

Florida SHOTS™

Documenting Vaccine Education Encounters

Contact Information

www.flshots.com

Free help desk:
877-888-SHOT (7468)
Monday – Friday, 8 a.m. to 5 p.m. Eastern



OVERVIEW

Florida SHOTS allows County Health Department users to document “vaccine education encounters” with a parent/guardian requesting a Religious Exemption using Immunization Form (DH681). Documenting vaccine education encounters in Florida SHOTS indicates that the CHD designee conducting the education session has followed the prescribed DOH Immunization Section guidelines by providing the parent/guardian with the DH8005-DCHP-05/2019 Form, indicating all recommended vaccines.

2. Documenting Vaccine Education Encounter

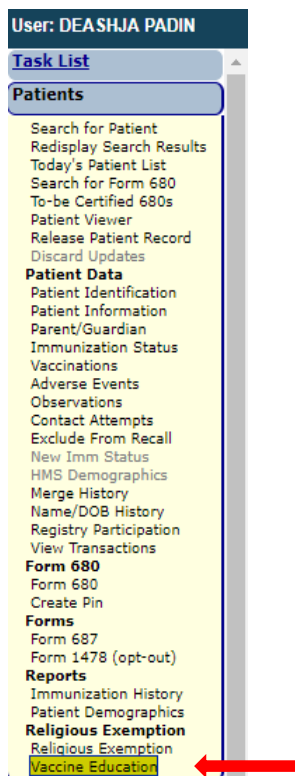
The new Vaccine Education Encounter functionality in Florida SHOTS is designed to keep a record of education given to a parent/guardian before a Religious Exemption, Immunization Form (DH681), is issued.

Step 1

Log in to Florida SHOTS. Search for your patient.

Step 2

To view the **Vaccine Education Encounter** page, click on **Vaccine Education**, located under the **Patients** Tab.



Step 3

This brings you to the **Vaccine Education Encounter Maintenance** page, where you can view the details of educational encounters previously provided. This page is also where you will record proof of a new vaccine education encounter.

*** NOTE: Any Florida SHOTS user at a County Health Department may record the Vaccine Education Encounter.**

The screenshot shows the 'Vaccine Education Encounter Maintenance' page. At the top, there is a table with columns: Encounter Date, Attendee Name (L F M), Relationship, Provider Staff, and Organization Name. Below the table is a message: 'No Vaccine Education Encounters are on file for this patient record.' Below the table is a 'Submit' button. Below that is a form titled 'Add a Vaccine Education Encounter'. The form includes fields for: Encounter Date (04/24/2019), Relationship to patient (dropdown), Attendee Last Name, Attendee First Name, Attendee Middle Name, Provider (dropdown), and Organization (DADE CHD). There is an 'Add Encounter Record' button at the bottom of the form.

Step 4

Enter the date of the vaccine education encounter.

This is a close-up of the 'Add a Vaccine Education Encounter' form. The 'Encounter Date' field is filled with '04/24/2019'. The 'Relationship to patient' field is a dropdown menu with '-- Select --' selected. The 'Attendee' fields are: Last Name (empty), First Name (empty), and Middle Name (empty). The 'Provider' field is a dropdown menu with '-- Select --' selected. There is an 'Add Encounter Record' button at the bottom right of the form.

- Select the attendee's relationship to the patient. Then, fill in their Last and First Name as the **Attendee**.

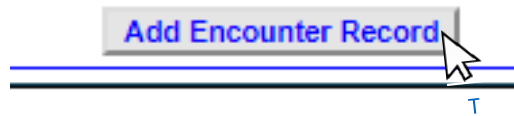
This is a close-up of the 'Add a Vaccine Education Encounter' form. The 'Encounter Date' field is filled with '04/24/2019'. The 'Relationship to patient' dropdown menu has 'Mother' selected, indicated by a red arrow. The 'Attendee' fields are: Last Name (empty), First Name (filled with 'ABC', indicated by a red arrow), and Middle Name (empty). The 'Provider' dropdown menu has 'OTHER (specify)' selected, with 'PADIN' entered in the text field below it. There are 'Add Encounter Record' and 'Cancel Encounter Record' buttons at the bottom.

- In the **Provider** drop-down menu, select the name of the individual who provided the educational encounter. If this individual is NOT listed, select **Other**. With this, you will be given two text boxes to type in the individuals Last and First Name.

Provider:* OTHER (specify) ▼
 PADIN

DEASHJA ←

Add Encounter Record Cancel Encounter Record



- After you have completed this section, click **Add Encounter Record**

Encounter Date	Attendee Name (L,F,M)	Relationship	Provider Staff	Organization Name	Delete
04/24/2019	DEFG, ABC	Mother	PADIN, DEASHJA	DADE CHD	Delete

←

Add a Vaccine Education Encounter

Encounter Date:* 04/24/2019
 Relationship to patient:* --- Select --- ▼
 Attendee:*
 Last Name * First Name * Middle Name
 Provider:* --- Select ---

Organization:* DADE CHD

Add Encounter Record

- When the vaccine education encounter is successfully saved, you will see it listed on the **Vaccine Education Encounter Maintenance** page.