



LINKS

(Louisiana Immunization Network for Kids Statewide)

REMINDER RECALL

On LINKS Menu

Click on Reminder Recall

The screenshot displays the LINKS application interface. On the left is a vertical navigation menu with the following items: Main (expanded), Home, Logout, Select Application, Select Organization (IRMS), Select Facility, Select VFC Pin, Document Center, MyIR, Favorites, Patient, Vaccinations, Exec. Dashboard, Lead, Organization (IRMS), Facilities, Physicians & Vaccinators, Lot Numbers, Orders/Transfers, Reports, Settings, CASA Export, **Reminder/Recall** (highlighted with a blue arrow), Imports, Exports, HEDIS, Scheduled Reports, Job Queue, Change Password, Administration, Campaigns, and Answers. The main content area shows the user is logged in as JUDI GREENE, the organization is LA IMMUNIZATION PROGRAM (1010), and the date is September 14, 2015. Below this is a 'Patient Search' section with a link to 'advanced' search. The search form includes fields for First Name or Initial, Last Name or Initial, Birth Date, PASPORT ID, SIIS Patient ID / Bar Code, Chart Number, Guardian First Name, Mother's Maiden Name, Street, City, State (dropdown), Zip Code, Phone Number, and Country (dropdown set to United States). A note explains wildcard characters, and there are 'Clear' and 'Search' buttons at the bottom right.

Logged in: JUDI GREENE

Organization (IRMS)/Facility: LA IMMUNIZATION PROGRAM (1010) / LA IMMUNIZATION PROGRAM

Date: September 14, 2015

Patient Search [Click here to use the 'advanced' search](#)

| | | | |
|------------------------|----------------------|-----------------------------|----------------------|
| First Name or Initial: | <input type="text"/> | PASPORT ID: | <input type="text"/> |
| Last Name or Initial: | <input type="text"/> | SIIS Patient ID / Bar Code: | <input type="text"/> |
| Birth Date: | <input type="text"/> | Chart Number: | <input type="text"/> |

Family and Address Information:

| | | | |
|----------------------|----------------------|-----------------------|----------------------|
| Guardian First Name: | <input type="text"/> | Mother's Maiden Name: | <input type="text"/> |
| Street: | <input type="text"/> | | |
| City: | <input type="text"/> | State: | Select... |
| Zip Code: | <input type="text"/> | Phone Number: | <input type="text"/> |
| Country: | United States | | |

Note: When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and _ to replace a single character.

Check here if adding a new patient.

Clear Search

Choose your option on how to run reminder recall

(Defaults to “Due Now”)

Reports > Use Templates > See Patient Groups >

Reminder/Recall

1 2 3

How do you want to run this Reminder/Recall?

Include Inactive Patients (Excluding deceased)

Due Date Timeframe:

- Due Now
- Custom
- 3 Months or More Past Due
- 2 Months or More Past Due
- 1 Month or More Past Due
- Due Now
- Due In 1 Month or Less
- Due In 2 Month or Less
- Due In 3 Month or Less

W ?

Patient Location:

Select Who You Want to Contact

(Options to select Age Range, DOB Range, Gender, & how long since last recall was done)

Who do you want to Contact?

Patient Location:

Patient Age Range

Patient Birth Date

Patient Gender

Exclude patients who were sent a notification in the last:
 Days Weeks Months Years

Advanced

Select Vaccine(s) to include

(Default is to custom for you to choose the vaccines to include)

Which vaccines would you like to include?

Select a series 

- CUSTOM**
- 0-2 YEARS
- 3 DOSE HPV
- MCV 2 DOSE
- VARICELLA

I only want to see my patients who are:

- Due for all selected vaccines
- One dose away
- One visit to complete the series

Clear  Schedule  Generate Patient List

If Custom is Selected the next screen will have you select the vaccine(s) you wish to remind for
(Check each vaccine to remind for)
Click Generate Patient List

Which vaccines would you like to include?

