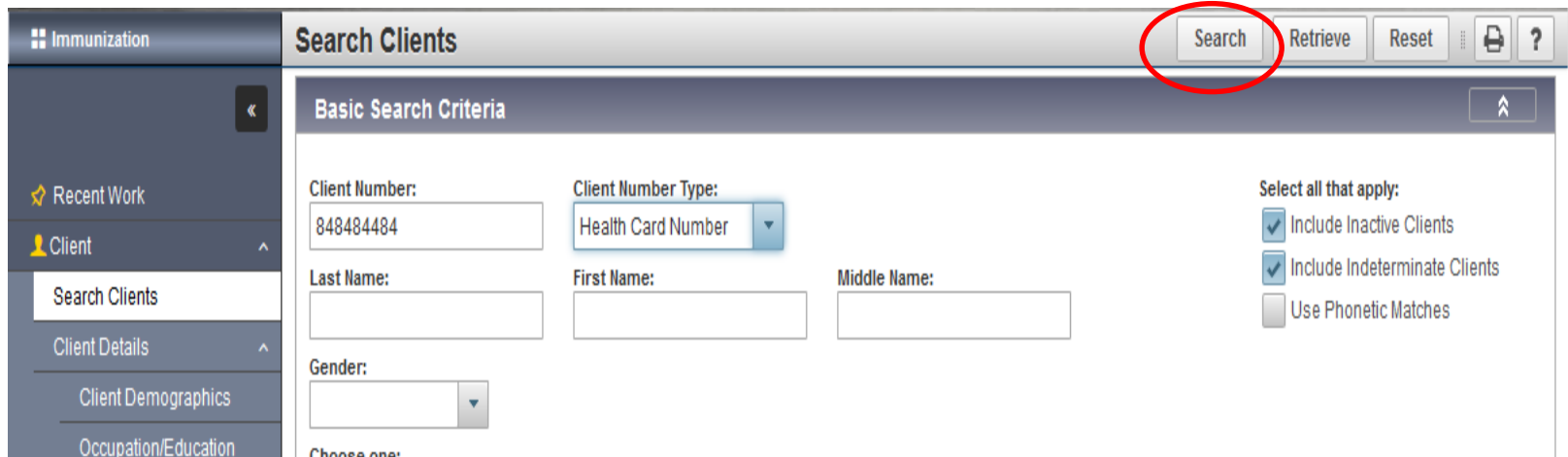
Select "Health Card Number" from the Client Number Type drop list.

The screenshot displays the 'Search Clients' interface. On the left is a navigation sidebar with 'Search Clients' highlighted. The main area is titled 'Basic Search Criteria' and contains several search fields: 'Client Number', 'Last Name', 'Middle Name', 'Gender', and 'Choose one'. The 'Client Number Type' dropdown menu is open, showing three options: 'Client ID', 'Health Card Number' (circled in red), and 'Additional ID'. Below the dropdown are radio buttons for 'Date of Birth', 'Date of Birth Range', 'Age', and 'None of the above'. There are also date input fields for 'Effective From' and 'To'.

Update an Immunization

Step 5:

Click **Search**, located at the top of the page.



The screenshot shows a web application interface for searching clients. The main header is 'Search Clients' with a 'Search' button circled in red. Below the header is a 'Basic Search Criteria' section with several input fields and checkboxes.

Search Clients [Search] [Retrieve] [Reset] [Print] [Help]

Basic Search Criteria [Up Arrow]

Client Number: 848484484 Client Number Type: Health Card Number

Last Name: First Name: Middle Name:

Gender: [Dropdown]

Choose one:

