



TEXAS
Health and Human
Services

Texas Department of State
Health Services

ImmTrac2

Texas Immunization Registry

***Schools Training:
Full Access Provider Users***

ImmTrac2 Schools Training

Welcome



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Resources

- DSHS website: www.immunizetexas.com
 - Click ImmTrac Registry & go to ImmTrac2 webpage
- Health Service Regions & Local Health Depts.
 - Staff are trained to provide support
- ImmTrac Customer Support
 - Email: ImmTrac2@dshs.texas.gov
 - Phone: 1-800-348-9158



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System Requirements

Reliable Internet access:

- High-speed connection preferred

Minimum software requirements:

- Microsoft® Internet Explorer, version 11.0 or higher, and Edge
- Windows® 7, 8, or 10
- Acrobat Reader® 6.0 or higher

NOTE: Confirm that your IT network and security settings allow secure access to:

<https://Immtrac.dshs.texas.gov>



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Texas Immunization Information System (1 of 2)

- Confidential web-based information system
- Provides consolidated immunization information for children & adults
- An opt-in system specific to residents of the state of Texas



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Texas Immunization Information System (2 of 2)

Allows school-based nurses to:

- View and add clients & immunizations
- Forecast vaccines due
- Print official immunization records
- Produce recall/reminder notices
- Reset own password for access



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Help Resources



User Manual

Customer Support: 1-800-348-9158



Fax: 512-776-7790

Email: ImmTrac2@dshs.texas.gov



Online Help

Webinars (Live and Pre-recorded)



Self-guided video training



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Purpose

This presentation provides a review for school-based nurses on how to:

- Log in & reset your password
- View & edit client records
- View & edit immunization records
- Print the Official Immunization Record
- Create lists of students
- Access Texas school-compliance schedules

ImmTrac2 Schools Training

Logging In



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Logging In (1 of 3)

- Users are assigned ONE user account.
- The user account can access one or many provider locations, or Organizations.
- Users must have three codes to log in:
 - Org Code
 - Username
 - Password



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Logging In (2 of 3)

Training Region
.....

Org Code:

Username:

Password:

Login

DO NOT ATTEMPT TO
LOG ON UNLESS YOU
ARE AN AUTHORIZED
USER.
.....

Forgot Password?

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HOME FORMS REGISTRAT

Hot Topics

THIS IS THE IMMTRAC2 TRAINING ENVIRONMENT

ImmTrac2 Launches on April 3, 2017! The much-anticipated arrival of
here! ImmTrac2 launches on Monday, April 3, 2017. For the latest info
<http://www.dshs.texas.gov/immunize/immtrac/about-immtrac2.aspx>

[About ImmTrac](#)
[ImmTrac is a Lifetime Registry](#)
[About the Texas Vaccines for Children Program](#)
[Meaningful Use Information](#)
[Vaccine Education Online](#)

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Logging In (3 of 3)

- The Confidentiality Statement displays.
- Click the "I Agree" button to access ImmTrac2.

Confidentiality Statement

I understand and agree that information entered into and contained in ImmTrac2 is confidential. I agree that I will use the information in ImmTrac2 only for the purpose for which it is intended. I acknowledge that the unauthorized disclosure of personal, identifiable information is strictly prohibited.

Immunization records may only be released to:

- the individual or the individual's legally authorized representative
- a public health district
- a local health department
- a physician to the individual
- a school or child care facility in which the individual is enrolled
- a state agency having legal custody of the individual

I verify that I am an authorized ImmTrac2 user.

I agree not to share any information that is accessible through ImmTrac2 without proper authorization.

I acknowledge that unauthorized discussion or release of the information from ImmTrac2 will expose me to civil and criminal liability under the provisions of Texas Government Code §552.352, Texas Health and Safety Code §591.022; Title 5, United States Code §552a(1); and Title 42, code of Federal Regulations, Part 2.

I agree at the end of each ImmTrac2 session, I will log out of the ImmTrac2 application and close my Internet browser.

By agreeing, I certify I have read, understood and agreed to the above statements.

