

## eCW Clinical Documentation Guide

Measure Name	Childhood Immunization Status: HiB
Relevance	NPO Population Clinical Quality Dashboard [NQF 0038-5: Pediatric Measure]
Measure Definition	<i>The percentage of children, 2 years of age, who were administered three H. Influenza Type B (HiB) vaccines by the time of their second birthday</i>
Measurement Period	The <b>Measurement Period</b> is defined as the current calendar year (January 1 to December 31)
Denominator	<p style="text-align: center;">The <b>Denominator</b> consists of patients who:</p> <ul style="list-style-type: none"> <li>I. Are <math>\geq 1</math> year of age before the start of the Measurement Period</li> <li>II. <b>AND</b>, Turn 2 years of age before the end of the Measurement Period</li> <li>III. <b>AND</b>, Are seen for an applicable E&amp;M visit during the Measurement Period</li> </ul>
Numerator	<p style="text-align: center;">The <b>Numerator</b> consists of patients, from the Denominator, who have been administered three instances of the <i>HiB</i> vaccine:</p> <ul style="list-style-type: none"> <li>A. At least one day, or more, apart from each other</li> <li>B. <b>AND</b>, After the patient is <math>\geq 6</math> weeks (42 days) of age</li> <li>C. <b>And</b> By the time the patient turns 2 years of age</li> </ul>
Exclusions and/or Exceptions	Patients may be <b>excluded</b> from this measure if they have had an anaphylactic reaction to the HiB vaccine (< 2 years of age)
Measure Documentation	<p style="text-align: center;"><b><u>To Qualify For This Measure</u></b> (Denominator Documentation)</p> <p style="text-align: center;"><b>The patient must be seen for an applicable visit encounter during the Measurement Period</b> (continued)</p>

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<p><b>Measure Documentation</b> <i>(continued)</i></p>	<p><b>A. The following E&amp;M codes identify applicable visit encounters</b></p> <ol style="list-style-type: none"> <li>1. 99201 - 99205 and 99212 - 99215</li> <li>2. 99341 - 99345, 99347 - 99350, 99381 - 99384 and 99391 - 99394</li> </ol> <p><b>B. Record the appropriate E&amp;M code in the Billing section of the Progress Note for the visit</b> <i>(Progress Notes → Billing)</i></p>
	<p style="text-align: center;"><b><u>To Satisfy This Measure</u></b> <i>(Numerator Documentation)</i></p> <p><b>Document each instance of administration/receipt of this vaccine in the "Immunizations/T. Injections" section of the patient's chart in eCW, as follows:</b></p> <p><b>A. If the vaccine is administered in your office:</b></p> <ol style="list-style-type: none"> <li>1. From within the open Progress Note, click on the "Immunizations" link</li> <li>2. The "Immunizations/T. Injections" window will open</li> <li>3. Click "Add" to open the "Immunization Details" window</li> <li>4. Select the <i>HiB</i> vaccine from the left-hand panel</li> <li>5. Complete all open fields in the right-hand panel</li> <li>6. Click "OK" to save and close</li> </ol> <p><b>B. If the vaccine was administered at another health facility</b></p> <ol style="list-style-type: none"> <li>1. Access the "Immunizations/T. Injections" window from an open Progress Note, Virtual Visit, or from the patient's Hub</li> <li>2. Click "Add" to open the "Immunization Details" window</li> <li>3. Select the <i>HiB</i> vaccine from the left-hand panel</li> <li>4. In the right-hand panel:</li> </ol> <p style="text-align: right;"><i>(continued)</i></p>

