



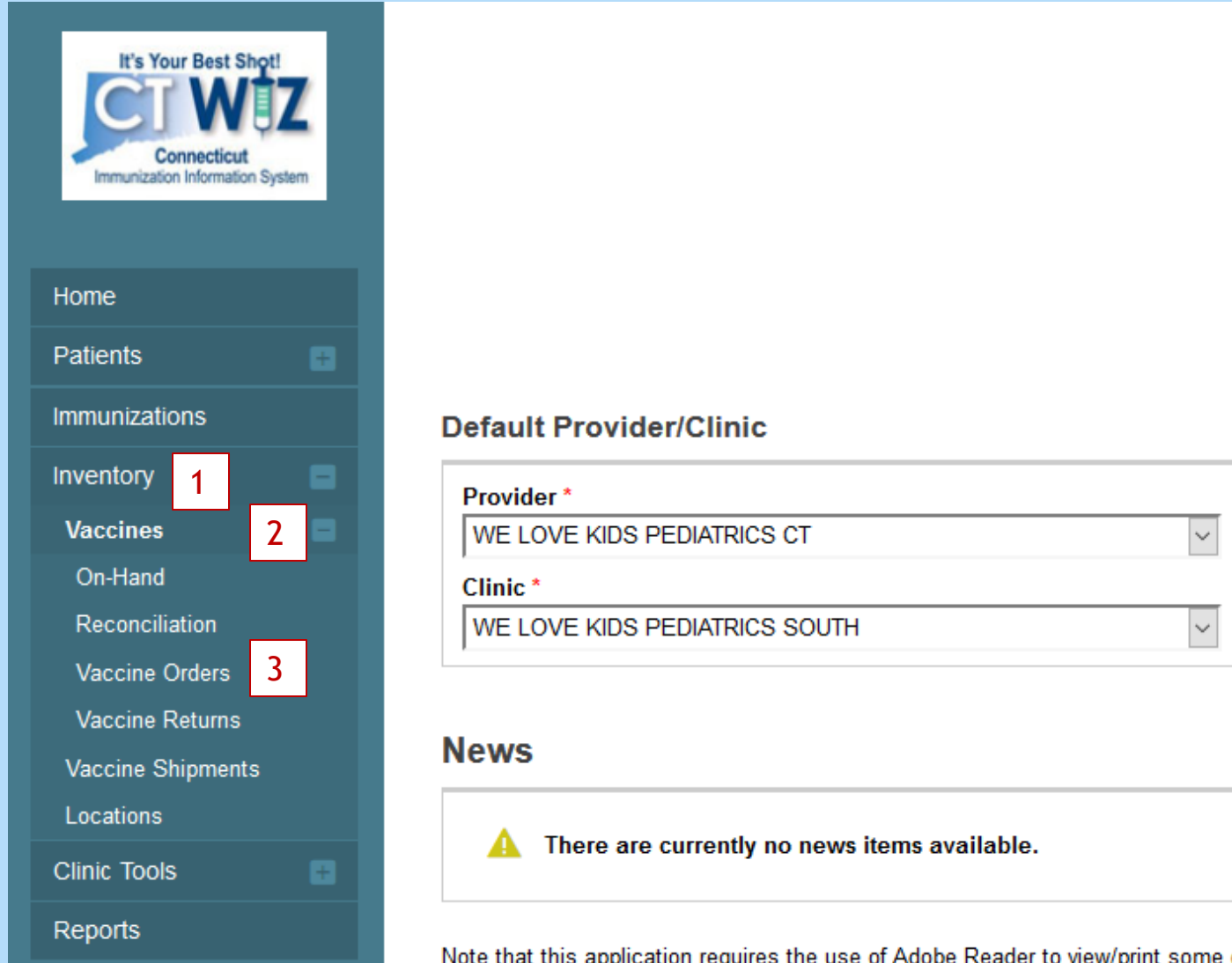
How to Place a COVID-19 Vaccine Order in CT WiZ

Before you get started



While COVID-19 is on allocation, please continue to use the COVID-19 [ordering portal](#). Visit our [COVID-19 webpage](#) for the most up to date information.

