

	Name of Activity - Recording Historical Immunization – COVID-19 Vaccines		
	Role Performing Activity: Authorized Panorama User		
Panorama – Immunization WORK STANDARD	Location:		Department: Population Health Branch
	Document Owner: Ministry of Health		
	Date Prepared: December 2020-	Last Revision: January 2021	Date Approved: January 2021

Purpose: To ensure that the client immunization records are accurate, up-to-date, and as complete as possible in order to optimize the vaccine forecaster functionality (i.e., the need for second doses) and to ensure patient safety. Information sources include hard copy records (including client held copies) and notification forms/records (credible written documentation).

See Policy: *Recording Historical Immunization*

Essential Tasks:	
1	<p>Ensure your “Immunization Defaults” for “Apply Defaults to Historical Immunizations” are set to “No”.</p>
2	<p>Search for the client using the appropriate Client Search variables and set client into context. (See work standard: Client search and registration).</p>
3	<p>Click “Client Imms Profile” tab</p>
3	<p>In client’s “Update Immunization Profile” page, click on Add Single Immunization and select Add Historical to enable documentation.</p> <p>Note: <i>vaccines recorded as ‘Historical’ will not decrement inventory.</i></p>

4

Record Consent Apply Reset Cancel

Add Immunization

Immunization Type: Historical

* Agent: COVID-19 Pfizer-BioNTech m... * Date Administered: 2020/12/24 hh:mm CDT Estimated Age at Administration: 29 years months days

Consent Readiness: Missing

Reason for Immunization: Information Source:

Provider: Provider, Registered Nurse, Registered Nurse Verification Status: Requested Not Requested Completed

Organization: Regina Qu'Appelle RHA, Regina, Saskatchewan Service Delivery Location: Regina General Hospital - Employee Health Service, Regina, Saskatchewan

Document the required information for COVID-19 vaccines:

- Vaccine **Agent** (e.g. COVID-19 Moderna mRNA 1273, COVID-19 Pfizer-BioNTech mRNA BNT16b2,)
- **Date administered**
- **Provider** – If the provider name is not in Panorama – see below for options
- **Organization** – former RHA or First Nation Jurisdiction (FNJ)
- **Service Delivery Location** – the physical location of where immunization took place
- **Lot number** - by selecting it from the drop down (only if the vaccine is publicly funded)
- **Dosage** – pre-populated once you pick your lot number
- **Dosage Unit of measurement (UOM)** – pre populated once the lot number is picked
- **Site**
- **Route** - prepopulated once the lot number is picked

5 If the Provider name is **not** in Panorama document the **Provider** type in the drop down list by using the type ahead feature in the provider field:
Type in “Provider” and the following list will be displayed to select from

Provider, Licensed Practical Nurse, Licensed Practical Nurse
Provider, Other, Other
Provider, Pharmacist, Pharmacist
Provider, PHC Paramedic, Other
Provider, PHC Registered Nurse, Registered Nurse
Provider, PHC Respiratory Therapist, Other
Provider, Physician, Physician
Provider, Public Health Nurse, Public Health Nurse
Provider, Registered Nurse, Registered Nurse
Provider, Registered Nurse Practitioner, Registered Nurse Practitioner
Provider, Registered Psychiatric Nurse, Registered Psychiatric Nurse

If the **Provider** type is not listed in the drop down list or is unknown, use **Provider Other, Other**

- 6 **Document** any additional information (i.e. Name of pharmacy, Physician's office, Vaccine brand name) by clicking the **Add** button under **Comment and entering the information**. Click **Apply** to add the comment.

Comment ↑

To create a new record click Add. Add

Add Comment Apply Reset Cancel

* Comment Text:

(2000 characters remaining.)

- 7 Scroll to the top of the **"Add Immunization" pop up page** and click **Apply**.