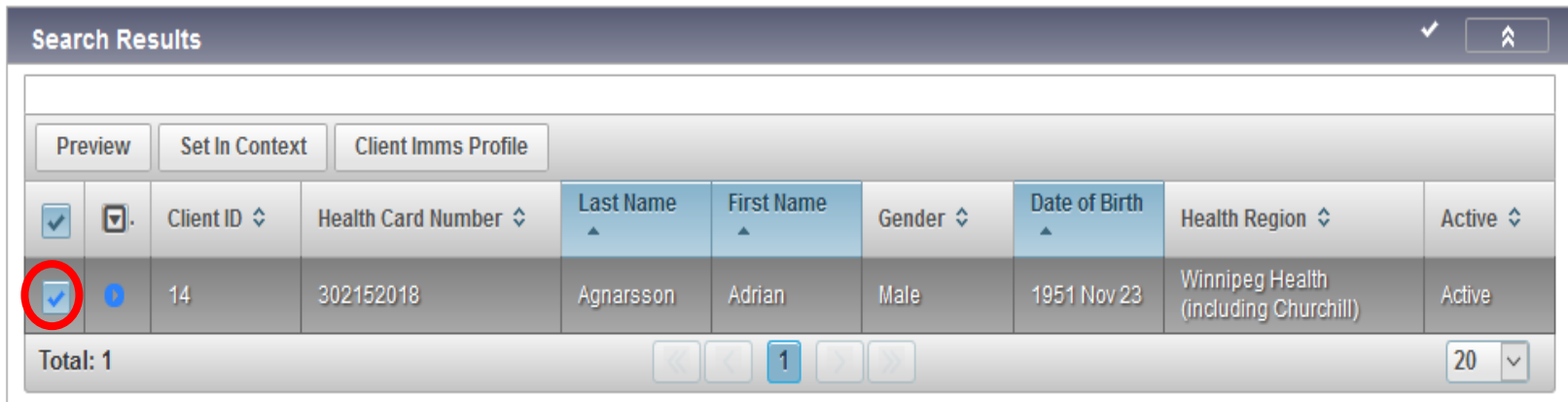
Select all that apply:

- Include Inactive Clients
- Include Indeterminate Clients
- Use Phonetic Matches

Update an Immunization

Step 6:

Click on the check box beside the correct client listed in the ***Search Results*** factory table.



The screenshot shows a 'Search Results' window with a table of client information. The table has columns for Client ID, Health Card Number, Last Name, First Name, Gender, Date of Birth, Health Region, and Active status. The first row of data is for Client ID 14, Health Card Number 302152018, Last Name Agnarsson, First Name Adrian, Gender Male, Date of Birth 1951 Nov 23, Health Region Winnipeg Health (including Churchill), and Active status Active. The first checkbox in the first row is circled in red.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Client ID ▾	Health Card Number ▾	Last Name ▲	First Name ▲	Gender ▾	Date of Birth ▲	Health Region ▾	Active ▾
<input checked="" type="checkbox"/>	<input type="checkbox"/>	14	302152018	Agnarsson	Adrian	Male	1951 Nov 23	Winnipeg Health (including Churchill)	Active

Total: 1

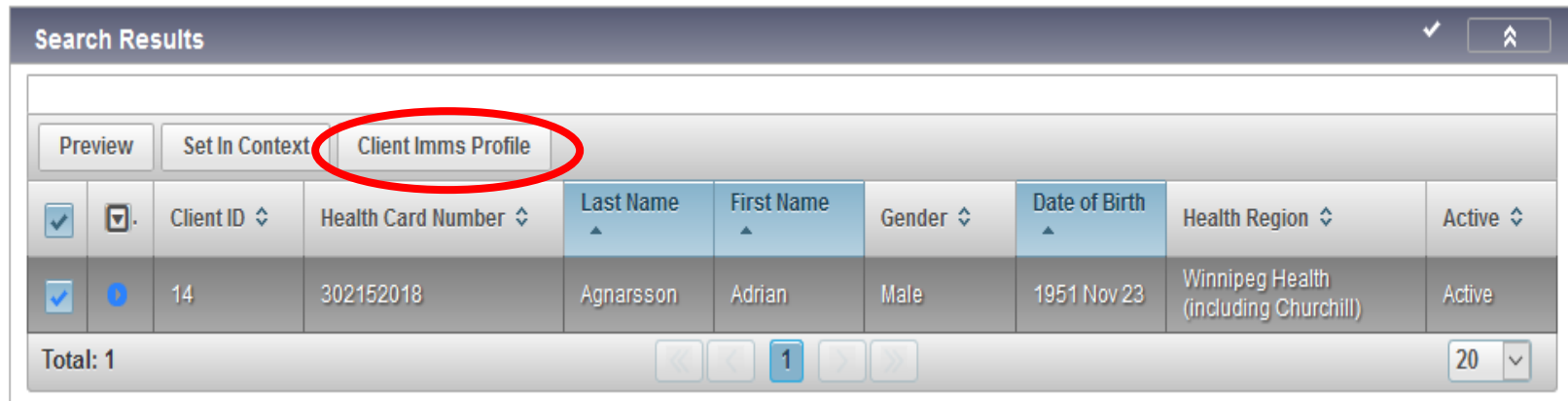
1

20 ▾

Update an Immunization

Step 7:

Click **Client Imms Profile** to open the client record.



