



Protecting Our Children's Health

Securely, Accurately, Confidentially

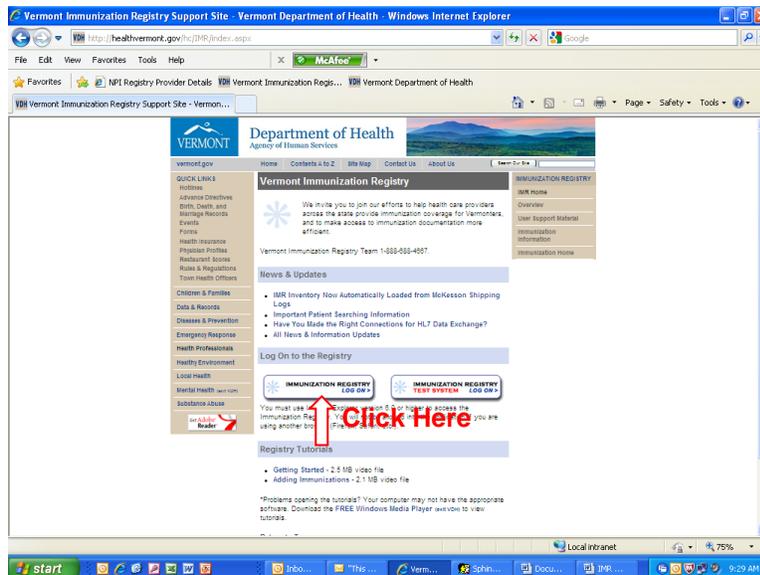
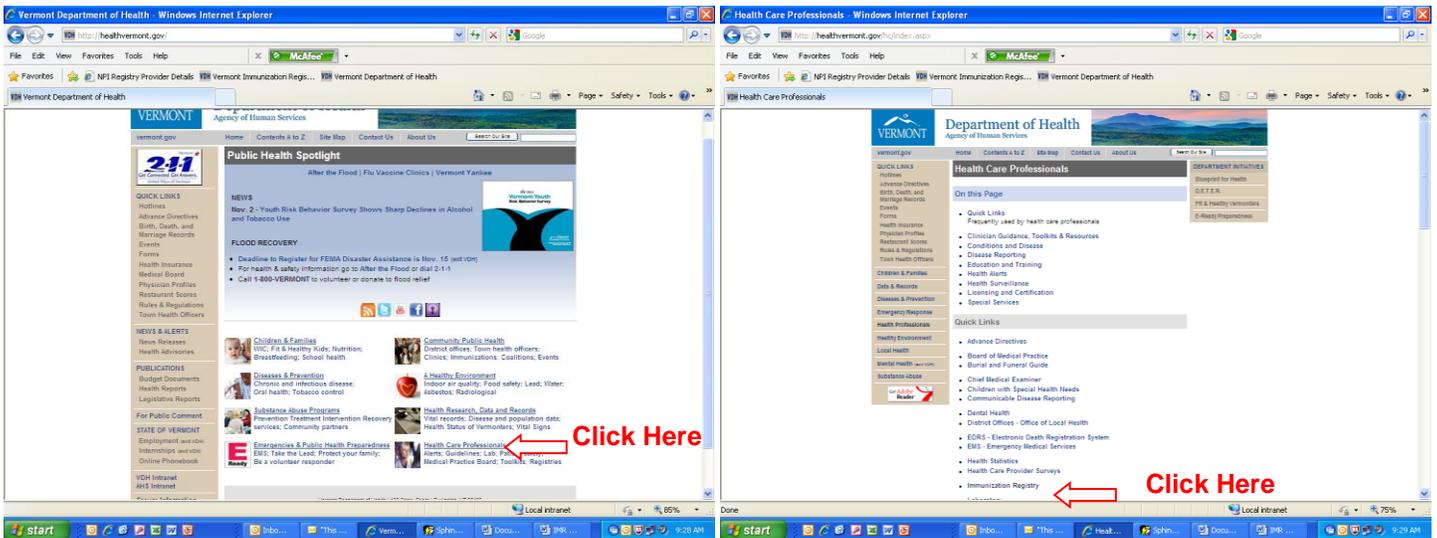
Quick Reference Guide for Licensed/Registered Child Care Providers



VERMONT IMMUNIZATION REGISTRY (IMR)

HOW DO I LOG INTO THE VERMONT IMMUNIZATION REGISTRY?

- Open Internet Explorer or Firefox. Other browsers (like Safari, Chrome will not work).
- Type <http://healthvermont.gov> in the address bar.
- Click [Health Care Professionals](#) on the bottom right side of the screen.
- Click [Immunization Registry Program](#) in the middle of the screen under [Quick Links](#).



- Click [Immunization Registry](#) button to log into the registry.
- Enter your user name, password, and click [OK](#).



Connect to webmail.vdh.state.vt.us

The server webmail.vdh.state.vt.us at webmail.vdh.state.vt.us requires a username and password.

