

Administering Moderna Boost Dose

1. Select the **Patients** option on the *left-hand menu*.
2. Select the **Search** option under the *Patients* section.
3. On the *Patient Search* screen, specify at least one of the following required fields:

☞ Minimum of **two letters** of the *first name* and **two letters** of the *last name*

If the desired patient is not located, the search criteria may need to be increased to include the following:

☞ **More letters** in the *first name* or *last name*

☞ **Middle Name**

☞ **DOB** (Date of Birth)

☞ **Gender**

If the desired patient is still not located, select **New Patient** at the bottom of the screen.



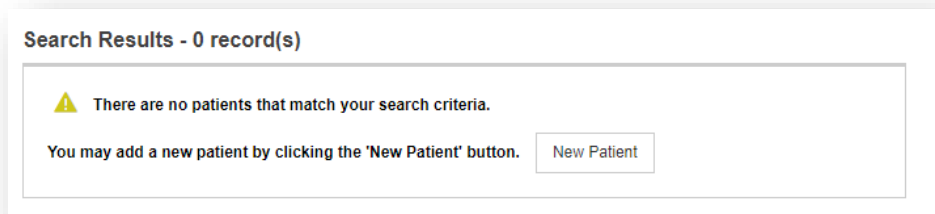
On the next page, fill in the following required fields and select **Create**.

☞ **Last Name**

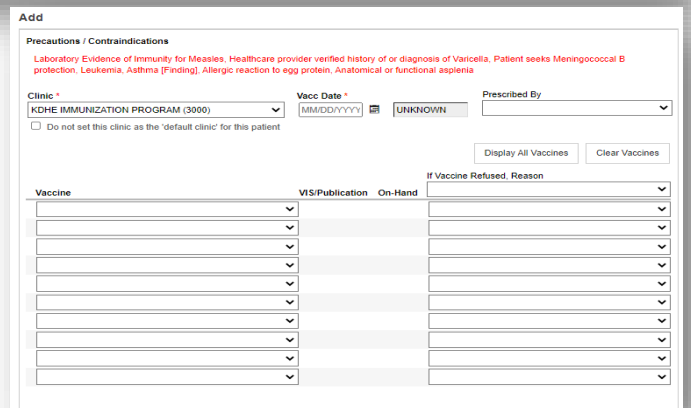
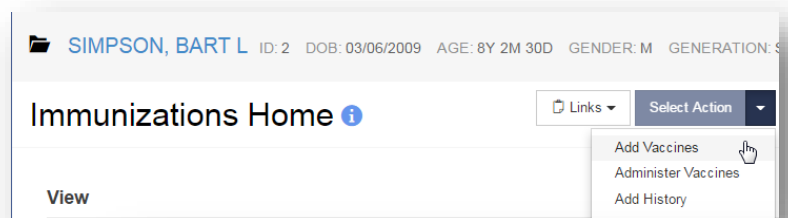
☞ **First Name**

☞ **DOB**

☞ **Gender**



4. When the desired patient appears, select the *arrow* for the **drop-down menu** under *Action*.
5. Select **Demographics**.
6. Select the *arrow* for the **drop-down menu** under *Patient Eligibility* and select the desired **eligibility** from the list.
7. Select **Update** in the *top right-hand corner*.
8. Select the **Immunizations** option on the *left-hand menu*.
9. Select the **arrow** for the *drop-down menu* that says *Select Action* and select **Add Vaccines**.
10. Select **Clear Vaccines**.
11. Enter the **date** of the vaccination in the *Vacc Date* field.
12. Select **COVID-19 MRNA (MOD)** as the *Vaccine* from the *Vaccine drop down*.
13. Select **Create and Administer** at the *top right-hand corner* of the screen.



14. Select the **name** of the *administering provider* from the *Administered By* drop down.
15. Select the administered **vaccine** from the *Mfg | Lot | Exp Date (MM/DD/YY) | Funding Src | Inv Loc | NDC | Brand* drop down.
16. Select the **body site code** from the *Body Site* drop down.
17. Select the **route** given from the *Route* drop down.
18. **Update** the *Dosage* amount to 0.25.
19. Select the **Update** button in the *top right-hand corner*.

SIMPSON, BART LOGAN ID: 2 DOB: 10/30/2002 AGE: 18Y 11M 25D GENDER: M GENERATION: JR Precautions / Contraindications

Immunizations [Learn More](#) Cancel Update

Administer

Vaccination Time (HH:MM A/P)

Administered By Refusal Reason

Vaccine **Mfg | Lot | Exp Date (MM/DD/YY) | Funding Src | Inv Loc | NDC | Brand**

Did not Admin **Body Site** **Route** **Dosage** **Refusal Reason**

Delete

VFC: Not VFC Eligible