WISCONSIN DEPARTMENT
of **HEALTH SERVICES**

Introduction to the Wisconsin Immunization Registry

Training Module for WIR Users

Purpose of this document

Background: This training module is intended to provide users with an understanding of the scope and function of the Wisconsin Immunization Registry (WIR).

Topics covered: WIR background, history of WIR, core aspects of WIR, who uses WIR, WIR data sharing, obtaining a WIR account and additional resources.

After reviewing this document, you should be able to:

- Understand what WIR is and its primary functions.
- Recognize tasks that WIR staff perform.
- Understand how WIR is utilized by the public.
- Know the process for obtaining a WIR account.

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What is WIR?

The Wisconsin Immunization Registry (WIR, pronounced 'were' or 'W-I-R') is a computerized internet database application that was developed to record and track immunization dates of Wisconsin's children and adults. Among many functions, WIR assists health care providers in keeping Wisconsin residents on track for their recommended immunizations.

What functions do immunization registries serve?

- Immunization registries are seen as an integral tool for ensuring children and adults receive their immunizations according to recommended schedules. Registries help prevent over-immunizing, which may occur when health care providers are unaware of immunizations other providers have given.
- WIR provides accurate immunization recommendations based on guidelines from the Advisory Committee on Immunization Practices (ACIP).
- WIR supports the Wisconsin Immunization Program activities including the Vaccines for Children (VFC) and Vaccines for Adults (VFA) programs.
- WIR assists with vaccine preventable disease outbreak response.

Vision statement

To consolidate the immunization records of the citizens of Wisconsin in a central database and share this information with health care providers, schools, health related programs and families for the purpose of improving the immunization status of our citizens and prevent the occurrence of vaccine preventable diseases

Mission statement

To improve the immunization status of all Wisconsin children and to ensure children are appropriately immunized, by consolidating immunization information and sharing it with health care providers, schools, Health Maintenance Organizations (HMOs), families, and other agencies concerned with children's health

History of WIR

WIR became available for statewide release in May 2000. All demographic information for births occurring in Wisconsin were added retroactively from January 1995. Birth records continue to be downloaded on a weekly basis. WIR is provided by the state of Wisconsin at no cost. Users only need a computer with internet connectivity for access. For over 20 years, WIR's functionality and support team have continued to grow. Many features and updates have been added since its initial launch.

Core Aspects of WIR

There are several teams of people who work for WIR. This is a list of each team and the duties they perform.

- Help Desk and Support
    a. Assist users with entering client information and immunizations
    b. Help users with placing and accepting vaccination orders in WIR

- c. Support users with running and interpreting WIR reports
- d. Assist current and former state residents wishing to access their immunization records
- e. Complete daily system testing and monitoring
- f. Communicate with data exchange and other partners about WIR downtime, maintenance, new releases, and other issues
- Training and Documentation
  - a. Create and update user-focused WIR training
  - b. Create and update training materials on WIR functionality and staff workflows
  - c. Maintain the training materials repository
  - d. Support VFC staff with technical questions regarding WIR functionality
  - e. Maintain the ACIP and school schedules
- Data Quality (Tools and Queries)
  - a. Submit quarterly immunization and monthly influenza loads to the CDC
  - b. Maintain WIR data quality plan
  - c. Produce data quality summary reports
  - d. Perform data at rest queries (assessment, analysis and provider outreach)
  - e. Manage WIR data quality tools and provide support to providers
- Data Deduplication (Merges)
  - a. Assess similar client records and combine through a merge process if records are determined to represent the same individual
  - b. Maintain weekly database queries to identify and resolve duplicate client data in the system
  - c. Assist with other data quality activities as needed
- Data Exchange (HL7 Onboarding)
  - a. Manage the queue of providers waiting for HL7 data exchange onboarding
  - b. Assist providers with connections
  - c. Work with providers and electronic health record vendors to set up new data exchange connections
  - d. Assist providers with testing due to system version changes, organization changes, coding changes

Who Uses WIR?

There are many groups who use WIR on a regular basis. These groups include vaccinating providers, schools, health maintenance organizations, and current and former Wisconsin residents.