User name:

Password:

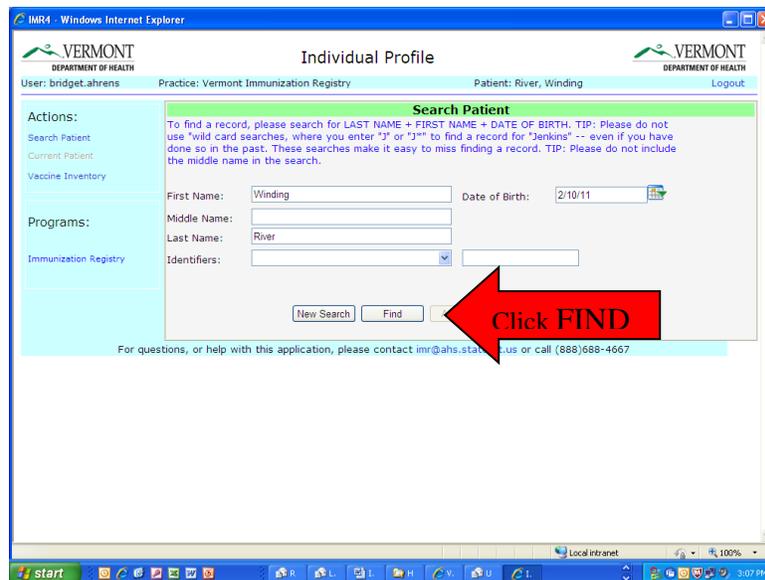
Remember my password

OK Cancel

HOW DO I SEARCH FOR A PATIENT?

Note: Because LCC Providers are required to report on children in their care under age 6, they will only be able to view records for children under age 6.

- Enter the patient's last name AND first name AND date of birth. (Use the Tab key or mouse)
- Click [Find](#). A list of possible matches will be displayed.
- Click [Select](#) next to the correct patient name.



IMR4 - Windows Internet Explorer

VERMONT DEPARTMENT OF HEALTH

Individual Profile

VERMONT DEPARTMENT OF HEALTH

User: bridget.ahrens Practice: Vermont Immunization Registry Patient: River, Winding Logout

Search Patient

To find a record, please search for LAST NAME + FIRST NAME + DATE OF BIRTH. TIP: Please do not use "wild card searches, where you enter "*" or "?" to find a record for "Jenkins" -- even if you have done so in the past. These searches make it easy to miss finding a record. TIP: Please do not include the middle name in the search.

First Name: Date of Birth:

Middle Name:

Last Name:

Identifiers:

New Search Find

Click FIND

For questions, or help with this application, please contact imr@ahs.state.vt.us or call (888)688-4667

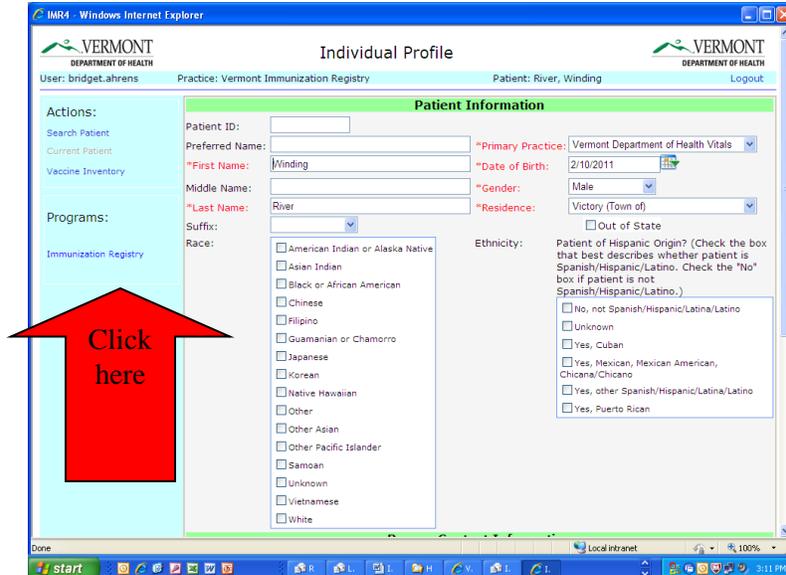
Results:

| | IMR Patient | Last Name | First Name | Middle Name | Date of Birth |
|--------|-------------------------------------|-----------|------------|-------------|---------------|
| Select | <input checked="" type="checkbox"/> | River | Winding | | 2/10/2011 |

1

Click SELECT

HOW DO I FIND THE REPORTS?



HOW DO I PRINT REPORTS?

LICENSED CHILD CARE REPORT

This report is an easy to read record that shows whether the child in your care is up to date for immunizations.