The screenshot shows a 'Search Results' window with a table of client records. The 'Client Imms Profile' button is circled in red. The table has the following columns: Client ID, Health Card Number, Last Name, First Name, Gender, Date of Birth, Health Region, and Active. The first row of data shows Client ID 14, Health Card Number 302152018, Last Name Agnarsson, First Name Adrian, Gender Male, Date of Birth 1951 Nov 23, Health Region Winnipeg Health (including Churchill), and Active status.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Client ID ▾	Health Card Number ▾	Last Name ▲	First Name ▲	Gender ▾	Date of Birth ▲	Health Region ▾	Active ▾
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14	302152018	Agnarsson	Adrian	Male	1951 Nov 23	Winnipeg Health (including Churchill)	Active

Total: 1

Update an Immunization

Step 9:

Expand the ***Immunization History – Detailed Data Table*** panel, select the radio button beside DTaP-IPV-HIB 2015 Oct 23 and click **Update**.

Immunization Details ✓

Immunization History - Summary Grid

Agent ^	Date Administered ^	Date Administered	Date Administered	Date Administered	Date Administered	Date Administered
DTaP-IPV-Hib	2015 Aug 22	2015 Oct 23	2015 Dec 23	2016 Dec 22		
Inf-Intramuscular	2016 Jun 21					
MMRV	2016 Jun 21					
Pneu-C-13	2015 Dec 23	2016 Dec 22				
Pneu-C-7	2015 Aug 22	2015 Oct 23				

Immunization History - Detailed Data Table ✓

Immunization History - Detailed Data Table

	Agent ^	Date Administered ^	Age at Administration ^	Status ^	Trade Name ^	Body Site ^	Volume ^
<input type="radio"/>	DTaP-IPV-Hib	2015 Aug 22	2m 0d	Valid			
<input checked="" type="radio"/>	DTaP-IPV-Hib	2015 Oct 23	4m 1d	Valid			

Update an Immunization

Step 11:

A modal opens, select the correct date in the "Date Administered" field.

Update Immunization Apply Reset Print Close

Status Details ✓ ↑

Override Status Reset Status

<input type="checkbox"/>	<input type="checkbox"/>	Agent	Dose Number	Status
<input type="radio"/>	<input checked="" type="checkbox"/>	DTaP-IPV-Hib		Valid

Override Status Reset Status

<input type="checkbox"/>	<input type="checkbox"/>	Antigen	Dose Number	Status
<input type="radio"/>	<input type="checkbox"/>	Diphtheria toxoid standard dose	2	Valid
<input type="radio"/>	<input type="checkbox"/>	Haemophilus influenzae type B antigen	2	Valid
<input type="radio"/>	<input type="checkbox"/>	Pertussis acellular antigen standard dose	2	Valid
<input type="radio"/>	<input type="checkbox"/>	Poliomyelitis inactivated antigen	2	Valid
<input type="radio"/>	<input type="checkbox"/>	Tetanus toxoid	2	Valid

