# USIIS User Documentation Getting Started



#### **User Documentation**

Use cheat-sheet like User Documentation for each screen/function, found on the Immunize Utah website, under the USIIS Menu: <u>https://immunize.utah.gov/usiis/</u>

Access to the User Documentation is under USIIS – Users section:

UTAH DEPARTMENT OF HEALTH Immunization Program	INFORMATION FOR THE PUBLIC	VACCINES FOR CHILDREN PROGRAM	INFORMATION FOR HEALTH CARE PROVIDERS	SCHOOL & EARLY CHILDHOOD PROGRAM REQUIREMENTS	IMMUNIZATION EDUCATION MODULE	USIIS Login About
HOME > USIIS						Parents & Individuals
Welcome to the Utah Statewide Immunization Information System (USIIS) The Utah Statewide Immunization Information System (USIIS) is a secure, confidential immunization information system that helps healthcare providers, schools, child care centers and Utah residents maintain consolidated immunization histories.						Provider Facilities Schools & Early Childhood Users EHR Vendors Meaningful Use
About US	illS	Parents & Inc	lividuals	Provider Facilitie	2S	
	ide Immunization Information s a free, confidential, web-based	To request your own im must be of legal age (18	munization record, you years or older). If you are	How to Participate - Healthca Facility	are Provider	

### Rest assured: Forecast Report and School Record have not changed

- Patient-specific reports you are accustomed to are the same.
  - Forecast Report
  - School Record
  - Immunization History
  - Personal Record

#### To access these reports:

- 1. Log into USIIS Portal, https://apps.usiis.org
- 2. Double-click on USIIS Immunize from the USIIS Services list.
- 3. Search for patient
- 4. Select the Reports menu

USIIS Immunize	Logou
OSIIS Immunize	USIIS
Search   Demographics   Immunizations   Forecast   Contraindications   School Exemp	tion   Reports   Help   Links
	Demographics   Comments
Demographics	

Entering administered immunizations
USIIS Immunize
Search   Demographic   Immunizations   Jorecast   Contraindications   School Exemptions   Reports   Help   Links
History Detailed Entry Brief Entry
Immunizations History
Notice new check-box Constrain entry to vaccines in inventory.
Tip! Entering administered immunizations
If your facility uses USIIS Vaccine Inventory
1. Select button <a>Administered at your facility.</a>
2. Check the box Constrain entry to vaccines in inventory.
3. Enter Vaccination Date
4. Enter/select Financial Class
5. Select a <b>Unit of Use Lot Number</b>
Selecting this will auto-fill: Vaccine code/description, Manufacturer and Dosage
If your facility does not use USIIS Vaccine Inventory
1. Select button <sup>®</sup> Administered at your facility.
2. Uncheck the box Constrain entry to vaccines in inventory.
3. Enter required fields
a. Vaccination Date
b. Enter/select Financial Class
c. Enter Unit of Use Lot Number
4. Then enter all other immunization fields
Tip! Vaccine Brand   Select this if you know it.
Selecting this will auto-fill: Vaccine code/description, Manufacturer and Dosage
Entering Non-administered (aka Historical) immunizations
USIIS Immunize
Search   Demographic   Immunizations   Orecast   Contraindications   School Exemptions   Reports   Help   Links
History   Detailed Entry   Brief Entry

## Immunizations History

Non-administered, or "Historical" immunizations, are those administered by another provider but entered into USIIS as part of a patient's immunization history.

**M** Do not enter administered immunizations on this screen.