

Tennessee Immunization Information System (TennIIS)

Pharmacy User Quick Reference Guide

Description of this guide:

This guide describes basic TennIIS functionality for **PHARMACY USERS**. This guide does *not* include health department, medical office, or school/childcare facility users (see separate quick reference guides for alternate user types).

Included in this guide:

- [Searching for a Patient](#)
- [Adding a Patient](#)
- [Editing Demographic Information](#)
- [Viewing a Patient's Vaccinations](#)
- [Adding Administered Vaccinations](#)
- [Adding Historical Vaccinations](#)
- [Editing Vaccination Information](#)
- [Deleting Vaccinations](#)
- [Generating the official TN Certificate of Immunization](#)
- [Adding Vaccinator Name as Default](#)
- [Adding Route and Site as Default](#)
- [Adding Vaccination Volume as Default](#)

Please contact TennIIS.Training@tn.gov or 1-800-342-1813 with questions about this quick reference guide.

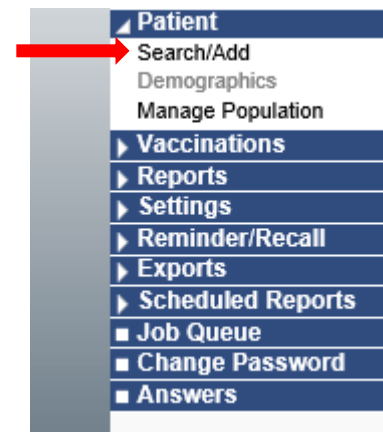
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Searching for a Patient

1) Using the Navigation Menu, click on the "Patient" menu heading.



2) Click "Search/Add".



3) Enter search criteria using these three search tips:

- Enter patient's first name and last name
- OR
- Enter patient's first name or last name and birth date
- OR
- Enter "%" (wildcard) in the first and last name fields to replace multiple characters

Patient Search Click here to use the "advanced" search

First Name or Initial:	<input type="text"/>	ID:	<input type="text"/>
Last Name or Initial:	<input type="text"/>	SIIIS Patient ID / Bar Code:	<input type="text"/>
Birth Date:	<input type="text" value="mm/dd/yyyy"/>	Chart Number:	<input type="text"/>
		Organization Medical ID:	<input type="text"/>
		SSN:	<input type="text"/>
		Passport #:	<input type="text"/>
		Visa #:	<input type="text"/>

Family and Address Information:

Guardian First Name:	<input type="text"/>	Mother's Maiden Name:	<input type="text"/>
Street:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text" value="Select"/>
Zip Code:	<input type="text"/>	Phone Number:	<input type="text"/>
Country:	<input type="text" value="United States"/>		

Note: When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and _ to replace a single character.

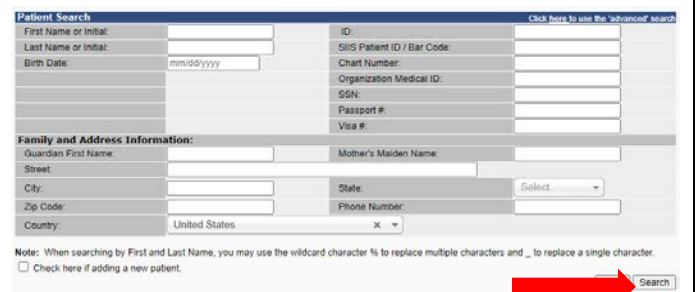
☐ Check here if adding a new patient.

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4) Click "Search".



Patient Search [Click here to use the 'advanced' search](#)

First Name or Initial: ID:
 Last Name or Initial: SIIS Patient ID / Bar Code:
 Birth Date: Chart Number:
 Organization Medical ID:
 SSN:
 Passport #:
 Visa #:

Family and Address Information:

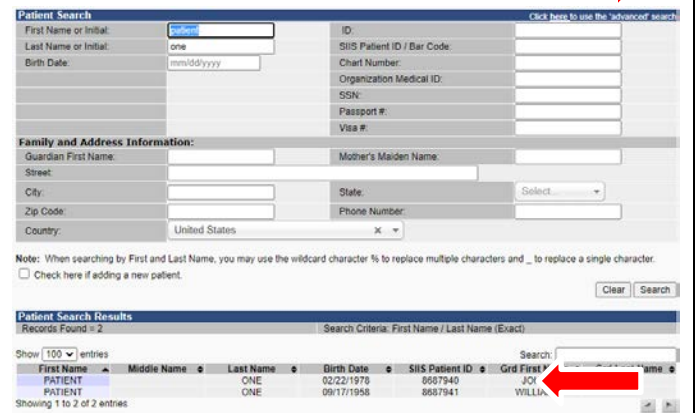
Guardian First Name: Mother's Maiden Name:
 Street:
 City: State:
 Zip Code: Phone Number:
 Country:

Note: When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and _ to replace a single character.
☐ Check here if adding a new patient.

5) TennIIS will take you directly to the Patient Demographic Master View if an exact match is found.

If multiple results display, select the correct patient to view the Patient Demographic Master View.

Sort Patient Search Results by clicking on the black arrow located at the top of each column.



Patient Search [Click here to use the 'advanced' search](#)

First Name or Initial: ID:
 Last Name or Initial: SIIS Patient ID / Bar Code:
 Birth Date: Chart Number:
 Organization Medical ID:
 SSN:
 Passport #:
 Visa #:

Family and Address Information:

Guardian First Name: Mother's Maiden Name:
 Street:
 City: State:
 Zip Code: Phone Number:
 Country:

Note: When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and _ to replace a single character.
☐ Check here if adding a new patient.

Patient Search Results [Search Criteria: First Name / Last Name \(Exact\)](#)

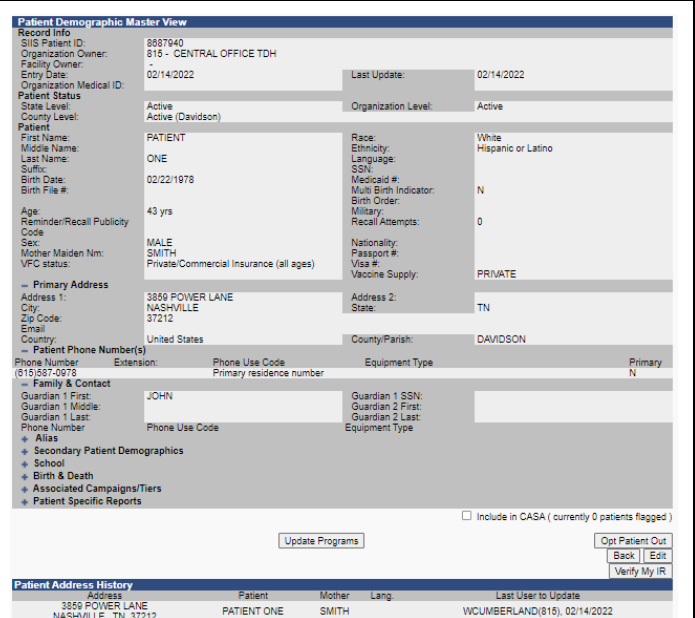
Records Found: 2

Show: 100 entries

First Name	Middle Name	Last Name	Birth Date	SIIS Patient ID	Grid First	Grid Last	Grid Middle
PATIENT	ONE	ONE	02/22/1978	8687940	JOI	WILLIAMS	
PATIENT	ONE	ONE	09/17/1958	8687941	JOI	WILLIAMS	

Showing 1 to 2 of 2 entries

6) Patient Demographic Master View will display.



