

Vaccine administration and documentation

Recording within eMDs Solution Series 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 eMDs Solution Series 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 eMDs Solution Series EHR version 9.1. 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 of multiple vial vaccines

After a vaccine is ordered by a provider in eMDs Solution Series EHR, it appears in the **Immunizations** section of the chart. The typical workflow is then for a nurse to access the **Immunization** section of the chart 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 within the **Visit Note**, in the **Plan** section, select **Immunizations** to display the **Immunization Grid**
- Select the **plus sign** to add an immunization, then select **Administered** to display the immunization search window

Plan

i-10 Encounter for immunization

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[Orders](#)

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Other Orders

Other Immunizations

Other Patient Education Handouts

Immunizations
✕

+
📝
✕
⚠️
📄
🖨️
✅

Administered	
Deferred/Refused/Waived	
Recorded	ride PPV23 (PNEUMOVAX 23)
Hx of Disease	IA-TETANUS TOXOIDS PED)

Recording administration in eMDs Solution Series EHR



- Search for and select the appropriate immunization. Fill in required fields
- The 2nd vial information can be added to the **Notes** field
- Select **Save**
- 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** field. Please note, documenting the accompanying vial is optional and not required

Administer Immunization

 Save  Save/Add  Cancel

Date & time*

Administered by*

Ordered by*

Immunization

CPT

Manufacturer

NDC

Lot #*

Lot expire date*

Dose (ml)*

Site*

Route*

Notes:

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