

Vaccine administration and documentation

Recording within NextGen 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 NextGen 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 NextGen EHR version 5.8 UD3. Screens and features may change as new software versions are released.

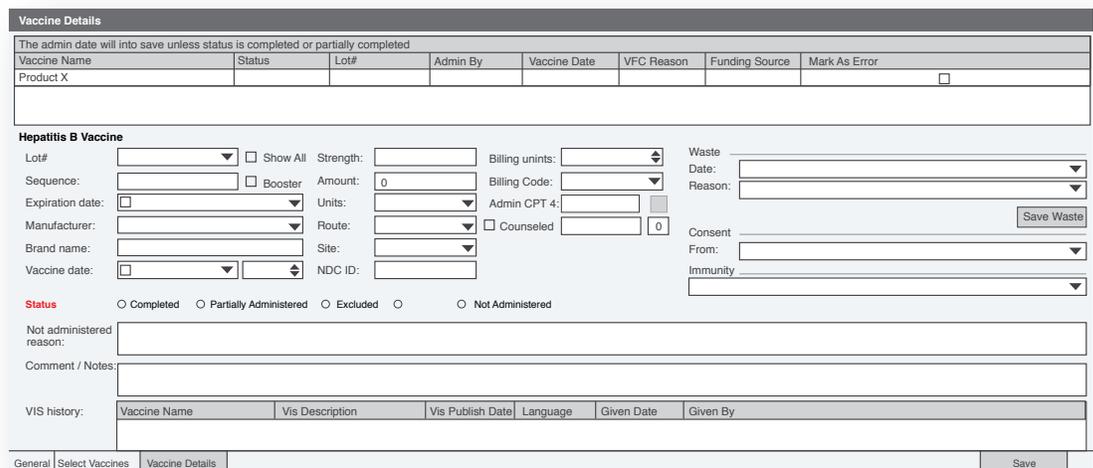
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Recording administration of multiple vial vaccines

Adherence to immunization schedules has always been an important part of patient care, and accurate documentation of immunization administration is key to patient compliance and quality of care. NextGen EHR provides tools that improve and ease the documentation and retrieval of immunizations.

The **Vaccine Details** window displays all ordered vaccines in the top section of the screen. The bottom section has input fields for details of the immunization.

- Click on a vaccine listed at the top to enable input of the details for that particular vaccine in the bottom section
- Enter all appropriate details for each vaccine



- If there is a second vial of a vaccine that needs to be combined with the first vial prior to administration, the second vial lot number can be recorded in the **Comment/Notes** section
- Select **Save** to save information about the vaccine administration 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 **Comments/Notes** section. Please note, documenting the accompanying vial is optional and not required

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