

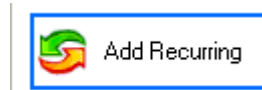
## TIP OF THE WEEK

Use the following tips to improve recalling and recording Immunisations in your practice.


### 1. Recurring Immunisations

Set up recurring schedules in patient's charts for e.g. Influenza, Covid-19 Booster to enable you to quickly recall patients due.

Click **Add Recurring** and select the Immunisation from the dropdown list and click Save. Repeat for each Immunisation.



When you administer this vaccine for a patient, another e-Vaccine schedule will automatically be added for this date next year.

Immunisations				
		Due $\Delta$	Given	
		08/06/2026	08/06/2026	Covid-19 Booster
		08/06/2026		Covid-19 Booster

### 2. Multi-select Immunisations due on same date

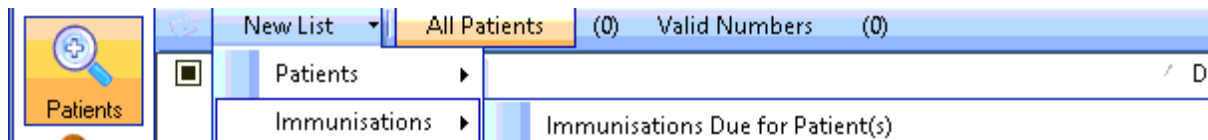
Click first Immunisation in the list, hold down the left button on the mouse, and drag cursor down the screen. All immunisations for same Due date will be highlighted allowing you to administer them one after the other.

Immunisations				
		Due $\Delta$	Given	
		01/12/2025		Rotavirus
		01/12/2025		6 in 1
		01/12/2025		MenB
		01/12/2025		PCV

From Version 3.5.1.2 the **Date Given** will be passed forward from the 1<sup>st</sup> Vaccine to each Vaccine in the multi-select.

### 3. Recalling Patients Due an Immunisation

Open Patient Maintenance > Finder Tool and select Patients tab. Click **New List** > Immunisations and select the report required e.g. Immunisations Due for Patient(s).



Select dates, any other criteria required and click OK.

Click **Bulk SMS** and enter the SMS message or use a template from your list.



### 4. Batch Stock Control

Open [My Control Panel](#) > [Admin Console](#) > [Immunisations](#). Select the shot from the list and select the batch. Enter the Total and Remaining amount and click Update.

