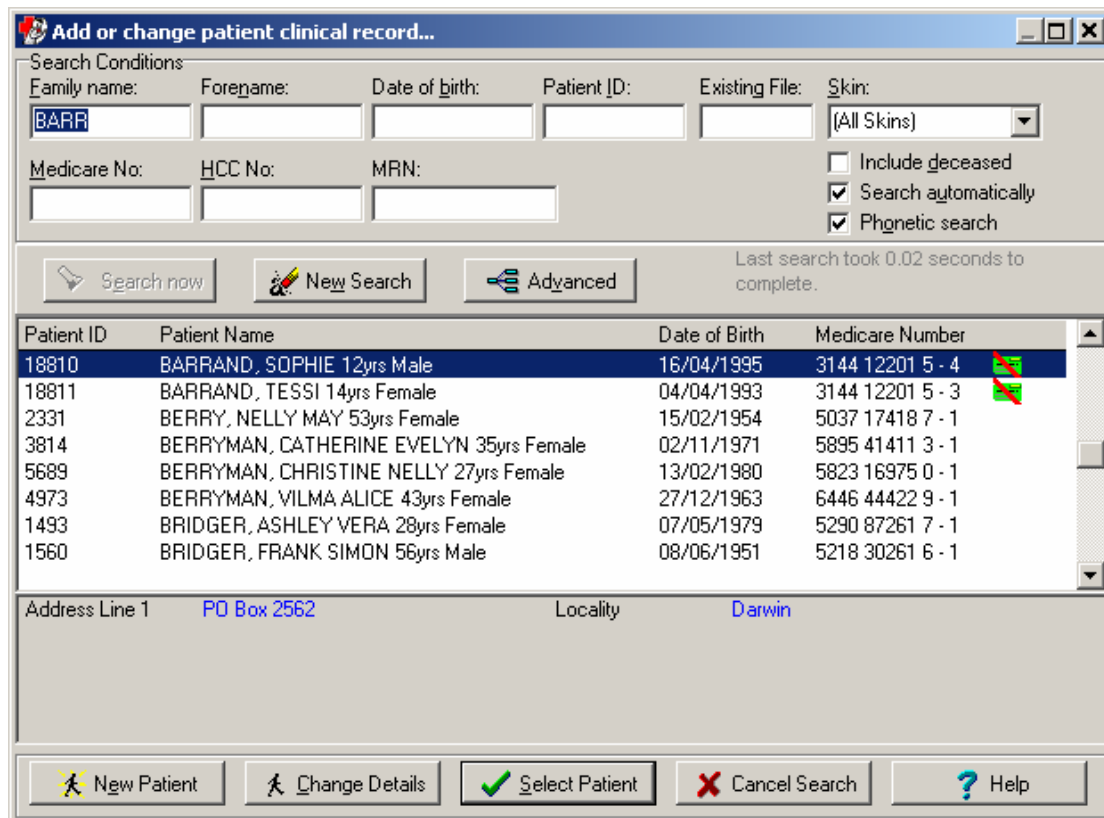
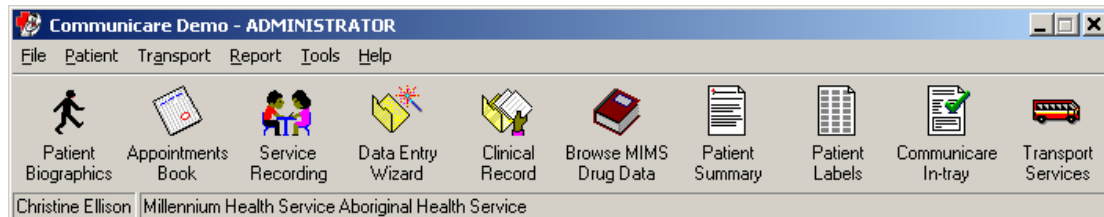
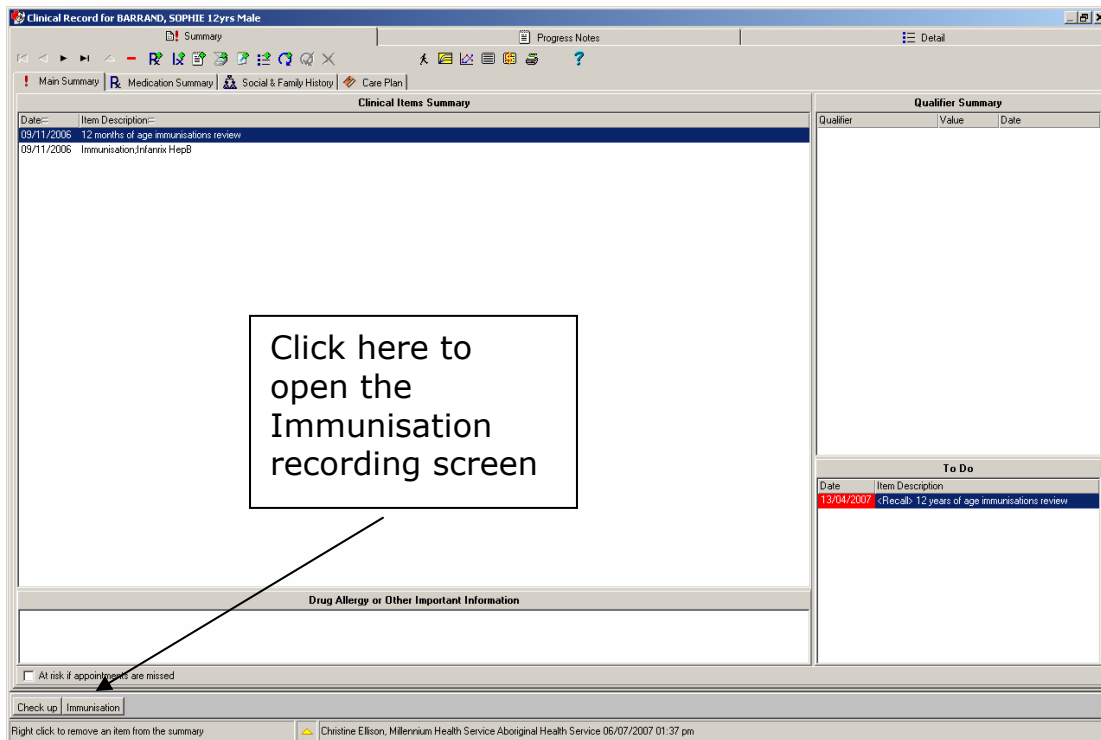