Patient Demographic Master View

Record Info: 8687940
 SIIS Patient ID: 815 - CENTRAL OFFICE TDH
 Organization Owner: Entry Date: 02/14/2022 Last Update: 02/14/2022
 Facility Owner: Organization Medical ID:
 Patient Status: Active (Davidson) Organization Level: Active
 State Level: Active
 County Level: PATIENT
 First Name: Middle Name: ONE
 Last Name: ONE
 Birth Date: 02/22/1978
 Birth File #: 43 yrs
 Age: 43 yrs
 Reminder/Recall Pubility Code: MALE
 Sex: SMITH
 Mother Maiden Nm: Private/Commercial Insurance (all ages)
 VFC status: Private/Commercial Insurance (all ages)

Primary Address

Address 1: 3850 POWER LANE
 City: NASHVILLE
 Zip Code: 37212
 Email:
 Country: United States
 County/Parish: DAVIDSON

Phone Number(s)

Phone Number: (615) 587-2078 Extension: Phone Use Code: Equipment Type: Primary: N

Family & Contact

Guardian 1 First: JOHN
 Guardian 1 Middle:
 Guardian 1 Last:
 Phone Number: Phone Use Code:
 Guardian 1 SSN:
 Guardian 2 First:
 Guardian 2 Last:
 Equipment Type:

Secondary Patient Demographics

☐ School
☐ Birth & Death
☐ Associated Campaigns/Tiers
☐ Patient Specific Reports

☐ Include in CASA (currently 0 patients flagged)

Patient Address History

Address	Patient	Mother	Lang	Last User to Update
3850 POWER LANE NASHVILLE, TN 37212	PATIENT ONE	SMITH		WCUMBERLAND(815), 02/14/2022

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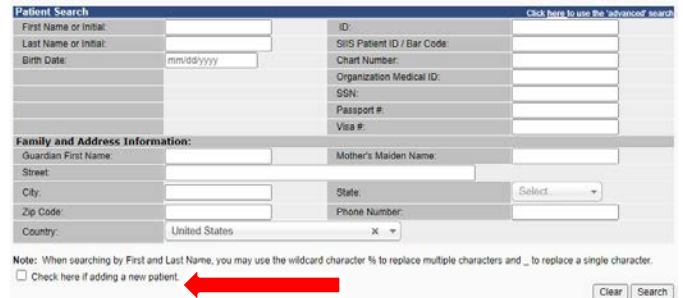
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Adding a Patient

Note: Before attempting to add a new patient, search using all [methods listed above](#) to avoid creating duplicate records.

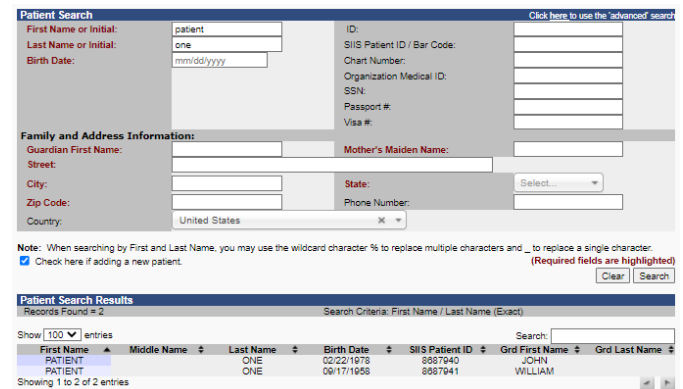
- From the [Patient Search/Add Page](#) click the “Check here if adding a new patient” checkbox at the bottom of the Patient Search field.



The screenshot shows the 'Patient Search' form. The 'Check here if adding a new patient' checkbox is located at the bottom of the form, below the 'Family and Address Information' section. A red arrow points to this checkbox.

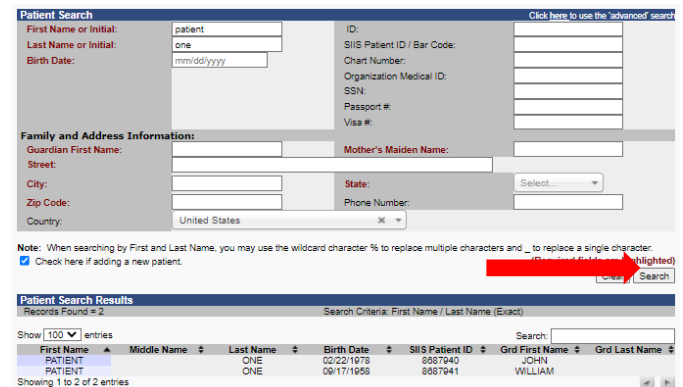
- Enter all of the required information (highlighted in red):

- First name or Initial
- Last name or Initial
- Birth date
- Guardian’s first name
- Mother’s maiden name
- Complete mailing address



The screenshot shows the 'Patient Search' form with the following fields highlighted in red: First Name or Initial, Last Name or Initial, Birth Date, Guardian First Name, Mother's Maiden Name, City, State, Zip Code, and Country. The 'Check here if adding a new patient' checkbox is also checked.

- Click “Search”.



The screenshot shows the 'Patient Search Results' page. The search criteria are 'First Name / Last Name (Exact)'. The results show two entries: 'PATIENT' and 'PATIENT'. The 'PATIENT' entry is highlighted in red. The 'Check here if adding a new patient' checkbox is also checked.

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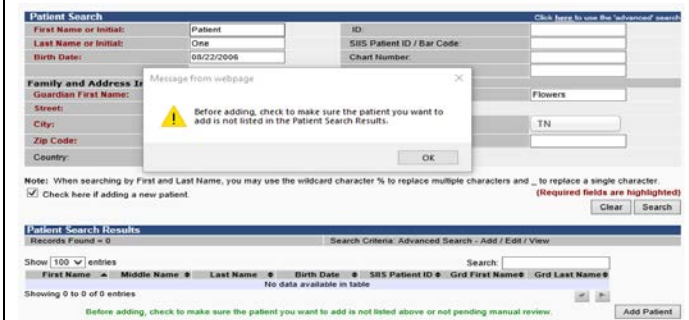
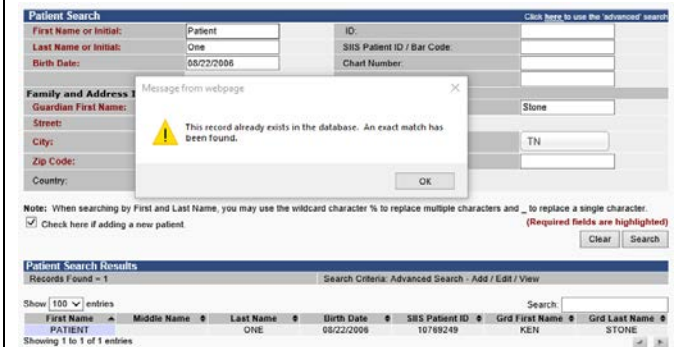
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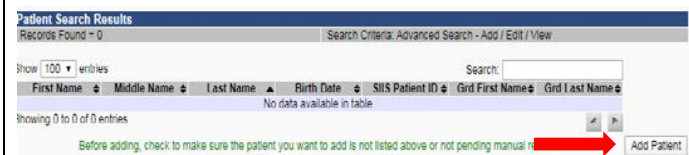
- 4) A dialog box will appear with one of the following messages:
- “Before adding, check to make sure the patient you want to add is not listed in the Patient Search Results.”
 - OR
 - “This record already exists in the database. An exact match has been found.”

Click “OK” to close the dialog box.

Note: If a positive match is found, select the patient from the search results. If the system finds an exact match of the record, you will not be able to add a new patient.

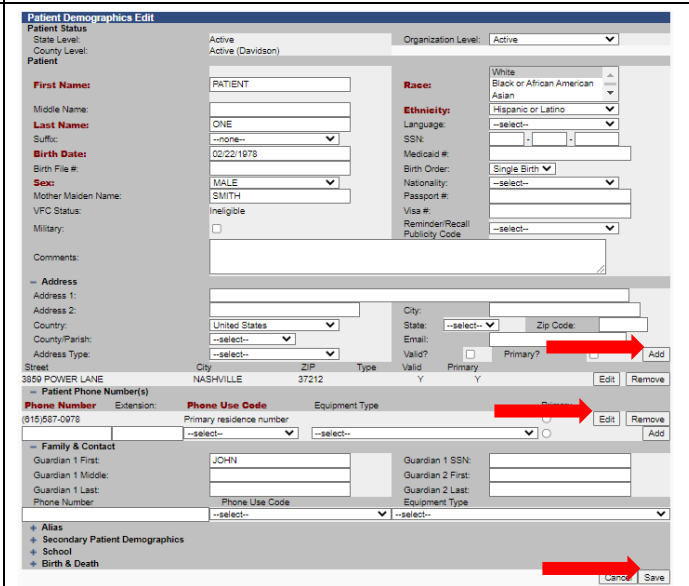
- 5) If no match is found or the patient you are searching for is not listed in the search results, click “Add Patient”.



