Point Click Care

Immunizations Tab Instructions

This document contains instructions for proper completion of the immunization tab for each item. Please follow these directions carefully.
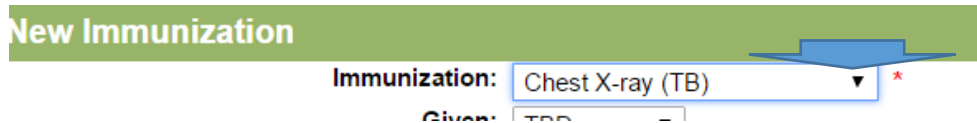
1- Within the resident record, select the "Immunizations" tab.

2- Select the "New" option to begin documentation of immunizations.

3- Select the proper immunization to begin documenting

4- For all immunization related items, a consent is required. Select the consent description from the drop down under "Given". This will default to "TBD" to allow selection of the following options:
    a. Consented – indicates the resident consented to the procedure.
    b. Refused – indicates the resident refused to allow the procedure.
    c. Historical – indicates evidence the resident received the immunization elsewhere.(Cannot use for TB/PPD)
    d. Not Eligible – Means the patient is ineligible due to allergy or other contraindication.
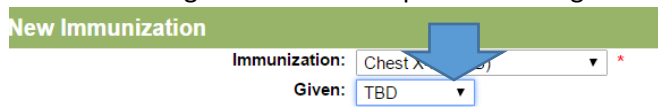
5- When consent is obtained, there is a requirement to identify who received consent, and when that consent was obtained. Additionally, a box to check indicating education was provided to the patient, and by whom.
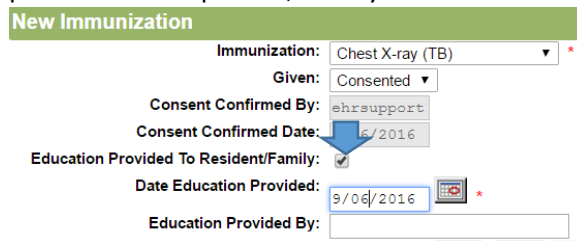
6- Document the date, time, amount, route, location of administration.

Date and Time of Administration: [   ] [00 ▼] [00 ▼] [📅]
Route of Administration: [▼]
Amount Administered: [   ] [▼]
Location Given: [▼]

7- Document the manufacturer name, expiration date, and lot number. This step is critical to allow follow up when recalls occur.

Manufacturer's Name: [   ]
Substance Expiration Date: [   ] [📅]
Lot Number: [   ]

There are specific concerns with two of the options in the immunization selection. These are the TB 1 Step PPD and the TB 2 Step PPD.

1- TB 1 step is to be used only for the annual PPD. ***This is NOT the first step of the TB 2 Step PPD.***

2- TB 2 Step PPD is to be used for the admission TB test. When completing the 2 step there will be a tracker identifying the completion of each step.

New Immunization

Immunization: [TB 2 Step Mantoux Skin Test ▼] *
Step: [Step 1]

a. Completion of the TB form requires identifying both positive/negative and measurement in millimeters.
b. Completion of the TB form does not discontinue to order for the second TB 2 Step PPD if step one is positive. The nurse documenting a positive step 1, MUST discontinue the second dose. Failure to do so will leave the second dose on the EMAR and result in significant reactions.
c. If step one of the TB 2 step is positive, the second dose is not to be given. For completion of documentation, check the box marked "Step 2 not required". This will prevent the system from prompting a second dose on the dashboard or in reports.

Results: [Positive   ▼]
Induration (mm): [10]
Next Step Not Required: [✔]
Notes: [   ]

The Clinical Dashboard has an "Immunization Issues" section. This section shows missing immunizations which are expected to be given. Additionally, the clinical dashboard will show when a second PPD is due. If the incorrect method was used to enter the first PPD, the "Immunization Issues" section will be filled with missing TB's. This is a clip of a facility with multiple issues. The names are excluded, but the issues are actual samples. These will require "Cleaning up" to validate compliance with the immunization/TB policy.

Immunization	Action
TB 2 Step (Step 1)	Results
TB 2 Step (Step 1)	Step 2
TB 2 Step (Step 2)	Results
TB 2 Step (Step 1)	Results

Cleaning up the missing TBs is a two step process. First, there must be validation of the first dose being given, with a result being read by an RN. This will require a review of the eMAR to validate the test was placed and read. Unfortunately, this will require the eMAR admin report be run for each individual on the list. There is no method to run this report for greater than one resident.

