TOPIC:	Immigration Information		
APPROVED	Saskatchewan	DATE	January 25, 2016
BY:	Ministry of Health	APPROVED:	

POLICY:

A client's immigration information is documented in Panorama when the client provides an immunization record from a country outside Canada. Immigration information may also be documented in other instances as regional policies dictate. Immigrants from Syria must be specifically identified in order to support ongoing public health service provision.

PURPOSE:

To document immigration-related information that may be relevant to the client's eligibility for immunizations at the present time or in the future, as well as support mass immigration processes when required.

PROCEDURE:

When a User is creating a client record or providing a service and the client is identified as having relevant immigration information, this information should be documented in Panorama.

Immigration information at registration includes recording the Client's Canadian Immigration Number (also known as the IFHN (Interim Federal Health Number) when no Saskatchewan HCN has yet been assigned, as well as Arrival Date in Canada, and Country Emigrated From.

Steps in Process:

At Client registration in Panorama, add the Canadian Immigration Number as an Alternate ID:

- 1. Select the Alternate ID Type of "Canadian Immigration Number"
- 2. Enter the immigration number
- 3. Enter the Effective From Date using current days date
- 4. Click the Add button and then Save

When recording in the *Immigration Information* screen the recommended documentation is as follows:

- 1. Under Arrival Date enter the year in the Year field
- 2. Select the *Country Emigrated From* field

Optionally, if deemed relevant, you may also record in the *Country Last Resided* and/or *Country Born In* fields.

Reminder: Where appropriate record a "Special Population – Children of Immigrants" risk factor.

For Syrian immigrants the following Steps in Process are required:

From the Client Details / Immigration Information screen:

- 1. Select the Additional ID Type Canadian Immigration Number and record the Client's immigration number.
- 2. Select actual Arrival Date using calendar picker or entering date
- 3. Immigration Status at Time of Arrival should be set to "Convention Refugee"
- 4. Country Emigrated From should be set to "Syrian Arab Republic"
- 5. Optionally Country Born In may be recorded.

REFERENCES & RESOURCES:

 Policies: Client Registration – <u>https://www.ehealthsask.ca/services/panorama/Pages/Access-Training-Resources.aspx</u>

Updating Personal Information https://www.ehealthsask.ca/services/panorama/Pages/Immunizations.aspx

- Panorama User Guides: Maintain Client – <u>https://www.ehealthsask.ca/services/panorama/Pages/Access-Training-Resources.aspx</u>
- Bulletin 0045: SyrianRefugee Registration –
 https://www.ehealthsask.ca/services/panorama/Pages/Bulletins.aspx