- 6) TennIIS will then automatically go to the Patient Demographics Edit.

Note: The “Phone Number” and “Address” sections contain an “Add” button to enter address and phone number information only. Once entered, users will additionally have “Edit” and “Remove” keys to use respectively for both sections.

Enter patient information into the appropriate fields then click “Save” to complete adding new patient.



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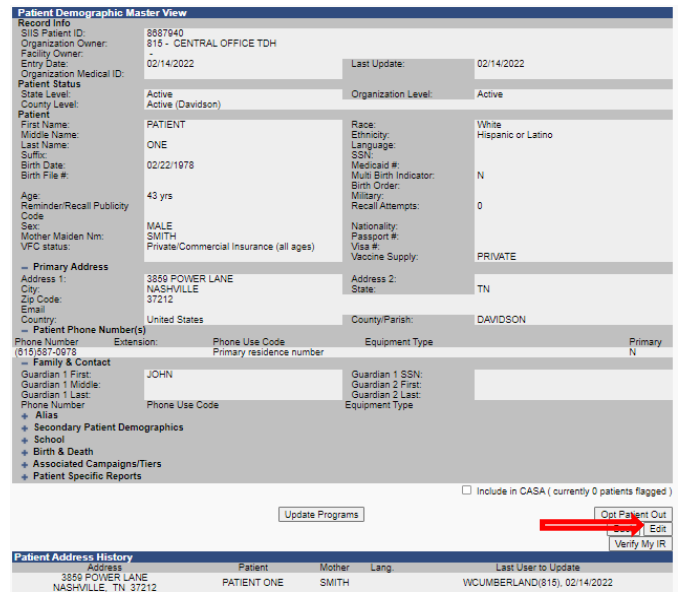
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Editing Demographic Information

1) [Search for the patient](#) and select the correct patient from the list.

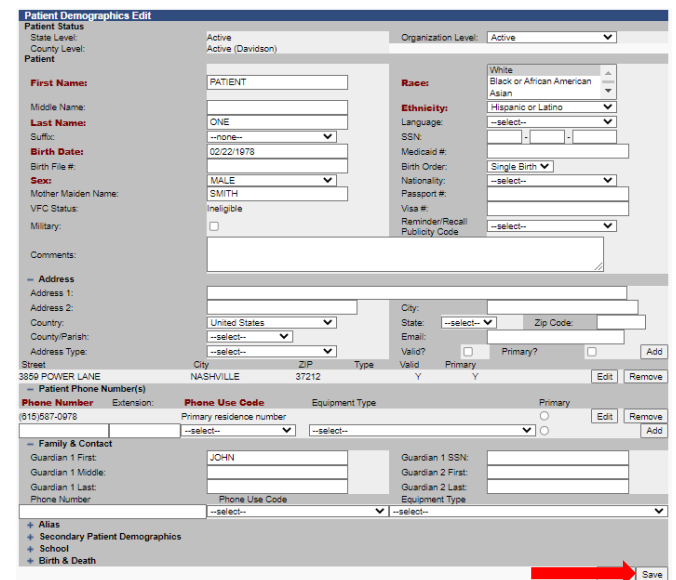
2) From the Patient Demographics Master View, click "Edit".



3) Edit the desired fields. Red fields are mandatory.

Note: The "Phone Number" and "Address" sections contain an "Add" button to enter address and phone number information only. Once entered, users will additionally have "Edit" and "Remove" keys to use respectively for both sections.

Enter patient information into the appropriate fields then click "Save" to complete editing patient.



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4) Editing optional patient demographics:

Patient Demographic Edit:

- **Language** – select language.
- **Birth Order** – if the patient is a twin, triplet, etc., enter the birth order in the first dropdown.
- **Inactivate Patient** – use the inactive dropdown menu to select the appropriate status.
- **VFC Status** – select the patient's VFC status from the dropdown box.

Address section – enter the following fields to update or enter the patient's address:

- **Address 1** – street or PO Box number
- **Address 2** – apartment number
- Enter the zip code and the correct city, state, and county will automatically populate for you.

Alias section

- Enter a nickname, maiden or second last name into these fields to allow users to search by the alias name.

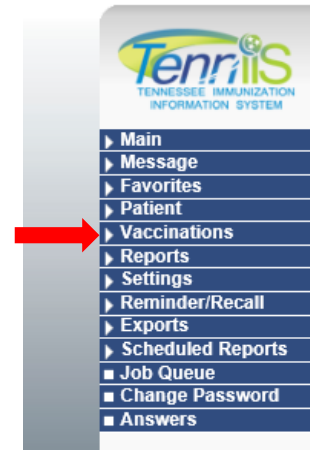
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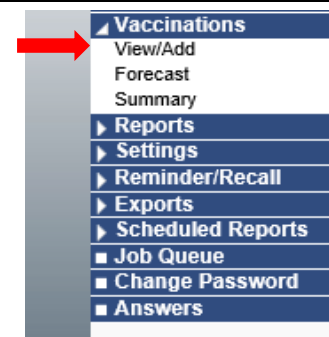
Viewing a Patient's Vaccinations

1) [Search for the patient](#) and select the correct patient from the list.

2) Using the Navigation Menu, click on the "Vaccinations" menu heading.



3) Click "View/Add".



4) The Vaccination View/Add screen will appear where users can see the patient's full vaccination history (if applicable).

This screen has three sections:

- Patient
- Vaccination Forecast:
 - o Vaccine Family name displays if series not complete
 - o Recommended Date is routine ACIP schedule
 - o Minimum Valid Date is earliest vaccine could be given to be valid dose
 - o Status is as of today and will be either Past Due, Due Now, or Not Yet Due

Patient			
Name:	PATIENT ONE	SIIS Patient ID:	8887940
Date of Birth:	02/22/1978	Age:	43 yrs
Guardian:	JOHN	Organization Level Status:	Active

Vaccination Forecast					
The forecast automatically switches to the catch-up schedule when a patient is behind schedule.					
Vaccine Group	Forecasted Dose	Recommended Date	Minimum Valid Date	Overdue Date	Status
MMR	1	02/22/1979	02/22/1979	07/19/1979	Past Due
Tdap	1	02/22/1985	02/22/1985	02/22/1985	Past Due
Coronavirus (SARS-CoV-2)(COVID-19)	1	12/12/2020	12/12/2020	01/22/2021	Past Due
FLU	1	07/01/2021	07/01/2021	07/28/2021	Past Due

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- Vaccination View
 - o * after date = historical vaccination
 - o No * after date = administered vaccination
 - o X in front of date = invalid vaccination

Vaccination View/Add						
(* - Historicals, # - Adverse Reaction, !1 - Warning, !2 - Warning, !3 - Warning, * - Unverified Historicals, ^ - Compromised Vaccination)						
Documented By: <input type="text"/>		Double-click in any date field below to enter the default date: 02/14/2022				
Vaccine	1	2	3	4	5	6
DtaPHib-IPV (Pentacel®)	02/17/2007	04/21/2007 *	06/27/2007 *	X 06/01/2009 *		
DtaPHib-IPV (Kinrix® Quadracel®)	07/03/2012 *					
Hep A, pediatric, 2 dose (Vaqta® / Havrix®)	12/10/2007 *	X 01/01/2008 *	07/28/2009 *	08/01/2009 *	!3	
Hep B Ped/Adol - Preserv Free (Recombivax HB® / Engerix-B®)	02/17/2007	09/01/2020 *	12/01/2020 *			
MMR (MMR II®)	12/17/2009 *	07/03/2014 *				
Pneumococcal conjugate PCV 13 (Prevnar 13®)	04/21/2007 *	07/14/2007 *	03/22/2008 *			
Tdap (Adacel® / Boostrix®)	02/13/2019 *					
varicella (Varivax®)	01/01/2020 *	12/01/2020 *				
COVID-19, mRNA, LNP-S, PF, 100 mcg/0.5 mL dose (Moderna COVID-19 vaccine)						
COVID-19, mRNA, LNP-S, PF, 30 mcg/0.3 mL dose (Pfizer COVID-19 vaccine)						

- 5) Click on vaccine date to display the Vaccination Details Screen.