## Recording HPV vaccinations:

- Start Communicare
- Click **Clinical Record** and find the required patient and open their notes



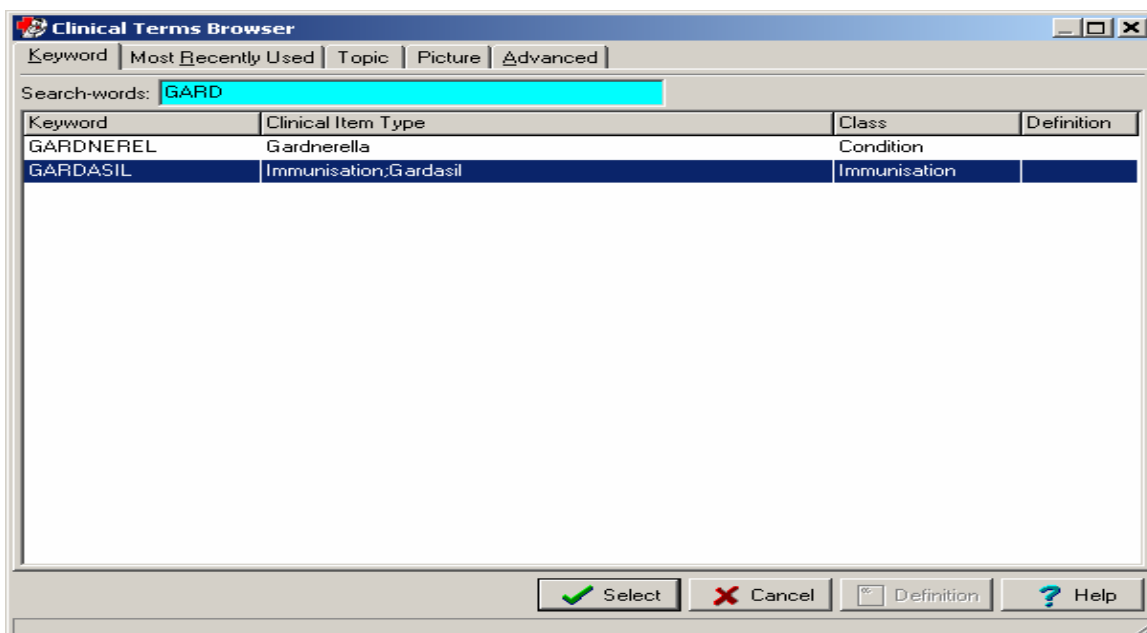
- Click **Immunisation** on clinical notes screen



