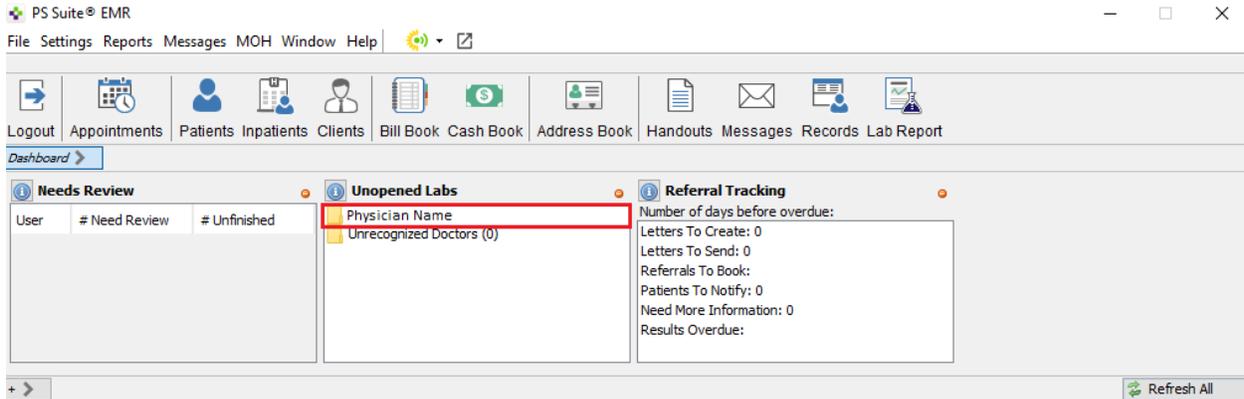


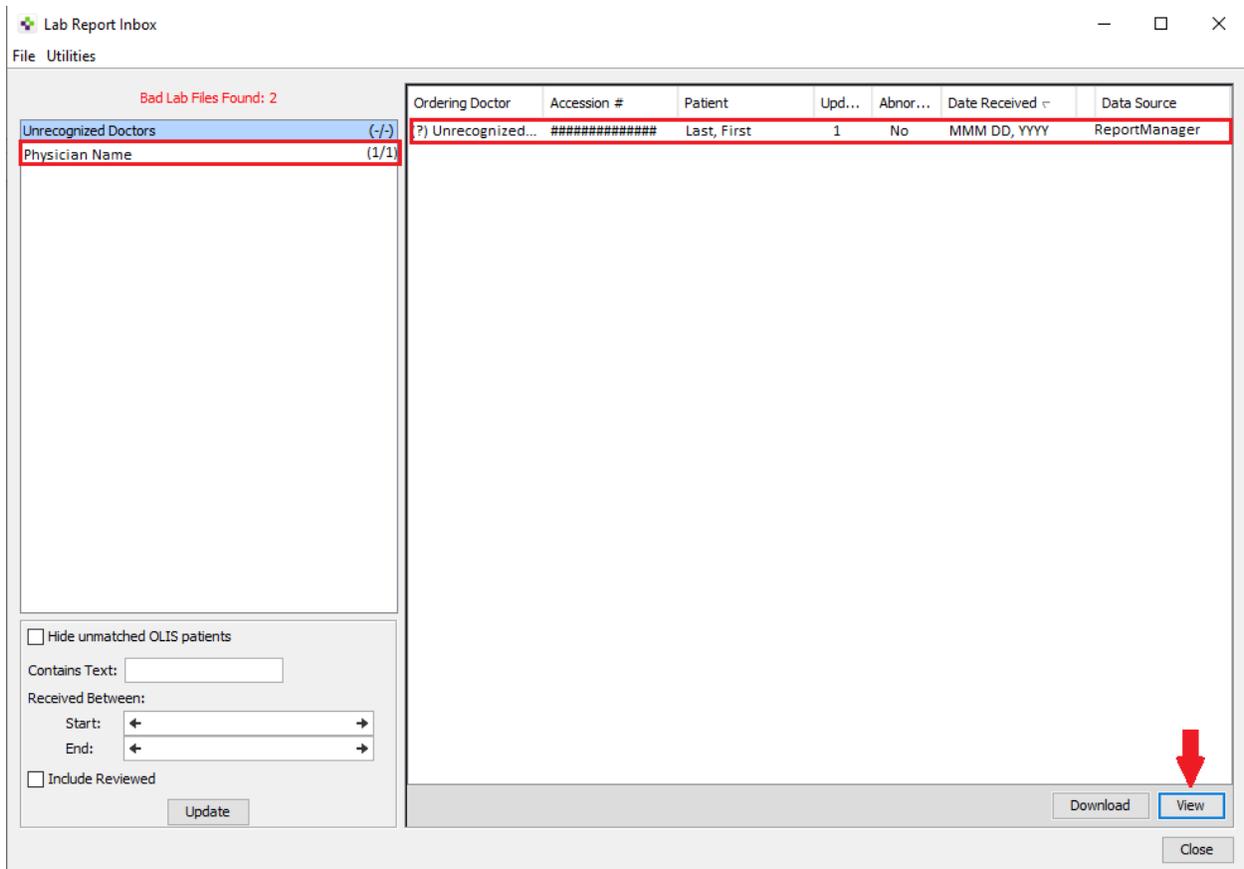
# COVID-19 Vaccinations: Health Report Manager

