

# For the Record...

August 2006

A publication of **ImmTrac**  
Texas Immunization Registry

## Recent Enhancements to ImmTrac

The ImmTrac team continues to improve the Registry application offering you a more user-friendly system and improved system utility. Recent enhancements to the ImmTrac application include:

### Vaccine Codes & Descriptions Listing

Availability of a listing of ImmTrac Vaccine Codes and their descriptions, accessible from three sections within the Registry application. The list displays in a window that may be accessed by clicking the "[Click here for a list of ImmTrac vaccine codes and their descriptions](#)" link on the Add Client Immunizations page. The list may

also be viewed from the Client Detail screen by clicking on the "Click **Vaccine** to view the vaccine table" or the "Vaccine" heading in the Immunizations table. The list may also be viewed from the Edit Client Immunizations screen by clicking on the "Click **Vaccine** to view the vaccine table" link. Users may toggle between the list window and ImmTrac by pressing "Alt-Tab".

### Barcoded ImmTrac Consent Form

Implementation of a revised, barcoded *ImmTrac Consent Form (C-7)* allowing for improvements to the consent verification process and response time. This revised C-7 version is available when the option to generate a blank consent form from the Registry is selected.

### PFS Number Autofill

To facilitate data entry, the "PFS Number" field is now automatically populated with your PFS Number when the "Current Dose?" flag is set to "Y". The user site PFS Number is required when adding current client immunizations. You may manually change the PFS Number if the vaccine was administered at another facility.

### Partial Display of SS Number

To enhance data security and protect sensitive client information, a client's Social Security Number (SSN) will only be partially displayed to authorized ImmTrac users. Although the complete client SSN will be securely retained in the ImmTrac database (if reported to ImmTrac) and will be used for client matching during electronic import of immunization data, only the last four

digits of the client's SSN will be visible to ImmTrac users (e.g., \*\*\* - \*\* - 6789).

### Bilingual R & R Letters

The **Reminder and Recall** feature in ImmTrac now offers you bilingual (English and Spanish) *Reminder* and *Recall* letters. Both letter templates have been reformatted to also offer you a Spanish translation of the standard English *Reminder* and *Recall* text, on the right half of the letter. The letters are centered vertically to simplify readability, and (in most cases) do not require additional paper for printing.

### Changes to Immunization History Report

Based on suggestions from users, the format of the client's *Immunization History Report* has been changed. The following formatting changes have been made to improve utility and ease-of-use of the *Immunization History Report*:

- Client Name now appears as "LAST, FIRST MIDDLE".
- Date of Birth now appears directly below the client's name.

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*For the Record...is the newsletter for users of ImmTrac, the Texas immunization registry. ImmTrac, a free service of the Texas Department of State Health Services (DSHS - Immunization Branch), is a secure, confidential registry that stores children's immunization records electronically, in a centralized system.*

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To learn more about DSHS Immunization Branch programs and activities, please visit [www.ImmunizeTexas.com](http://www.ImmunizeTexas.com) or click on the box below.



## “Reporting” Immunizations & “Submitting” Consent Forms - Not the Same Thing

State Law (Texas Health and Safety Code § 161.001 - § 161.009) requiring all health care providers to report all vaccines administered to a child under 18 years of age to the Texas Department of State Health Services (DSHS), went in to effect on January 1, 2005. The law also requires that healthcare providers report such vaccines within 30 days of administration to the child.

ImmTrac offers providers three ways to report such information to DSHS and comply with Texas law:

- **Direct entry** into the ImmTrac application available via the Internet
- **Electronic data transfer** into ImmTrac from electronic medical records (EMR) software or client encounter software, and
- For providers **without Internet or computer access**, the ***ImmTrac Paper Reporting Form***.

**What constitutes *Reporting* of immunizations as is required by law?** Compliance with Texas immunization reporting requirements for providers entails actual entry of immunization data into the ImmTrac Registry by the provider, or, importing of immunization data submitted through electronic data extract from a provider's EMR, or written submittal of immunization data by the provider on the ImmTrac provided *Paper Reporting Form*.

Texas law also prohibits entry of a child's information into ImmTrac unless the parent has consented in writing to the child's participation in the Registry. If the provider finds the child's record in ImmTrac, consent has previously been granted and the provider may edit or update the record. If the provider does not find the child's record in ImmTrac, the provider should offer the parent the opportunity to grant consent by

generating a consent form from the ImmTrac application.