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Log In Issues (1 of 5)

Incorrect information prompts a validation error message to display.

FORM VALIDATION ERROR(S)

Validation Errors

- The Org Code, Username and Password combination is invalid.

Ok



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Log In Issues (2 of 5)

After three unsuccessful attempts, users are redirected to the password recall screen.

DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.

[Forgot Password?](#)

Login attempt was unsuccessful. If you remember your Org Code, Username, and Password associated with your user account and wish to continue to attempt to login to ImmTrac2, re-enter the required account information and characters displayed, then click Submit. Otherwise, click the Forgot Password button to reset your password.

* Org Code:

Username:

* Password

*Enter the characters exactly as displayed

CAPTCHA Image →

* Required field



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Log In Issues (3 of 5)

Users have three more opportunities to log in with the CAPTCHA image.

DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.

Forgot Password?

Login attempt was unsuccessful. If you remember your Org Code, Username, and Password associated with your user account and wish to continue to attempt to login to ImmTrac2, re-enter the required account information and characters displayed, then click Submit. Otherwise, click the Forgot Password button to reset your password.

* Org Code:

* Username:

* Password:

*Enter the characters exactly as displayed

CAPTCHA Image →

* Required field

Submit



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Log In Issues (4 of 5)

After three more unsuccessful attempts, the reset password screen displays.

HOME	FORMS	REGISTRATION	RELATED LINKS	
User Information				
To reset your password, please enter your Org Code, Username, and Email address associated with your ImmTrac2 account and click Submit.				
* Org Code:	<input type="text"/>			
* Username:	<input type="text"/>			
* Email address:	<input type="text"/>			
* Required field				
<input type="button" value="Submit"/>				
If you have any questions or do not receive an email with the password reset link, please contact ImmTrac2 Customer Support at 1-800-348-9158 or at ImmTrac2@dshs.texas.gov .				



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Log In Issues (5 of 5)

Click the Forgot Password button at any time to display the reset password screen.

The screenshot displays the ImmTrac2 Texas Immunization Registry login interface. On the left, a sidebar contains the Texas Department of State Health Services logo, a 'Training Region' dropdown, and login fields for 'Org Code' (TRAI2009), 'Username' (DE1234CO), and 'Password'. A 'Login' button is below these fields. A warning message states: 'DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.' At the bottom of the sidebar is a 'Forgot Password?' button, which is highlighted with a red rectangle. A red arrow points from this button towards the center of the page. The main content area features the 'ImmTrac2 Texas Immunization Registry' header, navigation tabs for 'HOME', 'FORMS', 'REGISTRATION', and 'RELATED LINKS', and a 'Hot Topics' section. Overlaid on the right side of the main content is a 'FORM VALIDATION ERROR(S)' dialog box. The dialog box contains the following text: 'Validation Errors' followed by a bulleted list: '• The Org Code, Username and Password combination is invalid.' and '• Please enter information in all required fields with an asterisk (*)'. An 'Ok' button is located at the bottom right of the dialog box.

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Password Reset



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Password Reset (1 of 6)

Enter your Org code, username, and the email address on file for your user account.

	HOME	FORMS	REGISTRATION	RELATED LINKS
<p>.....</p> <p>Org Code: <input type="text"/></p> <p>Username: <input type="text"/></p> <p>Password: <input type="password"/></p> <p>Login</p> <p>DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.</p> <p>.....</p> <p>Forgot Password?</p>	<h3>User Information</h3> <p>To reset your password, please enter your Org Code, Username, and Email address associated with your ImmTrac2 account and click Submit.</p> <div><p>* Org Code: <input type="text" value="TRAI1110"/></p><p>* Username: <input type="text" value="DE8974CO"/></p><p>* Email address: <input type="text" value="DeliaCoTrainer@TheTrainingClinic.com"/></p><p>* Required field</p><p>Submit</p></div>			



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Password Reset (2 of 6)

You'll receive a password reset email that is valid for 24 hours.

Delilah CoTrainer

A request has been submitted to change your ImmTrac2 password. Please follow the link below to reset your password. This link will be available for 24 hours.

