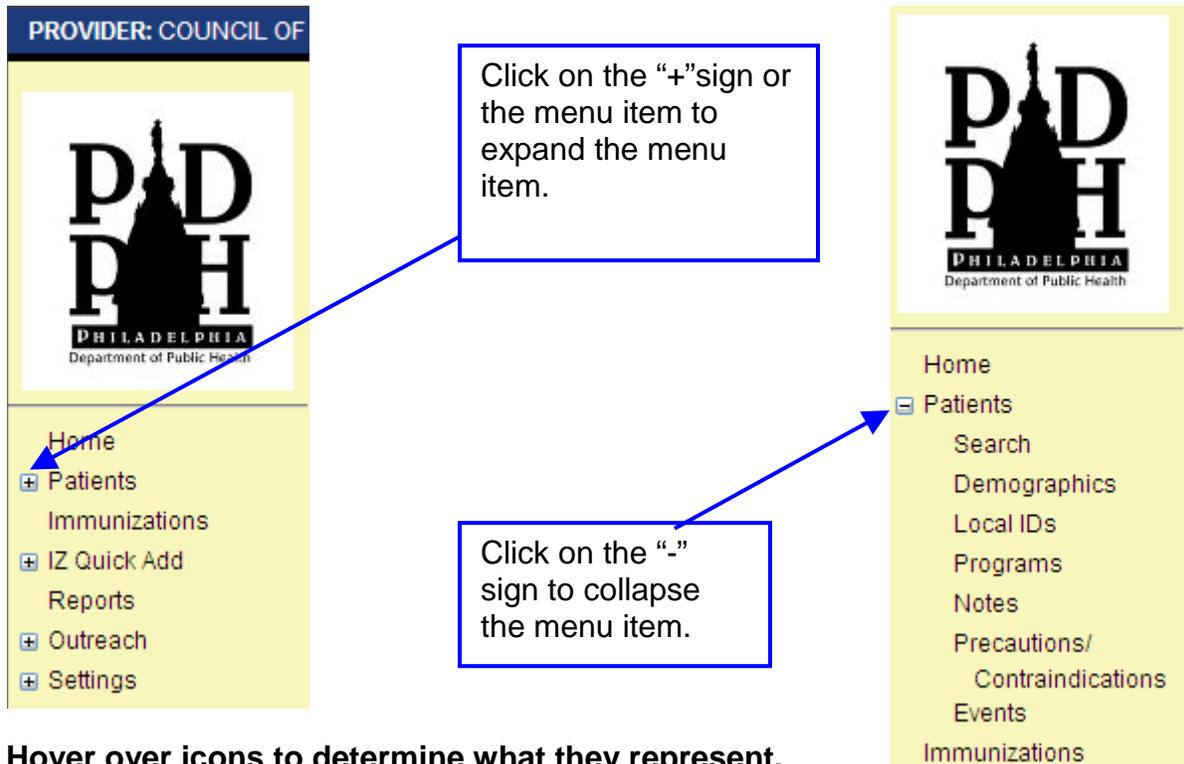


1. Use the Menu on the LEFT to navigate through KIDS Plus

- a. Menu items with a "+" sign next to them have submenus underneath them



Click on the "+" sign or the menu item to expand the menu item.

Click on the "-" sign to collapse the menu item.

2. Hover over icons to determine what they represent.



Online Help - Screen-specific online help can be accessed by clicking on this icon.



Audit Information - Hovering over this symbol will reveal the user that created the associated record, the user who last updated the record and the date and time these activities occurred.



Notes - Indicates that this patient has additional notes associated with their records. This should be a visual indicator for the user to review these before proceeding.



IZ Print Notes - Indicates that the user has notes that will be printed on the shot card. This should be a visual indicator for the user to review these before proceeding.



Precaution/Contraindication - The patient has one or more conditions that may impact the immunization(s) they should (or should not) receive. Please examine these entries prior to recommending or administering immunizations.



Deceased - This patient is deceased. Only users with special security permissions will be able to see records that have been marked as deceased.



Deleted - This patient has been "deleted" from the system. This patient will no longer show up in searches or reports. Only users with special privileges have the ability to delete and undelete patients.

KIDS Plus MENU AND ICON LEGEND

2. ICONS continued.



Calendar - Most date fields in the application are accompanied by a calendar function that will allow the user to click on it and select a date or double-click in the field and set it to today's date.



Immunization Reconciled - This icon is a visual indicator that the inventory transaction associated with the immunization has been reconciled as part of the Inventory Reconciliation process. The associated reconciliation could be impacted if the immunization is deleted.



Dose not administered - The syringe icon associated with a patient immunization record means that the record has not yet been administered (i.e., body site, body route, Administered By, and inventory data have not been entered).



Invalid Dose - This icon represents a immunization that has been marked as invalid. This may occur when the vaccine administered was later determined to not be viable, a vaccine was administered incorrectly, etc.



Current User - Clicking on this icon will set the associated menu to the current user (if the current user is a valid value in the dropdown list).



Lookup - Clicking on this icon will bring up a search popup to find the desired entry (e.g., patient, provider, etc.).



Print - Click this icon to generate a report of the related record. The resulting report can then be printed.



Warning - This icon is a visual indication that something did not or could not occur. For instance if no results are returned based on input criteria, this symbol along with an explanation would be returned instead.



Red Exclamation Point – This icon is a visual indication that a dose has been determined as invalid by the Recommender (typically due to not meeting min/max age and/or interval requirements).



Adverse Reaction – This icon denotes a vaccination has been marked with an adverse reaction.



Historical Vaccination – This icon denotes the vaccination event has been entered as a historical vaccination.



Opted Out – This icon denotes the patient has chosen to not participate in the Immunization Registry.



Outreach Event – This icon denotes that the patient has an open outreach event.