**Obtaining parental consent** is only necessary if the health care provider has been unsuccessful in locating the child's record in ImmTrac after performing a *Basic Search* and a *Smart Search* (a more comprehensive search feature). The ImmTrac-generated consent form will print pre-filled with the child's information that was used in the search process. The signed consent forms should be faxed to ImmTrac to the Registry's Toll Free line, (866) 624-0180, or to (512) 458-7290, if in Austin. ImmTrac staff will verify the parental consent and establish the new client's record in the Registry. The provider is responsible for reporting the immunization data to ImmTrac, once Registry staff establishes the record in ImmTrac (typically within one week from receipt of the ImmTrac-generated consent form).

**Providers obtaining and submitting parental consent for Registry participation but not reporting immunizations to ImmTrac ARE NOT in compliance with Texas law.** Texas law requires **all** healthcare providers to report **all immunizations** to ImmTrac within 30 days of administration of the vaccine. The consent collection process facilitates immunization reporting. When parental consent has been verified and the client record has been created in ImmTrac, a provider may update and add immunization information at any time without submitting an additional consent form. Parental consent, once granted, is valid until the child turns 18 years of age.

For more information on reporting immunizations to ImmTrac or accessing the Registry application,

please contact ImmTrac Customer Support at (800) 348-9158. ●

### *A Message from the ImmTrac Director...*

*Welcome to the New ImmTrac!*

*ImmTrac has undergone significant change over the past 2 years, and more change is on the way. Legislation implemented in 2005 required extensive changes to parental consent requirements and Registry business processes. Participation and reporting by providers and health plans has increased dramatically, resulting in more complete client immunization records. The ImmTrac team has worked hard to streamline business processes, enhance privacy and security, and improve customer service.*

*We are devoting significant resources to improving ease-of-use and enhancing functionality to make ImmTrac a better resource for users. We are listening to, and working with, ImmTrac users and Stakeholders to identify and prioritize enhancements. The ImmTrac team is working to develop electronic interfaces to facilitate reporting and improve data exchange capability.*

*Several improvements are introduced in this newsletter, and you will see more enhancements in the months to come. Please let us know how we can make ImmTrac work better for you.*

*- Claude Longoria*

*Mr. Longoria is Manager of the ImmTrac Group and Director of the Texas Immunization Registry.*

## Using ImmTrac Effectively

Protecting the health of Texas children is one of the primary benefits of effective use of ImmTrac, the State's immunization registry. ImmTrac was designed to consolidate immunization records for participating Texas children, enabling providers to review and assess the child's immunization needs prior to administering any vaccines. Proper assessment helps prevent over- and under-immunization of children, while ensuring timely and age-appropriate vaccination, and contributing positively to the child's well being.

As an authorized ImmTrac user, you too can achieve maximum benefit from everything ImmTrac has to offer. The following simple steps are highly recommended to ensure your effective use of ImmTrac:

- Search ImmTrac for a child's immunization history at every client encounter, and review the client's record for vaccines that may be due or overdue.
- Promptly report to ImmTrac all immunizations administered, either
  - Directly into the ImmTrac web application
  - Through an Electronic Medical Record (EMR) or Electronic Health Record (EHR) system[or the Texas-Wide Client Encounter System (TWICES), or
  - Using the *ImmTrac Paper Reporting Form*
- If the child's record is found in ImmTrac, simply update the record by reporting any newly administered vaccines via one of the three reporting methods.
- If the child's record is not found in ImmTrac, follow the recommended guidelines for obtaining and submitting *Immunization Registry (ImmTrac) Consent Forms*.
- Print an *Immunization History Report* when requested by the child's parent, legal guardian or managing conservator.
- Use the *Reminder/Recall* feature to generate bilingual *Reminder* or *Recall* letters, labels for your own letters or reports on your clients.
- Ensure that ImmTrac records are complete, current, and accurate at each client encounter
- Compare immunizations documented in validated parent-held records to those in ImmTrac or TWICES and enter any information not already in ImmTrac.
- Update all demographic information in child's record.

For additional information on use of the ImmTrac application, please refer to the *ImmTrac User Manual* available via the Registry application or contact *ImmTrac Customer Support* at (800) 343-9158. ●

## Capability to Search by Social Security and Medicaid Numbers Coming Soon

Authorized ImmTrac users will soon be able to more conveniently search for a client's record using the child's Medicaid Number **or** the child's Social Security Number combined with the Date of Birth. ImmTrac's new QUICK SEARCH function will be offered on the "Client Search" screen after selecting "Look-up Client" from the "Welcome to ImmTrac" page. The BASIC and SMART SEARCH functions will still be available.