Begin by clicking on the resident name in the listing. This will take you to the immunization tab for the resident. This will show the date of the placement/original documentation. Make a note of the date of administration, this will be needed for the next step.

⊞ update step2	TB 2 Step Mantoux Skin Test (Step 1)	12/18/2015	Results Pending

Open the orders tab for the resident, click on the "Reports" button. Then select Administration Record.

Dash	Profile	Census	Med Diag	Allergy	Immun	Orders	Wts/Vitals	Results	MDS	Assmnts	Prog Note	Care Plan	Tasks	Documents

Order Listing [New] -or- Type to Create an Order Using an Order Template [Batch Update ▼] [Reports ▼]

Last Order Review: Next Order Review: Not specified Update

Set the parameters to include the date found in the immunization administration tab:

Report Type:	Monthly Reports ▼	
Administration Record(s):	☑ Medication Administration Record (MAR) ☐ Treatment Administration Record (TAR) Check All Clear All	Select Orders
Month:	Dec ▼ 2015 ▼	

You may choose to click on the "Select Orders" option and select only the PPD/TB/Mantoux related orders. This will make the search for completion of the order easier to find:

Select Orders

Administration Record(s):

☑ Medication Administration Record (MAR)
☐ Treatment Administration Record (TAR)

Check All   Clear All

1. Tuberculin PPD Solution 5 UNIT\0.1ML Inject 0.1 ml intradermally one time only for Immunization for 1 Day Read in 72 hours. (Completed)
2. RESULTS OF PPD implant 72 hours ago. If negative repeat in 7-14 days. If positive inform MD. one time only for PPD read until 12\/11\/2015 23:59 (Completed)
3. RESULTS OF PPD implant 72 hours ago. If negative repeat in 7-14 days. If positive inform MD. one time only for PPD read for 1 Day PPD given 12\/8\/15 to left forearm (Completed)
4. RESULTS OF PPD implant 72 hours ago. If negative repeat in 7-14 days. If positive inform MD. one time only for PPD read for 1 Day (Discontinued)
5. Read 2nd step PPD and record one time only until 12\/20\/2015 23:59 (Completed)

The medication admin report will run with the charting from the required time frame. This will allow the user to verify completion of the orders and result of the TB. Once verified, the immunization tab can be completed removing the item from the dashboard.

Schedule for Dec 2015	Hours	Tue 1	Wed 2	Thu 3	Fri 4	Sat 5	Sun 6	Mon 7	Tue 8	Wed 9	Thu 10	Fri 11	Sat 12
RESULTS OF PPD Implant 72 hours ago. If negative repeat in 7-14 days. If positive Inform MD. one time only for PPD read for 1 Day -Order Date- 12/07/2015 1608 -D/C Date- 12/08/2015 1325	PPD	X	X	X	X	X	X			X	X	X	X
	One Time	X	X	X	X	X	X			X	X	X	X
RESULTS OF PPD Implant 72 hours ago. If negative repeat in 7-14 days. If positive Inform MD. one time only for PPD read until 12/11/2015 23:59 -Order Date- 12/08/2015 1325	PPD	X	X	X	X	X	X	X	X	X		neg	X
	One Time	X	X	X	X	X	X	X	X	X		√ cm3 0826	X
Tuberculin PPD Solution 5 UNIT/0.1ML Inject 0.1 ml intradermally one time only for Immunization for 1 Day Read in 72 hours. -Order Date- 12/07/2015 1608	One Time	X	X	X	X	X	X		√ cm3 1227	X	X	X	X

IF the result was not completed as ordered, there are additional follow up items that will need to be conducted to "clean up" the dashboard, and resolve the clinical issue. If the order was not completed, a new order for a chest x-ray should be obtained with a chest x-ray completed to verify there is no risk of active TB in your facility.

If the resident is no longer in your facility, complete the immunization tab by selecting the result of "Unable to determine", there is a narrative box at the bottom of the page to allow for a short note explaining the why the result was not possible to be read.

This process will take longer in some facilities than in others, but with diligence, and teamwork, all dashboards can be clear and all results entered as appropriate.

A follow up training with floor nurses to prevent future occurrences should be conducted. Use of this documents as a read and sign class, and posting at the nurses stations will help in limiting the number of these errors that occur.