COVID-19 Orders



The screenshot shows the CT WIZ web application interface. On the left is a dark teal navigation menu with the following items: Home, Patients (+), Immunizations, Inventory (1), Vaccines (2), On-Hand, Reconciliation, Vaccine Orders (3), Vaccine Returns, Vaccine Shipments, Locations, Clinic Tools (+), and Reports. The main content area is white and contains the following sections:

- Default Provider/Clinic**: Two dropdown menus. The first is labeled "Provider *" and has "WE LOVE KIDS PEDIATRICS CT" selected. The second is labeled "Clinic *" and has "WE LOVE KIDS PEDIATRICS SOUTH" selected.
- News**: A section with a yellow warning triangle icon and the text "There are currently no news items available."

Note that this application requires the use of Adobe Reader to view/print some of





1. Click on Inventory
2. Click on Vaccines
3. Click Vaccine Orders

COVID-19 Orders

Vaccine Orders [Learn More](#)

[Add New Vaccine Order](#)

Search

| | | | |
|--|---|--|---|
| Clinic | Order Status | Order Type | |
| (ALL) ▾ | (ALL) ▾ | (ALL) ▾ | |
| Order Date Range | | Date Submitted to VTrckS Date Range | |
| From: 09/11/2020  | Through: 12/11/2020  | From: MM/DD/YYYY  | Through: MM/DD/YYYY  |
| Previous Criteria | | Clear | Search |


This initial search screen allows you to search for any open or past orders. Enter the information and click search to display results.

If this is a new order, click Add New Vaccine Order.

Home

Patients 

Immunizations

IZ Quick Add 

Inventory 

Vaccines 

On-Hand

Electronic Decrementing

Reconciliation

Vaccine Orders


Vaccine Returns

Flu Prebook

Vaccine Shipments

Clinic Tools 

Reports

HL7 Management 

COVID-19 Orders

CT WIZ WEBINAR TRAINING PEDIATRICS, WEBINAR TRAINING PEDIATRICS H... PATIENT SEARCH

Vaccine Order [Learn More](#) Cancel Next

Add - Select Clinic

Clinic *
WEBINAR TRAINING PEDIATRICS HL7

Will this be an Influenza order? Will this be a COVID-19 order?

Select your clinic from the clinic drop down. If you belong to multiple clinics, they will appear here.

If you select a clinic that is COVID-19 eligible, the COVID-19 Order checkbox will appear. Check this box that this will be a COVID-19 order.
Click Next.

COVID-19 Orders

Confirm Shipping Info

Clinic: WEBINAR TRAINING PEDIATRICS HL7 (7500)

Primary Shipping Contact

Name: TEST USER101
Phone:
Fax:
Email:

Shipping Address

600 CAPITOL AVE
HARTFORD, CT 06134

Delivery Information

| | Delivery Time 1 | | Delivery Time 2 | |
|-----------|-----------------|-------|-----------------|-------|
| | From | To | From | To |
| Monday | 08:00 | 12:00 | 13:00 | 17:00 |
| Tuesday | | | | |
| Wednesday | 08:00 | 12:00 | 13:00 | 17:00 |
| Thursday | | | | |
| Friday | 08:00 | 12:00 | 13:00 | 17:00 |
| Saturday | | | | |
| Sunday | | | | |

Special Instructions: NO SPECIAL INSTRUCTIONS

I have reviewed the above shipping information and I certify the information is correct.

Cancel Next

A pop up will appear asking you to confirm the clinic address and delivery hours.

If you need to make any changes to the address or delivery hours, go to clinic tools to update this information. **Remember, you should be updating your clinic's hours around holidays and vacations.**

If all the information is correct, check the box confirming this and click next.

