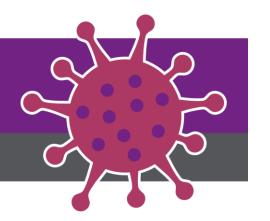
## **CO**RONA**VI**RUS **D**ISEASE 2019 (COVID-19)

## Vaccine EMR and Ambulatory System Checklist





Audience: Health Informatics

**Revision Date: 01.04.2021** 

Version: 1.0

**Response Team Owner:** Clinical Operations

Date of Last Review: 01.04.2021

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> <li>Additional scheduling locations for the Vaccine Center</li> <li>Additional appointment slots for the Vaccine Center</li> <li>Additional registration locations</li> </ul>	Yes
Vaccine Orders	<ul><li>Pfizer</li><li>Moderna</li><li>Others will be added as approved</li></ul>	No, the system team is managing
Screening Questions	Screening Questions built into the EMR	Yes
Reports	Evaluate for operational reports e.g. list of patients scheduled for today	Yes
Vaccine Documentation	<ul> <li>New requirements are being evaluated</li> <li>New 'Series complete' for the second vaccination is being managed by the state registries</li> </ul>	No, the system team is managing
Vaccine administration charges	All systems will have a new administration charge added	No, the system team is managing

Registry	Evaluation for CDC requirements	No, the system team is managing.
	State specific requirements need to be communicated to the Interface/Integration teams	Yes, if not sure who to contact for state requirements
System Access	Evaluate if there are roles or permissions that may need to be added to the 'vaccine administrators'.	Yes
Training	Identify training lead and establish standard abbreviated training on the Outpatient and Ambulatory system vaccination workflows	No, contact Informatics if assistance is needed

