Enter Vaccine Administration Information

Last Modified on 11/10/2021 11:45 am EST

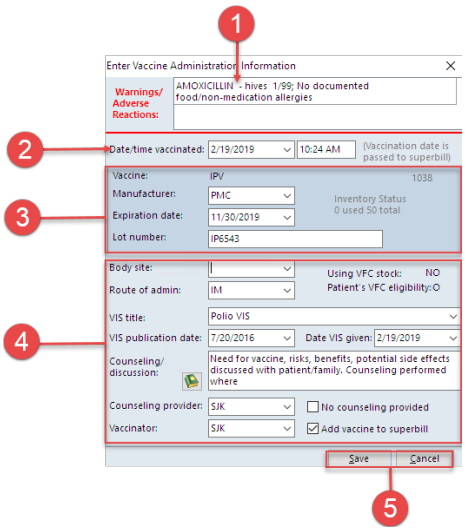
Version 14.19

*This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.*

About Enter Vaccine Administration Information

Path: Clinical, Practice Management, or Billing tab > Patient Chart button > Tasks > New Orders button > Double-click Vaccine Order

The Enter Vaccine Administration Information window records information such as vaccine lot number, time vaccinated, vaccinator, and counseling provider into the patients chart. It deducts the dose from the vaccine inventory and puts a charge for the vaccine and administration fee into the Superbill. It also updates the immunization registry.



Enter Vaccine Administration Information Map

Number	Section	Description
1	Warnings/Adverse Reactions	Warning/Adverse reactions indicate the patient's documented allergies/adverse reactions.
2	Date/time Vaccinated	Date/time indicates the date/time the patient was vaccinated.
3	Vaccine	The Vaccine section lists the Vaccine, Manufacturer, Expiration Date, and Lot Number.
4	Administration	The Administration section contains the following: Body site, Route of administration, VIS title, VIS publication date, Counseling/discussion, Counseling provider, Vaccinator fields, and the Add vaccine to the superbill checkbox, which is selected by default. This section also includes Booster and High Risk radio buttons only when administering a COVID vaccine to a patient who has already completed their dose series.
5	Save and Cancel buttons	The Save and Cancel buttons save or cancel the changes to the window.

Version 14.10

About Enter Vaccine Administration Information

Path: Smart Toolbar > Chart > Tasks > + Orders > Double-click Vaccine Order

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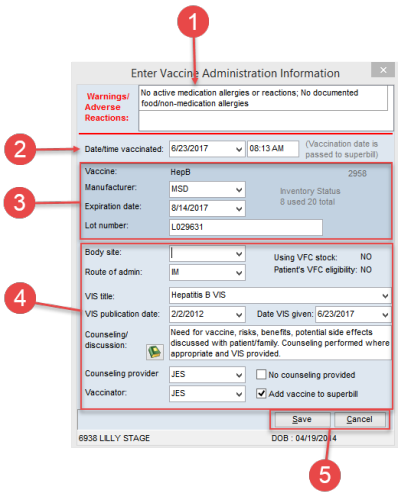

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3	Vaccine	The Vaccine section lists the vaccine, manufacturer, expiration date, and lot number.
4	Administration	The administration section contains the following: body site, route of administration, VIS title, VIS publication date, Counseling/discussion, Counseling provider and vaccinator fields. It also automatically checks the Add vaccine to superbill field.
5	Save and Cancel buttons	The **Save** and **Cancel** buttons saves or cancels the changes to the window.