CUSTOM x ▾

| Check the box to select vaccine(s): | Enter a dose number (optional): |
|--|---------------------------------|
| <input type="checkbox"/> DTaP/DT/Td | <input type="text"/> |
| <input type="checkbox"/> HIB | <input type="text"/> |
| <input type="checkbox"/> POLIO | <input type="text"/> |
| <input type="checkbox"/> HEP-B 3 DOSE | <input type="text"/> |
| <input type="checkbox"/> MMR | <input type="text"/> |
| <input type="checkbox"/> VARICELLA | <input type="text"/> |
| <input type="checkbox"/> MENINGOCOCCAL | <input type="text"/> |
| <input type="checkbox"/> HEP-A | <input type="text"/> |
| <input type="checkbox"/> FLU | <input type="text"/> |
| <input type="checkbox"/> PNEUMO (PCV) | <input type="text"/> |
| <input type="checkbox"/> ROTAVIRUS | <input type="text"/> |
| <input type="checkbox"/> HPV | <input type="text"/> |
| <input type="checkbox"/> Tdap | <input type="text"/> |

I only want to see my patients who are:

- Due for all selected vaccines
- One dose away
- One visit to complete the series

Clear Schedule **→ Generate Patient List**

Options on this screen

1. Remove Patient with missing information
2. See information on patient by placing cursor over name
3. Inactivate patients no longer in the practice

When all options chosen click on Submit

Logged in: JUDI GREENE
Organization (IRMS): TEST IRMS (2002) Date: September 16, 2015

Reports > Use Templates > See Patient Groups >

Reminder/Recall 1 > 2 > 3

What patients do you want to add to your recall group?

Remove Patients who don't have an available
 Name Phone Address Email

Remove Patients who have received more than notifications.

| | Last | First | Age | Vaccines Due | Available Contact Methods | R/R Attempts | Reason for Inactivation |
|-------------------------------------|--------|-------|-----|--------------|---|--------------|-------------------------------------|
| <input checked="" type="checkbox"/> | | | | | | | |
| <input checked="" type="checkbox"/> | FEMALE | TEST | <1 | 6 |   <input type="checkbox"/> <input type="checkbox"/> | 0 | <input type="text" value="Select"/> |
| <input checked="" type="checkbox"/> | TEST | TEST | 2 | 8 |   <input type="checkbox"/> <input type="checkbox"/> | 0 | <input type="text" value="Select"/> |
| <input checked="" type="checkbox"/> | TESTER | TEST | <1 | 6 |   <input type="checkbox"/> <input type="checkbox"/> | 0 | <input type="text" value="Select"/> |

Submit changes and generate final reminder/recall list for export.

 Export Patient List  Submit

Select the type of recall you want to do and proceed

Note: The type of option you can use depends on information on patient demographic page.

(Example: If you collect the email address you can send email as reminder)

The screenshot shows a software interface for Reminder/Recall. At the top, there are three green navigation buttons: "Reports", "Use Templates", and "See Patient Groups". Below these is a blue header "Reminder/Recall" with a progress bar showing steps 1, 2, and 3. Under the header are five icons representing different recall methods: a person icon with a checkmark and the number 3, a house icon with the number 2, a telephone icon with the number 3, a smartphone icon with the number 0, and an envelope icon with the number 0. Below the icons is a blue box with the text "What do you want to do with your selected recall group?". This box contains nine options arranged in a 3x3 grid, each with an icon and a label: "Generate A Patient List" (person icon), "Print Letters" (printer icon), "Generate Auto-Dialer Content" (telephone icon), "Generate Mail-Merge" (envelope icon), "Create Custom Post Cards" (postcard icon), "Create Avery 8387 Postcards" (Avery 8387 postcard icon), "Print Labels" (printer icon), "Save As a Patient Group (Cohort)" (two people icon), and "Send Email" (envelope icon).