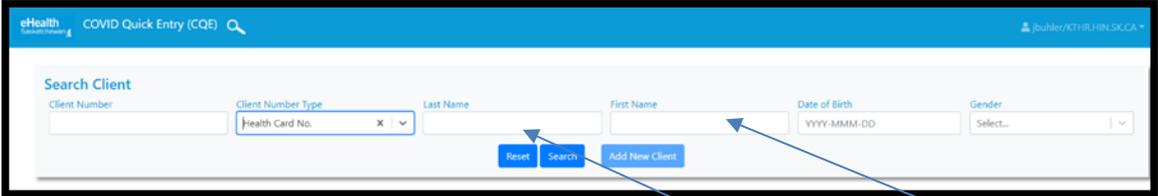
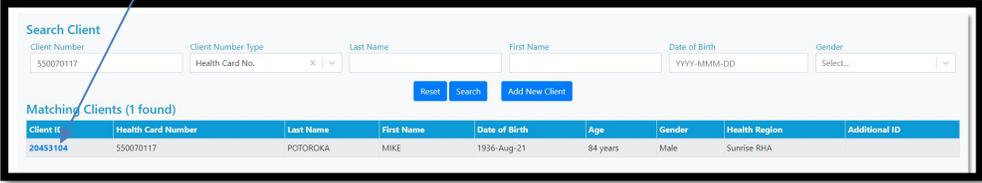


Work Standard	 Name of Activity: Recording Missing Lot Numbers When There is More than One Lot Number Available		
	Role Performing Activity: Saskatchewan Health Authority, Athabasca Health Authority, Northern Intertribal Health Authority, First Nations and Inuit Health Branch Staff, Pharmacists		
	Location: COVID-19 Immunization Manual		Department: DPU
Document Owner: Ministry of Health		Work Standard originated: MoH	
Date Prepared: September 30, 2021		Last Revision:	Date Approved:

Summary: Data quality assurance includes adding missing lot numbers to client immunization records. This work standard outlines the procedure of adding missing lot numbers when there was more than one available at the clinic the client attended.

Task Sequence	Task Definition																		
1.	Work Standards exist in the various jurisdictions for the entry of missing lot numbers. Follow these work standards for entry of missing lot numbers.																		
2.	<p>If there are two possible lot numbers for a client:</p> <ol style="list-style-type: none"> 1. Add client health card information into Client Number. 2. Select Health Card No. under Client Number Type. 3. Select Search. 																		
	 <p>For vaccination patients <u>without</u> HSN, you can search Client by entering Last Name and First Name and Click Search.</p>																		
3.	<p>Select Bolded Blue Client ID number. Ensure the Last Name and First Name match your missing dose information.</p>																		
	 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Client ID</th> <th>Health Card Number</th> <th>Last Name</th> <th>First Name</th> <th>Date of Birth</th> <th>Age</th> <th>Gender</th> <th>Health Region</th> <th>Additional ID</th> </tr> </thead> <tbody> <tr> <td>20453104</td> <td>550070117</td> <td>POTOROKA</td> <td>MIKE</td> <td>1936-Aug-21</td> <td>84 years</td> <td>Male</td> <td>Sunrise RHA</td> <td></td> </tr> </tbody> </table>	Client ID	Health Card Number	Last Name	First Name	Date of Birth	Age	Gender	Health Region	Additional ID	20453104	550070117	POTOROKA	MIKE	1936-Aug-21	84 years	Male	Sunrise RHA	
Client ID	Health Card Number	Last Name	First Name	Date of Birth	Age	Gender	Health Region	Additional ID											
20453104	550070117	POTOROKA	MIKE	1936-Aug-21	84 years	Male	Sunrise RHA												
4.	<ol style="list-style-type: none"> 1. Check to see which vaccine date has two possible lot #'s. 																		

Task Sequence

Task Definition

2. Click "Edit"

Client Immunization Profile

Last Name: TAIT, First Name: BARBARA, Client Id: 20388923, Date of Birth: 1953-Dec-25

Most Recent Address: 3122 PARKLAND DR, Regina, Saskatchewan S4V1W5 [Postal address], Health Region Organization: Regina Qu'Appelle RHA

COVID and Influenza Immunizations

Agent	Comments	Date Administered	Site	Lot #	Action
Inf	⚠	2002-Dec-13	Left arm		Delete Edit
COVID-19 Pfizer-BioNTech mRNA BNT162b2		2021-Mar-24	Left arm		Delete Edit
COVID-19 Pfizer-BioNTech mRNA BNT162b2		2021-Jun-10			Delete Edit

Return to Search Results | Add Immunization | Consent Directives

3. Select Include Expired Lots Box and Select one Lot # from drop down menu indicated on spreadsheet.

Update Immunization - TAIT, BARBARA

Agent*: COVID-19 Pfizer-BioNTech mRNA BNT162b2, Date Administered*: 2021-Mar-24, Site: Left arm

Lot Number*: Include Expired Lots, Dosage, Route, Manufacturer, Trade Name

Service Delivery Location: Filter by City, Filter by Type, Location Name*: Regina - ITC/EVRAZ

Comment*:

Cancel | Update

4. In Comment Section Type: Alternate Lot # (Example: Alternate Lot #: 123456)

5. Select Update