Note: Organization and/or Facility fields show facility that entered either administered or historical vaccinations into TennIIS.

Patient			
Name:	PATIENT ONE	SIIS Patient ID:	8687940
Date of Birth:	02/22/1976	Age:	43 yrs
Guardian:	JOHN	Organization Level Status:	Active
Vaccination Detail			
Vaccine:	Hep A, adult (Vaqta® / Havrix®)		
Date Administered:	02/14/2022		
Historical:	Yes		
Manufacturer:			
Lot Number:			
Lot Facility:			
Funding Source:			
Provider Noted on Record:			
Lot Noted on Record:			
Manufacturer Noted on Record:			
Vaccinator:			
Organization:	815 - CENTRAL OFFICE TDH		
Facility (Facility SIIS ID):			
Campaign:			
Tier:			
Anatomical Site:			
Anatomical Route:	Full		
Dose Size:			
Volume (CC):	(Unknown)		
VFC Status:			
Revaccination Reason:			
Adverse Reaction:			
District/Region:			
Dates of VIS Publications:			
Date VIS Form Given:			
Ordering Provider:			
Comments:			
<input type="button" value="Cancel"/> <input type="button" value="Edit Record"/> <input type="button" value="Delete Record"/> <input type="button" value="Add/Edit Adverse Reactions"/>			

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Adding Administered Vaccinations

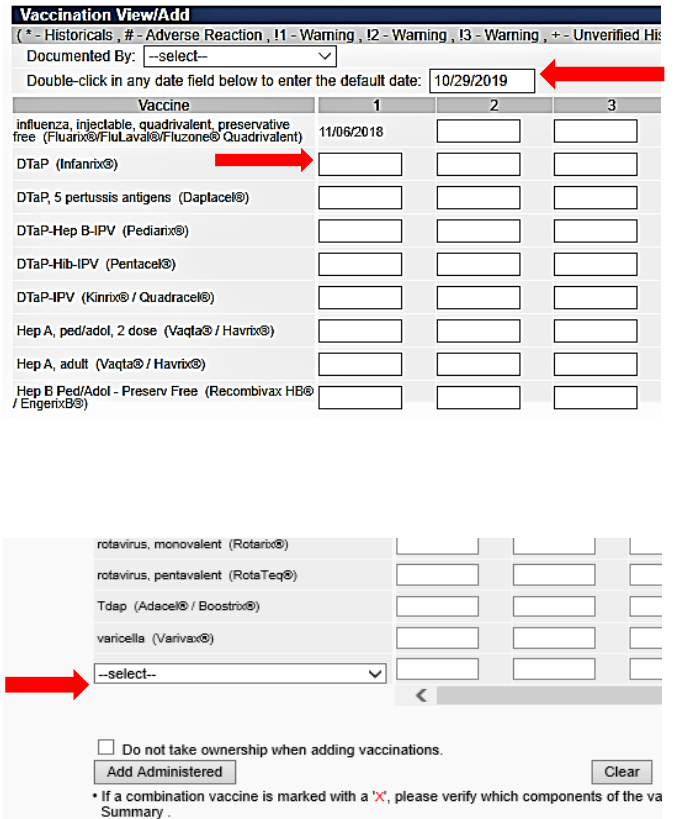
Note: Administered vaccinations are shots that were both administered at your facility and entered into TennIIS by someone at your facility. These vaccinations may only be modified or deleted by staff within your facility.

1) From the [Vaccination View/Add Screen](#) :

Type the date in the field next to the appropriate vaccine name to enter the date the vaccine was given.

Helpful tip: to enter vaccination dates quickly, double click in the “date field” to automatically enter today’s date as the default. To change the default date, enter the date you’d like as the default in the default date box on top of the vaccination date grid.

Note: the drop-down menu located at the bottom of the vaccination list which will contain additional vaccine selections. Once a vaccine is selected from the drop-down, a new line will appear for that vaccine in which the user can add dates.



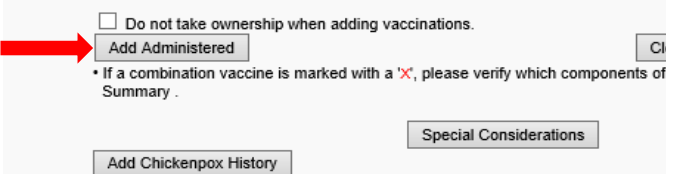
Vaccination View/Add
 (* - Historicals, # - Adverse Reaction, !1 - Warning, !2 - Warning, !3 - Warning, +- Unverified History)
 Documented By: --select--
 Double-click in any date field below to enter the default date: 10/29/2019

Vaccine	1	2	3
influenza, injectable, quadrivalent, preservative free (Fluarix®/FluLaval®/Fluzone® Quadrivalent)	11/06/2018		
DTaP (Infanrix®)			
DTaP, 5 pertussis antigens (Daptacel®)			
DTaP-Hep B-IPV (Pediarix®)			
DTaP-Hib-IPV (Pentacel®)			
DTaP-IPV (Kinrix® / Quadracel®)			
Hep A, ped/adol, 2 dose (Vaqta® / Havrix®)			
Hep A, adult (Vaqta® / Havrix®)			
Hep B Ped/Adol - Preserv Free (Recombivax HB® / Engerix®)			
rotavirus, monovalent (Rotarix®)			
rotavirus, pentavalent (RotaTeq®)			
Tdap (Adacel® / Boostrix®)			
varicella (Varivax®)			
--select--			

☐ Do not take ownership when adding vaccinations.

 * If a combination vaccine is marked with a 'X', please verify which components of the vaccine are administered.

2) Click “Add Administered” once all dates are entered.



☐ Do not take ownership when adding vaccinations.

 * If a combination vaccine is marked with a 'X', please verify which components of the vaccine are administered.

3) A VFC Eligibility Update screen will open. Update the VFC eligibility of the patient at the time of this vaccine. Click “Continue”.



VFC Eligibility Update
 Current VFC Status: Private/Commercial Insurance (all ages)
 --select--

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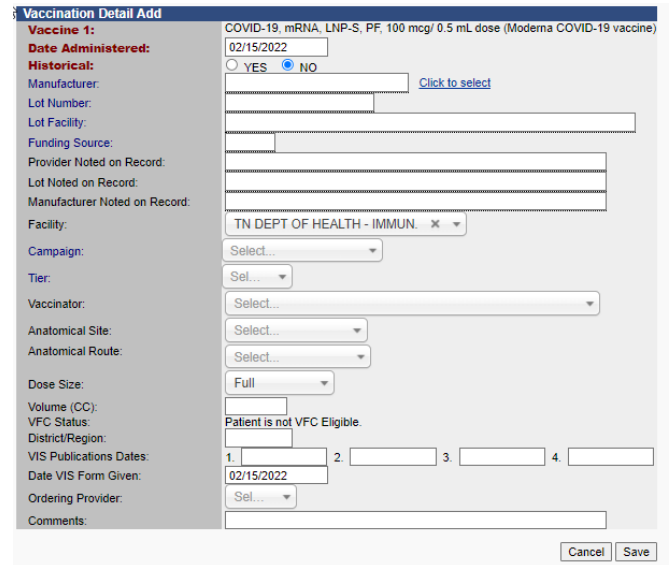
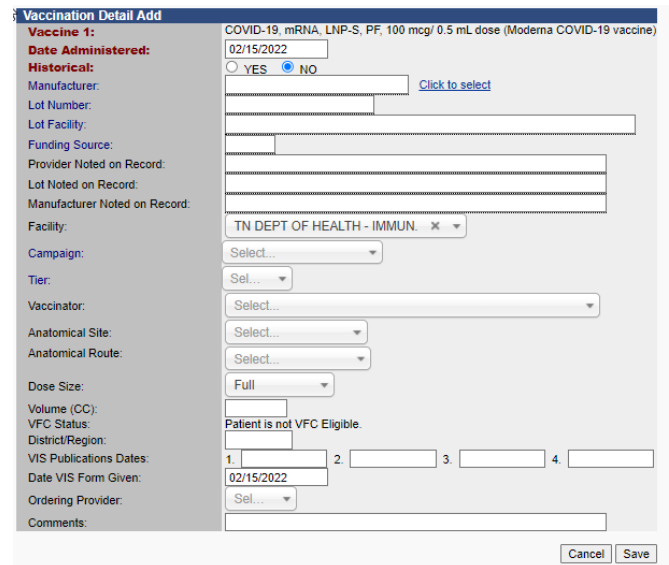
4) The Vaccination Detail Add screen will open.

