

Adding Observations and Adverse Events

AUGUST 10, 2026



Florida SHOTS uses “**Observations**” to document contraindications and precautions to receiving certain vaccinations. An observation is also required to be recorded in order to issue a vaccine exemption - Part C on a DH680 form. In addition, users can add risk factors as observations to indicate non-routine administration of vaccines. When recorded, these observations will influence patient immunization schedules, forecasting, and Reminder/Recall reports.

The following describes how to document commonly used observations in the patient record. First complete the “**Patient Search**” and load the patient’s record.

ADDING HISTORY OF VARICELLA (CHICKENPOX) DISEASE:

1. Click the “**Observations**” menu item on the left to open the “**Observation List**” page. Select “**Add New Observation**” button.

2. Select Varicella for “**Vaccine Group**” and “**Immunity to a disease**” from “**Include observation types.**” Click on “**Show Matching Observations.**”

3. Select “**Healthcare provider verified history of or diagnosis of Varicella**” or “**Laboratory Evidence of Immunity**” from the “**Description**” list, and you will be prompted to enter the “**Date identified**” and “**Disease year.**” Click the “**Next**” button in the lower left corner.

- Click the **“Submit”** button in the upper left corner to save.

ADDING OBSERVATIONS:

- Open the patient record, select the **“Observations”** menu option to open the **“Observation List”** page. Click on the **“Add New Observation”** button.

- Enter the vaccine that the exemption is being issued for in the **“Include observations that contain”** field or select it in the **“Vaccine Group”** from **“Include observation that apply to”**. Click on **“Show Matching Observations”**.

3. Select the observation from “Description” list.

Find Observation

Training Environment

Include observations that contain:

MMR

Include observations that apply to:

☒ Any Antigen or Vaccine

☐ Vaccine Group

--- Select ---

Include observation types:

☒ Contraindications and Precautions
 ☒ Immunity to a disease
 ☐ Risk factors indicating additional vaccinations

Show Matching Observations

Return to Observation List

Description	Perm/Temp	Type	Applies To
Adverse reaction to vaccine component	Permanent	Contraindication for All Vaccines	COVID-19;Chikungunya;Cholera;Dengue;Diphtheria;Ebola;HPV;HepA;HepB;Hib;Influenza;Japanese Encephalitis;Measles;Meningococcal;Meningococcal B;Mumps;Orthopoxvirus;Pertussis;Pneumococcal;Polio;RSV;Rabies;Rotavirus;Rubella;Smallpox;TBE;Tetanus;Typhoid;Varicella;Yellow Fever;Zoster
Chemotherapy	Permanent	Contraindication for antigens	Measles;Mumps;Rubella;Varicella
		Indication for risk schedules	Hib risk child 2-dose series when 12 months or older and less than 5 years
Cytomegalovirus IGIV	Temporary	Contraindication for antigens	Measles;Mumps;Rubella;Varicella
Family history of altered immunocompetence	Permanent	Contraindication for antigens	Measles;Mumps;Rubella;Varicella
Generalized malignant neoplasm	Permanent	Contraindication for vaccines	FLU-MIST;FLU-MIST SELF ADMIN;FLU-MIST TRI;TYPHOID PO
		Contraindication for antigens	Dengue;Measles;Mumps;Rubella;Varicella;Yellow Fever
		Indication for risk schedules	HPV risk 3-dose series when 9 years or older;HPV risk male 3-dose series when 9 years or older;Pneumococcal risk 19+ years immunocompromised PCV-PPSV-PPSV series when 19 years or older;Pneumococcal risk 19+ years immunocompromised PPSV-

NOTE: The vaccine needs to be recorded in the patient record in order to be allowed to add an observation for it. This message will alert user if this is missing:

www.flshots.com says

This observation requires an adverse event to be on patient record before it can be added. Please document the adverse event first before adding this observation.
 This observation cannot be added.

OK

Additionally, certain permanent observations will require an adverse event to be documented for the specific vaccine. This message will alert user if missing:

flshotstest.doh.ad.state.fl.us says

Missing adverse event
 This observation cannot be added.

