



## Panorama Immunization Data Entry - Checklist

In the **IMMUNIZATION** Module, use the search page to find your client and select **IMMUNIZATION PROFILE**

Personal and Indigenous Information	
1. LHN > Client > Client Details > <b>Client Demographics</b>	<p>Edit and update the <b><i>Client Demographics</i></b>.</p> <ul style="list-style-type: none"> <li>Ensure that Health Region Information is selected to the client's branch (location of closest Public Health Unit for client location of residence)</li> <li>Ensure client address and phone numbers are updated</li> </ul>
2. LHN > Client > Client Details > <b>Indigenous Information</b>	<p>Edit and update client's <b><i>Indigenous Information</i></b>.</p> <ul style="list-style-type: none"> <li>Complete questions and enter client's current Indigenous Organization</li> </ul>
3. LHN > Client > <b>Allergies</b>	<b>ADD ALLERGIES</b> or <b>SET NO KNOWN ALLERGIES</b>
4. LHN > Client > <b>Risk Factors</b>	<p>Add/Edit client <i>Risk Factors</i></p> <ul style="list-style-type: none"> <li><b>Special Population - Indigenous under 19 yrs.(*)</b> will include Hepatitis A in client forecast</li> </ul>
If you add or update any Personal or Indigenous Information please wait ten minutes before trying to run a report.	
Menu/Actions	Important Notes
5. LHN > Immunizations > <b>Immunization Profile</b>	<p>In the Immunization History section <b>ADD SINGLE IMMUNIZATION</b> or <b>ADD ONE OR MORE IMMUNIZATIONS</b> then: <b>ADD HISTORICAL</b> or <b>ADD ADMINISTERED</b> Add in immunizing agent(s) and details</p>
6. <b>Record Consent</b>	<b>RECORD CONSENT</b> - complete consent for immunizations given (if not entering historical immunization)
7. <b>Add immunization details</b>	Select <b>APPLY/ENTER DETAILS</b> to return to the previous Add Immunizations page
8.	<p>Complete required fields (Lot#, Site, Route, Reason for immunization) Select <b>NEXT</b> if entering additional immunizations. Select <b>FINISH</b> once completed.</p>
9.	Screen will navigate to immunization profile, select <b>SAVE</b>

### ENTRY EXTRAS:

	Menu/Actions	Important Notes
<input type="checkbox"/>	LHN > Immunizations > <b>Deferrals</b>	<p><u>Deferrals</u> <b>Row Actions: DEFERRALS</b> then select <b>ADD</b></p>
<input type="checkbox"/>	LHN > Client > <b>Client Warnings</b>	<p><u>Manual Client Warnings</u> <b>ADD CLIENT WARNING</b> and enter <u>only</u> accepted manual warning types</p>



<input type="checkbox"/>	LHN > Immunizations > <b>Special Considerations</b>	<b>ADD <u>Special Considerations</u></b> Complete all required fields and <b>SAVE</b>
<input type="checkbox"/>	LHN > Immunizations > <b>Subject Summary</b>	<b>CREATE ENCOUNTER</b> or open an existing encounter
<input type="checkbox"/>	LHN > <b>Notes</b> or enter note within the client immunization encounter	<b>AUTHOR NOTE</b> or open an existing encounter to author a note for that visit