This screen allows you to view and edit information about the vaccination.

For privately, purchased vaccines, You may manually enter "Provider Noted on Record", "Lot Noted on Record", Manufacturer Noted on Record.

For VFC vaccines, click "Click to Select" link to choose vaccine directly from TennIIS Inventory. "Manufacturer", "Lot Number", "Lot Facility", "Funding Source", will auto-populate once vaccine is selected.

Click "Save" when finished – TennIIS will go back to the [Vaccination View/Add Screen](#).

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Adding Historical Vaccinations

Note: Historical vaccinations are shots that were administered by providers outside of your facility. Historical vaccinations include those given out of state and country.

1) From the [Vaccination View/Add Screen](#) :

Type the date in the field next to the appropriate vaccine name to enter the date the vaccine was given (see red box).

Helpful tip: to enter vaccination dates quickly, double click in the date field to automatically enter today's date as the default. To change the default date, enter the date you'd like as the default in the Default Date box on top of the Vaccination Date grid (see red arrow).

Note the drop-down menu located at the bottom of the vaccination list which will contain additional vaccine selections. Once a vaccine is selected from the drop-down, a new line will appear for that vaccine in which the user can add dates.

2) Click "Add Historicals" after all of the historical dates have been entered.

TennIIS will add the historical data and take you back to the [Vaccination View/Add Screen](#).

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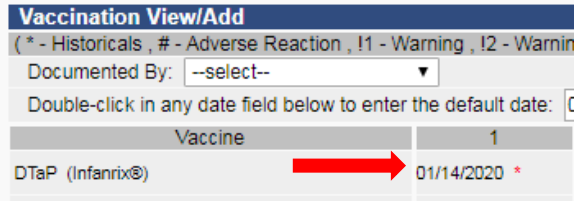
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Editing Vaccination Information

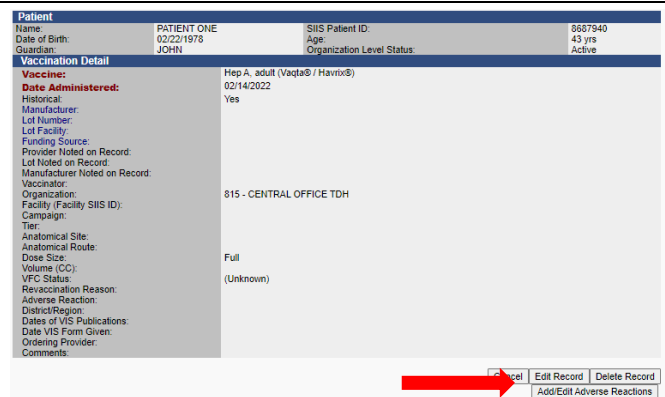
1) From the [Vaccination View/Add Screen](#) :

Click on the date of the vaccination you want to edit. You will be taken to the Vaccination Detail page.

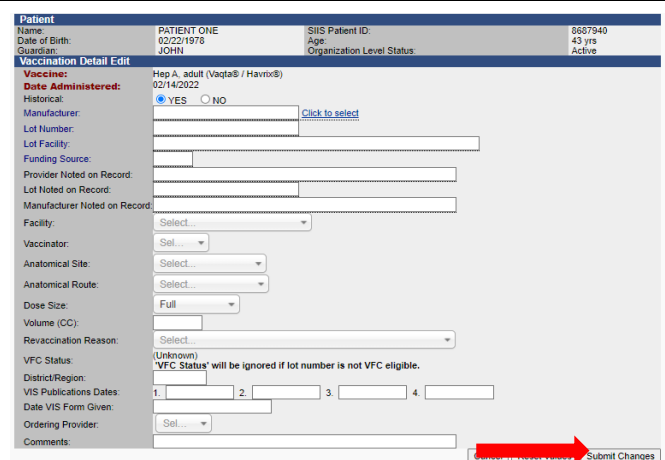
Note: Administered vaccinations may only be modified or deleted by staff within the administering facility.



2) Click "Edit Record".



3) Make the appropriate changes in the fields and click "Submit Changes."



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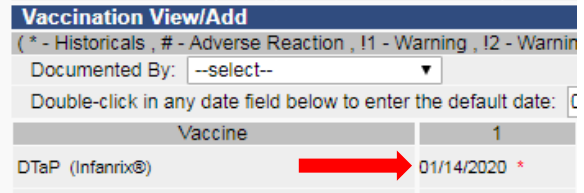
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Deleting Vaccinations

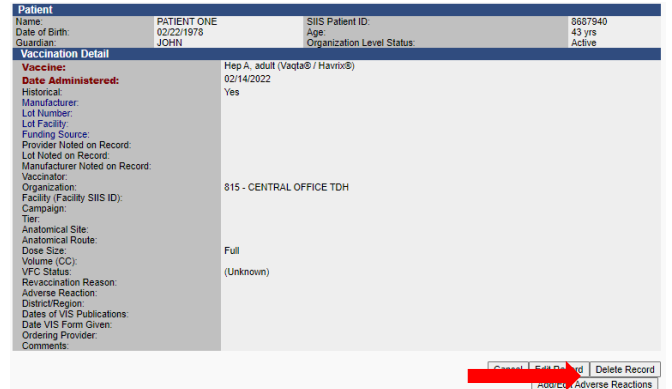
1) From the [Vaccination View/Add Screen](#) :

Click on the date of the vaccination you want to delete.

Note: Dates must be individually deleted.

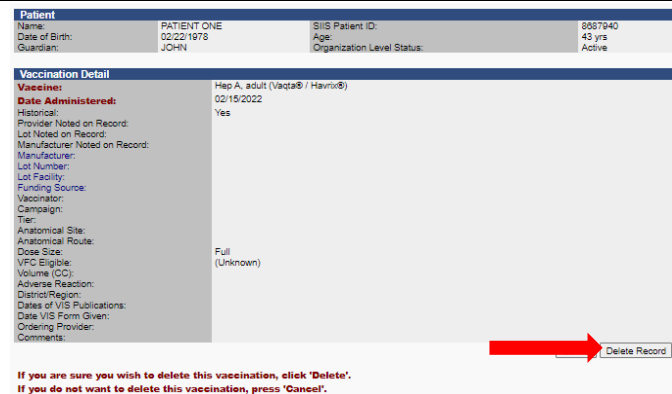


2) Click “Delete Record” on the Vaccination Detail page.



3) Click “Delete Record” on the confirmation page.

Note: administered vaccinations can only be deleted by users in the administering facility.



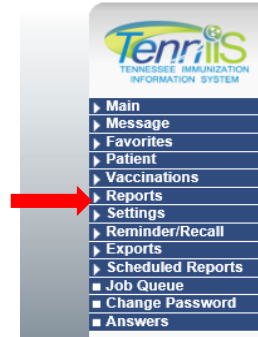
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Generating the official TN Certificate of Immunization

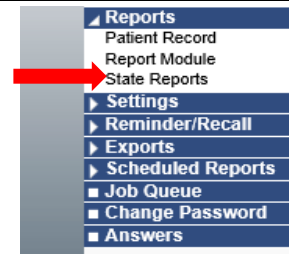
Note: The Tennessee Immunization Certificate is required for children in child care or pre-school, and when they enroll for the first time in a school located in Tennessee. In addition, all currently enrolled students entering 7th grade must provide a certificate showing they have had the vaccines required for 7th grade entry.

1) [Search for the patient](#) and select the correct patient from the list.

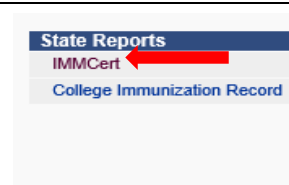
2) Using the Navigation Menu, click on the "Reports" menu heading.



