

Add Special Considerations

Step	Description
1	From the left navigation bar, select Immunizations , Click on Special Considerations . (Or if you are in the Client Immunization View/Add screen – Record & Update Imms page – you can select the Special Considerations grey button.)
2	In the Add / Update Special Consideration section, select the desired data from the drop-down list of the following fields: <ul style="list-style-type: none"> • Type of Special Consideration • Reason for Special Consideration • Immunizing Agent Click Add button.
3	Click Save button. The Special Consideration will create a warning – you will notice at the top of the screen  Warnings click on the warning hyperlink to see the detail.

Expire / End Special Consideration

Step	Description
1	From the left navigation bar, select Immunizations , Click on Special Considerations . (Or if you are in the Client Immunization View/Add screen – Record & Update Imms page – you can select the Special Considerations grey button.)
2	The Special Considerations will be listed for the client: <ul style="list-style-type: none"> • For the antigen you want to end, click on blue hyperlink • Beside Effective Dates, add the date the refusal ended in the To field • Repeat steps above until refusals are ended for all antigens the client is now consenting to or eligible for. Click Save button.
3	The Special Consideration for those antigens will now have an end date, the forecast will be updated and those antigens will now be forecasted, if scheduled.

Expire / End Client Warning

Step	Description
1	From the LHN , click on Client Warning
2	Choose the Warning you want to end by selecting the radio button

3	Click Update
4	Choose Effective To date
6	Choose Reason from the drop down For example: if removing Varicella Warning, select 'Other Health care provide.....'
OR	
7	If there is more than one antigen listed in the warning: <ul style="list-style-type: none"> • Click Update • Remove reference to the antigen you are ending
8	Click Submit

Duplicate Special Considerations

Step	Description
1	From the left navigation bar, select Immunizations , Click on Special Considerations . (Or if you are in the Client Immunization View/Add screen – Record & Update Imms page – you can select the Special Considerations grey button.)
2	Review the list of Special Considerations and if there is a duplicate record with the same antigen: <ul style="list-style-type: none"> • Click on the hyperlink of the oldest one • Scroll to bottom of the page • Choose Delete Reason "No Longer Applicable" • Click the Delete button • Now choose the remaining record by clicking the hyperlink • Enter the date refusal ended in the Effective To field Click Save button.
3	The Special Consideration for those antigens will now have an end date, the forecast will be updated and those antigens will now be forecasted.

NOTE: Contraindications & Exemptions **DO** affect the forecast.

Precautions **DO NOT** affect the forecast.

NOTE: Do not enter Refusals in Special Considerations. See 2014 CS Record Refusal