

Help Center

Just a click away!



Immunizations

e-book

ChildPlus
Online



800.888.6674
childplus.com

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The Help Center and Agency Customization

The articles in the Help Center and videos in the Learning Library are based on the default setup of ChildPlus and assume full security access to all platforms, modules, features and fields. If you cannot find or access a feature referenced in an article, be aware that your agency's specific customization of ChildPlus determines:

- Your access to each platform
- Your access to specific modules or features
- Security or location restrictions for your level of access to ChildPlus
- Whether a module or feature has been turned on
- Which fields are available in each module
- The content of drop-down fields

Contact your ChildPlus administrator to verify your security access and the availability of a feature referenced in an article.

If you are a ChildPlus administrator and need to configure security access or turn on a feature, see [User Security Groups](#) or [contact us](#) for additional assistance.

Help Center Updates and ChildPlus Platforms

The Help Center is continually updated to reflect the current version of ChildPlus. Ensure that you are using the [latest version of ChildPlus](#) and referencing an article for the appropriate ChildPlus platform. Instructions for modules often differ between ChildPlus Online and ChildPlus Desktop and are unique for the Attendance App.

- To find out which version of ChildPlus you are using, see [About ChildPlus](#).
- For more information about the different platforms and how to access them, see [Platform Comparison](#).
- To learn about the differences between the modules in ChildPlus Desktop and ChildPlus Online, see [Module Comparison](#).

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Immunizations

The **Immunizations** module provides a way to track and monitor immunizations received by each participant, including:

- Immunization requirements
- Responses to relevant PIR questions
- Tuberculosis screening results

Immunization Record

Use **Immunization Record** to document immunization dates and statuses for each participant.

The information displayed for each **Immunization Record** includes:

- The immunization status at enrollment and at end of enrollment for each program
- The staff member responsible for maintaining the participant's **Immunization Record**
- The due dates for each immunization requirement
- The completion status of each immunization requirement




Add an Immunization Record

Use this section to add an **Immunization Record** for a participant.

ChildPlus Online

To add an **Immunization Record** in ChildPlus Online:

1. Go to **ChildPlus Online >> Services >> Immunizations >> Immunization Record**.
2. Click or tap **Edit**.
3. Complete the **fields**.

Field	Description	PIR Question(s)
 Immunization Status at Enroll PIR	The participant's Immunization Status at enrollment for each program	C.10(1)-C.12(1)
 At End of Enrollment PIR	The participant's Immunization Status at end of enrollment for each program	C.10(2)-C.12(2)
Responsible Staff	Staff member associated with the Immunization Record	
 Immunization	The date that the participant received a dose of the immunization	
Immunization Notes	Enter any additional details about the participant's immunization information	



ChildPlus administrators can configure the settings for these fields in **ChildPlus Desktop >> Setup >> System Setup >> Customize Dropdown Choices**.

ChildPlus administrators can configure which immunizations are available in **ChildPlus Desktop >> Setup >> Module Setup >> Immunizations**. You can also customize the order in which immunizations appear and add additional immunizations to the list.

4. Click or tap **Save**.



You can also add or update PIR information for **Immunizations** in **Services >> Application >> Additional Information for Applicants >> Immunizations** and **Services >> PIR >> PIR Information >> Immunizations**.

Quick Entry

You can use the **Quick Entry** feature to quickly enter multiple immunizations administered on the same date.

ChildPlus Online

To use the **Quick Entry** feature in ChildPlus Online:

1. Go to **ChildPlus Online >> Services >> Immunizations >> Immunization Record**.
2. Click or tap **Edit**.
3. Enter a date in the **Quick Entry** field.
4. Click or tap the name of the vaccine in the **Type** column. ChildPlus Online will automatically populate the first empty date field with the date you provided in the **Quick Entry** field.
5. Click or tap **Save**.



You can also access the **Quick Entry** field in **Services >> Application >> Additional Information for Participants >> Immunizations**.

Next Due

You can determine when a dose is due for each immunization by the icon displayed next to the date in the **Next Due** column. An icon displays for each immunization that is:

- Due in more than 15 days
- Due in less than 15 days
- Past due



When all the date fields in an immunization series have been completed, ChildPlus displays the word **Complete** in the **Next Due** column.



ChildPlus administrators can configure how ChildPlus calculates the **Next Due** dates for immunizations in **ChildPlus Desktop >> Setup >> Module Setup >> Immunizations**.

Override an Immunization Date

To override the **Next Due** date for an immunization, enter the date you want to use in the **Override** field. Use this field in case a participant falls behind in an immunization series due to medical or other reasons.

Exempt a Participant from an Immunization

Use this section to exempt a participant from an immunization.



ChildPlus administrators can add additional exemption reasons in **ChildPlus Desktop >> Setup >> System Setup >> Customize Dropdown Choices >> Exemption Reason (Immunizations)**. ChildPlus administrators can also deactivate system-defined exemption reasons.

ChildPlus Online

To exempt a participant from an immunization in ChildPlus Online:

1. Go to **ChildPlus Online >> Services >> Immunizations >> Immunization Record**.
2. Click or tap **Edit**.
3. Select **Exempt** for each immunization you want to exempt.



ChildPlus Online deactivates any empty date fields for the immunization, displays **Exempt Reason** in the **Next Due** column and changes the associated **Override** date field to an **Exempt Reason** field.

4. Select an exemption reason from the **Exempt Reason** field.



You can also exempt a participant from immunizations in **Services >> Application >> Additional Information for Participants >> Immunizations**.



Tuberculosis

Use **Tuberculosis** to track the results of tuberculosis screenings. The **Skin Test** sections track the results of a tuberculosis infection screening. The **X-Ray** section tracks the results of a tuberculosis disease screening.

[ChildPlus Online](#)

To add **Tuberculosis** results in ChildPlus Online:

1. Go to **ChildPlus Online >> Services >> Immunizations >> Tuberculosis**.
2. Click or tap **Edit**.
3. Complete the [fields](#).

Field	Description
Date Given	Date the skin test was administered
Date Read	Date the skin test reaction was read
 Type	Type of skin test administered
Impression	Result of the skin test
mm indur	Size of the induration (swelling site) in millimeters
Film Date	Date the x-ray was taken
 Impression	Result of the x-ray
Free of Communicable TB	Tuberculosis disease diagnosis
Tuberculosis Notes	Enter any additional details about the participant's tuberculosis results



ChildPlus administrators can configure the settings for these fields in **ChildPlus Desktop >> Setup >> System Setup >> Customize Dropdown Choices**.

4. Click or tap **Save**.