3) Click "State Reports".



4) Click "IMMCert" (this link is only available for patients less than 20 years old).



5) Click the appropriate "radio button" for certificate needed (options change depending upon patient/student age):

Click "View Certificate".

Tennessee Immunization Certificate

The Tennessee Immunization Certificate is required for children in child care or pre-school, and when they enroll for the first time in a school located in Tennessee. In addition, all currently enrolled students entering 7th grade must provide a certificate showing they have had the vaccines required for 7th grade entry.

Select Certificate to View

State regulations do NOT require an Immunization Certificate for infants younger than 2 months of age who are enrolling in child care. For this reason, the Immunization Certificate Validation Tool (ICVT) is not available for children younger than 2 months of age.

☒ Select this box to produce a validated certificate (or Failed Validation Report) for a child in the following category :

- A current TN student, needing certificate only for 7th grade entry requirements

☐ Select this box to produce a validated certificate (or Failed Validation Report) for a child in one of the following categories :

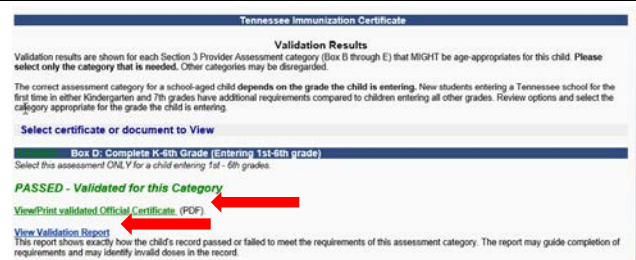
- A current TN student in any grade other than 7th grade (grade 1 through 6 or grade 8 through 12)
- OR
- A new student to Tennessee schools entering grade 1 through 12 (For children who have never had a TN School Immunization Certificate)

[Back](#) [View Certificate](#)

Tennessee Immunization Information System (TennIIS) Pharmacy User Quick Reference Guide

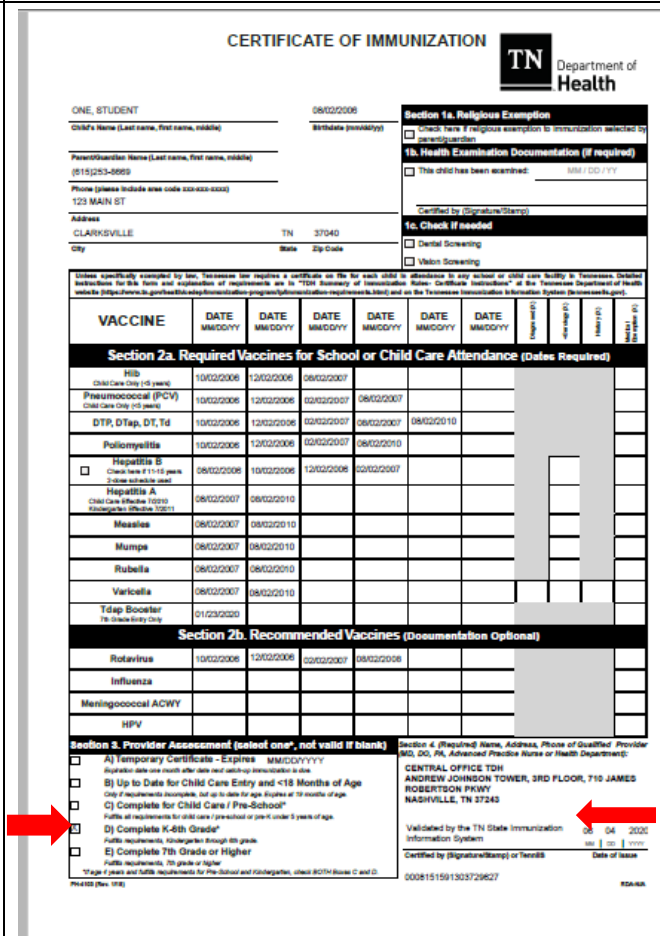
- 6) **If immunization record in TennIIS MEETS requirements for certificate type**, Validation Result screen displays links for validated Official Certificate and Validation Report.

Click link to produce a validated Official Certificate or a Validation Report for desired certificate type.



- 7) **Validated Official Certificate** will have:

- Certificate type box checked in Section 3. Provider Assessment
- No signature is required; "Validated by the TN State Immunization Information System"
- Invalid doses do not display



Please contact TennIIS.Training@tn.gov or 1-800-342-1813 with questions about this quick reference guide.

Tennessee Immunization Information System (TennIIS) Pharmacy User Quick Reference Guide

8) PASS Validation Report:


- Displays pass status for certificate type
- Displays vaccine requirements with pass status
- If invalid dose in record, displays invalid vaccine dose and reason dose is invalid

[illegible]

9) **If Immunization record in TennIIS does not meet requirements for certificate type and patient/student is not as up-to-date as possible** for required vaccines, Validation Results screen displays link for Validation Report.

Click link to produce Validation Report for desired certificate type.

Box D: Complete K-6th Grade (Entering 1st-6th grade)
Select this assessment ONLY for a child entering 1st - 6th grade.

FAILED - NOT Validated for this Category 

This child is not eligible for a temporary Official Certificate
This child is not as up-to-date as possible. A temporary Official Certificate is only for a child who has not completed the required vaccines for this stage of school, but is as up-to-date as possible as of today. Please refer to the Validation Report and Vaccination Forecast to determine which vaccines are due today. After administering the vaccines and entering them into TennIS, use the ICVT to produce an appropriate validated certificate.

View Validation Report
This report shows exactly how the child's record passed or failed to meet the requirements of this assessment category. The report may guide completion of requirements and may identify invalid doses in the record.

10) **FAIL Validation Report:**

- Displays fail status for certificate type
- Displays vaccine requirements with pass or fail status
- If invalid dose in record, displays invalid vaccine dose and reason dose is invalid

Tennessee Department of Health Immunization Registry Official Immunization Certificate Automated Validation Assessment (AUG)						
Box D: Complete K-06 (Date)						
Certificate Information			Validation Information		Summary Results	
Immunization PATIENT ONE	DOB	Report Date	Immunization PATIENT TWO	DOB	Report Date	Summary Results
Vaccine Type	Required Dates	Dates Received in Registry	Vaccine Type	Required Dates	Dates Received in Registry	Reason for Invalid Dates Min. Age Min. Int
Polio (IPV or OPV) (1)	1	1/24/2013	1	1	1/24/2013	
	2	1/24/2013	2	2	1/24/2013	
	3	1/24/2013	3	3	1/24/2013	
	4	1/24/2013	4	4	1/24/2013	
	5	1/24/2013	5	5	1/24/2013	
	6	1/24/2013	6	6	1/24/2013	
	7	1/24/2013	7	7	1/24/2013	
	8	1/24/2013	8	8	1/24/2013	
	9	1/24/2013	9	9	1/24/2013	
	10	1/24/2013	10	10	1/24/2013	
	11	1/24/2013	11	11	1/24/2013	
	12	1/24/2013	12	12	1/24/2013	
	13	1/24/2013	13	13	1/24/2013	
	14	1/24/2013	14	14	1/24/2013	
	15	1/24/2013	15	15	1/24/2013	
	16	1/24/2013	16	16	1/24/2013	
	17	1/24/2013	17	17	1/24/2013	
	18	1/24/2013	18	18	1/24/2013	
	19	1/24/2013	19	19	1/24/2013	
	20	1/24/2013	20	20	1/24/2013	
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	22	1/24/2013	22	22	1/24/2013	
	23	1/24/2013	23	23	1/24/2013	
	24	1/24/2013	24	24	1/24/2013	
	25	1/24/2013	25	25	1/24/2013	
	26	1/24/2013	26	26	1/24/2013	
	27	1/24/2013	27	27	1/24/2013	
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	43	1/24/2013	43	43	1/24/2013	
	44	1/24/2013	44	44	1/24/2013	
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	48	1/24/2013	48	48	1/24/2013	
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	50	1/24/2013	50	50	1/24/2013	
	51	1/24/2013	51	51	1/24/2013	
	52	1/24/2013	52	52	1/24/2013	
	53	1/24/2013	53	53	1/24/2013	
	54	1/24/2013	54	54	1/24/2013	

11) **If Immunization record in TennIS does not meet requirements for certificate type, but student is as up-to-date as possible for required vaccines**, Validation Results screen displays links for Temporary Official Certificate and Validation Report.

