

# COVID-19 Vaccination Document Checklist

## Patient

### Utilizing Vaccine Administration Management System (VAMS)

*Purpose of form is to serve as a worksheet to ensure required vaccination documentation components are captured.*

*This form is not intended for placement in patient medical file.  
No patient health information (PHI) should be captured on this checklist.*

- COVID-19 Vaccine **Screening Questionnaire** completed
- COVID-19 Vaccine Emergency Use Authorization (**EUA**) or Vaccine Information Statement (**VIS**) provided
- COVID-19 Vaccination Patient **Record** form completed
- COVID-19 Vaccination **Card** completed and provided to patient
- COVID-19 Vaccination documented in **Vaccine Administration Management System (VAMS)**
- COVID-19 Vaccination disclosure to VAMS documented in ROI Package of **RPMS EHR** or the IHS-505 form
- COVID-19 Vaccination card disclosure to patient documented in ROI Package of **RPMS EHR** or the IHS-505 form
- COVID-19 Vaccination documents scanned/filed per local guidelines or policy
- COVID-19 Vaccination documented as historical immunization in RPMS EHR or other patient health record when system is enabled for COVID-19 vaccine documentation