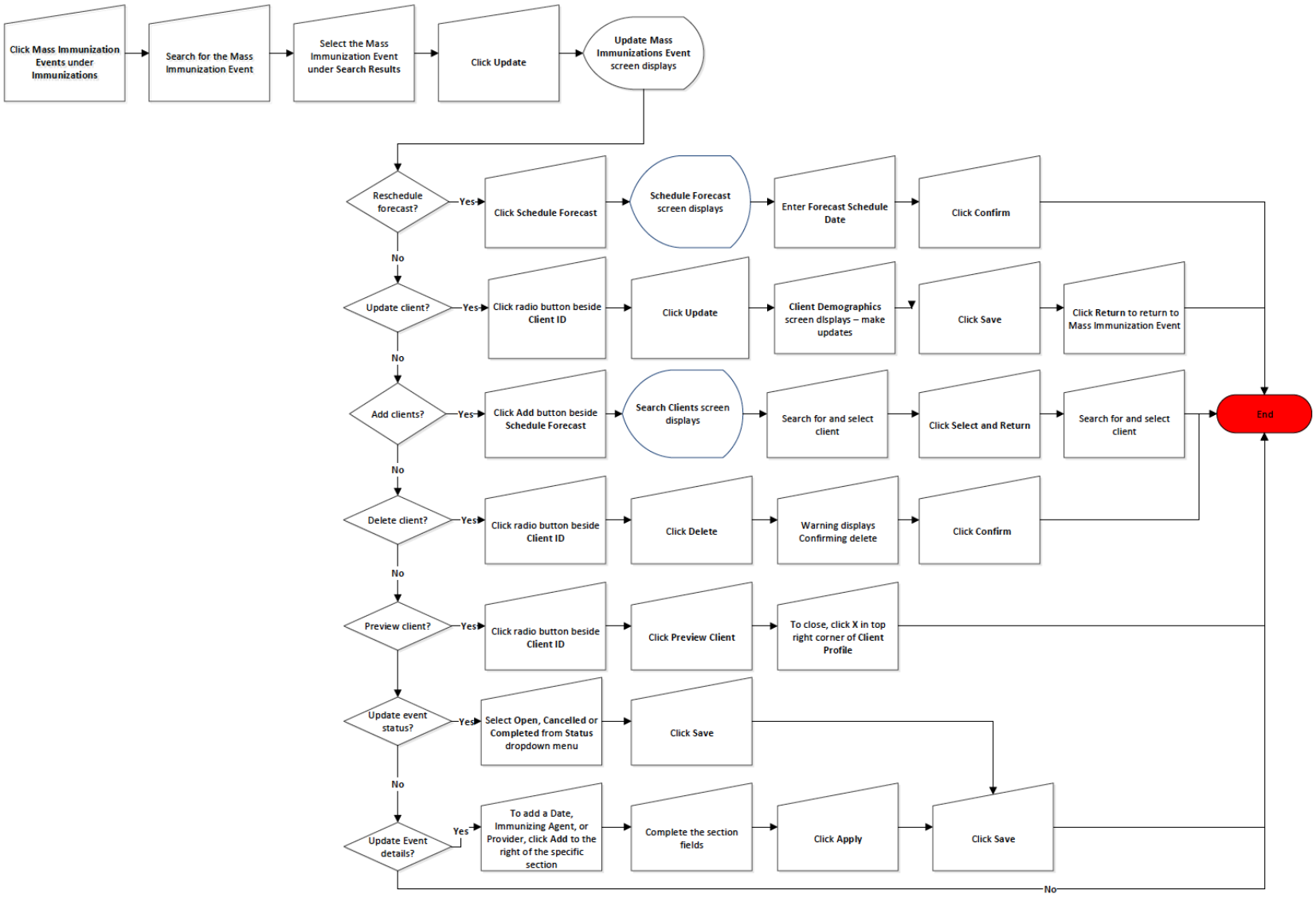
Mass Immunization Event Updates – QRC 3.4



Points to Remember

- Updating the event details is possible at any point if the following criteria are met:
    - The Event Status is still Open.
    - None of the clients in the event have been immunized.
- A User can update the following information after the event has been created:
    - Schedule Forecast
    - Update Clients
    - Add Clients
    - Delete Clients
    - Preview Clients
    - Cancel/Delete/Complete Event
    - Update Event Details
- **Add Clients** is helpful when they have been missed or are new to the list. Only clients already in Panorama can be added to the list. Clients cannot be created through this route.
- **Delete Clients** only when they should not be part of the event. Once the client's event status has changed, the client cannot be removed from the Client List.
- An event can be Cancelled if the event status is 'Open' and no client list is attached to the event.
- An event can be Completed if the event status is Open and at least one immunization has been administered and all provider verifications have been completed.
- Users can also update any of the event details if none of the clients in the worksheet have been immunized. This includes adding and removing Providers, adding, removing and updating Immunizing Agents, and updating any of the Event Details. Simply do this by selecting the item to be updated and click Update.
- After any updates, ensure to click **Save** on the Update Mass Immunization screen before navigating away from the screen.