

Vaccination Schedule Selection



The “Schedule Selection” functionality in Florida SHOTS is designed to allow users greater flexibility with vaccination scheduling and to promote a better understanding of the reasons behind the dose evaluations and schedules selected by the system. The feature allows privileged users to change the vaccination schedule per antigen based on clinical determination (preference, medical judgment, etc.) which will alter the system-selected recommended schedule.

NOTE: To be able to have access to the **Schedule Selection** Page, a Local Organization Administrator (LOA) must grant users that access or LOA may grant themselves this access. Please contact Florida SHOTS helpdesk at 877-888-7468 if you need assistance on retrieving that information.

GRANTING ACCESS TO THE SCHEDULE SELECTION (SCHEDULE OVERRIDE)

STEP 1

Login to Florida SHOTS.

STEP 2

To retrieve your personnel list, click on the **Administration** tab. Next, click on **Personnel List**.



STEP 3

Scroll to the employee you wish to grant access for Schedule Override and click on their name.

Organization Personnel List											Training Environment
Authorized User/Personnel List											123 PEDIATRIC
Show Personnel: Active, Locked & Expired: <input checked="" type="checkbox"/> Inactive: <input type="checkbox"/> Display											
System User ID	Name	Title	IMM Provider	Sign 680	Carry 680	VFC	Start Date	End Date	Password Exp	Role	Status
AHALLXX	HALL ANNE		N	N	N	N	10/25/2018		01/23/2019	Local Org Administrator	Active

[Add New Person](#)

STEP 4

Under **Roles**, hold the **Ctrl** key while selecting **Schedule Override**. This role should be *in addition to* the role the user already has, not in place of it.

End Date:
Provider Person ID: (Displays as Provider ID for adverse events and shots given)

(TS)

Only for Staff who sign in to Florida SHOTS

Password Expiration: *
System User End Date: (Login disabled as of this date)
Confirm Password:
Roles: *

- Local Org Staff
- Org View Only
- Schedule Override
- View Transaction Stats

 Account Locked:

Selected Roles: Local Org Administrator, Schedule Override
Florida SHOTS

Florida SHOTS training acknowledged on 10/25/2018

STEP 5

Once you have selected Schedule Override, click **Submit**.

CHANGING A PATIENT'S VACCINE SCHEDULE

STEP 1

Login to Florida SHOTS and search for a patient.

STEP 2

To view the **Schedule Selection** page, click on **Immunization Status** page. On this page, you will see all current immunization statuses for your patient.

Immunization Status

User: DEASHJA PADIN

Task List

- Patients
 - Search for Patient
 - Redisplay Search Results
 - Today's Patient List
 - Search for Form 680
 - Patient Viewer
 - Release Patient Record
 - Discard Updates
- Patient Data
 - Patient Identification
 - Patient Information
 - Parent/Guardian
 - Immunization Status**
 - Vaccinations
 - Adverse Events
 - Observations
 - Contact Attempts
 - Exclude From Recall
 - New Imm Status
 - Merge History
 - Name/DOB History
 - Registry Participation
 - View Transactions
 - Religious Exemption
- Form 680
 - Form 680
- Forms
 - Form 687
 - Form 1478 (opt-out)
- Reports
 - Immunization History
 - Patient Demographics
- Remove
 - Delete Patient Record
- Record Maintenance
- Reminder Recall
- System Transactions

Antigen

DIPHTHERIA
TETANUS
PERTUSSIS
MEASLES
MUMPS
RUBELLA
HEP B
HPV
MEN
PNEUCON
POLIO
ROTAVIRUS
VZV
<input checked="" type="checkbox"/> Show 'Not Started'
CHOLERA
FLU
HEP A
JE
MENB
TYPHOID
YELLOW FEVER
ZOSTER

To be able to view or change the current vaccination schedule for a certain antigen, click on the blue “i” information button to the right of the **Current Schedule** column for the antigen you wish to review.