- Click **Browse all item Types**
- Type in "Gardasil" or HPV until "Immunisation;Gardasil" option appears

**\*\*\* Note see the section below "Creating HPV Vaccination Code" to add in the HPV/Gardasil search keyword.**

- Click on it and click select



- The vaccination recording screen (below) should appear

The screenshot shows a software window titled "Add Clinical Item - BARRAND, SOPHIE 12yrs Male". The main heading is "Immunisation: Gardasil". Below the heading, it says "Christine Ellison, Millennium Health Service Aboriginal Health Service 06/07/2007 03:22 pm". The form contains the following fields and controls:

- Comment:** A text input field.
- Performed date:** A date dropdown menu showing "01/01/2007".
- Route and Site:** A dropdown menu showing "Deltoid IM, Left Side".
- Dose:** A dropdown menu showing "1st".
- Performed at Millennium Health Service:** A checked checkbox.
- Vaccine batch:** A text input field containing "123456GA".
- Vaccine expiry date:** A date dropdown menu.
- Display this item on Clinical Summary:** A checked checkbox.
- Immunisations:** A dropdown menu showing "( No previous values )".

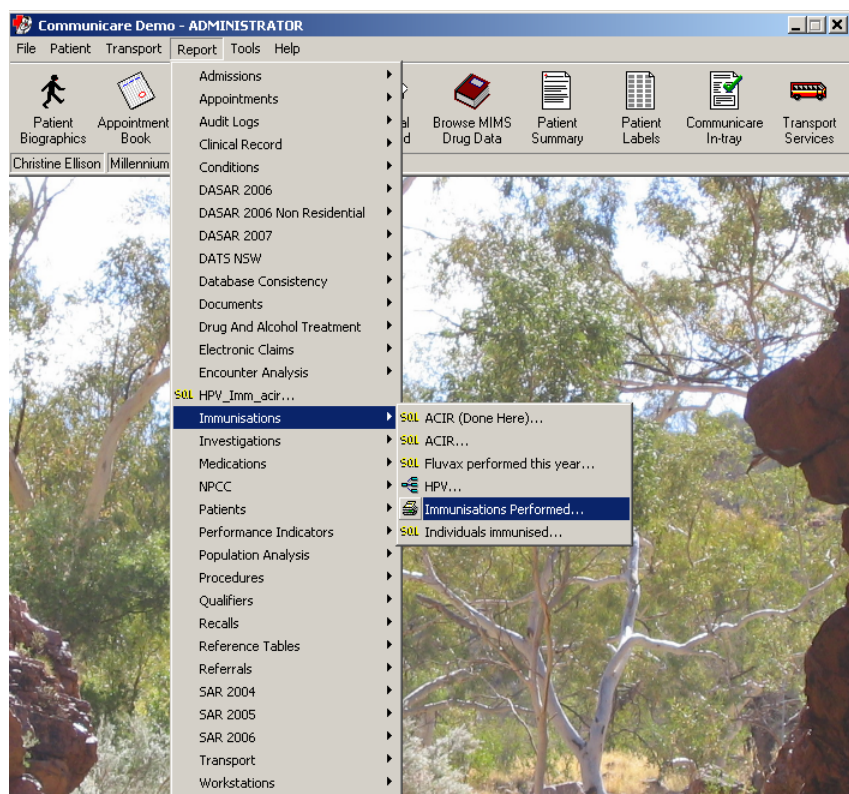
At the bottom right of the form, there are three buttons: "Save" (with a green checkmark icon), "Cancel" (with a red X icon), and "Help" (with a blue question mark icon).

