



Important Content Update Message

We are currently updating the OP Help Center content for OP 20. We appreciate your patience as we continue to make these updates. To locate the version of your software, navigate to: **Help tab > About**.

Editing Vaccine Products

Last Modified on 10/01/2020 1:37 pm EDT

Version 14.19

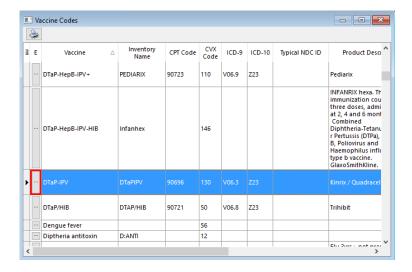
Path: Practice Management tab > More button (Reference Data group) > Vaccine Products button

Overview

To edit fields in the Vaccine Codes, follow these steps:

Editing Vaccine Products

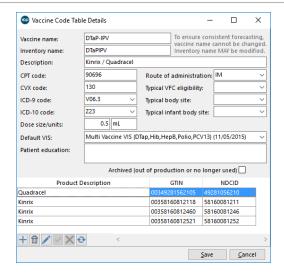
- 1. Navigate to the Vaccine Products code table using the path above.
- 2. Click to select the Vaccine that needs to be edited.
- 3. Click the Ellipsis button ... in the E column.



4. The Vaccine Code Table Details window is displayed with the details for the selected vaccine.







- 5. Make changes or utilize the drop-down menus to select an item from the populated lists.
- 6. If you need to add a vaccine product description, GTIN and NDCID, follow the below steps.
 - a. Click the Add button.
 - b. Enter the vaccine product name in the Product Description field.
 - c. Enter the GTIN and NDCID in their respective fields.
 - d. Click the **Save** button

Note:

- The Vaccine Name field is not editable. It is tied into Vaccine Forecasting.
- The Dose size/units entered in this table transfers to claims when the vaccine is coded.
- The milliliter UOM format needed for successful immunization registry acceptance is mL. However, for successful
 claim submission, it is ML. OP has logic built behind the scenes to convert mL in the Vaccine Products table to ML
 for claims. This does not have to be changed by the user. Changing the UOM from mL to ML in the Vaccine
 Products table causes Immunization registry files to fail and changing ML to mL for claims causes claims to fail.
- 7. Once you have made all changes, click the Save button.



Warning: If you have changed the Inventory Name of a vaccine in the Vaccine Code Table you must edit the Vaccine Inventory. If this step is not complete, the practice will be unable to administer vaccines even when there is inventory available.

Editing Vaccine Inventory when Changing Inventory Name

Version 14.10

Overview

There may be instances when the vaccine information used in the selection of inventory or administration of vaccines needs to be edited. To edit fields in the Vaccine Codes, follow the instruction below.

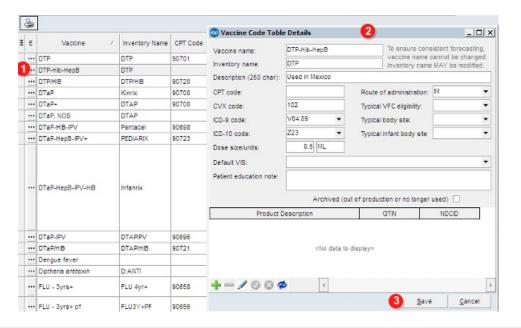
Edit Vaccine Products

- 1. Open the vaccine code table (Utilities > Manage Codes > Vaccine Products).
- 2. Click the Vaccine that you want to edit





- 3. Click the **Ellipses** button ... in the E column E . The Vaccine Code Table Details is displayed,
- 4. Make changes or use the drop-down menu to pick a choice from the populated lists.
- **Note**: The Dose size/units entered in this table transfer to claims when the vaccine is coded. For more information on how vaccine codes pass to claims, click **here**.
- 5. Click the Save button once you have made all changes.



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Note: If you have changed the Inventory Name of a vaccine in the Vaccine Code Table you must edit the Vaccine Inventory. If this step is not complete, the practice will be unable to administer vaccines even though there is inventory available.

Edit Vaccine Inventory when Changing Inventory Name