The screenshot shows the 'Immunizations' page in the IMR4 system. The left sidebar contains a 'Patient Reports' section with a link for 'Licensed Child Care Report'. A red arrow points to this link with the text 'Click here'. The main content area displays a table of immunizations for a patient, with columns for Status, Vaccine, and Dose 1 through Dose 5.

| Status | Vaccine | Dose 1 | Dose 2 | Dose 3 | Dose 4 | Dose 5 |
|--------|------------------------------------|-----------|-----------|-----------|-----------|----------|
| | DTaP-HepB-IPV | 7/21/2006 | 9/29/2006 | 12/1/2006 | | |
| | DTaP-IPV/Hib | | | | | |
| | Hib-PRP-T | 7/21/2006 | 9/29/2006 | 12/1/2006 | 7/11/2008 | |
| | PCV 7, Pneumococcal conjugate | 7/21/2006 | 9/29/2006 | 12/1/2006 | 9/4/2007 | 7/8/2010 |
| | PCV-13 Pneumococcal Conjugate | | | | | |
| | DTaP | 9/4/2007 | 8/16/2011 | | | |
| | HepA, ped/adol 2 dose | | 8/16/2011 | | | |
| | HepA-Adult | | | | | |
| | HepB, pediatric or adolescent | | | | | |
| | HepB-Adult | | | | | |
| | Rotavirus (3 dose) RV5 | | | | | |
| | Rotavirus (2 dose) RV1 | | | | | |
| | MMR | 8/16/2011 | | | | |
| | MMRV | 5/18/2007 | | | | |
| | Varicella | 8/16/2011 | | | | |
| | Tdap | | | | | |
| | Td | | | | | |
| | MCV4, Meningococcal conjugate | | | | | |
| | HPV, Quadrivalent | | | | | |
| | PPV 23, Pneumococcal polysacchande | | | | | |
| | Influenza Inactivated | | | | | |

Licensed Child Care Report

Click here

Create Report

The REPORT will look like this:

The screenshot shows a web browser window with a toolbar at the top. A red arrow points to the print icon in the toolbar, with the text 'To Print' next to it. The browser address bar shows '1 / 1' and a search box with the text 'Find'. The page header includes the logo 'Protecting Our Children's Health' with the tagline 'Securely, Accurately, Confidentially' and the address '108 Cherry Street, PO Box 70, Burlington, VT 05402'. The main title of the report is 'Licensed Child Care Report by Vaccine Series' with a subtitle 'Date of Report 11/03/2011'. The patient information is 'Patient Name: YELLOW RIVER' and 'Date of Birth: 03/03/2007'. A table lists vaccine series and their status. At the bottom, there is a note '* Recommended but not required' and a field for 'History of Varicella' with the value 'No'.

1 / 1 75% Find

Protecting Our Children's Health
Securely, Accurately, Confidentially

108 Cherry Street
PO Box 70
Burlington, VT 05402

Licensed Child Care Report by Vaccine Series
Date of Report 11/03/2011

Patient Name: YELLOW RIVER
Date of Birth: 03/03/2007

| Vaccine Series | Common Name | Up to Date |
|----------------|-------------------------------------|------------------|
| Hep B | Hepatitis B | Yes |
| DTap | Diphtheria, Tetanus, Whooping Cough | Yes |
| Hib | Hib | Yes |
| PCV | Pneumococcal | Yes |
| IPV | Polio | No |
| MMR | Measles, Mumps, Rubella | No |
| Var | Chicken Pox | No |
| Rota* | Rotavirus | Max Age Exceeded |
| Hep A* | Hepatitis A | No |

* Recommended but not required

History of Varicella No

HOW DO I LOG OUT?

Click on the word **logout** in the upper right side of the screen.

WHAT IF I NEED MORE HELP WITH THE REGISTRY?

Email the Immunization Registry Team anytime at imr@state.vt.us or call 1-888-6VT-IMMS (1-888-688-4667).

TROUBLESHOOTING:

If you try to login but when you click OK with your username and password, the whole page disappears --

- You most likely have a pop-up blocker in place.
- **If using Internet Explorer.** Go to tools → pop-up blocker → pop-up blocker settings. Add our program address: <https://apps.health.vermont.gov/patientprofile>
- **If using Firefox.** Go to ☰ → options → content → pop-up blocker exceptions. Add our program address: <https://apps.health.vermont.gov/patientprofile>
- Or, call us toll free for help at 1-888-688-4667

If you have forgotten your password –

- Call us toll free for help at 1-888-688-4667.
- Or email us at imr@state.vt.us

If the window asking for your username and password keeps coming back even though you have double checked that you are entering it correctly --

- If a password is entered incorrectly a number of times, the account will lock up, such that even if you enter the correct password after that, it will not allow you to login. We recommend waiting for 10 minutes and then trying again with the correct password.
- If you are unsure of the correct password or it still does not work please call 1-888-688-4667.

If get a message saying Internet Explorer and Firefox are the only supported browsers for the Vermont Immunization Registry –

- Make sure to open Internet Explorer or Firefox and then try logging in again. Some computers have another browser, like Chrome or Safari (Mac) set up to open by default.