Antigen	Status	Current Schedule
DIPHTHERIA	Complete	Standard
TETANUS	Complete	Standard
PERTUSSIS	Complete	Standard
MEASLES	Complete	Standard
MUMPS	Complete	Standard
RUBELLA	Complete	Standard
HEP B	Complete	Standard
HIB	Complete	Standard
HPV	Complete	Alternate
PNEUCON	Complete	Standard
POLIO	Complete	Standard
ROTAVIRUS	Complete	Standard
VZV	Complete	Standard

STEP 3

Now you will see the **Schedule Selection** page. Here you may view all possible schedules that apply to the indicated antigen and may choose a different schedule than what is currently selected. At the top of the page you will be able to locate the patient’s information, including any recorded observations for each antigen.

You will see the following:

- How many doses will be VAILD, NOT VAILD, EXTRANEIOUS, and how many remain to COMPLETE the series for each possible schedule.

If each schedule is expanded to show detail, additional information will be available, including:

- The reason for each dose listed as not valid or extraneous
- The reason why the current schedule was selected (which could be because it was manually chosen)
- If not the current schedule, the schedule which is the default will show the reason why it is the default

Antigen Schedule Selection									
Back		As of: 10/22/2018 For: KATE JONES DOB: 01/01/2001 (17 yrs 9 mos 21 dys) FL SHOTS ID: 9949888927			Antigen: HPV Current Schedule: Alternate [HPV risk female 3-dose series] Antigen Observations:				
<input type="checkbox"/> Expand All Schedules									
Select Schedule	Show Details	Schedule	Type	Status	Valid Doses	Invalid Doses	Extraneous Doses	Doses to Complete	
<input type="checkbox"/>		HPV female 2-dose series	Standard	Complete	2	0	1	2	
<input type="checkbox"/>		HPV female 3-dose series	Standard	Not Complete	0	3	0	3	
Current Sch	<input type="checkbox"/>	HPV risk female 3-dose series	Alternate	Complete	3	0	0	3	
<input type="checkbox"/>		HPV risk female 2-dose series	Alternate	Complete	2	0	1	2	
Next		Return to Imm Status							

NOTE: You may click **Expand All Schedules** to be able to see all schedules compared to each other, with reasoning for invalid or extraneous doses. If you would rather view them individually, click **Show Details** next to each item.

Antigen Schedule Selection

Back

As of: 10/22/2018
 For: KATE JONES
 DOB: 01/01/2001 (17 yrs 9 mos 21 dys)
 FL SHOTS ID: 9949888927

Antigen: HPV
 Current Schedule: Alternate [HPV risk female 3-dose series]
 Antigen Observations:

Expand All Schedules

Select Schedule	Show Details	Schedule	Type	Status	Valid Doses	Invalid Doses	Extraneous Doses	Doses to Complete																				
<input type="checkbox"/>	<input type="checkbox"/>	HPV female 2-dose series	Standard	Complete	2	0	1	2																				
Shots: <table border="1"> <thead> <tr> <th>Date Given</th> <th>Vaccine Type</th> <th>Dose #</th> <th>Dose Type</th> <th>Reason</th> </tr> </thead> <tbody> <tr> <td>01/01/2011</td> <td>HPV9</td> <td>1</td> <td>Valid</td> <td></td> </tr> <tr> <td>06/01/2011</td> <td>HPV9</td> <td>2</td> <td>Valid</td> <td></td> </tr> <tr> <td>09/05/2011</td> <td>HPV9</td> <td></td> <td>Extraneous</td> <td>Extraneous: This vaccine administration exceeds the maximum number of doses for this series. So dose number will be listed as zero.</td> </tr> </tbody> </table>									Date Given	Vaccine Type	Dose #	Dose Type	Reason	01/01/2011	HPV9	1	Valid		06/01/2011	HPV9	2	Valid		09/05/2011	HPV9		Extraneous	Extraneous: This vaccine administration exceeds the maximum number of doses for this series. So dose number will be listed as zero.
Date Given	Vaccine Type	Dose #	Dose Type	Reason																								
01/01/2011	HPV9	1	Valid																									
06/01/2011	HPV9	2	Valid																									
09/05/2011	HPV9		Extraneous	Extraneous: This vaccine administration exceeds the maximum number of doses for this series. So dose number will be listed as zero.																								
<input type="checkbox"/>	<input type="checkbox"/>	HPV female 3-dose series	Standard	Not Complete	0	3	0	3																				