OK

- You will be prompted to enter the date of when the observation was identified in the **“Date identified”** field with optional comments. Click on the **“Next”** button to proceed.

Add Observation Training Environment

Description: Severe allergic reaction after previous dose of Measles

Type: Contraindication for antigens Measles,Mumps,Rubella
Contraindication for vaccines MMRV

Perm/Temp: Permanent

Date Identified: * 08/06/2026

Comments:

* Asterisk indicates a required field

Next Return to Observation List Cancel

- Click the **“Submit”** button in the upper left corner to save the observation.

Submit Observation List Training Environment

User: FATIMA AVILES

Description	Expires	Type	Applies To	Delete?
Severe allergic reaction after previous dose of Measles	Permanent	Contraindication for vaccines Contraindication for antigens	MMRV Measles,Mumps,Rubella	☐

Next Add New Observation Hide Expired Observations Cancel

ADDING ADVERSE EVENT:

- Open the patient record, select the **“Adverse Events”** menu option to open the Adverse Events page. Click on the **“Vaccination Date”** for the vaccine you are documenting the adverse event for. Click on the **“Vaccination Date”** for the vaccine you are documenting the adverse event for.

Submit Adverse Events Training Environment

User: FATIMA AVILES

Task List

- Patients
- Search for Patient
- Redisplay Search Results
- Today's Patient List
- Search for Form 680
- To-be Certified 680s
- 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
- Forms
- Form 680 (name only)
- Form 680 (school entry)
- Create Form 680 Pin
- Form 686 (Imm History)

Select Vaccination Date

Vaccination Date	Adverse Event	Del?
07/29/2026	N	
05/20/2026	N	
01/20/2026	N	
11/10/2025	N	
04/15/2020	N	
04/05/2020	N	
02/26/2016	N	
09/18/2013	N	
08/09/2012	N	
04/15/2012	N	
04/04/2012	N	
01/12/2012	N	
07/13/2011	N	
05/09/2011	N	
03/29/2011	N	
02/10/2011	N	

Next

- Enter the information about the Adverse Event(s) associated with the vaccination(s) given on the selected date. Choose one or more symptoms experienced by the patient. Choose from the vaccine types given on the selected date. Click on the **“Next”** button to proceed.

Adverse Event Record Training Environment

Adverse Event Details

Vaccine Date: 07/29/2026
 Date Onset: 07/29/2026
 Person Reporting: PAM PERRY
 Reporting Phone:
 Date of Death:
 Provider Org ID: --- Select ---
 Provider Person ID:
 Comments:

Symptoms*

- Adenopathy
- Adverse death ind
- Adverse oth
- Allergic Event
- Anaphalaxis ind
- Arthralgia ind
- Asptc mening ind
- Asthma ind

Vaccine Types*

- TDAP

Note: Hold down ctrl-key to select multiple Symptoms or Vaccine Types

[Link to VAERS](#)

* Asterisk indicates a required field

Next Cancel

- Click the **“Submit”** button in the upper left corner to save the observation.

Submit Adverse Events

User: FATIMA AVILES

Task List

- Search for Patient
- Redisplay Search Results
- Today's Patient List
- Search for Form 680
- To-be Certified 680s
- 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
- Forms**
- Form 680 (name only)
- Form 680 (school entry)
- Create Form 680 Pin
- Form 686 (Imm History)

Select Vaccination Date

Vaccination Date	Adverse Event	Del?
07/29/2026	Y	☐
05/20/2026	N	☐
01/20/2026	N	☐
11/10/2025	N	☐
04/15/2020	N	☐
04/05/2020	N	☐
02/26/2016	N	☐
09/18/2013	N	☐
08/09/2012	N	☐
04/15/2012	N	☐
04/04/2012	N	☐
01/12/2012	N	☐
07/13/2011	N	☐
05/09/2011	N	☐
03/29/2011	N	☐
02/10/2011	N	☐

Next

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