- Fill in the dates and details as required
- Click **Save**

When finished adding vaccinations close the patient file

## Searching and Printing Vaccination Lists:

- Start Communicare
- At the opening Communicare screen select the **REPORT** menu
- Select **Immunisations -> Immunisations Performed**



- Select the Immunisation; Gardasil option, and add in the dates needed
- Tick "Locality/Address" and "Patient Details"
- Put in a patient age selection such as 10 to 27
- Click **OK** to produce report which can be printed and sent to the HPV register (and to Qld and NT Immunisation databases)

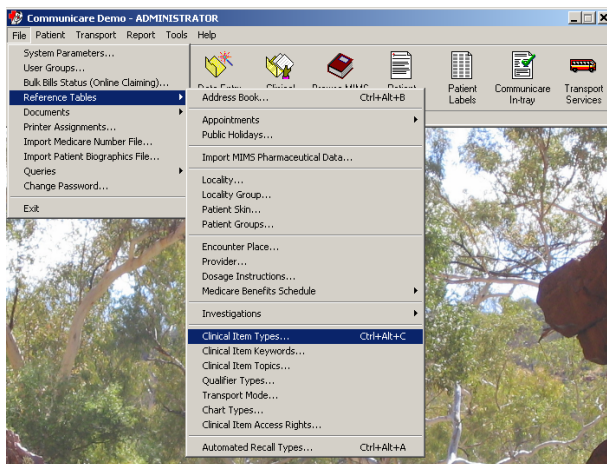
## Recording Consent:

Verbal consent should be recorded in the progress notes as required.

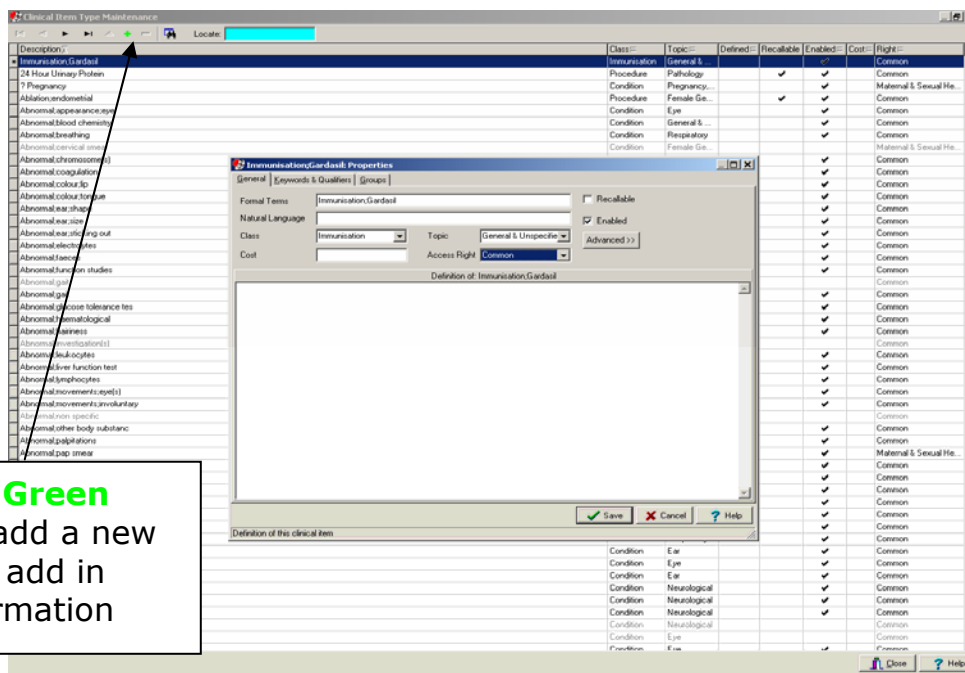
# Creating HPV Vaccination Code

If there is not an entry for HPV immunisations in the list of vaccines available it can be created within Communicare.

- Start Communicare
- After logging in click **File** and select **Reference Tables -> Clinical Item Types** on the menu screen