To manually select a schedule, click the **Select Schedule** check box to allow the system to select the schedule automatically.

Antigen Schedule Selection

Back

As of: 10/22/2018
 For: KATE JONES
 DOB: 01/01/2001 (17 yrs 9 mos 21 dys)
 FL SHOTS ID: 9949888927

Antigen: HPV
 Current Schedule: Alternate [HPV risk female 3-dose series]
 Antigen Observations:

Expand All Schedules

Select Schedule	Show Details	Schedule	Type	Status	Valid Doses	Invalid Doses	Extraneous Doses	Doses to Complete
<input type="checkbox"/>	<input type="checkbox"/>	HPV female 2-dose series	Standard	Complete	2	0	1	2
<input type="checkbox"/>	<input type="checkbox"/>	HPV female 3-dose series	Standard	Not Complete	0	3	0	3
Current Sch	<input checked="" type="checkbox"/>	HPV risk female 3-dose series	Alternate	Complete	3	0	0	3
<input type="checkbox"/>	<input type="checkbox"/>	HPV risk female 2-dose series	Alternate	Complete	2	0	1	2

Next Return to Imm Status

Click **Next** to continue.

Florida Shots™ keeping shots in check

Name: JONES, KATE
 DOB: 01/01/2001 (17 yrs 9 mos 21 dys) (6503 days)
 CIP: GENERIC PRIVATE PROVIDER

State IMM Id: 9949888927
 SSN:

Sex: Female
 Status: Complete

Submit **Immunization Status**

User: DEASHJA PADIN

Antigen	Status	Current Schedule	Dose Due	Antigen Minimum Due Date	Antigen Recommended Due Date	Complete Reason
DIPHtheria	Complete	Standard	<	02/02/2017	02/02/2022	Last Dose Given
TETANUS	Complete	Standard	<	02/02/2017	02/02/2022	Last Dose Given
PERTUSSIS	Complete	Standard	<	<	<	Last Dose Given
MEASLES	Complete	Standard	<	<	<	Last Dose Given
MUMPS	Complete	Standard	<	<	<	Last Dose Given
RUBELLA	Complete	Standard	<	<	<	Last Dose Given
HEP B	Complete	Standard	<	<	<	Last Dose Given
HIB	Complete	Standard	<	<	<	Last Dose Given
HPV	Complete	Alternate	<	<	<	Last Dose Given
PNEUCON	Complete	Standard	<	<	<	Last Dose Given
POLIO	Complete	Standard	<	<	<	Last Dose Given
ROTAVIRUS	Complete	Standard	<	<	<	Last Dose Given
VZV	Complete	Standard	<	<	<	Last Dose Given

You will automatically return to the **Immunization Status Page**.

STEP 4

Before closing or exiting the patient record, click **Submit** to save changes.



You have successfully changed the patient's Vaccination Schedule.

HELP DESK

FREE TECHNICAL SUPPORT:

877-888-7468 (SHOT)

MONDAY – FRIDAY, 8 A.M. TO 5 P.M. EASTERN

INCLUDING:

- Merging duplicate shot records
- Adding account administrators
- Unlocking Florida SHOTS accounts
- Questions about any Florida SHOTS features
- Requesting Florida SHOTS immunization schedule pads or other registry materials