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.

**Step 4**

Enter the date of the vaccine education encounter.

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

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

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