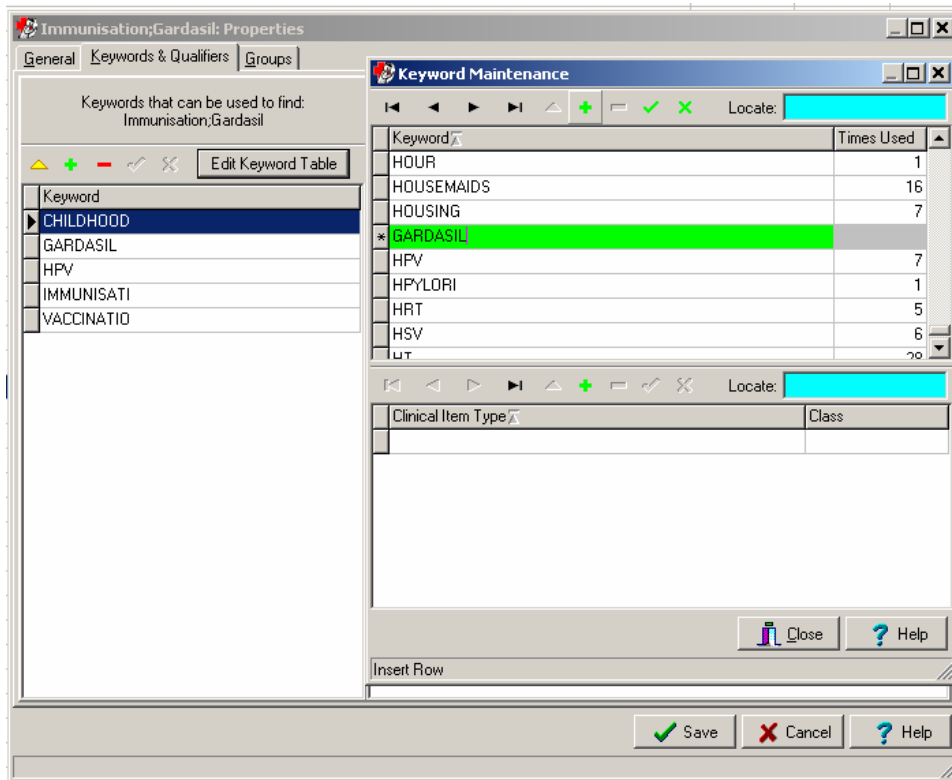


- Click the Green cross to add a new item
- In the Formal Terms box type in **"Immunisation;Gardasil"**
- Make the Class – Immunisation and the Topic – General and Unspecified.
- Make sure the item is Enabled (ticked) and that the Access Right is set to Common **then:**

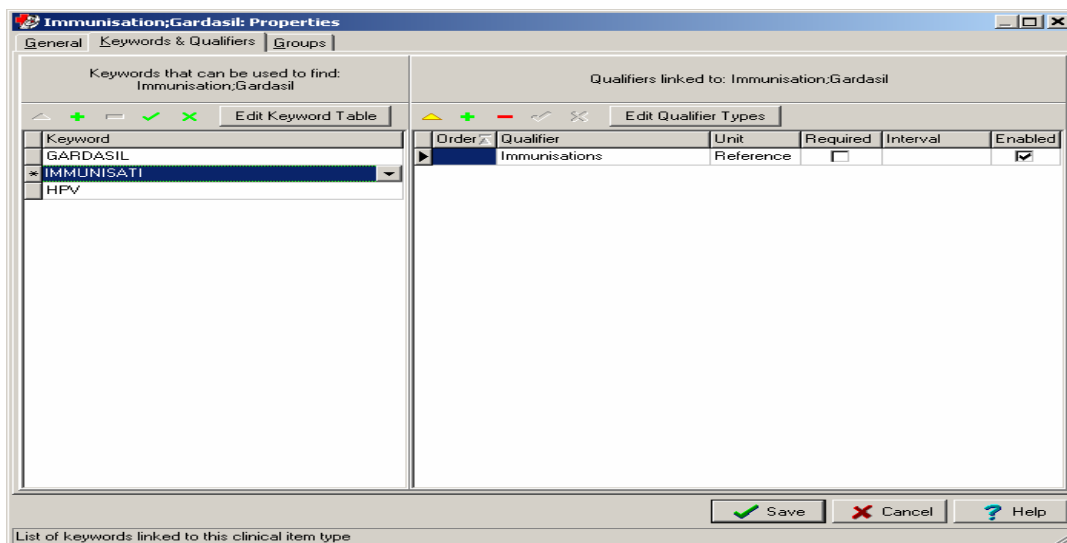


Click the **Green** cross to add a new item and add in new information

- Click the **Keywords and Qualifiers** tab
- Click the **Edit Keyword Table** button
- Click the **GREEN** plus to add a new keyword and type in Gardasil; then click the **GREEN** tick and then **Close**



- Now above the word **Keyword** click the **GREEN** plus and type in Gardasil (Note it may be worth also adding Immunisation and HPV as keywords as well to allow easy searching later)



- Click **Save** and then **Close**