<https://training-immtrac.dshs.texas.gov/TXTRN/securityNotification.do?id=-281714790561127600>

If you did not initiate this request or if you have problems accessing the reset password screen, please contact ImmTrac2 Customer Support at 1-800-348-9158 or at ImmTrac2@dshs.texas.gov

ImmTrac2
Texas Immunization Registry



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Password Reset (3 of 6)

Click the email link to access ImmTrac2.
NOTE: The Confidentiality Agreement displays first. Click "I Agree".

The screenshot shows the ImmTrac2 login interface. On the left is a blue sidebar with the Texas Department of State Health Services logo and a login form. The form includes fields for Org Code, Username, and Password, a Login button, a warning not to attempt login without authorization, and a Forgot Password? link. The main content area is white and titled 'Confidentiality Statement'. It contains a paragraph of legal text, a bulleted list of authorized users, and three checkboxes for agreement. The 'I Agree' checkbox is highlighted with a red box and a red arrow pointing to it.

Confidentiality Statement

I understand and agree that information entered into and contained in ImmTrac2 is confidential. I agree that I will use the information in ImmTrac2 only for the purpose for which it is intended. I acknowledge that the unauthorized disclosure of personal, identifiable information is strictly prohibited.

Immunization records may only be released to:

- the individual or the individual's legally authorized representative
- a public health district
- a local health department
- a physician to the individual
- a school or child care facility in which the individual is enrolled
- a state agency having legal custody of the individual

I verify that I am an authorized ImmTrac2 user.

I agree not to share any information that is accessible through ImmTrac2 without proper authorization.

I acknowledge that unauthorized discussion or release of the information from ImmTrac2 will expose me to civil and criminal liability under the provisions of Texas Government Code §552.352, Texas Health and Safety Code §591.022; Title 5, United States Code §552a(1); and Title 42, code of Federal Regulations, Part 2.

I agree at the end of each ImmTrac2 session, I will log out of the ImmTrac2 application and close my Internet browser.

By agreeing, I certify I have read, understood and agreed to the above statements.



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Password Reset (4 of 6)

- Enter the password twice to save.
- Follow the password requirements.

region
e
ainer

organization Training Clinic • user Delia CoTrainer • role Full Access Providers no/DE

Change Password

zations
ccount
Account
password

User Delia CoTrainer

Username de8974co

Org Code TRAI1031

* New Password

* Confirm New Password

* Required field

Save
Cancel

Password Requirements:
Must be between 8 and 16 characters
Must have at least one of each of the following:
Upper case letter
Lower case letter
Numeric value
Special character
At least 4 characters must be different from previous password
No dictionary words including slang
Cannot reuse last 6 passwords



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Password Reset (5 of 6)

When you successfully create a password, see the red message ****Password Updated****

The screenshot displays the ImmTrac2 user interface. On the left is a blue sidebar with navigation links: 'Training Region', 'Welcome Delia CoTrainer', 'Logout', 'Applications' (with 'Switch Organizations' highlighted by a red box and a red arrow), and 'Manage My Account' (with sub-links 'Edit My User Account' and 'Change My Password'). The main content area has a top navigation bar with 'HOME', 'FORMS', 'REGISTRATION', and 'RELATED LINKS'. Below this is a yellow header bar showing 'organization Texas DSHS • user Delia CoTrainer • role Full Access State'. The main section is titled 'Change Password'. A red oval highlights the message '** Password Updated **' in the top right. Below this, there are input fields for 'User' (Delia CoTrainer), 'Username' (de8974co), and 'Org Code' (DSHS). There are also fields for '* New Password' and '* Confirm New Password', both marked as '* Required field'. To the right of these fields are 'Save' and 'Cancel' buttons. A 'Password Requirements' section lists rules: 8-16 characters, at least one of upper/lower case, numeric, or special character, at least 4 characters different from previous password, no dictionary words, and cannot reuse last 6 passwords. At the bottom, a footer provides contact information for ImmTrac2 Customer Support and a copyright notice for the State of Wisconsin.

