



CT WiZ User Guide

For Patient Look-Up Only

October 2021



Overview

This manual provides CT Healthcare Provider Users with **“Patient Look-up Only (for MD, DO, PA, APRN)”** access an overview of the **CT WiZ** patient search feature, how to retrieve, view and print official immunization records and how to view the Recommender.

Google Chrome, Microsoft Edge and Mozilla Firefox are the recommended web browsers when using **CT WiZ**.

CT WiZ Support

- Visit [All About CT WiZ](#) for quick links to training materials and technical support.
- Need additional support? Submit a request to our [CT WiZ Helpdesk](#).



Lightbulb icons are displayed throughout the **CT WiZ User Guide for Patient Look-upOnly** to indicate helpful tips.

Search for Patient Record

Follow these steps:

Step 1. - In the left-hand menu, click **Patients** then **Search** to search for a patient.

Step 2. - You must specify either the **Patient ID** or two of the following:

- DOB
- At least two letters of the first name
- At least two letters of the last name

Step 3. - Then click **Search**.

Search Results for all patients meeting the criteria entered will appear on the bottom of the page.



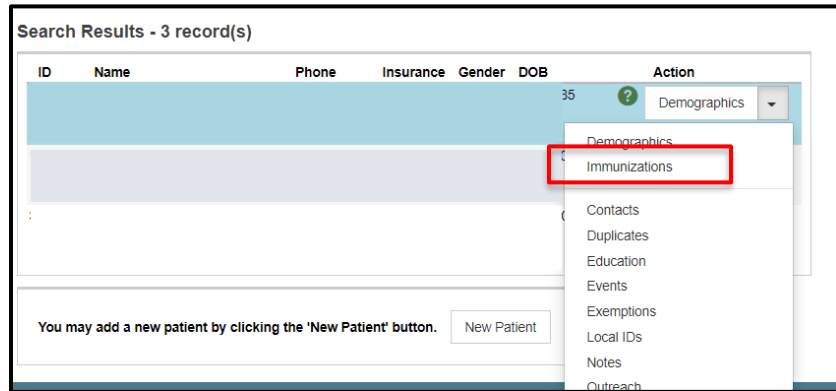
An error message will appear if the record count exceeds the system limit of 25 records. Adding search criteria will help to limit the search results.

Step 4. - Select an action from the **Action** drop-down menu to the right of the patient’s name.

Print Official Immunization Record

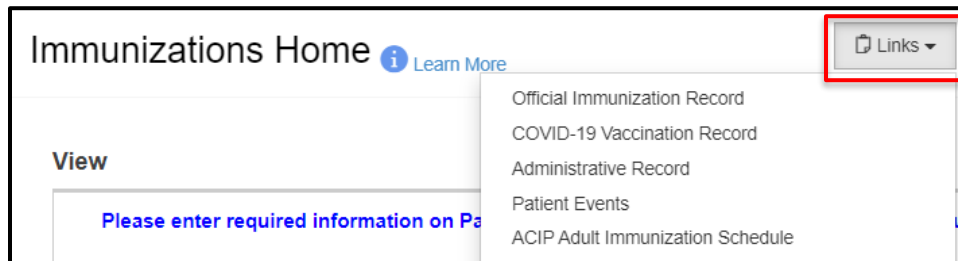
Follow these steps:

Step 1. - From the **Search Results** page, Select **Immunizations** from the **Action** drop-down menu to the right of the patient's name.



The **Immunizations** home page will appear.

Step 2. - Click the **Links** dropdown on the top right of the page.



Users can choose to open an **Official Immunization Record** with all patient immunizations recorded in CT WiZ or a **COVID-19 Vaccination Record**.

Step 3. - Click **Official Immunization Record** or **COVID-19 Vaccination Record**.



The requested record will open in a separate window. To Print, follow the printing procedure for your browser or PDF viewer.

Viewing the Recommender

Step 1. - From the Patient's **Immunization Home** Page, click **Recommend** on the bottom left.

COVID-19			
COVID-19 mRNA (PFR)	1		Update
COVID-19 mRNA (PFR)	2		Update
<div>Recommend</div>		<input checked="" type="checkbox"/> Auto-Populate Add Vaccines Screen	

Step 2. - Click on the **+** icon to expand the sections of the **Recommender** page.

DOB: [redacted] Age: [redacted]

Precautions / Contraindications

▲ This patient does not have any vaccination Precautions / Contraindications

Immunization History

Recommended immunizations for today, 09/29/2021 (

Vaccine	On-Hand
Influenza Quad Inj P	
M/M/R	
Polio-IPV	
Tdap, Adsorbed	
Varicella	

Please do not rely solely on the Recommender to forecast immunizations. Utilize clinical judgment and consult both the ACIP recommended immunization schedules and the CDC Pink Book @ <http://www.cdc.gov/vaccines/pubs/pinkbook/index.html#chapters>

The first recommended return date is 10/27/2021 (BY 8M 13D)

Future recommendations based upon provider preferences for vaccines

Vaccine	Date	Age
Influenza Quad Inj P	10/27/2021	
HPV9	05/14/2024	
MMCV4 (Menactra)	05/14/2024	
Tdap, Adsorbed	05/14/2024	



Precautions/Contraindications will show any allergies or risks the patient has listed with any comments.

Immunization History lists the Vaccine, Dose #, Date, Age when given, Status and Reason for all vaccines in the patient's history.

Recommended Immunizations for today shows all immunizations that are due as of today's date.

Future Recommendation shows the date due for future vaccines.