

CORONAVIRUS DISEASE 2019 (COVID-19)

Vaccine EMR and Ambulatory System Checklist



Audience: Health Informatics

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Response Team Owner: Clinical Operations

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Please use the checklist below to evaluate your RHM's readiness to begin administration of **COVID-19** Vaccines.

There are areas that require the Health Ministries to submit an RITM in Service Now, which are identified in the grid below.

To ensure the request is prioritized correctly, please continue to add **COVID** in the short description of the RITM issue.

Topic	Evaluation	RITM Required?
Locations	<ul style="list-style-type: none">Additional scheduling locations for the Vaccine CenterAdditional appointment slots for the Vaccine CenterAdditional registration locations	Yes
Vaccine Orders	<ul style="list-style-type: none">PfizerModernaOthers will be added as approved	No, the system team is managing
Screening Questions	<ul style="list-style-type: none">Screening Questions built into the EMR	Yes
Reports	<ul style="list-style-type: none">Evaluate for operational reports e.g. list of patients scheduled for today	Yes
Vaccine Documentation	<ul style="list-style-type: none">New requirements are being evaluatedNew 'Series complete' for the second vaccination is being managed by the state registries	No, the system team is managing
Vaccine administration charges	<ul style="list-style-type: none">All systems will have a new administration charge added	No, the system team is managing

Registry	<ul style="list-style-type: none">• Evaluation for CDC requirements• State specific requirements need to be communicated to the Interface/Integration teams	No, the system team is managing. Yes, if not sure who to contact for state requirements
System Access	<ul style="list-style-type: none">• Evaluate if there are roles or permissions that may need to be added to the 'vaccine administrators'.	Yes
Training	<ul style="list-style-type: none">• Identify training lead and establish standard abbreviated training on the Outpatient and Ambulatory system vaccination workflows	No, contact Informatics if assistance is needed