Immunization History - Detailed Data Table

Add Immunization Record Consent Apply Reset Cancel

Immunization Type: Historical

* Agent: COVID-19 Pfizer-BioNTech m... * Date Administered: 2020/12/24 CDT Estimated Age at Administration: 29 years months days

- Click **Save** at the top of page

user, user101@M... 📁 🔔 ⚙️ ➡️

le Launch Report Add to WQ Save Reset ? log 🖨️

Active

(Middle)/Gender: LY / Female	Health Card No: 391358642	Date of Birth / Age: 1991 Jun 10 / 29 years
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8 Document Risk factor

- Go to the Left Hand Navigation (LHN), and click on the main heading “client” to expand the selections.
- Select “Risk Factors”
- **Category: Select IMMUNIZATIONS**

For Health Care Workers:

- **Risk Factor:** Select **Occupation-Health care worker- Eligible for Publicly Funded Vaccines+** from Drop down menu
- **Response:** Select “YES”
- **Start Date:** Enter date the vaccine was provided.
- **Reported date:** Will automatically populate to the current date
- Click the Add button and then click Save at the bottom of the screen

- Select ‘ADD’ Button. Verify information and click SAVE Button

Specify:

Add **Clear**

Row Actions: **Update**

*Reason for Deletion: **Delete** | *Set Response to: **Set**

<input type="checkbox"/>	Risk Factor	Reported Date	Response	Frequency	Start Date	End Date	End Date Reason	Pertinent to Investigation
<input type="checkbox"/>	Occupation - Health Care Worker - Eligible for Publicly Funded Vaccines+	2020 Dec 24	Yes	-	2020 Dec 23	-	-	-

Save **Reset**

For LTC Residents

- **Category:** Select "Immunizations"
- **Risk Factor:** Select "Special Population – LTC Resident"
- **Additional Information:** Name of LTC home
- **Response:** Select "Yes"
- **Start Date:** Enter date the vaccine was provided.
- **Reported date:** Will automatically populate to the current date
- Click the **Add** button and then click **Save** at the bottom of the screen

Risk Factors

⤴ Hide Risk Factors

* **Category:**

* **Risk Factor:**

* **Additional Information:**

* **Response:** **Frequency:**

Start Date: / / **End Date:** / /
yyyy mm dd yyyy mm dd

End Date Reason:

Reported By: * **Reported Date:** / /
yyyy mm dd yyyy mm dd

Specify:

For LTC Staff

- **Category:** Select "Special Population"
- **Risk Factor:** Select "Special Population – LTC Staff"
- **Response:** Select "Yes"
- **Start Date:** Enter date the vaccine was provided.
- **Reported date:** Will automatically populate to the current date
- Click the **Add** button and then click **Save** at the bottom of the screen

Risk Factors

⤴ Hide Risk Factors

* **Category:**

* **Risk Factor:**

* **Additional Information:**

* **Response:** **Frequency:**

Start Date: / / **End Date:** / /
yyyy mm dd yyyy mm dd

End Date Reason:

Reported By: * **Reported Date:** / /
yyyy mm dd yyyy mm dd

Specify:

For PCH Residents

- **Category:** Select "Special Population"
- **Risk Factor:** Select "Special Population – Personal Care Home - Resident"
- **Response:** Select "Yes"
- **Start Date:** Enter date the vaccine was provided.
- **Reported date:** Will automatically populate to the current date
- Click the **Add** button and then click **Save** at the bottom of the screen

Risk Factors

Hide Risk Factors

* **Category:** Special Population

* **Risk Factor:** Special Population – Personal Care Home - Resident

* **Additional Information:**

* **Response:** Yes **Frequency:**

Start Date: 2021 / 01 / 06 **End Date:** / /

yyyy mm dd yyyy mm dd

End Date Reason:

Reported By: * **Reported Date:** 2021 / 01 / 06

yyyy mm dd

Specify:

Add Clear

For PCH Staff

- **Category:** Select "Special Population"
- **Risk Factor:** Select "Special Population – Personal Care Home - Staff"
- **Response:** Select "Yes"
- **Start Date:** Enter date the vaccine was provided.
- **Reported date:** Will automatically populate to the current date
- Click the **Add** button and then click **Save** at the bottom of the screen

Risk Factors

Hide Risk Factors

* **Category:** Special Population

* **Risk Factor:** Special Population – Personal Care Home - Staff

* **Additional Information:**

* **Response:** Yes **Frequency:**

Start Date: 2021 / 1 / 6 **End Date:** / /

yyyy mm dd yyyy mm dd

End Date Reason:

Reported By: * **Reported Date:** 2021 / 01 / 06

yyyy mm dd

Specify:

Add Clear