Click link to produce Temporary Official Certificate or Validation Report for desired certificate type.

Tennessee Immunization Certificate	
Validation Results	
Validation results are shown for each Section 3 Provider Assessment category (Box B through E) that MIGHT be age-appropriate for this child. Please select only the category that is needed. Other categories may be disregarded.	
The correct assessment category for a school-aged child depends on the grade the child is entering. New students entering a Tennessee school for the first time in either Kindergarten and 7th grade have additional requirements compared to children entering all other grades. Review options and select the category appropriate for the grade the child is entering.	
Select certificate or document to view	
View Box D - Box D: Complete K-6th Grade (Entering 1st-6th grade)	
Select this assessment ONLY for a child entering 1st - 6th grades.	
FAILED - NOT Validated for this Category	
Print a copy of the Official Certificate that has NOT been validated. (PDF)	
This report will include all immunizations in the record and will require the further completion and signature by a qualified healthcare provider (MD, DO, APN, PA or Public Health Nurse at a health department)	
View/Print a copy of the temporary Official Certificate (PDF)	
This temporary certificate is for the child who has not completed the required immunizations for this stage of school, but is as-up-to-date as possible at the time. The certificate requires 1 month after the date that the next catch-up immunization is due. The ACIP catch-up immunization schedule is used to determine the date of the next catch-up immunization.	
View Validation Report	
This report shows exactly how the child's record passed or failed to meet the requirements of this assessment category. The report may guide completion of	

Tennessee Immunization Information System (TennIIS) Pharmacy User Quick Reference Guide

12) **Temporary Official Certificate:**

- Temporary certificate box checked in Section 3. Provider Assessment with **expiration date**.
- No signature is required; “Validated by the TN State Immunization Information System”.
- Invalid doses do not display.

CERTIFICATE OF IMMUNIZATION

**Department of
Health**

ONE PATIENT:

Child's Name (Last, first name, middle):

SMITH, ALLEN

Parent/Guardian Name (Last name, first name, middle):

02/24/2008

(Birthdate)

Please (please include area code) (xxx-xxx-xxxx)

5234 SUNCREST ROAD

Address:

ALEXANDRIA

TENNESSEE 37012

City

State

Zip Code

Section 1a. Religious Exemption

☐ Check box if religious exemption is being requested (required for all non-vaccinators)

1b. Health Exemption Documentation (if required)

☐ This child has been examined: MM/DD/YY

Certification (signature/print name)


1c. Check if needed

☐ Dental Screening

☐ Vision Screening

This form specifically exempted by law. Tennessee law requires a certificate of this form for each child in attendance in any school or child care facility in Tennessee. Excluded entities include: (1) day care for children under age 5; (2) day care for children under age 12; (3) day care for children under age 18; (4) day care for children under age 21; (5) day care for children under age 24; (6) day care for children under age 27; (7) day care for children under age 30; (8) day care for children under age 33; (9) day care for children under age 36; (10) day care for children under age 39; (11) day care for children under age 42; (12) day care for children under age 45; (13) day care for children under age 48; (14) day care for children under age 51; (15) day care for children under age 54; (16) day care for children under age 57; (17) day care for children under age 60; (18) day care for children under age 63; (19) day care for children under age 66; (20) day care for children under age 69; (21) day care for children under age 72; (22) day care for children under age 75; (23) day care for children under age 78; (24) day care for children under age 81; (25) day care for children under age 84; (26) day care for children under age 87; (27) day care for children under age 90; (28) day care for children under age 93; (29) day care for children under age 96; (30) day care for children under age 99; (31) day care for children under age 102; (32) day care for children under age 105; (33) day care for children under age 108; (34) day care for children under age 111; (35) day care for children under age 114; (36) day care for children under age 117; (37) day care for children under age 120; (38) day care for children under age 123; (39) day care for children under age 126; (40) day care for children under age 129; (41) day care for children under age 132; (42) day care for children under age 135; (43) day care for children under age 138; (44) day care for children under age 141; (45) day care for children under age 144; (46) day care for children under age 147; (47) day care for children under age 150; (48) day care for children under age 153; (49) day care for children under age 156; (50) day care for children under age 159; (51) day care for children under age 162; (52) day care for children under age 165; (53) day care for children under age 168; (54) day care for children under age 171; (55) day care for children under age 174; (56) day care for children under age 177; (57) day care for children under age 180; (58) day care for children under age 183; (59) day care for children under age 186; (60) day care for children under age 189; (61) day care for children under age 192; (62) day care for children under age 195; (63) day care for children under age 198; (64) day care for children under age 201; (65) day care for children under age 204; (66) day care for children under age 207; (67) day care for children under age 210; (68) day care for children under age 213; (69) day care for children under age 216; (70) day care for children under age 219; (71) day care for children under age 222; (72) day care for children under age 225; (73) day care for children under age 228; (74) day care for children under age 231; (75) day care for children under age 234; (76) day care for children under age 237; (77) day care for children under age 240; (78) day care for children under age 243; (79) day care for children under age 246; (80) day care for children under age 249; (81) day care for children under age 252; (82) day care for children under age 255; (83) day care for children under age 258; (84) day care for children under age 261; (85) day care for children under age 264; (86) day care for children under age 267; (87) day care for children under age 270; (88) day care for children under age 273; (89) day care for children under age 276; (90) day care for children under age 279; (91) day care for children under age 282; (92) day care for children under age 285; (93) day care for children under age 288; (94) day care for children under age 291; (95) day care for children under age 294; (96) day care for children under age 297; (97) day care for children under age 300; (98) day care for children under age 303; (99) day care for children under age 306; (100) day care for children under age 309; (101) day care for children under age 312; (102) day care for children under age 315; (103) day care for children under age 318; (104) day care for children under age 321; (105) day care for children under age 324; (106) day care for children under age 327; (107) day care for children under age 330; (108) day care for children under age 333; (109) day care for children under age 336; (110) day care for children under age 339; (111) day care for children under age 342; (112) day care for children under age 345; (113) day care for children under age 348; (114) day care for children under age 351; (115) day care for children under age 354; (116) day care for children under age 357; (117) day care for children under age 360; (118) day care for children under age 363; (119) day care for children under age 366; (120) day care for children under age 369; (121) day care for children under age 372; (122) day care for children under age 375; (123) day care for children under age 378; (124) day care for children under age 381; (125) day care for children under age 384; (126) day care for children under age 387; (127) day care for children under age 390; (128) day care for children under age 393; (129) day care for children under age 396; (130) day care for children under age 399; (131) day care for children under age 402; (132) day care for children under age 405; (133) day care for children under age 408; (134) day care for children under age 411; (135) day care for children under age 414; (136) day care for children under age 417; (137) day care for children under age 420; (138) day care for children under age 423; (139) day care for children under age 426; (140) day care for children under age 429; (141) day care for children under age 432; (142) day care for children under age 435; (143) day care for children under age 438; (144) day care for children under age 441; (145) day care for children under age 444; (146) day care for children under age 447; (147) day care for children under age 450; (148) day care for children under age 453; (149) day care for children under age 456; (150) day care for children under age 459; (151) day care for children under age 462; (152) day care for children under age 465; (153) day care for children under age 468; (154) day care for children under age 471; (155) day care for children under age 474; (156) day care for children under age 477; (157) day care for children under age 480; (158) day care for children under age 483; (159) day care for children under age 486; (160) day care for children under age 489; (161) day care for children under age 492; (162) day care for children under age 495; (163) day care for children under age 498; (164) day care for children under age 501; (165) day care for children under age 504; (166) day care for children under age 507; (167) day care for children under age 510; (168) day care for children under age 513; (169) day care for children under age 516; (170) day care for children under age 519; (171) day care for children under age 522; (172) day care for children under age 525; (173) day care for children under age 528; (174) day care for children under age 531; (175) day care for children under age 534; (176) day care for children under age 537; (177) day care for children under age 540; (178) day care for children under age 543; (179) day care for children under age 546; (180) day care for children under age 549; (181) day care for children under age 552; (182) day care for children under age 555; (183) day care for children under age 558; (184) day care for children under age 561; (185) day care for children under age 564; (186) day care for children under age 567; (187) day care for children under age 570; (188) day care for children under age 573; (189) day care for children under age 576; (190) day care for children under age 579

Section 3. Provider Assessment (select one*, not valid if blank)

☒ **A) Temporary Certificate - Expires** 07/29/2020 
Expiration date one month after date next catch-up immunization is due. —

☐ **B) Up to Date for Child Care Entry and <18 Months of Age**
Only if requirements incomplete, but up to date for age. Expires at 19 months of age.

