Immunization Certificate Validation Tool (ICVT)
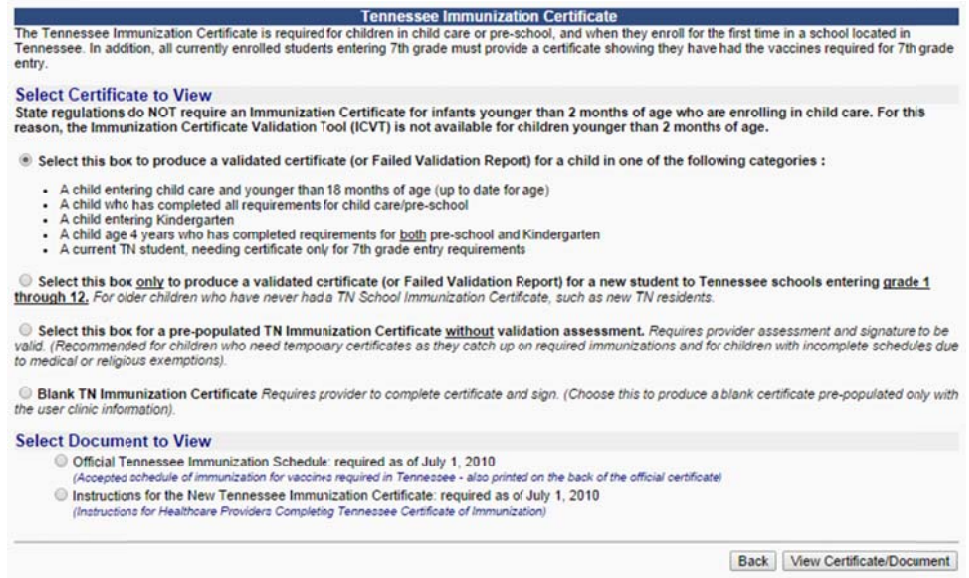
What is the ICVT?

- TennIIS has the ability to produce validated Official Tennessee Immunization Certificates for children who meet all of Tennessee's requirements for child care or school attendance. All users can produce this certificate. It does not require the signature of a qualified healthcare provider.
- If a record fails to meet requirements, the IIS will produce a printable failure report indicating which vaccines failed to meet requirements for a specific certificate category and why.
- TennIIS can now produce validated temporary certificates for children who fail state requirements, but who are as up-to-date as possible. All users can produce this certificate. This certificate does not require the signature of a qualified healthcare provider.
- TennIIS provides the ability for authorized users to print pre-populated school certificates. This certificate requires the signature of a qualified healthcare provider (MD, DO, APN, PA or public health nurse). If it is used for medical exemption to vaccine, it requires the signature of a MD, DO, or public health nurse.
- TennIIS provides the ability for authorized users to print blank school certificates. This certificate requires the signature of a qualified healthcare provider (MD, DO, APN, PA or public health nurse). If it is used for medical exemption to vaccine, it requires the signature of a MD, DO, or public health nurse.

In order to navigate to the ICVT:

1. Click **State Reports** in the navigation bar on the left side of the screen.

2. Click **IMMCert** and the Tennessee Immunization Certificate screen displays.

a. The IMMCert link is not available (grayed out) for patients >20 years old.

3. When the User selects the radio button for children entering child care, Kindergarten, or current students entering 7th grade **OR** the radio button for new students entering grade 1-12 and then clicks **View Certificate/Document** button, the child's immunization record in TennIIS will be evaluated for requirements for all certificate categories that could be needed. The Validation Results screen will display.

a. If the record passes requirements, a link for the validated certificate and the validation report will display.

For TennIIS assistance, contact the Helpdesk at: (844) 206-9927 Monday thru Friday 7AM to 6PM CDT or by email at: TennIIS.Help@tn.gov
The Helpdesk will be closed on all state holidays.

Immunization Certificate Validation Tool (ICVT)

i. Clicking on **View/Print validated Official Certificate** will display the validated certificate.

ii. Clicking on **View Validation Report** will display the passed validation report.

1. All vaccine types will be display in green bars

b. If the record fails requirements, a link for the failed validation report displays. Clicking on **View/Print Validation Report** will display the failed validation report.

i. Vaccine types that pass requirements will display in green bars.

ii. Vaccine types that fail requirements will display in red bars. If doses are evaluated as invalid, the invalid reason will display in the Reason for Invalid Doses section.

c. If the child fails requirements and is eligible for a temporary certificate, a link for the temporary certificate displays. Clicking **View/Print a copy of the temporary Official Certificate** will produce the temporary certificate.

d. If the child fails requirements and is not eligible for a temporary certificate, a statement that the child is not eligible for a temporary certificate displays along with a link for a prepopulated certificate. Clicking **Print a copy of the Official Certificate that has NOT been validated** will produce a pre-populated certificate.

4. When the user selects the radio button for **Select this box for a pre-populated TN Immunization Certificate without validation assessment,** the pre-populated certificate displays**.**

a. No evaluation of the record is done.

b. Certificate must be completed manually by authorized providers.

c. Pharmacy users do not have access to this option.

d. View Only users do not have access to this option.

5. When the user selects the radio button for **Blank TN Immunization Certificate,** the user is directed to a blank Official Certificate.

a. Certificate must be completed manually by authorized providers.

b. Pharmacy users do not have access to this option.

c. View users do not have access to this option.

6. When the user selects **the Official Tennessee Immunization Schedule: required as of July 1, 2010** radio button, the second page of the certificate displays. This PDF shows TN requirements for child care and school attendance.

7. When the user selects the **Instructions for the New Tennessee Immunization Certificate: required as of July 1, 2010** radio button the Immunization Requirement Summary for Child Care through 12th grade displays along with the Instructions for Completing Tennessee (TN) Certificates of Immunization.

For TennIIS assistance, contact the Helpdesk at: (844) 206-9927 Monday thru Friday 7AM to 6PM CDT or by email at: TennIIS.Help@tn.gov
The Helpdesk will be closed on all state holidays.

2

Immunization Certificate Validation Tool (ICVT)

For TennIIS assistance, contact the Helpdesk at: (844) 206-9927 Monday thru Friday 7AM to 6PM CDT or by email at: TennIIS.Help@tn.gov
The Helpdesk will be closed on all state holidays.