

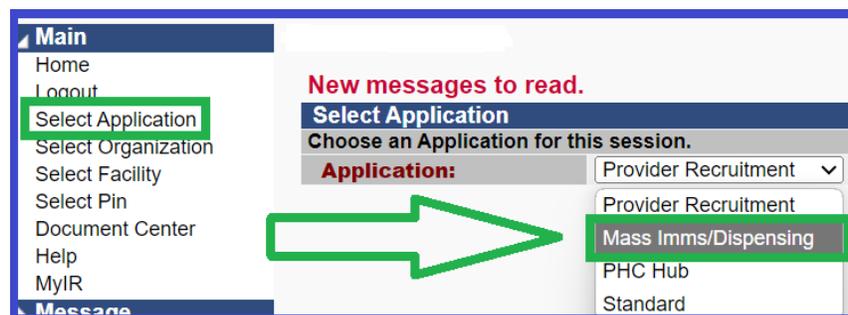
Mass Immunization Module

Authorized users of the Mass Immunization Module can search for patients in the Washington State Immunization Information System (WAIS), as well as edit and update patient records and vaccinations. This web application provides a method to expedite data entry for large vaccination events. Settings can be established days in advance of a clinic. These settings can help save time and reduce data errors.

Logging In

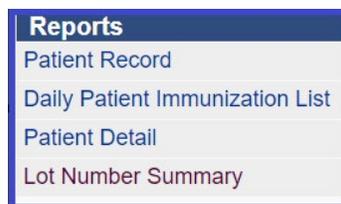
Enter your Username and Password to log into the WAIS. Click 'Select Application' from the Main menu. Choose 'Mass Imms/Dispensing' from the drop-down.

If you do not have access permission for the Mass Imms/Dispensing module, contact your clinic's WAIS system administrator or the WAIS help desk at WAISHelpDesk@doh.wa.gov.



Reports

The 'Reports' menu tab will allow you access to any WAIS reports you have permission to run and view. The [Patient Detail Report](#) and [Lot Usage and Recall Report](#) can be helpful tools for managing inventory. For more information about reports, visit the [IIS Training Materials Portal | Washington State Department of Health](#).



Reminder/Recall

Reminder/Recall helps identify patients who are due or overdue for vaccines. If your WAIS user account has the necessary permissions, you can access Reminder/Recall through the Mass Imms application. For more information about running Reminder/Recall, click [here](#).

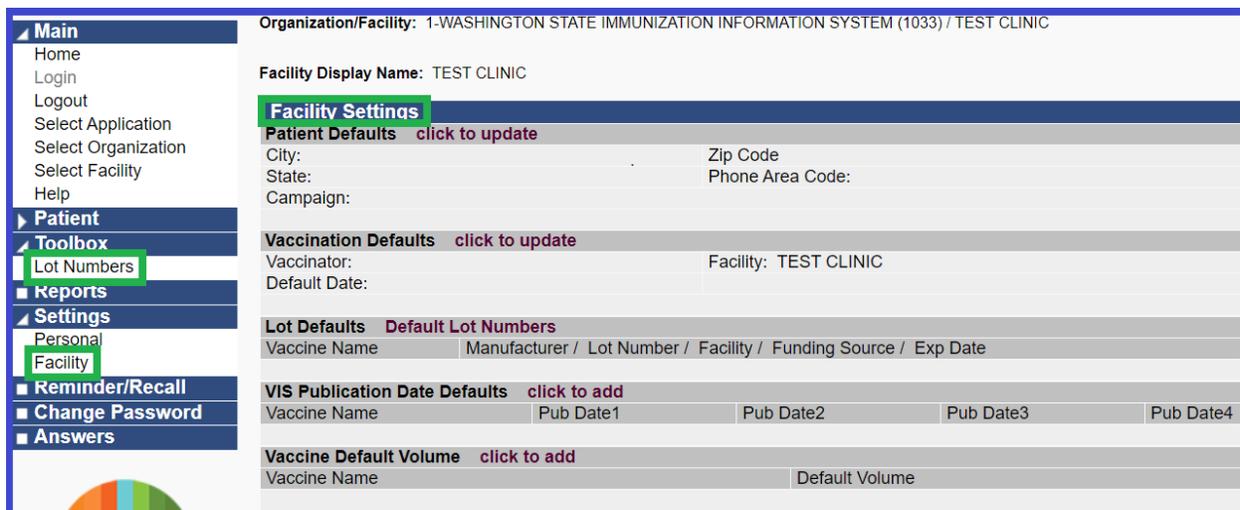
Settings

There are two types of settings in the Mass Imms application: **Facility** and **Personal**. Facility settings apply to all users from your clinic that are entering data through the Mass Imms module. Personal settings are specific to individual WAIS user accounts and will only apply if the 'Override Facility Settings' button is checked.