Training Region
Welcome
Delia CoTrainer
Logout

Applications
Switch Organizations

Manage My Account
Edit My User Account
Change My Password

HOME FORMS REGISTRATION RELATED LINKS

organization Texas DSHS • user Delia CoTrainer • role Full Access State

Change Password

**** Password Updated ****

User Delia CoTrainer
Username de8974co
Org Code DSHS

* New Password
* Confirm New Password
* Required field

Save
Cancel

Password Requirements:
Must be between 8 and 16 characters
Must have at least one of each of the following:
Upper case letter
Lower case letter
Numeric value
Special character
At least 4 characters must be different from previous password
No dictionary words including slang
Cannot reuse last 6 passwords

If you have any questions regarding resetting your password, please contact ImmTrac2 Customer Support at 1-800-348-9158 or at ImmTrac2@dshs.texas.gov.

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Password Reset (6 of 6)

Click "Switch Organizations" to leave the screen.

Training Region

Welcome
Delia CoTrainer

Logout

Applications

Switch Organizations

Manage My Account
Edit My User Account
Change My Password

HOME FORMS REGISTRATION RELATED LINKS

organization Texas DSHS • user Delia CoTrainer • role Full Access State

Change Password

**** Password Updated ****

User Delia CoTrainer

Username de8974co

Org Code DSHS

* New Password

* Confirm New Password

* Required field

Save

Cancel

Password Requirements:
Must be between 8 and 16 characters
Must have at least one of each of the following:
Upper case letter
Lower case letter
Numeric value
Special character
At least 4 characters must be different from previous password
No dictionary words including slang
Cannot reuse last 6 passwords

If you have any questions regarding resetting your password, please contact ImmTrac2 Customer Support at 1-800-348-9158 or at ImmTrac2@dshs.texas.gov.

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ImmTrac2 Schools Training

Basic Access



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Manage Access Portal View

- After log-in, users assigned to more than one organization see the Portal view.
- Select the ImmTrac2 button to navigate to the Application view.

The screenshot displays the 'Manage Access Portal View' interface. On the left is a sidebar with the following sections:

- Training Region**
 - Welcome Delia CoTrainer
 - Logout
- Applications**
 - Switch Organizations
- Manage My Account**
 - Edit My User Account
 - Change My Password

The main content area has a top navigation bar with links: HOME, FORMS, REGISTRATION, and RELATED LINKS. Below this is a yellow banner showing user information: organization FEATHER ISD • user Delia CoTrainer • role Full Access Providers no/DE. The main content area contains a table with two rows of links:

organization	user	role
FEATHER ISD	Delia CoTrainer	Full Access Providers no/DE
FEATHER ISD	Delia CoTrainer	Full Access Providers no/DE

A red box highlights the 'ImmTrac2' button in the table, with a red arrow pointing to it. The footer of the page reads: Copyright © 1999 - 2017 State of Wisconsin. All rights reserved.



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Application View (1 of 2)

After login, users assigned to only ONE organization see the Application home page.

ImmTrac2

Texas Immunization Registry

Training Region 4.0.0

.....

Clients

manage client

enter new client

edit consent information

Immunizations

manage immunizations

Schools

manage list

find student

check school report

home

registration/renewal

manage access/account

forms

related links

logout

contact us

organization FEATHER ISD • user Delia CoTrainer • role Full Access Providers no/DE

announcements

NEW
03/04/2014 ~ [New Procedure Starting March 17](#)

release notes:

NEW
07/31/2017 ~ [Release Version 3.3.0](#) Release 3.3.0.



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Application View (2 of 2)

home | **registration/renewal** | **manage access/account** | **forms** | **related links** | **logout** | **contact us** |

organization **FEATHER ISD** • user **Delia CoTrainer** • role **Full Access Providers no/DE**

announcements

NEW
03/04/2014 ~ [New Procedure Starting March 17](#)

release notes:

NEW
07/31/2017 ~ [Release Version 3.3.0](#) Release 3.3.0.

