



Name: _____ Clinic: _____ Date: _____

1. What is the CVIIS (CAIR) website address? www.cviis.org
2. What is your Provider ID and User ID? _____
3. Name two ways of searching for a patient? a) by registry id b) by last name & DOB
4. What is the benefit of using Soundex Matching when searching for a patient? Helps to prevent the creation of duplicate records due to spelling errors. Soundex will search for names that "sound like" the name searched.
5. Why is it important to search thoroughly for a child/adult before creating a new record for them in the registry? So that duplicate records are not created in the system.
6. **TRUE** or **FALSE**: Always include as much information as possible when searching for a patient in the registry.
7. If the sequence number is blank in the Immunization History box, what does that mean? _____
It means that dose of vaccine, with a blank sequence number, is not counted as a valid dose.
8. Which button do you click to find out why the sequence number is blank? WHY button
9. **TRUE** or **FALSE**: It is ok to let others log in with your User ID and/or password.
10. What link do you click on while in the Patient History screen to print a yellow or blue card?
a) "Main Menu" b) "Preferences" c) **"Reports"** d) "Other Info"
11. What is the benefit of entering the patient's address? Allows the ability to run Reminder/Recall notices on patients.
12. **TRUE** or **FALSE**: It is NOT ok to use the browser's "Back" button while navigating the registry.
13. When do you give a parent/legal guardian a disclosure statement?
a) After you record the vaccine in the registry
b) Every time the patient comes in
c) **Prior to entering the patient in the registry**
d) When they are a new patient
14. Which button do you click to transcribe shots that have been given in the past? QUICK button
15. Describe two ways to enter new shots into the registry. a) Using the NEW button b) in the Recommendation window.
By clicking on the vaccine
16. How do you edit or delete a shot that you already recorded? Click on the vaccine in the history window, edit, or click delete, then update the page
17. What does it mean when a lightbulb appears on the Notes button? A note has been written on that patient.
18. You call the Helpdesk when: a) You forget your User ID or Password b) Someone at your site needs training
c) You have a question about how to record a shot d) **all of the above**