

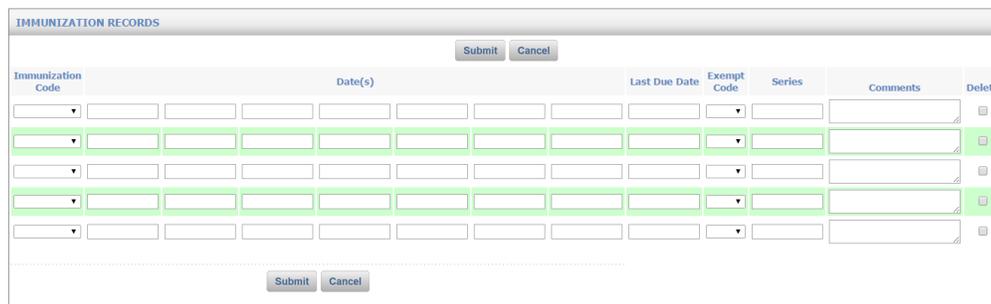
iHealth – Viewing/Entering Student Immunizations

This Quick Guide describes how to enter immunizations for your students.

Process:

1. From the  **iHealth System** folder, click on the  **Add/Modify Student** link.
2. Search for your student using the parameters under the **STUDENTS FILTERS** section of the page.
***Helpful Hint!** It is recommended to search for your student by entering data only the fewest possible fields (e.g. only last name, or only student id).*
***Helpful Hint!** If you are having trouble finding your student, try changing the Enrollment filter to All or None. If the student returns under All or None, the student is not currently enrolled. You should verify student and/or student status before proceeding.*
3. Select the student by clicking on the Student ID or LASID.
4. The student's Profile page will display. Click on the **Immunizations** tab to view and edit student immunization data.
5. The immunizations page will display any immunizations that have been configured as "required" (whether or not doses have been entered for the student yet), as well as any non-required immunizations that have been entered for the student.
6. There are several methods by which immunization dates or exemptions can be entered from this page.

- a. Click the **Edit All** button for quick entry of required immunizations and doses. This page will allow you to enter and/or edit for only those immunization types and number of dosages set up as "required" by your system admin, as well as exemption codes and comments for each of the immunization types. You will also be able to edit and enter up to one more date for any non-required immunizations already entered.
- b. Click the **+ Add** button to add any immunization (required or not). This page will allow entering up to 5 immunization types of your selection and up to 7 dosage dates for each selected immunization type, as well as exemption codes, comments, etc.



Immunization Code	Date(s)	Last Due Date	Exempt Code	Series	Comments	Delete
<input type="text"/>	<input type="checkbox"/>					
<input type="text"/>	<input type="checkbox"/>					
<input type="text"/>	<input type="checkbox"/>					
<input type="text"/>	<input type="checkbox"/>					
<input type="text"/>	<input type="checkbox"/>					

- c. Click the link to any of the existing immunizations to edit or enter dates for that specific immunization type. For required immunizations, you will be able to edit any existing date, and add any additional types up to the configured number of doses. For any non-required immunization types, you will be able to edit any existing date, and add up to one more date. In both cases, you will also be able to enter/edit exemption codes, comments, etc.
7. Click the Save button to save all updates, or click cancel to discard any changes.

