

## Vaccine administration and documentation

### Recording within Allscripts Professional EHR as part of a complete patient record

More than a regulatory legal requirement, the documentation of vaccine administration helps ensure a complete and informative patient record, particularly when shared across a practice or health system. An up-to-date and accurate vaccination history ensures that a provider understands the appropriate vaccinations a patient needs, according to the Centers for Disease Control and Prevention (CDC) recommendations.

#### Benefits of documentation

Information such as manufacturer name, vaccine NDC, lot number, expiration date, site of administration, or if vaccination was refused, is required to be recorded by the provider in the patient record and reported to the state immunization registry. Recording the vaccine administration information allows all vaccines a patient has received to be tracked in the future. It also keeps the patient's record up-to-date to ensure appropriate vaccination according to CDC guidelines (especially for vaccines with multiple doses in a series).

#### Considerations:

- Generally, only one vaccine NDC, lot number, and expiration date can be recorded for each administered vaccine. For multi-component vaccines, the provider can choose to record the information from the vaccine outer package
- The Immunization Properties template in Allscripts Professional EHR contains fields where the required information can be recorded

*If you have further technical questions, consult your internal or external EHR support resources.*

*This guide provides a high-level overview of how to properly record vaccine administration within Allscripts Professional EHR. This overview is designed to provide guidance for you, your practice's EHR champion, or IT staff.*

*Please note that this guide was created based upon Allscripts Professional EHR version 19.4. Screens and features may change as new software versions are released.*

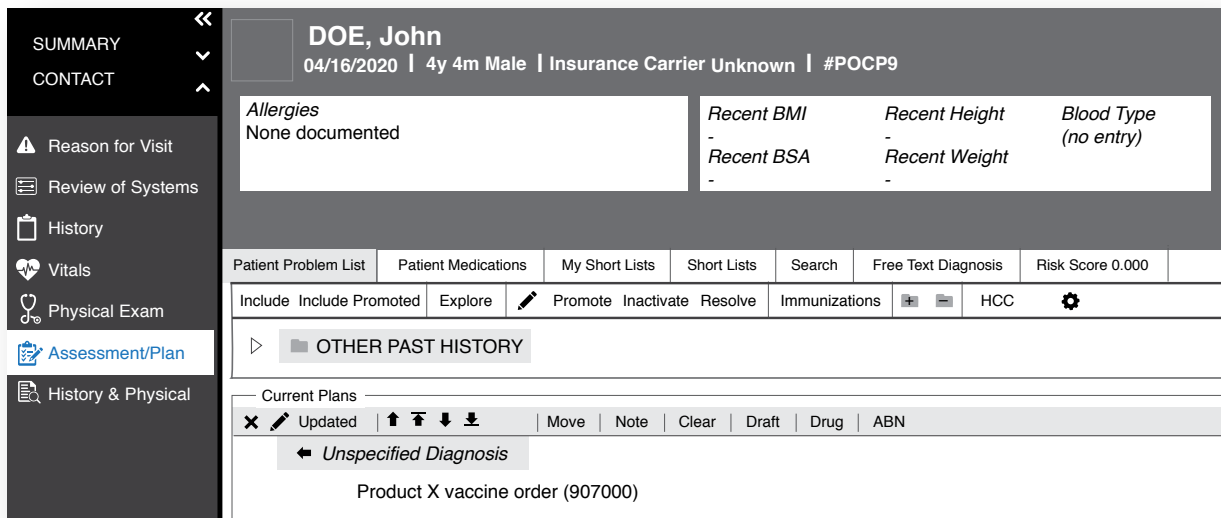
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## Recording administration of multiple vial vaccines

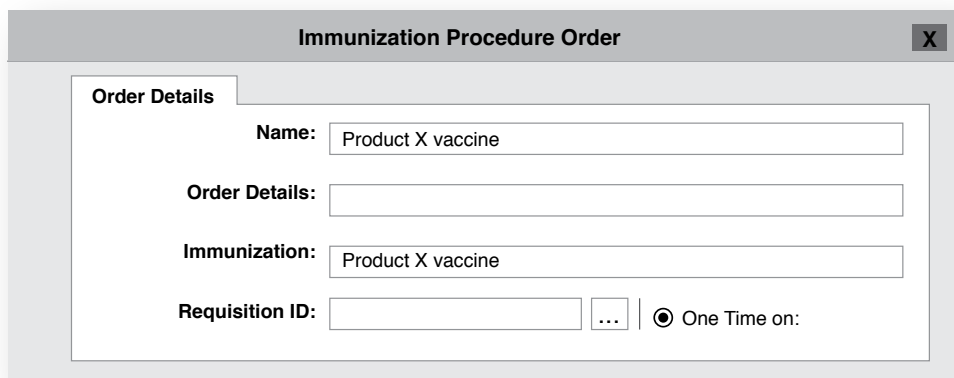
After a vaccine is ordered by a provider in Allscripts Professional EHR, it appears in the **Immunization Orders**. The typical workflow is then for a nurse to access the **Immunization Activity** and administer the vaccine. Some vaccines are supplied in two vials which must be combined to complete the immunization.

The steps below indicate how to document administration of vaccines with two vials:

- From the patient's chart **Assessment/Plan**, select the vaccination to administer from the **Current Plans** section, and double click to open



- From the **Immunization Procedure Order** window, under **Order Details** display, select the ... (ellipsis) to open the **Immunization Record Properties**



# Recording administration in Allscripts Professional EHR



- In the **Immunization Record Properties** template, select the appropriate information for the vaccination: dose, units, route, site, lot number, manufacturer, expire date, NDC, etc
- When there are two vials, the lot number for the second vial can be recorded in the **Comments** section, multiple NDC numbers can be entered in the NDC field
- Select **Save & Complete**
- Note: with only one field for Lot Number, the best practice for vaccines with two vials, is to record the Lot Number of the antigen component, and not the second vial, which can be a diluent, adjuvant, or an additional antigen
- If desired, for a multi-component vaccine, the accompanying vial (diluent, adjuvant, additional antigen) may be documented in the **Comments** section. Please note, documenting the accompanying vial is optional and not required

**Immunization Record Properties**

Save Save & Complete Close

Immunization

Immunization order: Product X vaccine

Date: 4/16/2020 3:34 PM (0 hour ago)

Facility: Inhouse

Not Given

Immunization Type	Number in Series
Product X vaccine	1

Confirmations

Patient Positively Identified

Informed Consent Signed

Registry Export

Consent: Unknown

Expiration:

Export details to Registry

Funding

Private  Public  Undefined

Vaccine Information Statement (VIS)

Presented Date:

Prior Adverse Reactions

**No adverse reactions to immunizations**

Details

Administered By:

Dose: 0 Units:

Route: <Undefined>

Site: <Undefined>

Vaccine Eligibility

I do not participate in Vaccine for Children

Lot Number: 39999

Manufacturer:

Expire Date:

Medication: Product X

Adverse Reaction  Yes  No

NDC: 666666-5555-44

Patient Birth Details

Single/Multiple Birth:

Birth Order:

Comments

2nd vial Lot # XXXXXXXX

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