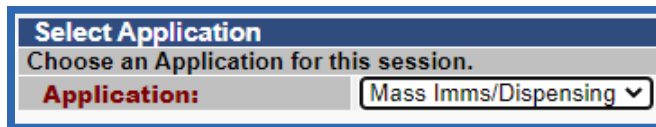# Mass Immunization Module

Authorized users of the Mass Immunization Module can search for patients in the Washington State Immunization Information System, as well as edit and update patient records and vaccinations. This web application provides a method to expedite data entry and can be very useful for vaccination events.

Settings

The Mass Immunizations Settings can be set up for each user days in advance of a clinic. These settings can help save time and reduce data errors. Users that do not have access permission for the Mass Immunizations Module should contact the IIS help desk at 1-800-325-5599 or WAIISHelpDesk@doh.wa.gov. Settings can be created for a facility as well as for personal preferences.
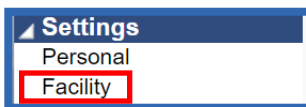
Create default settings for your facility that will apply for any user who logs in under your facility:

1. Log in to the WA IIS.
2. From the menu on the left, choose **Select Application**. From the drop down, click on **Mass Imms/Dispensing**.
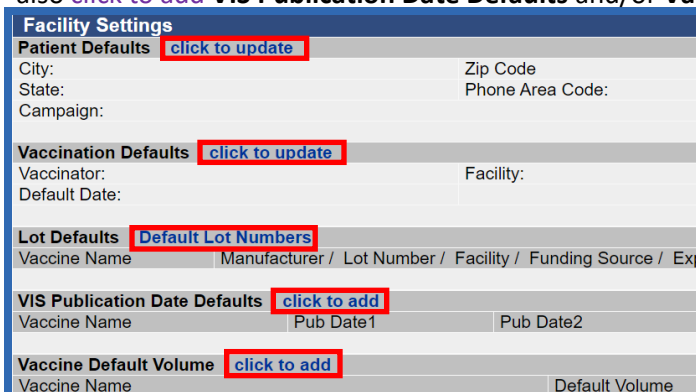

3. Choose your facility from the drop-down menu. Click on the **Settings** tab on the left side of the page and choose **Facility.**

4. The **Facility Settings** page will appear You can click to update **Patient Defaults** and/or **Vaccination Defaults.** You can designate **Lot Defaults** by clicking Default Lot Numbers. You may also click to add **VIS Publication Date Defaults** and/or **Vaccine Default Volume.**

5. When adding **Lot Defaults**, a popup box will appear to allow you to choose from options in your facility's active inventory. If the vaccine you will be using is not in your facility's active inventory, follow the instructions here to add the lot number: How to Search, Add, Reconcile and Report Inventory (wa.gov).

6. To locate **VIS Publication Dates,** check Dates of Current and Past Vaccine Information Statements | CDC.

Create personal settings that will apply to an individual user if facility settings are not being used:

1. Log in to the WA IIS.

2. From the menu on the left, choose **Select Application**. From the drop down, click on **Mass Imms/Dispensing**.

3. Choose your facility from the drop-down menu. Click on the **Settings** tab on the left side of the page and choose **Personal.**
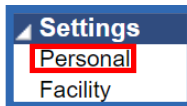
4. From the **Personal Settings** page, go through each section to set **Patient Defaults, Vaccination Defaults, Anatomical Injection Site Defaults, Lot Defaults, VIS Publication Date Defaults, Vaccine Default Volume,** and **Preferences.** *Personal Settings do not need to be setup if Facility Settings are being used.*
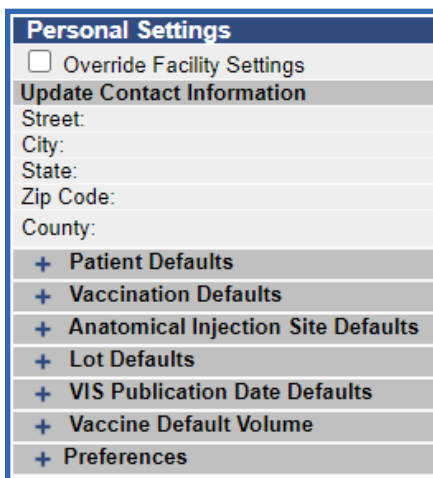

5. When adding **Lot Defaults**, a popup box will appear to allow you to choose from options in your facility's active inventory. If the vaccine you will be using is not in your facility's active inventory, follow the instructions here to add the lot number: How to Search, Add, Reconcile and Report Inventory (wa.gov).

6. To locate **VIS Publication Dates,** check Dates of Current and Past Vaccine Information Statements | CDC.

Patient Search/Add

Search/Add your patient and enter vaccination or medication record:

1. Log in to the WA IIS.
2. From the menu on the left, choose **Select Application**. From the drop down, click on **Mass Imms/Dispensing**.
3. The **Patient Search** screen appears once logged in to **Mass Imms/Dispensing.**
4. Enter the patient's first name, last name, and birth date. Click **Search**.

Patient Search
Patient Information

First Name or Initial:	
Last Name or Initial:	
Birth Date:	

5. Select the correct patient from **Search Results** or click **Add New Patient** if your patient is not found.
   a. If adding a new patient, enter the patient's demographic information on the following **Patient Add** screen.
   b. If the patient was found from **Search Results,** make any pertinent updates to the **Patient Edit** section. If the address on the top of the screen is correct, check the box in the upper right as indicated.

Patient Address Information (Most recent record in system)
☐ 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:	212 GREY STREET		
City:	VANCOUVER	State:	WA
Zip Code:	98684	Phone Number:	
County:	CLARK	Cell Phone:	

6. **Vaccine/Medication Add** section is below the demographic section. Check that the **Default Date** is correct. Click the box to the left of the desired **Vaccine/Medicine.** The vaccines listed in this section reflect the vaccines setup as personal or facility settings. To choose an item outside of your settings, use the drop-down menu.

Vaccination/Medication Add
Default Date:
08/28/2021

	Vaccine/Medicine	Date
☐	COVID-19, mRNA, LNP-S, PF, 100 mcg/ 0.5 mL dose (Moderna)	08/28/2021
☐	--select--	08/28/2021

7. Choose any **Special Considerations to Add** if any apply. Click **Save** when complete.

Running Reports:

The WA IIS has several report options that can help providers identify various metrics about their patient population.

1. To identify patient vaccination details within a particular time frame, run the patient detail report. Troubleshooting Inventory with the Patient Detail Report
2. To view a patient's immunization history check out How to Review a Patient's Vaccination Summary and Forecast.
3. For a list of which patients have received a particular lot of a vaccine, view Lot Usage and Recall Report (wa.gov).
4. To identify patients due for another dose of a vaccine, see the Reference Guide How to User Reminder/Recall (wa.gov).
5. For more guides and training materials visit IIS Training Materials Portal :: Washington State Department of Health.