

2D Vaccine Barcode Pilot Immunization Providers - Frequently Asked Questions (FAQs)

Scanning Questions

<p>1. What procedure must be followed to ensure successful data entry using the scanner?</p>	<p>Each provider site has a procedure, outlined in the Nurse Station Document(s) (NSD) provided during the installation visit, for how to use the scanners with the necessary systems. The NSD workflow usually instructs the administering practitioner to click in a specific field before scanning. Scanners do not verify fields, and will generally only enter the lot number and expiration date information.</p>
<p>2. What is the general process to address issues encountered during scanning?</p>	<p>Scanning vials and syringes labeled with 2D barcodes performs the same function as keying the lot number and expiration date into the Immunization Information System (IIS) or Electronic Medical Record (EMR) fields by hand. If an error or accident occurs, it is possible to erase scanner entered data using the delete key in most cases. It is also possible to rescan the vial or manually type the lot number and/or expiration date if the scanner is not functioning properly. Attempt to identify whether the error was caused by a deviation from the workflow documented on the Nurse Station Document(s) (NSD). If there was a deviation, reset the fields and attempt the scanning again while following the correct workflow.</p> <p>If the error cannot be resolved and the data must be manually entered, ensure that the case is noted in the Manual Tracking Log provided during training. This allows the pilot team to separate the manually entered data from the scanned data, as it would otherwise be assumed that the data was entered by the scanner.</p>
<p>3. What if a vial is scanned, but then the vaccine is accidentally spilled or otherwise lost before being administered?</p>	<p>Follow any established clean up protocol in place before the pilot. Then, if a new vial of vaccine must be used, reset the EMR or IIS data fields and scan the new vial into the system to record its lot number and expiration date accurately.</p>

<p>4. What if a vaccine is administered, but then the vial is accidentally discarded or otherwise lost before being scanned?</p>	<p>If it is not possible to recover the vial in question, another vial from the same box (with same lot number) may be scanned in its place. This substitute vial does <u>not</u> need to be discarded after this scan; it will be possible to scan it again when it is actually administered. If there are no remaining vials from the same lot to substitute, the lot number and expiration date must be entered manually. This information should be available on the vaccine box. If the data is entered manually, the case must be noted in the Manual Tracking Log provided during training. This allows the pilot team to separate the manually entered data from the scanned data, as it would otherwise be assumed that the data was entered by the scanner.</p>
<p>5. Does the act of scanning a vial during administration automatically remove it from the system inventory?</p>	<p>No, in EMR and IIS systems with inventory modules, the inventory is not decremented until the administration record is saved. Scanning the vial without saving the immunization will not affect inventory; however, the inventory of a vaccine will be decremented as usual when the record is saved in these systems.</p>
<p>6. What if an incorrect vaccine or otherwise wrong vial is accidentally scanned during administration?</p>	<p>The scanner is a simple device and does not validate vaccine orders, so the lot number and expiration date fields will be populated with information from whatever vial is scanned. If the error is realized before the record is saved, simply reset the system data field(s) and scan the correct vial. If the error is realized after the record is saved, follow the protocol in place before the pilot to correct errors in saved immunization records.</p>
<p>7. What if the 2D barcode on the vial is accidentally scanned more than once during administration?</p>	<p>The data will be sent once for each time that the 2D barcode is scanned, and the extra data is usually problematic to the immunization record. If it is clear which fields need to be cleared, then it may be possible to reset the form by clearing those fields. Though, it is often unpredictable where the extra data is entered, so it is best to cancel the immunization record and begin again. Once the form has been reset, begin the scanning process again to accurately record the data.</p>
<p>8. What if the scanner begins to send lowercase letters in lot numbers when it used to send only capital letters?</p>	<p>Lot numbers typically contain only numbers and capitalized letters, so if the scanner is sending lowercase letters it is likely that Caps Lock is enabled on the computer keyboard. If deactivating Caps Lock does not resolve the issue, then it could be that that 2D barcode itself contains</p>

lowercase letters.

Scanner Hardware and Configuration Questions

9. Does the scanner need to be reconfigured after each use?	No, after being configured the scanner will be able to perform a given function (i.e. one process in one system such as inventory or administration in the EMR or IIS) until a user explicitly changes the configuration. This applies even if the scanner is unplugged, its computer is restarted, or it is transferred to a different computer. However, scanners can only store instructions for one function at a time, so switching functions or switching back to a previous function requires reconfiguration.
10. Why do scanners need to be reconfigured before performing different functions (i.e. EMR Administration vs. IIS Administration, or EMR Inventory vs. EMR Administration)?	Reconfiguration is almost always required when changing functions due to how that the scanner interfaces with the various inventory and administration screens across various EMR and IIS systems. If the lot number and expiration date field positions and/or characteristics differ from one screen to another, then the way that the scanner sends the data must be adjusted. Reconfiguring a scanner, including scanning the necessary configuration barcode, ensures that the scanner will work with the new system/process.
11. What is the process for reconfiguring a scanner?	<p>The Nurse's Station Document(s) (NSD) and Site Barcode Library (SBL) provided during the scanner installation visit contain the instructions and configuration barcodes specific to each provider site's reconfiguration requirements.</p> <p>The scanner configuration barcodes will appear on both documents if the site workflow requires a scanner to switch functionality. If a scanner will only ever perform one function, the configuration barcode for that function may appear in only the SBL. For these scanners, the configuration barcode is only provided in case the scanner must be reset or replaced.</p>
12. What information fields from a 2D vaccine barcode can the scanner populate in an EMR or IIS?	The scanners are capable of capturing the lot number, expiration date, and National Drug Code (NDC) because this is the information contained in the 2D barcodes.
13. Should the vial be scanned twice to send both the lot number and expiration date?	No, the barcode on the vial only needs to be scanned once to send both data elements. Refer to the workflow outlined in the Nurse Station Document(s) (NSD) to ensure that this process occurs successfully.