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Texas Immunization Registry
Training Region 100

Clients
manage client
enter new client
edit consent information

Immunizations
manage immunizations

Schools
manage list
find student
check school report

Reports
generate report
scheduled report

Maintenance
manage clinicians
manage schools

Admin Support
manufacturer listing
trade name listing
vaccine group listing
vaccine listing
vaccine relationships

Manage My Account
edit my user account
change my password

Menu Bar

Menu Panel

ImmTrac2 Schools Training

View & Add Immunizations



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Menu Panel Options

ImmTrac2

Texas Immunization Registry

Training Region 4.0.0

.....

Clients

manage client

enter new client

edit consent information

Immunizations

manage immunizations

Schools

manage list

find student

check school report

Reports

generate report

scheduled report

Maintenance

manage clinicians

manage schools

Admin Support

manufacturer listing

trade name listing

vaccine group listing

vaccine listing

vaccine relationships

Manage My Account

edit my user account

change my password

home

registration/renewal

manage access/account

forms

related links

logout

contact us

organization FEATHER ISD • user Delia CoTrainer • role Full Access Providers no/DE

announcements

NEW
03/04/2014 ~ [New Procedure Starting March 17](#)

release notes:

NEW
07/31/2017 ~ [Release Version 3.3.0](#) Release 3.3.0.

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Client Search

- Perform a Client Search using one of the following:
 - Quick Search
 - Basic Search
 - Smart Search
- If an exact match is found, the client's immunization record will display.
- If multiple matches are found, select from the client list.



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Client Immunizations (1 of 3)

The screen has four sections:

- Client Information
- Client Notes & Navigation Bar
- Immunization Record
- Vaccines Recommended by Selected Tracking Schedule




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Client Immunizations (2 of 3)


Client Information  ImmTrac2 ID 208110668

Client Name (First - MI - Last) DOB Gender Tracking Schedule Client ID
DEB ORANGE 01/01/2014 F ACIP


Address/Phone 123 JJ PICKLE, AUSTIN, TX 78758








Comments 03/01/2014 ~ Allergy to egg ingestion (anaphylactic)


Current Age: 3 years, 2 months, 20 days

Client Notes (0) [view or update notes](#) 

[Add New Imms](#) [Add Historical Imms](#) [Edit Client](#) [Reports](#) [Print Official Immunization Record](#)

Immunization Record 

Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose	Owned?	Reaction	Hist?	Disaster	Edit
DTP/aP	03/01/2014	1 of 5	DTaP-HepB-IPV [Pediarix ®]	Full					
	06/01/2014	2 of 5	DTaP-HepB-IPV [Pediarix ®]	Full	No				
HepB	01/01/2014	1 of 4	HepB, NOS [HepB ®]		No		Yes		
	03/01/2014	2 of 4	DTaP-HepB-IPV [Pediarix ®]	Full					
	06/01/2014	3 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	No				
Polio	03/01/2014	1 of 4	DTaP-HepB-IPV [Pediarix ®]	Full					
	06/01/2014	2 of 4	DTaP-HepB-IPV [Pediarix ®]	Full	No				

Vaccines Recommended by Selected Tracking Schedule 

Select	Vaccine Group	Vaccine	Earliest Date	Recommended Date	Past Due Date
Select <input type="checkbox"/>	DTP/aP	DTaP, NOS	06/29/2014	08/01/2014	09/01/2014
Select <input type="checkbox"/>	HepA	HepA, NOS	01/01/2015	01/01/2015	08/01/2015
Select <input type="checkbox"/>	HepB	HepB, NOS	07/27/2014	07/27/2014	08/01/2015



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Client Immunizations (3 of 3)

Click buttons to:

- Add new or historical shot records
- Access the client demographic record
- Access client reports
- Print Official Immunization Record

Current Age: 3 years, 2 months, 21 days

Client Notes (1) [view or update notes](#)

Add New Imms Add Historical Imms Edit Client Reports Print Official Immunization Record

Immunization Record

Vaccine	Date								
---------	------	--	--	--	--	--	--	--	--

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View & Add Clients (Students)