More information on this feature will be provided via the *For The Record...* publication and "What's New?" section of the Registry application.

## New "QUICK SEARCH" Screen

The screenshot shows the ImmTrac Texas Immunization Registry interface. At the top, there is a navigation bar with links for Home, Logout, Options, Search, Help, What's New?, and System Support. The date Monday, August 7, 2006 is displayed on the right. The main heading is "Client Search". Below this, there are two search options: "Quick Search" and "Smart Search". The "Quick Search" section includes a "Jump To:" label and a "Quick Search" button. Below this, there is a text input field for "Quick Search: Enter ImmTrac ID or the Date of Birth with the SSN or Medicaid Number" and a "Perform Quick Search" button. The "Quick Search Criteria" form has fields for ImmTrac ID, SSN, Date of Birth, and Medicaid Number. Below the form are buttons for "Perform Quick Search", "Clear Quick Search Criteria", and "New Search". The "Basic Search" section includes a "Basic Search" button and a text input field for "Basic Search: Enter the Last Name, First Name, Date of Birth, and Sex." Below this is a "Perform Basic Search" button. The "Basic Search Criteria" form has a field for "Last Name".

## ImmTrac Enhancements

(continued from page 1)

- Report Date and Client Age now appear on the right-hand side of the client information header.
- "Vaccine Family" column has been added to the immunization detail.
- Immunizations are sorted chronologically within each Vaccine Family.
- "EI-VAR" (Evidence of Immunity to Varicella) will now appear as "Had Chickenpox" on the Immunization History Report.

**MMRV & HEPA Vaccines Incorporated into Scheduler**  
Incorporation of the new MMRV (Measles, Mumps, Rubella, Varicella) and HEPA (Hepatitis A) vaccines into the

ImmTrac Scheduler. **Note:** The ImmTrac immunization scheduler will recognize the administration of combination vaccines for evaluation purposes, but will not make recommendations for administration of a combination vaccine. The provider should review the immunization history and evaluate ImmTrac recommendations to determine if administration of a combination vaccine is appropriate.

### Documenting Evidence of Immunity

Addition of a new vaccine code, "VAR-HadVAR", to record a client's history of chickenpox disease. The code, "EI-VAR" (Evidence of Immunity – VAR), previously used to record history of chickenpox disease will no longer be available. The new vaccine code, "VAR-HadVAR", should now be used and will be reflected on the client's Immunization History Report as "Had Chickenpox".

For quick reference during Registry use, each enhancement is described in more detail in the "What's New?" tab of the ImmTrac application. Please contact **ImmTrac Customer Support (800-348-9158)** if you have questions or comments about any of these new features. ●

### DSHS Health Service Region (HSR) ImmTrac Contacts

#### HSR 1

Cindy Gonzales: (806) 744-3577

#### HSR 2

Debra Perkins: (325) 795-5873

#### HSR 3

Cheryl Millican: (817) 264-4795  
Hope Burns: (817) 264-4811

#### HSR 4/5N

Kevan Bauer: (903) 533-5378

#### HSR 6/5S

Nezzie Parker: (713) 767-3454

#### HSR 7

Alan Butler: (254) 778-6744 X2424

#### HSR 8

Cory Bittle: (210) 949-2126

#### HSR 9/10

##### (Midland Office)

Joyce Flores: (432) 571-4133  
(contact for healthcare providers)

##### (El Paso Office)

Arturo Rodarte: (915) 834-7924  
(contact for healthcare providers)

Beki Hammontree: (432) 571-4142  
(contact for schools & daycare facilities, both offices)

#### HSR 11

##### (Harlingen Office)

Gracie Rubio: (956) 423-0130 X548  
Vickie Mendoza: (956) 423-0130 X543

##### (Laredo Office)

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##### (Corpus Christi Office)

Maria Cruz: (361) 888-7766

Please click on [HSR County Coverage](#) for a map of DSHS Health Service Region coverage by County.

**ImmTrac**  
Texas Immunization Registry

### Contact Information

#### ImmTrac Customer Support:

(800) 348-9158  
Monday - Friday  
7:30 a.m. to 4:45 p.m. (cst)

#### DSHS Immunization Branch

(512) 458-7284  
(800) 252-9152

#### ImmTrac Immunization Registry

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We welcome your comments and suggestions regarding this publication. Please contact [Adriana Rhames](#) via E-mail.

Visit our website at: [www.ImmTrac.com](http://www.ImmTrac.com)

Articles contributed by ImmTrac staff.