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<p><b>Measure Documentation</b> <i>(continued)</i></p>	<ol style="list-style-type: none"> <li>a. Check the "Y" radio button for "Vaccination Given in the Past"</li> <li>b. Enter the "Dose Number"</li> <li>c. Change the "Status" to "Administered"</li> <li>d. Enter the name of the Provider or Health Facility that administered the vaccine in the "Given By" field, if known</li> <li>e. Enter the date the vaccine was administered in the "Given Date/Time" field</li> </ol> <ol style="list-style-type: none"> <li>5. Click "OK" to close</li> <li>6. Note: Vaccines marked "Given in the Past" should not push to MCIR</li> </ol>
<p><b>Exclusion and/or Exception Documentation</b></p>	<p style="text-align: center;"><b><u>To Exclude Patients From This Measure</u></b> <i>(Exclusion and/or Exception Documentation)</i></p> <p><b>If the vaccine cannot be administered due to anaphylactic reaction to <i>HiB</i> vaccine</b></p> <p><b>A. Document the non-administration of the vaccine in the "Immunizations/T. Injections" section of the patient's chart in eCW, as follows</b></p> <ol style="list-style-type: none"> <li>1. Access the "Immunizations/T. Injections" window from an open Progress Note, Virtual Visit, or from the patient's Hub</li> <li>2. Click "Add" to open the "Immunization Details" window</li> <li>3. Select the <i>HiB</i> vaccine from the left-hand panel</li> <li>4. In the right-hand panel:             <ol style="list-style-type: none"> <li>a. Change the "Status" to Not Administered</li> <li>b. Click the selection button (with three dots) for the "Reason" field                 <ol style="list-style-type: none"> <li>1) A "Select reason for not administered" window will open</li> <li>2) Type "Anaphylaxis to <i>HiB</i> Vaccine" in the field labeled "Other"</li> <li>3) Click "OK" to close the window</li> </ol> </li> </ol> </li> <li>5. Click "OK" to exit</li> </ol> <p style="text-align: right;"><i>(continued)</i></p>

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<p><b>Exclusion and/or Exception Documentation</b> <i>(continued)</i></p>	<p style="text-align: center;">a. The vaccine will display in the "Immunizations/T. Injections" section of the patient's chart with an Immunization Status of "NA" (for Not Administered)</p> <p style="text-align: center;">b. The vaccine, and the reason given for non-administration, will push to MCIR</p> <p><b>B. Also, document the anaphylactic reaction to <i>HiB</i> vaccine in the "Allergies/Intolerances" section of the patient's chart in eCW</b></p>
<p><b>Trouble-Shooting</b></p>	<p style="text-align: center;"><b><u>Having Problems? Check Out the Following Trouble-Shooting Tips</u></b></p> <p><b>I. Verify that a correct CVX code has been linked with the immunization in your EMR</b></p> <p><b>A. One of the following CVX codes must be linked to the <i>HiB</i> immunization: 120, 48, 49, 50 or 51</b></p> <p><b>B. To link a CVX code to an immunization, do the following:</b></p> <ol style="list-style-type: none"> <li>1. From the EMR menu in eCW, click on "Immunizations/Therapeutic Injections"</li> <li>2. Select "Immunizations/Therapeutic Injections" from the drop-down list of options</li> <li>3. The "Immunizations/Therapeutic Injections" window will open             <ol style="list-style-type: none"> <li><b>a. To add or update the CVX code for an existing immunization</b> <ol style="list-style-type: none"> <li>1) Select the immunization to be modified</li> <li>2) Click the carat next to the "New" button</li> <li>3) Select "Update" from the drop-down list of options</li> <li>4) The "Update Immunization" window will open                     <ol style="list-style-type: none"> <li>a) Click the "Sel" button adjacent to the "CVX Code" field</li> <li>b) Select the appropriate CVX code from the drop-down list of options</li> <li>c) Click "OK" to exit the window</li> </ol> </li> </ol> </li> <li>5) Click "Close" to save the information and return to the EMR menu</li> </ol> <p style="text-align: center;"><i>(continued)</i></p> </li></ol>