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Menu Panel Options

The screenshot displays the ImmTrac2 Schools Training interface. The top navigation bar shows the user is logged in as 'Delilah CoTrainer' with a 'Full Access Provider' role. The left sidebar contains a menu with categories: Clients, Immunizations, Schools, Reports, Maintenance, Admin Support, and Manage My Account. The 'Clients' category is highlighted with a red box, and a red arrow points to the 'enter new client' option. The main content area shows an 'announcements' section with a date range of '03/04/2014 ~' and a link to 'New Procedure Starting March 17'. Below this is a 'release notes' section with a date range of '11/18/2015 ~' and a link to 'Release Version 2.2.0 V2 Code Release'. The footer of the interface states 'Copyright © 1999 - 2017 State of Wisconsin. All rights reserved.'

organization Training • user Delilah CoTrainer • role Full Access Provider

Training Region 3.0.1

Clients
manage client
enter new client
edit consent information

Immunizations
manage immunizations

Schools
manage list
find student
check school report

Reports
generate report
scheduled report

Maintenance
manage clinicians
manage schools

Admin Support
manufacturer listing
trade name listing
vaccine group listing
vaccine listing
vaccine relationships

Manage My Account
edit my user account
change my password

03/04/2014 ~ [New Procedure Starting March 17](#)

release notes:

11/18/2015 ~ [Release Version 2.2.0](#) V2 Code Release

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Client Search

- Perform a Client Search using one of the following:
 - Quick Search
 - Basic Search
 - Smart Search
- If an exact match is found, the client's record will display.
- If multiple matches are found, select from the client list.



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Client Demographics (1 of 5)

When you access the Client record, several demographic tabs display for:

- Personal information
- Consent information
- Names also known as (AKA)
- Organization information
- Address information
- Responsible persons
- Client comments
- Client notes



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Client Demographics (2 of 5)

A message displays for Client records created at birth through Vital Statistics. Certain information can only be changed by DSHS staff.

[home](#) [registration/renewal](#) [manage access/account](#) [forms](#) [related links](#) [logout](#) [contact us](#)

organization **FEATHER ISD** • *user* **Delia CoTrainer** • *role* **Full Access Providers no/DE**

The client was added or updated via Vital Statistics and the following fields are not editable: Last Name, First Name, Middle Name, Birth Date, Mother's Maiden Last, Mother's First Name, Gender, SSN, Race.

If you have any questions or need to edit one of these fields, please contact ImmTrac2 Customer Support at 1-800-348-9158 or ImmTrac2@dshs.texas.gov for assistance.

View Client



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Client Demographics (3 of 5)

Click Edit Client to make changes and see additional options.

Personal Information

* Last Name	ORANGE	* Gender	FEMALE	▼
* First Name	DEB	SSN	- - -	
Middle Name		Medicaid ID		
Suffix	▼	Birth Order	(for multiple births)	
* Birth Date	01/01/2011	Birth Country	UNITED STATES	

[Edit Client](#)

[Return to Search](#)



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Client Demographics (4 of 5)

Personal Information

* Last Name

ORANGE

* First Name

DEB

Middle Name

Suffix

* Birth Date

01/01/2011

* Mother's Maiden Last

(On File)

* Mother's First Name

MARY

Client Type

IC - ImmTrac Child

ImmTrac2 Client

Yes

* Gender

FEMALE

SSN

Medicaid ID

Birth Order

(for multiple births)

Birth Country

UNITED STATES

Birth State

Birth County

Client Identifier

ImmTrac2 ID

208110668

Disaster Client

No

Save

Immunizations

Edit Consent

Reports

Cancel

Last Updated by Texas DSHS on 08/15/2017 by de8974co

Created by WCCHD GEORGETOWN on 02/15/2017 by de9257co

History Table

Consent Information

Client AKA (0)

Organization Information

Client Information

Address Information

Responsible Persons (1)

Client Comments (0)

Client Notes (2)



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Client Demographics (5 of 5)

NOTE: In order to save a new record, the Address Information tab requires you to enter the residential county.