14. Is any patient protected health information (PHI) stored on the scanner?	No, only vaccine lot and expiration information passes through the scanner, and the scanner is not capable of storing this information after it has been sent. Patient data does not pass through or get stored on the scanner.
15. Is the scanner beam potentially harmful?	The scanners are not lasers; the red light “beam” is generated by a set of powerful light-emitting diodes (LEDs). The LED light source is still very high intensity, so caution should be used to avoid looking directly into the device for extended periods of time when it is actively scanning.
16. Is it possible to stop the scanner from “flickering” due to accidental motion activation when it is not needed?	The motion activated mode can be disabled by tilting the scanner in the stand so that the corded end sits slightly out of the cradle, or by completely removing the scanner from the stand. However, when not properly seated in or removed from the stand, the scanner will be in trigger activated mode.
17. Can a scanner be moved from computer to computer?	Yes, the scanner is a plug-and-play device, meaning it can be unplugged and plugged into another computer without losing its configuration or requiring that the computer be restarted. If a scanner has been unplugged, ensure that once it has been plugged back into a computer it signals that is active again with several beeps and flashes of the green indicator light. If plugged into a computer that has not interfaced with that scanner before, even if it has encountered other identical scanners, it may take a minute for the scanner to power on.
18. What if a computer with a scanner is shut down or rebooted?	This is not a problem, the scanner will power off and on with the computer that it is connected to.
19. Can the scanners be used with any type of computer?	For the pilot, the scanners are configured to work only with computers running the Window Operating System, but will work with Windows desktops, laptops, tablets with USB ports, and even Citrix-type remote desktop/server devices.
20. Does switching EMRs or upgrading the EMR/IIS impact the scanning process? Should the Pilot Help Desk be notified if a system is upgraded?	System upgrades can change the scanning process, and may require configuration or workflow adjustments.

Product and Data Questions

<p>21. When will each pilot site be supplied with 2D barcoded vaccines? Is there anything that a site with no 2D barcoded vaccines should do?</p>	<p>2D barcoded vaccines are in the supply chain, but the varying amount of remaining non-barcoded vaccine stocks across distribution facilities determines when the newer vaccines will reach each provider site. Sites with no 2D barcoded vaccines should wait until they receive the new vaccines and begin scanning them as soon as possible once received.</p>
<p>22. What vaccines are being labeled with 2D barcodes for the pilot? Are more vaccines coming? When and what are they?</p>	<p>Pilot vaccines will be reported here as manufacturers announce rollout schedules for vaccines with 2D barcode labels.</p> <p>2D barcoded Vaccines Currently Shipping (as of October 8, 2012):</p> <ul style="list-style-type: none"> • Menactra® vaccine • Pediatric DT vaccine • HAVRIX® adult formula <p>Sanofi Pasteur recently announced they will be rolling out six more 2D barcoded vaccines in the future. Future distribution is planned as follows:</p> <p>Third Quarter, 2012:</p> <ul style="list-style-type: none"> • Adacel® vaccine - unit-dose vials only • Fluzone® vaccine - unit-dose vials only <p>Fourth Quarter, 2012:</p> <ul style="list-style-type: none"> • Daptacel® vaccine • Tenivac™ vaccine - unit-dose vials only • IPOL® vaccine <p>First Quarter, 2013:</p> <ul style="list-style-type: none"> • Pentacel® vaccine <p>Please refer to Sanofi Pasteur's 2D barcode website for further information, www.VaccineShoppe.com.</p> <p>Note: This schedule is subject to change.</p>

<p>23. Will participating sites be notified about new vaccines entering the pilot?</p>	<p>Yes, sites will be notified through the pilot monthly newsletter as vaccine manufacturers announce the rollout of new products labeled with 2D barcodes.</p>
<p>24. Will there be required scanner configuration, workflow, or procedure changes to accommodate the new vaccines?</p>	<p>No, the current scanner configurations, workflows, and procedures will accommodate the new vaccines without any changes.</p>
<p>25. What if vaccine shipments inconsistently contain 2D barcoded vaccines? For example, if one shipment of Menactra has the 2D barcode but the next shipment does not.</p>	<p>There are no special procedures necessary for a situation like this. The 2D barcode pilot will evaluate data from vaccines with linear barcodes and those with 2D barcodes as they come. Treat the linear barcoded vaccines like all other non-2D vaccines; there is no need to use the Manual Tracking Log for vaccines that are not 2D barcoded, even if a 2D barcoded version exists, or a linear barcoded vaccine is received after receiving the 2D barcoded version from same manufacturer.</p>
<p>26. Is this only for VFC/public vaccines?</p>	<p>No, the scanner can and should be used for both VFC/public and private vaccines with 2D barcodes.</p>
<p>27. When must additional EMR, inventory, and shipping manifest data be sent in to the pilot?</p>	<p>There will be two additional data collection points, one in middle of December 2012 and one in middle of April 2012. Email notices and monthly newsletter reminders will be issued to remind participating practices when to send in the next data set.</p>