

Deferral of Vaccination during Vaccine Shortage

1. Click the **Deferral** button on the *Vaccination View/Add Screen* (opposite the **Contraindication** button)



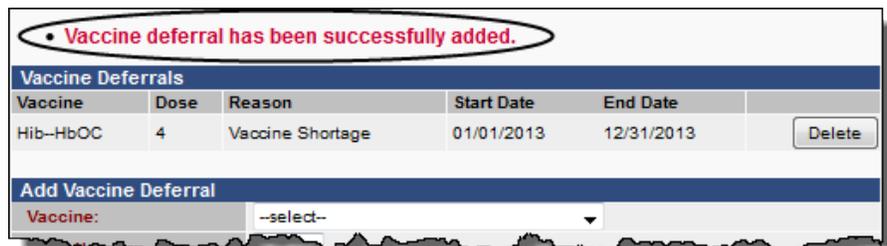
2. Enter:
 - Vaccine
 - Dose Number
 - Documented By (Facility)
 - Reason
 - Start Date
 - End Date

This screenshot shows the 'Add Vaccine Deferral' form. The fields are: Vaccine (Hib-HbOC), Dose Number (4), Documented By (TEST CLINIC), Reason (Vaccine Shortage), Start Date (01/01/2013), and End Date (12/31/2013). A box highlights the Start Date and End Date fields with the text 'These two fields are required'. At the bottom right, the 'Cancel', 'Reset', and 'Save' buttons are circled in red.

NOTE: If you set a start and end date, and you attempt to add the deferred vaccine during the set date range, the registry will **NOT** accept that vaccine.

3. Select a button:
 - **Cancel** – takes you back to the View/Add screen without adding any information
 - **Reset** – removes the data you have entered and lets you start over
 - **Save** – saves the information you have added in each data field.

4. After the deferral is saved, there will be a notification whether it was successful or not.



5. When you return to the *Vaccination View/Add Screen* there will be a notice in red stating, **“This patient has one or more deferrals”** at the top of the page, and the **Deferral** button will turn red.



NOTE: If a vaccine that has a deferred is attempted to be added, then a message will appear, saying: **There is a deferral for this vaccine that has not yet expired**