



RESOURCE AND PATIENT MANAGEMENT SYSTEM

Immunization Package

Announcement and Agenda

FY 2013

Office of Information Technology (OIT)
Albuquerque, New Mexico

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1.0 General Information

1.1 Course Description

The RPMS Immunization Package training teaches the new Immunization Package user the fundamentals of the application, including: setting site parameters, adding and editing patient immunization data, generating reminder/recall letters, and running reports. The course will also provide the more advanced user hands on practice utilizing the Lists and Letters function of the package to run various queries.

1.2 Prerequisites

None

1.3 Intended Audience

Health care providers, Clinical Application Coordinators, and IT Site managers.

1.4 Course Material and References

1.4.1 At the IHS Training FTP Site

The following materials may be downloaded from the RPMS Training FTP site at <ftp://ftp.ihs.gov/pubs/rpms-training/ImmunizationPackage101/>:

- Course Agenda (this document)
- Immunization Package Reports (Power Point presentation)
- Immunization Package – Managers Menu (Power Point presentation)
- Immunization Package – Patient Menu (Power Point presentation)
- Hands on Exercises for RPMS Immunization Package Training

1.4.2 At the IHS Division of Epidemiology Website

- IHS Immunization Software Resources
http://www.ihs.gov/epi/index.cfm?module=epi_vaccine_resources

2.0 Learning Objectives

As a result of this training, participants will be able to:

1. Understand and set up the appropriate immunization site parameters for their facility.
2. Understand how to add, edit and interpret patient vaccine-related information and recommendations.
3. Understand how to interpret and use the report and query tools in the Immunization Package to support patient care.

3.0 Detailed Agenda

3.1 Day 1

Topic	Duration
Welcome: <ul style="list-style-type: none"> • Introductions • Overview 	30 min.
Manager's Menu <ul style="list-style-type: none"> • Set site parameters • Forecasting options 	60 min.
Break	15 min.
Manager's Menu Continued <ul style="list-style-type: none"> • Lot Number Table • Vaccine Table • Form Letters 	45 min
Patient Menu <ul style="list-style-type: none"> • Edit Patient Info, Active/Inactive 	30 min.
Lunch (on your own)	60 min.
Patient Menu <ul style="list-style-type: none"> • Add/edit immunizations • Add/edit contraindications • immServe Profile • Lists and Letters 	75 min.
Break	15 min.
Reports Menu <ul style="list-style-type: none"> • Report Parameters • Understanding Reports 	90 min.
Wrap up	30 min.