- Vaccinating providers include:
  - a. Public and private clinics.
  - b. Pharmacies.
  - c. Hospitals.
  - d. Long term care facilities.
  - e. Corrections facilities.

   f.   Schools.
   g.   Mass vaccination clinics.
   h.   Any other entities that provide vaccinations in the State of Wisconsin.
- Vaccinating providers use WIR to perform the following functions:
   a.   View clients' immunization history.
   b.   View recommended vaccines.
   c.   Document vaccines administered.
   d.   Track vaccine inventory in WIR.
   e.   Order public vaccines from the State of Wisconsin.
   f.   Run reports to understand the overall vaccine coverage for their client population.
- Schools use WIR to perform the following functions:
   a.   View students' immunization history.
   b.   Determine if students are compliant with immunization requirements to attend school.
   c.   Notify parents that students have not met immunization requirements and what parents need to do to bring their student up to compliance.
   d.   Report their immunization totals to the local health department.
- Health maintenance organizations (HMOs) use WIR to automatically exchange immunization batch files through WIR and view client reports.
- Wisconsin residents, current and former, can use WIR to look up their own or their family member's immunization record using the Public Immunization Record Access website.

Public Access to WIR Records

If the public is interested in accessing their WIR record, they can easily do so by navigating to the public immunization record access website. Please note that this site is available for individuals or their family members to view and print their immunizations. This site is **not** to be used by health care providers, child care centers, schools, or for any purpose other than to look up your own or your family member's immunization record.

If the public is interested in authorizing release of their WIR record, they must complete and return the WIR Record Release Authorization Form.

Completed forms should be submitted to the WIR Help Desk via email at dhswirhelp@dhs.wisconsin.gov or via fax at 608-267-9493.

Data Sharing

WIR has a data sharing agreement with state IIS in Minnesota (MIIC) and Michigan (MCIR). This agreement means that WIR sends and receives regular loads of immunizations to Michigan and Minnesota that current Wisconsin residents received in those states, and that residents of those states received in Wisconsin.

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Image above: from left to right, outlines of the state of Minnesota, Wisconsin, and Michigan with the abbreviation of their IIS systems written inside. Arrows are pointing left and right from Wisconsin toward the other states, indicating information exchange between Wisconsin to and from Minnesota and Michigan.

> Example scenario: If someone with a Minnesota address receives an immunization in Wisconsin, WIR would recognize that person's Minnesota address and share that immunization information with MIIC.

Obtaining a WIR Account

If your role requires you to have a WIR account, you need to ask your supervisor to contact the WIR Help Desk and request that new user account be created for you. The information that the WIR Help Desk will need to create a user account for you is your name, the organization(s) you require access to, and the role(s) you need to have.

1) After your supervisor has contacted the WIR Help Desk to request a new user account, you must review and sign the WIR Organization Security and Confidentiality agreement.
2) Once the form is signed, you must return it to the WIR Help Desk via email at dhswirhelp@dhs.wisconsin.gov or via fax at 608-267-9493.
3) Upon receipt of your signed security and confidentiality agreement, a member of the WIR Help Desk will email you your organization code and username. For security purposes, they will call you with a temporary password to use when you log in the first time.

Additional Resources

If you need additional learning resources or have WIR-related questions, the WIR Help Desk and WIR User Manual are available to you. The following is a list of topics and tasks that the WIR Help Desk can assist you with:

- Helping current or former Wisconsin residents view their WIR records
- Correcting client or immunization information in WIR that needs to be verified and updated
- Addressing school user questions
- Processing requests to separate records
- Answering questions from vaccine regional hubs

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- Assisting a provider in creating or accepting a transfer, ordering vaccines, and making corrections to inventory on hand in WIR
- Helping current or former Wisconsin residents opt-out of WIR
- Answering data exchange questions
- Processing merge requests
- WIR Reports

To access the WIR User Manual, you must have established log-in credentials set up for you by either the WIR Help Desk or an IR Administrator at your location. You can access the WIR User Manual by following these steps:

1. Once you have established user credentials, log into WIR production region using your credentials provided to you by the Help Desk.
2. Select the **forms** tab at the top of the page.
3. Select the **link under WIR User Manuals** it is the sixth grey header from the top.

WIR Help Desk Contact Information

Hours of operation: 7:30 a.m.-4:30 p.m., Monday-Friday

Phone: 608-266-9691

Email: DHSWIRHelp@dhs.wisconsin.gov

Fax: 608-267-9493