Immunization Details ✓ ↑

Intended Non-Provider Recorded Provider Recorded

*** Date Administered:**

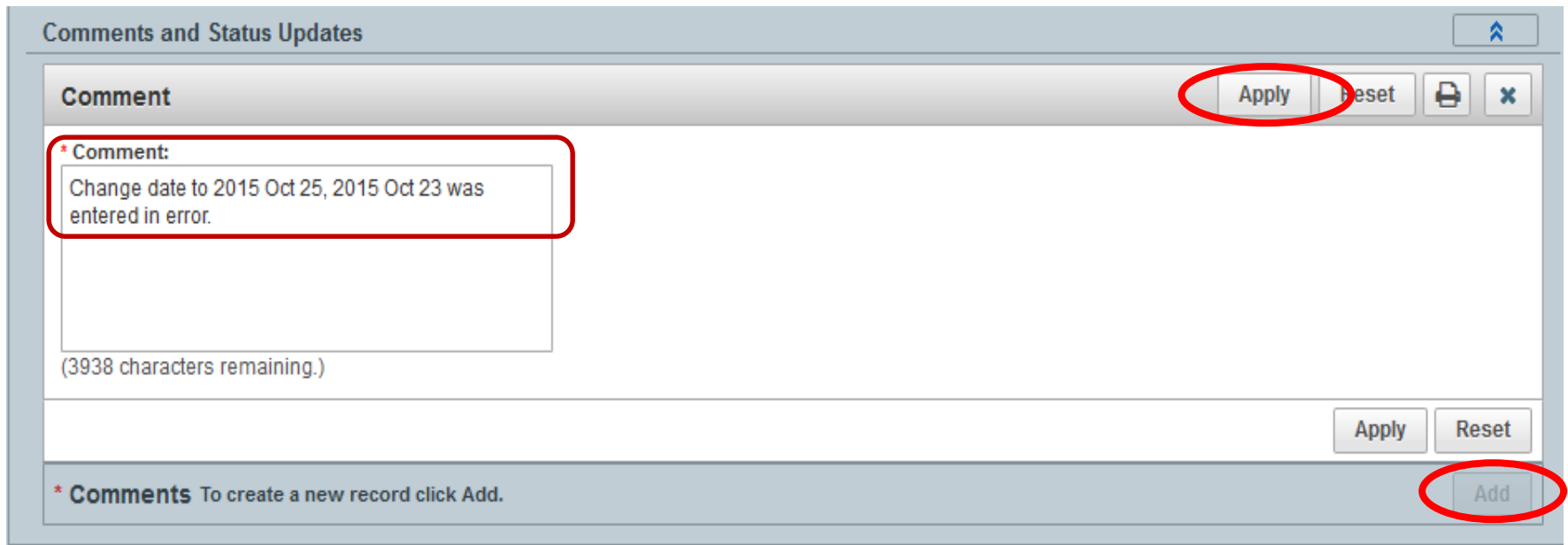
Age at Administration: years months days

Reason for Immunization: **Information Source:**

Update an Immunization

Step 12:

Indicate, in the comment section, what you updated and the reason for the update and then click **Add**, a modal opens. e.g. Change date to 2015 Oct 25, 2015 Oct 23 was entered in error. Click **Apply**. A comment is required when updating an immunization.




The screenshot shows a web interface titled "Comments and Status Updates". It features a "Comment" section with a text input field containing the text: "Change date to 2015 Oct 25, 2015 Oct 23 was entered in error." Below the input field, it indicates "(3938 characters remaining.)". To the right of the input field, there are buttons for "Apply", "Reset", a printer icon, and a close icon. At the bottom of the form, there is a footer area with the text "* Comments To create a new record click Add." and an "Add" button. Red circles highlight the "Apply" button in the top right of the comment section and the "Add" button in the bottom right of the form.

Update an Immunization

Click **Apply**, the “**Comments and Status Updates**” will display. Your comment has been updated. Click **Apply** again, then click **Save**

Comments and Status Updates ↑

* **Comments** Add

 .	Date ▾	Antigens ⇅	Old Status ⇅	New Status ⇅	Status Change Reason ⇅	Recorded By ⇅
	2020 Jan 05					Desrosiers, Robert

Comments

Change date to 2015 Oct 25, 2015 Oct 23 was entered in error.

Total: 1 ⏪ ⏩ 1 ⏪ ⏩ 10 ▾

Update an Immunization

Points to Remember:

- The same process is used to correct wrong dose, wrong site, wrong route, wrong provider etc.
- You **must** add a comment when you update an immunization.
- You must click the "**Apply**" button beside the comment section before you click the "**Save**" button. If you do not click "Apply" and "Save" the comment will not be saved.

Questions

If you have any questions, contact Digital Health

- Email: servicedesk@sharedhealthmb.ca
- Phone: 204-940-8500 or 1-866-999-9698