Facility and Personal settings do not have identical default options. Only inventory that is setup as a default can be tied to and deducted from your clinic's WAIS inventory.

FACILITY SETTINGS

- Choose 'Facility' from the 'Settings' menu tab on the left.
 - If 'Facility' is not an available for you, contact your clinic's WAIS system administrator or reach out to WAISHelpDesk@doh.wa.gov to request the "Default Vaccination Management" account permission.
- Define desired available default settings.
- Lot numbers that are present, active, and not expired in your clinic's WAIS inventory will be available to choose for 'Lot Defaults'.
 - Click 'Lot Numbers' from the 'Toolbox' menu tab to view, search, add, or edit your clinic's WAIS inventory items.



Organization/Facility: 1-WASHINGTON STATE IMMUNIZATION INFORMATION SYSTEM (1033) / TEST CLINIC

Facility Display Name: TEST CLINIC

Facility Settings

Patient Defaults [click to update](#)

City:	Zip Code
State:	Phone Area Code:
Campaign:	

Vaccination Defaults [click to update](#)

Vaccinator:	Facility: TEST CLINIC
Default Date:	

Lot Defaults **Default Lot Numbers**

Vaccine Name	Manufacturer / Lot Number / Facility / Funding Source / Exp Date
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VIS Publication Date Defaults [click to add](#)

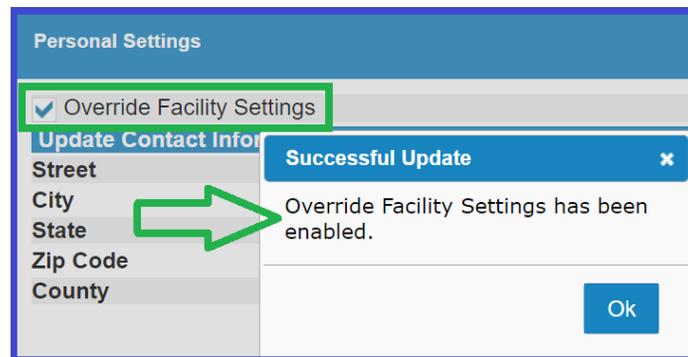
Vaccine Name	Pub Date1	Pub Date2	Pub Date3	Pub Date4
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Vaccine Default Volume [click to add](#)

Vaccine Name	Default Volume
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PERSONAL SETTINGS

- Choose 'Personal' from the 'Settings' menu tab on the left.
- Define desired available default settings.
- Lot numbers that are present, active, and not expired in your clinic's WAIS inventory will be available to choose for 'Lot Defaults'.
 - When adding Lot Defaults, choose the Vaccine/Med Description from the drop-down. Use the Click to select link to see a list of available lots from your inventory for that vaccine type.
 - Click 'Lot Numbers' from the 'Toolbox' menu tab to view, search, add, or edit your clinic's WAIS inventory items.
- **NOTE:** The defaults available in Personal settings differ slightly from those in Facility settings.
- **IMPORTANT:** You *must* check the button next to 'Override Facility Settings' to enable Personal settings.



Patient Search and Add

- Click 'Search/Add' from the 'Patient' menu tab on the left.
- Enter the first name or initial, the last name or initial, and birth date of the patient and click 'Search'.
- Click the arrow next to the patient you wish to choose from the Search Results. If the patient searched is not listed, click the 'Add New Patient' button on the bottom right.

Search Results						
Records Found = 1						
Select	First Name	Middle Name	Last Name	Birth Date	Grd First Name	Mother's Maiden
-->	APRIL		TEST	01/01/2002		

Before adding a new patient, check to make sure the patient you want to add is not listed above.

- When adding a **new patient**, complete the demographic fields on the 'Patient Add' page. Enter all demographic information, including Sex, Race, Ethnicity, Address, and Phone. Guardian information is required for minors. SSN does not need to be included.

