

University of Wisconsin Department of Family Medicine -  
Residency Clinics  
CLINICAL POLICY AND PROCEDURE

**TITLE: IMMUNIZATION ENTRY INTO RECIN AND EPICCARE**

Effective Date: May 2006  
Supersedes: none

Approval: Vice Chair of Clinical Care  
Contact: Director of Clinical Care Services

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| Reviewed |  |  |  |  |
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**SCOPE**

Applies to all DFM residency clinics.  
UWMF clinics use complementary policy for WIR.

**PURPOSE**

To provide clear guidelines regarding immunization entry and archiving of historical immunization information during Epiccare transitions and with full Epiccare functionality.

**PROCEDURE/GUIDELINES:**

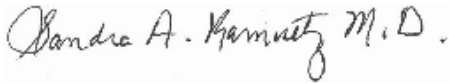
The official immunization record for DFM residency clinics is the Regional Childhood Immunization Network (RECIN) and has been since February 2004.

1. Clinical staff will enter current immunizations as they are given into RECIN. In addition, full EpicCare sites also order immunizations in EpicCare during the office visit encounter.
2. Historical immunizations taken from patient's chart, patient's personal immunization records, or transferred records will be entered into RECIN by either clinical staff or central abstractors and will include:
  - A. All immunizations for patients under age 18.
  - B. Last tetanus, last pneumococcal, hepatitis B received as an adult, meningococcal, and influenza vaccine for patients age 18 and older.
3. Historical immunizations **will not** be entered into EpicCare by central or site clinical staff abstractors.

4. Providers and clinical staff may enter historical immunizations into EpicCare during an office visit encounter only, and these must also be entered into RECIN. Note: It should be stressed that EpicCare immunization history cannot be relied upon to be accurate, and RECIN must be checked to get the complete immunization status.
5. Entry of immunizations into RECIN is facilitated through the External Resources tab in EpicCare. A RECIN record may be printed when applicable to assist the clinician in review of immunization status.

APPROVED BY: ECOW, May 2, 2006

AUTHORIZATION:



Vice Chair of Clinical Care

5/31/06

Date