



DC Immunization Registry Quick Guide

View Only



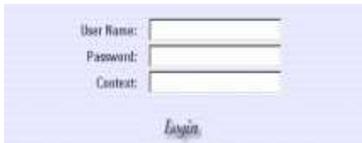
A. Starting the Registry

1. Double-click on Internet Browser.
2. Enter <https://immunization.dcgov.org>
(Your web browser should look like this)



B. Logging On

1. Click “**REGISTRY**” under *Database Access*.
2. Enter *username, password, and context*.
3. Click the “**LOGIN**” button.



C. Patient Search

1. Enter search criteria into the appropriate fields, then click “**SEARCH**”. (The most effective way of searching the registry is by date-of-birth first.)



2. Click on the patient’s **LAST NAME** to view the record. (The last name will be blue and underlined.)

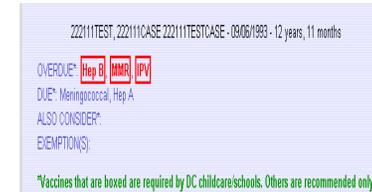


D. Record Display

1. Click the “**Immunization**” tab to view patient record.



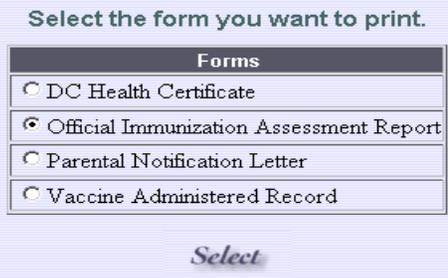
E. Record Assessment



- * **Due** Routinely recommended age or spacing from last dose.
- * **Overdue** Exceeded the routinely recommended age or spacing from the last dose
- * **Required** immunizations for school/child care boxed in red
- * **Recommended** by ACIP in blue

F. Printing Reports

1. Click on the “**PRINT**” button on the patient record.
2. Select appropriate *Form* then click “**SELECT**”.



REGISTRY HELP DESK

202-576-9301

Monday through Friday 8am—4:30pm

Version 1.0/06/11