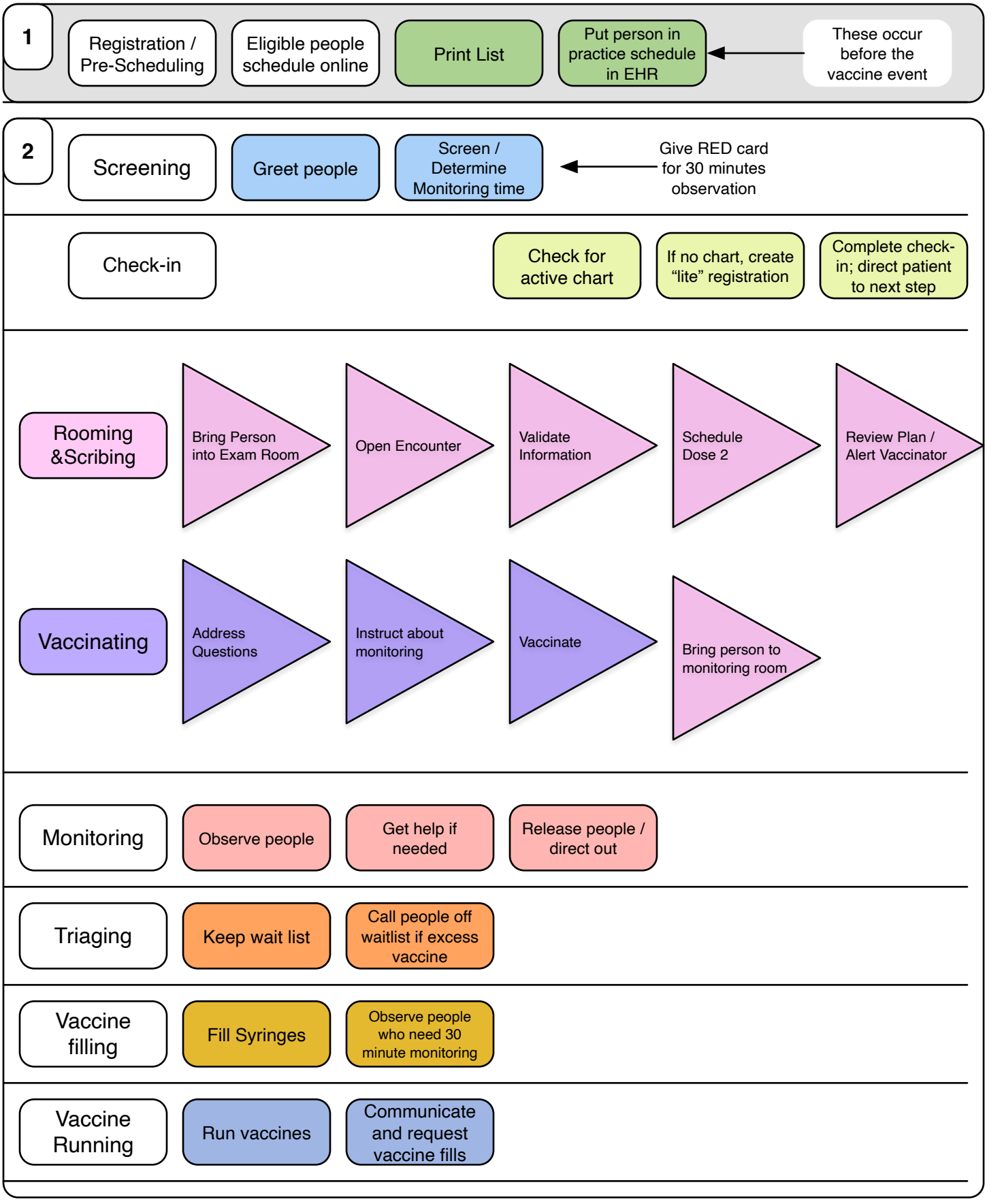
1
Registration / Pre-Scheduling
Eligible people schedule online
Print List
Put person in practice schedule in EHR
These occur before the vaccine event
2
Screening
Greet people
Screen / Determine Monitoring time
Give RED card for 30 minutes observation
Check-in
Check for active chart
If no chart, create "lite" registration
Complete check-in; direct patient to next step
Rooming &Scribing
Bring Person into Exam Room
Open Encounter
Validate Information
Schedule Dose 2
Review Plan / Alert Vaccinator
Vaccinating
Address Questions
Instruct about monitoring
Vaccinate
Bring person to monitoring room
Monitoring
Observe people
Get help if needed
Release people / direct out
Triaging
Keep wait list
Call people off waitlist if excess vaccine
Vaccine filling
Fill Syringes
Observe people who need 30 minute monitoring
Vaccine Running
Run vaccines
Communicate and request vaccine fills