Address Information ▲

[\[back to top\]](#)

[View Client Address History](#)

Last Updated 08/16/2017

No Viable Address ☐

* Street Address

Other Address

P.O. BOX

* Zip +4

* City State Country

* County

Phone Number - -

Extension

E-Mail

ImmTrac2 Schools Training

Student Lists



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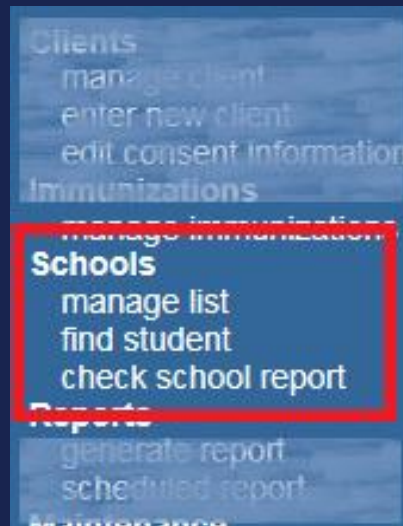
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School Lists Purpose (1 of 2)

The purpose of "Schools" on the menu panel is to organize School clients (students) into groups (lists) to access immunization information of your students.





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School Lists Purpose (2 of 2)

You can:

- Create, edit, and delete school lists
- Find students, to add and remove them from a list
- Access pre-configured School List Reports
- Run reports by a Texas school compliance vaccine schedule



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How It Works

Manage lists in three steps:

1. Click **Manage List**, to create one or access existing lists for reporting.
2. Click **Find Student**, to search & add clients to one or many lists.
3. Click **Check School Report**, to view reports you've run from the list.

Manage List

Enter a New List Name and Click Save.
Your list isn't functional until you add
students, or clients, to it.



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The list has been created successfully.

Manage List

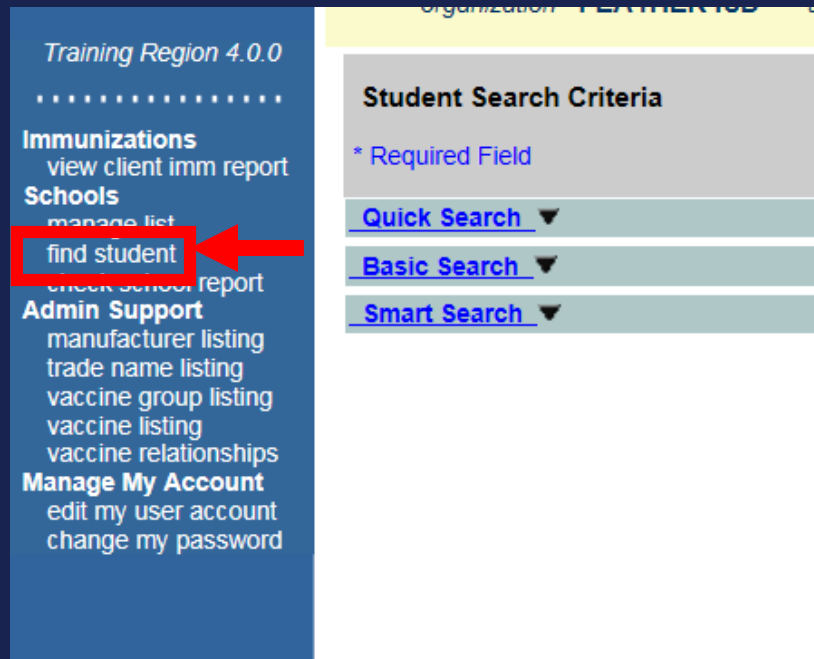
* New List Name →

Report List

List Name	Last Updated Date	Student Count	Delete	Edit
2017-2018 7th graders ←	07/07/2017	0	<input type="button" value="Delete"/>	<input type="button" value="Edit"/>
2017 Kinder Registration	05/04/2017	1	<input type="button" value="Delete"/>	<input type="button" value="Edit"/>
Master List	03/22/2017	9	<input type="button" value="Delete"/>	<input type="button" value="Edit"/>

Find Student (1 of 2)

Click “Find Student” to look up a student, or client.



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Find Student (2 of 2)

Add the student to the list.

.....