COVID-19 Orders

In the order screen, all available COVID vaccines will appear.

Enter how many trays you would like under Qty and click Add To Cart.

Pfizer (6 doses per vial):
 1 Tray=195 vials=1,170doses

Moderna (10 doses per vial):
 1 Tray=10 vials=100 doses

Ex. If you want 1170 doses of Pfizer you would type a 1 under Qty.

As you add vaccines, you will notice the blue cart will begin to populate with how many items you have in it.

COVID-19 Order Cancel **Submit To VFC Program**

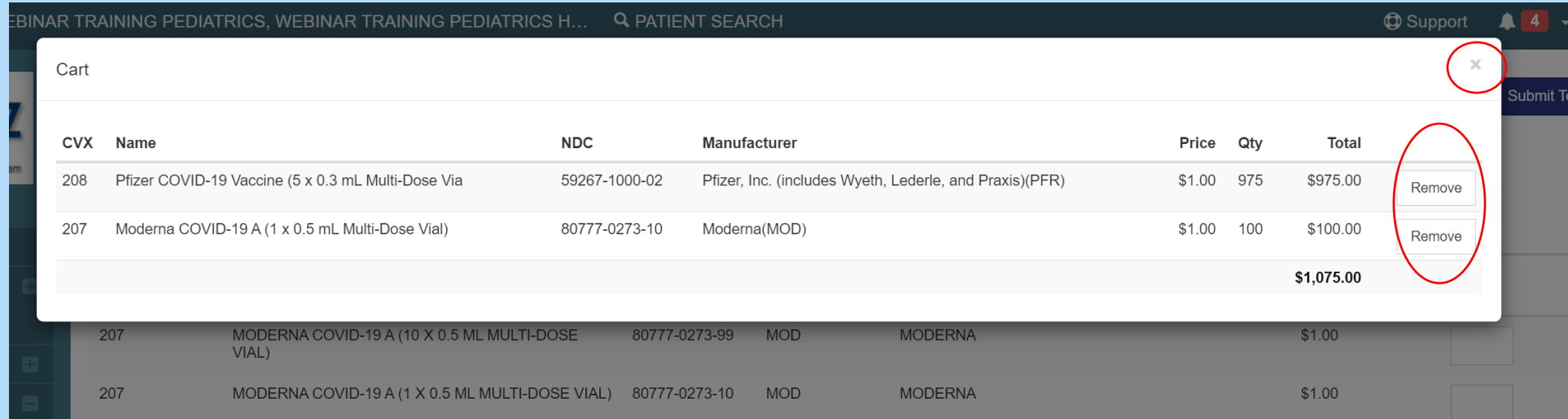
Clinic: TEST CLINIC (9091)

| CVX | Name | NDC | Manufacturer Code | Manufacturer | Price | Qty | |
|-----|--|---------------|-------------------|--|--------|--------------------------------|--------------------|
| CVX | NAME | NDC | MANUFA | MANUFACTURER | PRICE | | Clear All Filters |
| 207 | MODERNA COVID-19 (10 X 10 DOSE 5.0 ML MDV) | 80777-0273-99 | MOD | MODERNA | \$1.00 | <input type="text" value="1"/> | ADD TO CART |
| 208 | PFIZER COVID-19 (195 X 6 (0.3ML/DOSE) MDV) | 59267-1000-02 | PFR | PFIZER, INC. (INCLUDES WYETH, LEDERLE, AND PRAXIS) | \$1.00 | <input type="text"/> | ADD TO CART |

Showing 1 to 2 of 2 entries

← Previous 1 Next →

COVID-19 Orders



Cart

| CVX | Name | NDC | Manufacturer | Price | Qty | Total | |
|-----|--|---------------|---|--------|-----|-------------------|--------|
| 208 | Pfizer COVID-19 Vaccine (5 x 0.3 mL Multi-Dose Via | 59267-1000-02 | Pfizer, Inc. (includes Wyeth, Lederle, and Praxis)(PFR) | \$1.00 | 975 | \$975.00 | Remove |
| 207 | Moderna COVID-19 A (1 x 0.5 mL Multi-Dose Vial) | 80777-0273-10 | Moderna(MOD) | \$1.00 | 100 | \$100.00 | Remove |
| | | | | | | \$1,075.00 | |

