

VACCINATION EVENT TIPS

COVax uses **Vaccination Events** as a collector for many "things" in COVax. Vaccination Events are created for each vaccination clinic/site where clients are administered a COVID-19 vaccine. Only designated people should create Vaccination Events in COVax.

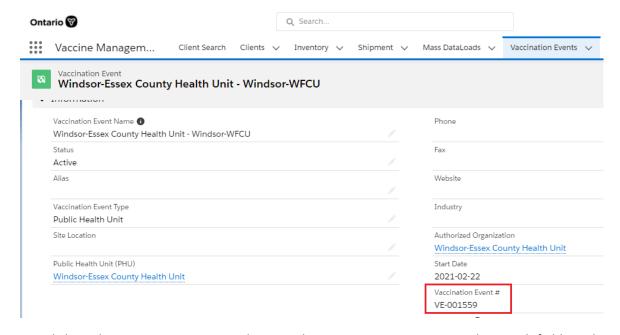
WHAT IS IN A VACCINATION EVENT?

A vaccination event contains the following:

- Clients (can be uploaded before the event, or entered in during the event)
- Vaccine Inventory (must be loaded before the event so that vaccine administrators can administer a dose)
- All the associated data for a dose administration
 - o Client Name
 - Time of Dose
 - Lot number of Dose
 - Dose administered by

FINDING A VACCINATION EVENT

It is critical that you select the correct vaccination event when checking-in a client. The best way to find a vaccination event is to use the *Vaccination Event #* show below in the red box.



Click on the Vaccination Events Tab, enter the Vaccination Event ID # in the search field, and press search