Immunizations
view client imm report

Schools
manage list
find student
check school report

Admin Support
manufacturer listing
trade name listing
vaccine group listing
vaccine listing
vaccine relationships

Manage My Account
edit my user account
change my password

Student Information ImmTrac2 ID 208110668

Student Name (First - MI - Last) DOB Gender Tracking Schedule

DEB ORANGE 01/01/2011 F ACIP

Current Age: 6 years, 7 months, 14 days

Reports

[Add this Student to a Report List](#)

Please Pick a Report List

Brushy Creek Elementary


Current Report Lists

Immunization Record

Vaccine Group	Date Admin	Series	Vaccine (Trade Name)	Dose	Reaction	Disaster
---------------	------------	--------	----------------------	------	----------	----------

List Reports (1 of 4)

Click Manage List again to access reports and student details.

[home](#) [registration/renewal](#) [manage access/account](#) [forms](#) [related links](#) [logout](#) [contact us](#) 

organization **FEATHER ISD** • user **Delia CoTrainer** • role **Full Access Providers no/DE**

Manage List

* New List Name

Report List

List Name	Last Updated Date	Student Count	Delete	Edit
Brushy Creek Elem. 2017-2018 Master List	08/16/2017	2	<input type="button" value="Delete"/>	<input type="button" value="Edit"/>



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List Reports (2 of 4)

The list details screen displays.

Reports Available for: Brushy Creek Elementary

Report Name	Description
Student List	Displays the name and date of birth for each student on the list sorted alphabetically by last name.
Official Immunization History List	Displays the official immunization history for each student on the list sorted alphabetically by last name.
Immunizations Due	Displays the name, date of birth and all immunization information for immunizations due for each student on the list sorted alphabetically by last name.

Select Tracking Schedule

Tracking Schedule

Client List for: Brushy Creek Elementary Delete Cancel

Delete	Last Name	First Name	Middle Name	Birth Date
<input type="checkbox"/>	ORANGE	DEB		01/01/2011



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List Reports (3 of 4)

Select the appropriate Texas school vaccine schedule.

Reports Available for: Brushy Creek Elementary Master List

Report Name	Description
Student List	Displays the name and date of birth for each student on the list sorted alphabetically by last name.
Official Immunization History List	Displays the official immunization history for each student on the list sorted alphabetically by last name.
Immunizations Due	Displays the name, date of birth and all immunization information for immunizations due for each student sorted alphabetically by last name.

Select Tracking Schedule

ACIP

TX 7th 2016-2017

TX 7th-8th 2017-2018

TX 8-12 2016-2017

TX 9-12 2017-2018

TX Child Care Regs

TX K-6 2016-2017

TX K-6 2017-2018

Client List for: Brushy Creek Elementary Master List

Delete	Last Name	First Name	Middle Name	Birth Date
<input type="checkbox"/>	ORANGE	DEBBIE		02/07/2014



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List Reports (4 of 4)

Click the link to run a report.

Reports Available for: Brushy Creek Elementary

Report Name	Description
Student List	Displays the name and date of birth for each student on the list sorted alphabetically by last name.
Official Immunization History List	Displays the official immunization history for each student on the list sorted alphabetically by last name.
Immunizations Due	Displays the name, date of birth and all immunization information for immunizations due for each student on the list sorted alphabetically by last name.

Select Tracking Schedule

Tracking Schedule

Client List for: Brushy Creek Elementary

Delete	Last Name	First Name	Middle Name	Birth Date
<input type="checkbox"/>	ORANGE	DEB		01/01/2011




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Check School Reports

Click Check School Reports to access the reports you've run.

[home](#) [registration/renewal](#) [manage access/account](#) [forms](#) [related links](#) [logout](#) [contact us](#) 

organization **FEATHER ISD** • user **Delia CoTrainer** • role **Full Access Providers no/DE**

Check School Report Status

Report Name	Description	
Official Immunization History List	Displays the official immunization history for each student on the list sorted alphabetically by last name.	Status
Immunizations Due	Displays the name, date of birth and all immunization information for immunizations due for each student on the list sorted alphabetically by last name.	Status



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System Demo



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Q & A