## Workflow Guide

### 1. Open lab report inbox



### 2. Select physician's name, all listed patients, then "view"



- Press "Enter" or double click orange bar to post to chart. Double clicking the orange bar once the report is posted will open the patient's record.

Lab Posting Preview

File Report

Patient: Last Name, First Name      DOB: MMM DD, YYYY      Report ID: Unique HRM Report ID Number  
 HN: Healthcard Number      Sex: M/F ID: PSS Chart Number      Received in PSS: MMM DD, YYYY TT:TT  
 Next Appt: Appointment date if booked      Posted Status: Unposted  
 COVID-19 Vaccination Confirmation [Miscellaneous Letter] Provided :      Receiving Physician: Family Physician's Name

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Medical Records Report  
 96874-3-COVID19 Immunization note  
 Author physician: Immunizing Physician  
 Immunizing Facility Name

The following patient received a COVID-19 vaccine at Immunizing Facility Name  
 Patient Name: Last Name, First Name  
 Ontario Health Number: Healthcard Number  
 Birth Date: MMM DD, YYYY  
 Gender: M/F/Other

Vaccine: Vaccine Administered (Pfizer, Moderna, AstraZeneca)  
 Vaccine Lot Number: Lot #  
 Vaccine Dose: X of 2  
 Given Date (YYYY-MM-DD): YYYY-MM-DD  
 Administration Site: Left/Right Deltoid  
 The patient had an immediate reaction to the vaccine: Yes/No  
 Comments: Additional comments if made by immunizing provider

- In patient record, click the vaccine type in the toolbar (Pfizer, Moderna, AstraZeneca)

Dr. Scott Laing - PSS

File Edit Style Settings Patient View Data Letter OLS

Birthdate: unknown; Sex: Not Rostered  
 Health #: unknown; Last Billed: MD: next visit: not booked age yr

Family Hx: Virtual Note COVID Screen Virtual Care Consent: unclear Consent Panelo **Pfizer Moderna AZ** Allergies Allied Health Ref Pending Tests Appt Request  
 Problem List Preventive Care Add Result Prevention Flu Shot FOBT/FTT C-scope BMD PSA

- Ensure the date is correct and click "Perform Immunization" to add to immunization panel.

New treatment for Donald (Ducky) Duck

Treatment

Name: COVID-19 vaccine (Pfizer) tozinameran      Intramuscular      Form:      Strength:      AND      Less Details  
 Dose:      THEN      More Details  
 Label Instructions:      Site of Administration:      Indication:

▼ Administering Details

Immunizing Agent:      Site:      Lot:      Expiry Date:      Manufacturer:

Actions & Comments

Refused Treatment

Started/Performed by External Provider  
 Provider Name:      Comments:      Start/Perform Date: ← Sat, Jun 5, 2021 →

Cancel      Perform Immunization

6. Immunization documentation now complete! See immunization list in CPP and note added to chart.

The screenshot shows a medical chart interface for Dr. Scott Laing - PSS. The interface includes a menu bar with options: File, Edit, Style, Settings, Patient, View, Data, Letter, and OLIS. The chart is organized into several sections: Family Hx, Problem List, Past Hx, Meds, Allergies, Immunizations, and Personal Hx. The Immunizations section is highlighted with a red box and contains the entry: "COVID-19 vaccine (Pfizer) tozin... latest: May 24, 2021". To the right of the chart, a red-bordered box displays a date and note: "May 24, 2021 Immunized: COVID-19 vaccine (Pfizer) tozinameran 0.3 ml External Prescription".

NOTE: The "COVID-19 Vaccination Confirmation" is a custom report category. This must be setup in the PS Suites preferences by a user with administrative privileges. Details on how to do this are in the PS Suites manual:

[https://help.pssuiteemr.com/5.20/on/en/Content/03\\_User/Preferences/Managing\\_report\\_sub\\_categories.htm](https://help.pssuiteemr.com/5.20/on/en/Content/03_User/Preferences/Managing_report_sub_categories.htm)