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<p><b>Trouble-Shooting</b> <i>(continued)</i></p>	<p style="text-align: center;"><b>b. To add a new immunization and associated CVX code</b></p> <ol style="list-style-type: none"> <li>1) From the "Immunizations/Therapeutic Injections" window, click the "New" button</li> <li>2) A "New Immunization" window will open               <ol style="list-style-type: none"> <li>a) Enter the information for the new immunization in the displayed fields</li> <li>b) Click "OK" to exit the window</li> </ol> </li> <li>3) Click "Close" to save the information and return to the EMR menu</li> </ol>
	<p><b>II. Verify that an immunization (Status = Administered or Non Administered) has been documented in the patient's chart in the EMR</b></p> <ol style="list-style-type: none"> <li>A. If necessary, obtain the immunization information from an outside health facility or MCIR</li> <li>B. If applicable, provide a reason for any immunization with a Status of "Not Administered"</li> </ol>
	<p><b>III. Verify that any/all applicable Allergies have been documented in the "Allergies/Intolerances" section of the patient's chart in eCW</b></p> <ol style="list-style-type: none"> <li>A. Access the "Allergies/Intolerances" section of the patient's chart in one of the following ways:           <ol style="list-style-type: none"> <li>1. <i>Progress Note (or Virtual Visit) → Allergies/Intolerances</i></li> <li>2. <b>OR</b>, From the Progress Note Dashboard, click the Allergies/Intolerance icon</li> </ol> </li> <li>B. <b>Add a new Allergy or Intolerance as follows:</b> <ol style="list-style-type: none"> <li>1. From the "Allergies/Intolerance" window, click "Add"</li> <li>2. The "Past Medical History" window will open</li> </ol> </li> </ol> <p style="text-align: right;"><i>(continued)</i></p>

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<p><b>Trouble-Shooting</b> <i>(continued)</i></p>	<ol style="list-style-type: none"> <li>a. <b>"Structured/Non-Structured" Field</b> <ol style="list-style-type: none"> <li>1) Select "Structured" if documenting a Drug allergy</li> <li>2) Select "Non-Structured" if documenting a non-Drug allergy</li> </ol> </li>   <li>b. <b>"Agent/Substance" Field</b> <ol style="list-style-type: none"> <li><b>1) For a Structured (Drug) Allergy</b> <ol style="list-style-type: none"> <li>a) Click on the field to open the "Select Rx" window</li> <li>b) Find and select the appropriate medication</li> <li>c) Click "OK" to save the information and exit the window</li> </ol> </li>   <li><b>2) For a Non-Structured A (Non-Drug/Other) Allergy</b> <ol style="list-style-type: none"> <li>a) Click in the empty field to reveal a carat for a drop-down box</li> <li>b) Click the carat to reveal a list of (Non-Drug/Other) Allergy options</li> <li>c) Select an Allergy from the list of options in the drop-down box</li> <li>d) <b>OR</b>, free-type an Allergy into the "Agent/Substance" field</li> </ol> </li> </ol> </li>   <li>c. <b>"Reaction" Field</b> <ol style="list-style-type: none"> <li>1) For any Allergy, click in the empty "Reaction" field to reveal a carat for a drop-down list</li> <li>2) Select the appropriate Reaction from the list of options (i.e., anaphylaxis)</li> <li>3) <b>OR</b>, free-type a reaction into the empty field</li> </ol> </li>   <li>d. <b>"Type" Field</b> <ol style="list-style-type: none"> <li>1) For any Allergy, click in the empty "Type" field to reveal a carat for a drop-down list of options</li> <li>2) Select the appropriate type (i.e., Allergy versus Intolerance) from the list of options</li> </ol> </li> </ol> <p style="text-align: right;"><i>(continued)</i></p>

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<p><b>Trouble-Shooting</b> <i>(continued)</i></p>	<p>e. "Status" Field</p> <ol style="list-style-type: none"> <li>1) For any Allergy, click in the empty "Status" field to reveal a carat for a drop-down list</li> <li>2) Select the current status (i.e., Active versus Inactive) for the Allergy/Intolerance from the list of options</li> </ol> <hr/> <p>IV. For further assistance, contact Ed Worthington (<a href="mailto:eworthington@npoinc.org">eworthington@npoinc.org</a>) or Kelly Saxton (<a href="mailto:ksaxton@npoinc.org">ksaxton@npoinc.org</a>) at NPO (231-421-8505)</p>
<p><b>For More Information</b></p>	<p style="text-align: center;"><u><b>For More Information</b></u></p> <ol style="list-style-type: none"> <li>I. HEDIS: "Childhood Immunization Status"</li> <li>II. eClinicalWorks "MIPS - CMS 117 - Childhood Immunization",</li> </ol>