

Indiana Department of Health Children and Hoosiers Immunization Registry Program - Quick Reference Guide

Using Reminder Recall in CHIRP Example: Varicella Vaccine

What is Reminder Recall?

The Reminder Recall module in CHIRP is a tool used to retrieve patients who are due to receive a vaccine or a vaccine series. Using Reminder Recall has been shown to improve vaccination coverage rates. It is also used to avoid wastage before a vaccine expires by identifying patients who need a dose.

How to run Reminder Recall:

The instructions below show how to generate a list of patients who are recommended to receive a Varicella immunization. The Reminder/Recall module is fully compatible with Internet Explorer.

1. Select Reminder/Recall module:



2. Under "Who do you want to Contact":

- a. If the CHIRP user has access to more than one facility, confirm correct Organization & Facility are selected
- b. Patient Age Range:
 - I. Can be a combination of days, months, or years
 - II. VFC ages = 1 day to 18 years of age

Patient Location: PUBLIC HEALTH - ISDH (1 * • **NON MEDICAL FACILITY** • Organization (IRMS) Group • Facility Group • • Patient Age Range 1 Days × • 18 • Patient Pote Facility Group •			
Patient Location:	PUBLIC HEALTH - ISDH (1 * -	NON MEDICAL FACILITY**	•
Fallent Location.	Organization (IRMS) Group 🗸 Fa	acility Group	*
 Patient Age Ra 	nge <mark>1. Days × - 1</mark>	8 Years x -	
O Patient Birth D	ate From Through		
Patient Gender	_imit To		
Exclude patients v	ho were sent a notification in the last:		
# of Davs	○ Weeks ○ Months ○ Years		





3. Under "Which vaccines would you like to include"

a. "Select a series" is the default view.

b. There are pre-set series from which to pick by clicking the down arrow.

I. Examples include the DTaP series and Adolescent Assessments

- II. For specific vaccines such as varicella, select "Custom" series
 - 1. For purposes of this example, select Varicella.
 - 2. Since we are trying to capture anyone who needs a dose of the varicella vaccine, we will not enter a dose number.

Which vaccine	Which vaccines would you like to include?							
CUSTOM × -								
Check the box to select vaccine(s):	Enter a dose number (optional):							
DTaPIDT/Td HIB PQLIO HEP-B 3 DOSE MMR VARICELLA MENINGOCOCCAL HEP-A								

4. After selecting a series or specific vaccine, click on the **"Patient List"** button at the bottom right.

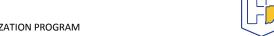
Clear	Patient List

5. Narrow search results to eliminate patients who may be difficult to contact.

a. Patients who do not have a name listed in the CHIRP registry.b. If the plan is to contact patients by phone, eliminate patients who do not have a phone number in CHIRP.

c. In the example below, the two patients who do not have a phone number in CHIRP are **inactivated**.

d. Note that patients can be deactivated in this screen. Please refer to **ISDH Policy 21 for deactivation guidelines**.



Indiana



6. The search results can be retrieved in two ways:

a. Export Patient List

I. This generates a CSV document that can be opened in Excel
II. All missing vaccines for each patients will be retrieved by using this method.

b. Submit

I. Brings up a new screen

II. Green icons at the top indicate the total # of patients, patients with mailing addresses, phone numbers, mobile numbers, and email addresses in CHIRP.

III. Blue icons in the box show output options.







a. This window allows you to tell CHIRP whether or not you want to track the number of times a patient is contacted for vaccinations.b. Click **"Run"** to continue



8. For **"Generate a Patient List"**, a document will be generated in a separate window. This list can be printed or saved as a PDF file.

			Patient Recall (Group Listing by Own	iership			
eport Criteria							Report Date: Ja	nuary 17.2
Ingenitation (IRM 5): PUBLIC HD Iacal Date: D10111600 through 1 Iach Date Range: 01171990 the Iack Rober Patterts: No Iack Al Igh Rink Category: Al Hermed Vacchations Only: No Iacc Families: VARICOLLA	09/17/2017			Facility: "PELDOTA Health Plan: Al Propietae: Al CountyPartick: Al Zip Code: Al District/Region Narri				
ta Patienta Salactera: e								
ar Code/10 *9214366*	First Name CASHFUL	Niddle Name	Last Name DWARF	Birthday 01012010	Guardian F.N. MANNY	Phone Number (015)125-1254	Chart Number	
	Vaccine Family Name		Dose Number		Recommended Date		Minimum Date	
	WARDCELLA		1		01/01/2011		01/01/2011	
r Code/ID \$9214328	First Name DOC	Niddle Name	Last Name DWARF	Birthday 01012014	Guardian F.N. MANNY	Phone Number (515)125-1258	Chart Number	
Vaccine Family Name			Dose Number		Recommended Date		Minimum Date	
	WARICELLA.		1		01/01/2015		01/01/2018	
ar Code/ID '9214364*	First Name GRUMPY	Niddle Name	Last Name DWARF	Birthday 0101/2013	Guardian F.N. MANNY	Phone Number (816)123-1234	Chart Number	
	Vecsine Family Name		Dose Number		Recommended Date		Minimum Date	
VARICELLA 1		1	01012014			D1/01/2014		
9214365*	First Name HAPPy	Middle Name	Last Name DWARF	Birthday 0101/2011	Guardian F.N. MANNY	Phone Number (818)123-1234	Chart Number	
	Vecsine Family Name		Dose Number		Recommended Date		Minimum Date	
	VARICELLA		1		01012012		D1/01/2012	
9214329*	First Name SNEEZY	Middle Name	Last Name DWARF	Birthday 01/01/2012	Guardian F.N. MANNY	Phone Number (818)123-1234	Chart Number	
Vecsine Family Name			Doee Number		Recommended Date		Minimum Date	
	VARICELLA		1		01012013		0101(2013	
9214323*	First Name SNOW	Middle Name	Last Name WHITE	Birthday 01/01/2016	Guardian F.N. QUEENIE	Phone Number (317)123-1234	Chart Number	
	Vecsine Family Name		Dose Number		Recommended Date		Minimum Date	
	VARICELLA		1		0101/2017		0101/2017	

Questions? Please contact your respective Regional Quality Management and Education Consultant or IQIP Consultant. This information can be found on the Quality Management and Education Team Service Delivery Map.