207 MODERNA COVID-19 A (10 X 0.5 ML MULTI-DOSE VIAL) 80777-0273-99 MOD MODERNA \$1.00

207 MODERNA COVID-19 A (1 X 0.5 ML MULTI-DOSE VIAL) 80777-0273-10 MOD MODERNA \$1.00

If you click on the blue shopping cart, a pop up will appear with all the items in your cart.

If you added an item by mistake, you may click the Remove button to remove that vaccine line.

To go back to your order, click the X

COVID-19 Orders

COVID-19 Order Cancel **Submit To VFC Program**

Clinic: WEBINAR TRAINING PEDIATRICS HL7 (7500)

| CVX | Name | NDC | Manufacturer Code | Manufacturer | Price | Qty | |
|-----|--|---------------|-------------------|--|--------|----------------------|-------------|
| 207 | MODERNA COVID-19 A (10 X 0.5 ML MULTI-DOSE VIAL) | 80777-0273-99 | MOD | MODERNA | \$1.00 | <input type="text"/> | ADD TO CART |
| 207 | MODERNA COVID-19 A (1 X 0.5 ML MULTI-DOSE VIAL) | 80777-0273-10 | MOD | MODERNA | \$1.00 | <input type="text"/> | ADD TO CART |
| 208 | PFIZER COVID-19 VACCINE (5 X 0.3 ML MULTI-DOSE VIA | 59267-1000-02 | PFR | PFIZER, INC. (INCLUDES WYETH, LEDERLE, AND PRAXIS) | \$1.00 | <input type="text"/> | ADD TO CART |
| 208 | PFIZER COVID-19 VACCINE (1 X 0.3 ML MULTI-DOSE VIA | 59267-1000-01 | PFR | PFIZER, INC. (INCLUDES WYETH, LEDERLE, AND PRAXIS) | \$1.00 | <input type="text"/> | ADD TO CART |
| 208 | PFIZER COVID-19 VACCINE 25 VIAL CTN(5X 0.3 ML MDV) | 59267-1000-03 | PFR | PFIZER, INC. (INCLUDES WYETH, LEDERLE, AND PRAXIS) | \$1.00 | <input type="text"/> | ADD TO CART |

Showing 1 to 5 of 5 entries

← Previous **1** Next →

Once you are ready to submit your order, click the Submit To VFC Program button.

A pop up will appear asking “Are you sure you want to submit this order to the VFC Program?” Click OK.

Click Cancel to go back to the main Vaccine Order Screen. This does not save your order.

COVID-19 Orders




Vaccine Orders [Learn More](#) Add New Vaccine Order

Search

Clinic: (ALL) | Order Status: (ALL) | Order Type: (ALL)

Order Date Range: From: 09/11/2020 Through: 12/11/2020 | Date Submitted to VTrckS Date Range: From: MM/DD/YYYY Through: MM/DD/YYYY

Previous Criteria | Clear | Search

| Order Number | Order Date | Order Status | Order Type | Date Submitted to VTrckS | Order Detail |
|----------------|------------|------------------------|------------|--------------------------|---|
| 20201211750001 | 12/11/2020 | SUBMITTED FOR APPROVAL | PRIORITY | |    |

On the main search screen, you can click Search to see the order you just placed.

If you need to print the order, click on the printer icon.

If you would like to view the order, click on View.

Order Status:

- Submitted for Approval-waiting for DPH Approval
- Approved- DPH reviewed and has approved
- Rejected- DPH reviewed and rejected. Click on View to see details.

***When your order is Approved or Rejected, you will receive a notification in the bell icon**