☐ **C) Complete for Child Care / Pre-School***
Fulfills all requirements for child care / pre-school or pre-K under 5 years of age. —

☐ **D) Complete K-6th Grade***
Fulfills requirements, Kindergarten through 6th grade.

☐ **E) Complete 7th Grade or Higher**
Fulfills requirements, 7th grade or higher

**If age 4 years and fulfills requirements for Pre-School and Kindergarten, check BOTH Boxes C and D.*

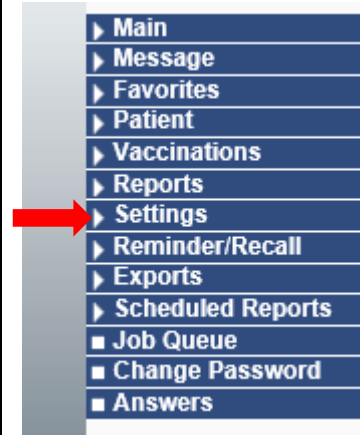
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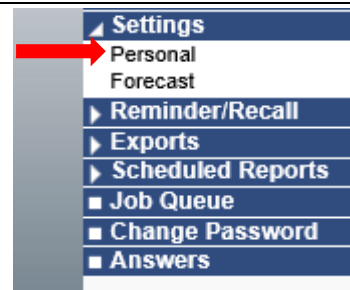
Adding Vaccinator Name as Default

Note: Adding vaccinator name as default will expedite data entry by automatically populating the vaccinator name when adding an administered vaccine to a patient's record.

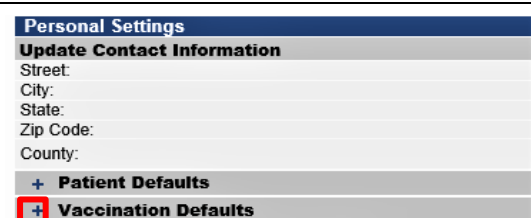
- 1) Using the Navigation Menu, click on the "Settings" menu heading.



- 2) Click "Personal."



- 3) Next to "Vaccination Defaults", click the "+" to open the tab.



- 4) Click "Update".



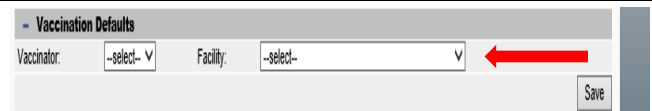
Please contact TennIIS.Training@tn.gov or 1-800-342-1813 with questions about this quick reference guide.

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- 5) Choose the vaccinator's name and facility from the dropdown list and click "Save".

Note: You can always override any default when adding an administered vaccine. Personal settings follow each user account. Each user must set up his/her unique personal settings.

Organization points of contact are responsible for setting up physician/vaccinators in TennIIS.



Tennessee Immunization Information System (TennIIS)

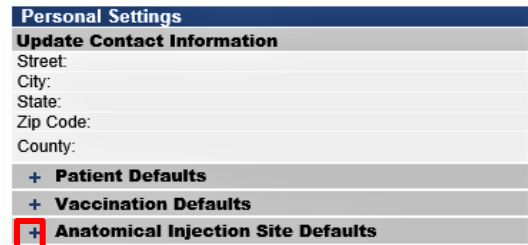
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Adding Route and Site as Default

Note: When adding an administered vaccine to a patient's record, you can set up Anatomical Injection Site Default for each vaccine you normally give in the same anatomical site. You can even specify the site by the patient's age.

1) Open "Personal Settings" (see steps in [Adding Vaccinator Name as Default](#) section).

2) Next to "Anatomical Injection Site Defaults", click the "+" to open the tab.



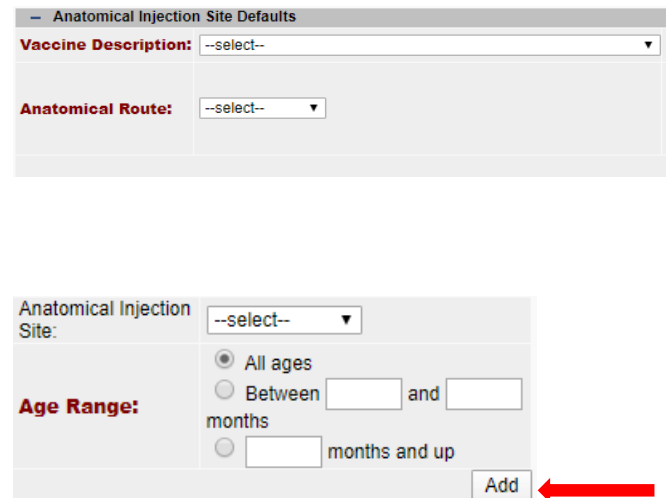
The screenshot shows the 'Personal Settings' menu with the following options: 'Update Contact Information', 'Street:', 'City:', 'State:', 'Zip Code:', 'County:', '+ Patient Defaults', '+ Vaccination Defaults', and '+ Anatomical Injection Site Defaults'. The '+ Anatomical Injection Site Defaults' option is highlighted with a red box.

3) Choose the Vaccine Description, Anatomical Route, and Anatomical Injection Site from the dropdown menus.

Note: If you would like to set the default by age range, type the age range. Otherwise select the "All Ages" radio button. If you create the default by a specific age range you must repeat the above step for each possible age range.

Once you have made your selection, click the "Add" button to save your changes. Repeat these steps for each vaccine type.

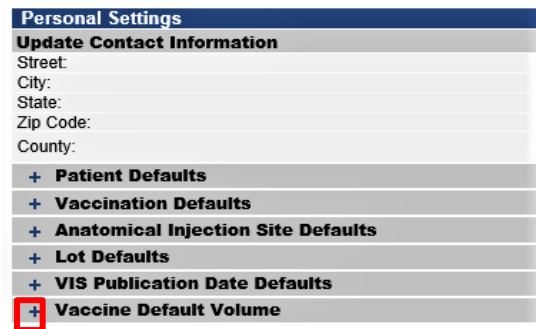
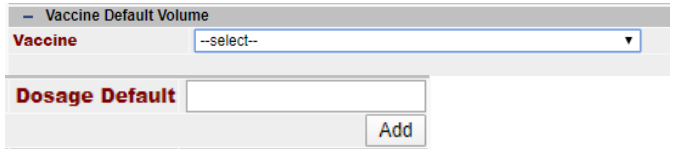
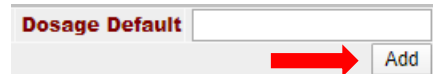
Note: You can always override any default when adding an administered vaccine. Personal settings follow each user account. Each user must set up his/her unique personal settings.



The screenshot shows the 'Anatomical Injection Site Defaults' form. It includes dropdown menus for 'Vaccine Description' and 'Anatomical Route'. Below these is the 'Anatomical Injection Site' section, which has a dropdown menu and three radio button options: 'All ages', 'Between [] and [] months', and '[] months and up'. The 'Add' button is highlighted with a red arrow.

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Adding Vaccination Volume as Default	
1) Open "Personal Settings" (see steps in Adding Vaccinator Name as Default section).	
2) Next to "Vaccine Default Volume", click the "+" to open the tab.	
3) Select the appropriate "Vaccine" from the dropdown list. Type in the "Dosage Default" in the space provided. Only type a number – TennIIS will automatically add the mL/cc unit.	
4) Once you have made your selection, click the "Add" button to save your changes. Repeat these steps for each vaccine type. Note: You can always override any default when adding an administered vaccine. Personal settings follow each user account. Each user must set up his/her unique personal settings.	

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