Recording administration in Allscripts TouchWorks EHR

Vaccine administration and documentation
Recording within Allscripts TouchWorks 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

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 TouchWorks 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 TouchWorks EHR version 20.0. Screens and features may change as new software versions are released.

This guide is for informational purposes only and is not intended to replace detailed instructions provided to you by your internal or external EHR support resources. The information in this guide is subject to change without notice. GSK makes no claims or warranties about the applicability or appropriateness of this information.

Recording administration in Allscripts TouchWorks EHR

Recording administration of multiple vial vaccines

After a vaccine is ordered by a provider in Allscripts TouchWorks EHR, the order typically goes to a nurse for administration. If there is a second vial of medication that needs to be combined with the first vial prior to administration, then the second vial lot number can be recorded in the **Notes** section.

- Navigate to **Immunizations**

- Right click in the box on the line of the desired immunization

- Select **Record As Admin**

- The **Add Clinical Item** window displays, search and select from the immunization list

Recording administration in Allscripts TouchWorks EHR

- The **Immunization Detail** screen displays the order, select the **Record Administration** tab

- Select **Record w/o Ordering** to expand the **Administration Details** section

- Add **Administrative Details** such as dose, manufacturer, lot #, route, NDC, site, and any additional information required

- Select **Save and Close**

- The immunization administration is added to the patient's chart

- Note: with only one field for Lot #, the best practice for vaccines with two vials, is to record the Lot # 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 **Notes** section of the **Vaccine Administration** screen. Please note, documenting the accompanying vial is optional and not required

All trademarks are the property of their respective owners.