

Enter Historical Vaccines and Vaccines Given, BEFORE Using the Vaccine Inventory

Last Modified on 07/21/2023 11:01 am EDT

Version 14.19

Path: Clinical > Patient Chart > Immunizations tab

Overview

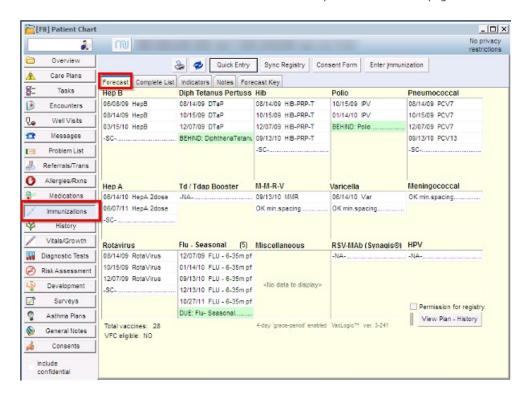
The information on this page will instruct you on entry of historic vaccines using Quick Entry. Quick Entry is used when vaccine documentation is necessary for update of a record for vaccines given outside the office or prior to the vaccine inventory being used to document vaccines given by the practice.

Enter Vaccines from the Vaccine Grid

1. Click the Patient chart tab to access the patient chart.



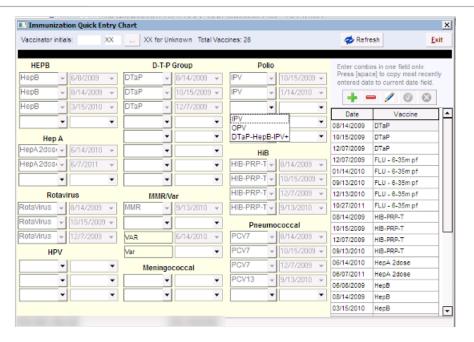
2. Click the Immunizations tab from the chart. The immunizations tab opens to the Forecast page.



- 3. Click the Quick Entry button.
- 4. Click the dropdown arrow and select the individual or combination vaccine.
- 5. Click the dropdown arrow to the right of the vaccine and select a date from the calendar window. or type the date. You can also use the F8 key on your keyboard to access the patient chart.







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Note: Combination vaccines only need to be entered in one of the component fields. Refresh the screen to automatically update the other component fields of the combination vaccine. You can automatically copy the last date entered by pressing the spacebar.

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- 1. Click the Exit button. You will return to the Forecast window.
- 2. Click the Refresh button to update the Forecast window.

Enter Vaccines from the Vaccine List

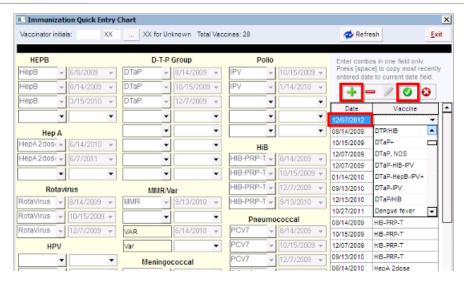


Note: Not all vaccines are listed under the vaccine category. If you can not find the vaccine, enter the required information in the list at the right of the window.

- 1. Click the | Insert record icon to create a new entry line.
- 2. Enter the date of the vaccine in the date field.
- 3. Click the drop-down arrow and select the vaccine.
- 4. Click the O Post edit icon to save.







Version 14.10

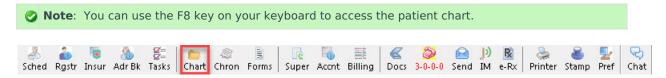
Path: Smart Toolbar > Chart button > Immunizations tab

Overview

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Enter Vaccines from the Vaccine Grid

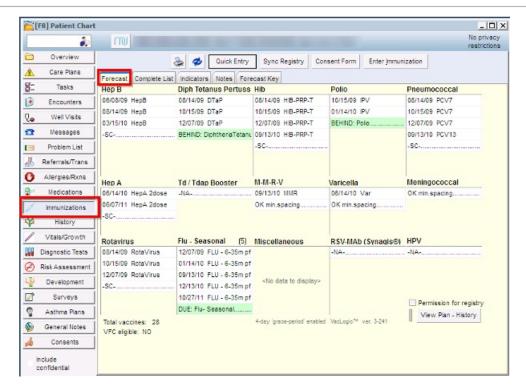
1. Click the Chart icon on the Smart Toolbar.



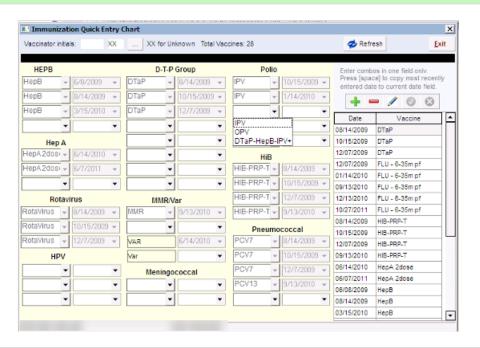
2. Click the Immunizations tab from the chart. The immunizations tab opens to the Forecast page.







- 3. Click the Quick Entry button.
- 4. Click the dropdown arrow and select the individual or combination vaccine.
- 5. Click the dropdown arrow to the right of the vaccine and select a date from the calendar window. or type the date.
- Note: You can use the F8 key on your keyboard to access the patient chart.



- Combination vaccines only need to be entered in one of the component fields. Refresh the screen to automatically update the other component fields of the combination vaccine. You can automatically copy the last date entered by pressing the spacebar.
- 1. Click the Exit button. You will return to the Forecast window.
- 2. Click the Refresh button to update the Forecast window.





Enter Vaccines from the Vaccine List

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- 1. Click the | Insert record icon to create a new entry line.
- 2. Enter the date of the vaccine in the date field.
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