Patient Add			
First Name:	MASS	Birth Date:	01/01/2021
Middle Name:		Sex:	--select--
Last Name:	IMMS	SSN:	
Race:	White Black or African American Asian	Ethnicity:	--select--
Address			
Street:			
Zip Code:		City:	
State:	WA	County/Parish:	Click to select
Cell Phone:		Phone Number:	
Guardian Info			
Mother's Maiden Name: <i>(Last Name Only)</i>		Guardian First Name:	

- If your patient was chosen from your search results, the 'Patient Edit' page will appear. If the address information that appears at the top of the page matches the patient's address recorded in your clinic, check the box to copy it to the patient's demographics.
- Update the patient demographic data that is missing or is different than what you have on record, including Sex, Race, Ethnicity, Address, and Phone. Guardian information is required for minors. SSN does not need to be included.

Patient Address Information (Most recent record in system)			
<input checked="" type="checkbox"/> Check this box to copy the address information from the most recent record to the data entry box ONLY if it matches what is reported on paper.			
Street:	419 APRIL ST	State:	WA
City:	VANCOUVER	Phone Number:	(360)360-3603
Zip Code:	98662	Cell Phone:	
County:	CLARK		
Patient Edit			
First Name or Initial:	APRIL	SSN:	
Middle Name:	May	Birth Date:	01/01/2002
Last Name:	TEST	Sex:	FEMALE
Race:	White Black or African American Asian	Ethnicity:	Not Hispanic or Latino
Address			
Address:	419 APRIL ST		
Zip Code:	98662	City:	VANCOUVER
State:	WA	County/Parish:	CLARK Click to select
Cell Phone:		Phone Number:	(360)360-3603
Guardian Info			
Mother's Maiden Name: <i>(Last Name Only)</i>	BUNNY	Guardian First Name:	Easter

Adding Vaccinations

- Below the Patient section, you will see 'Vaccination/Medication Add'. Defaults applied in Settings, such as Vaccinator, Vaccine/Medicine and Default Date will be populated.
- To add a Vaccine/Medicine to your patient, click the box(es) next to the product(s) administered.
 - To add a Vaccine/Medicine not previously setup as a default, use the drop-down menu at the bottom to select the product used. You will not be able to enter Manufacturer/Lot information, and the dose will *not deduct* from your inventory.

Comments			
<input type="text"/>			
Campaign:	--select--		
Tier:	--select--		
Vaccinator:	B, DOCTOR		
Vaccination/Medication Add			
Default Date:	10/22/2024		
Vaccine/Medicine	Date	Manufacturer / Lot	
<input type="checkbox"/> COVID-19, mRNA, LNP-S, PF, 25 mcg/0.25 mL (Moderna 6m-11y)	10/22/2024	<input type="radio"/> MODERNA US,INC. / MOD2024	
<input checked="" type="checkbox"/> COVID-19, mRNA, LNP-S, PF, tris-sucrose, 30 mcg/0.3 mL (Comirnaty 12y+)	10/22/2024	<input checked="" type="radio"/> PFIZER, INC / TEST9342	
<input checked="" type="checkbox"/> Influenza, split virus, trivalent, PF	10/22/2024	<input checked="" type="radio"/> SEQIRUS / FLU2024	
<input checked="" type="checkbox"/> RSV, mRNA, injectable, PF	10/22/2024	<input type="text"/> / <input type="text"/>	

Special Considerations

- Below the 'Vaccination/Medication Add', you will see 'Special Considerations Add'.
- If you have a 'Special Consideration' to enter for your patient, select the vaccine product from the drop-down on the left. Use the 'Click to select' link on the right to choose the reason.

Special Considerations Add	
Vaccine/Medicine	Special Consideration
<input checked="" type="checkbox"/> varicella	Serology confirmed varicella Click to select

Patient Ownership

Before clicking 'Save', mark the box next to 'Do not take ownership when adding vaccinations' if your clinic is not the patient's primary care home. For more information about patient ownership, click [here](#).

<input checked="" type="checkbox"/> Do not take ownership when adding vaccinations.
<input type="button" value="Cancel"/> <input type="button" value="Save"/>



Questions? Contact the IIS Help Desk at 1-800-325-5599 or WAIISHelpDesk@doh.wa.gov