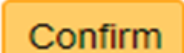


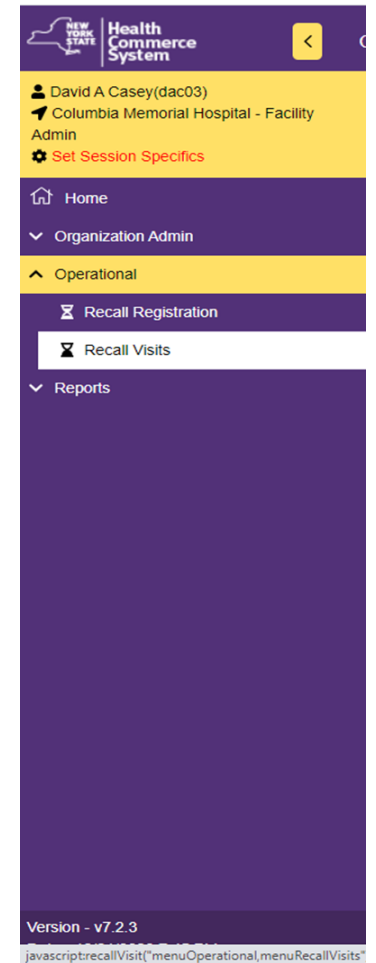
## Recalling Visits in CDMS

### Instructions for Recalling Visits:

The screenshot displays the Countermeasure Data Management System (CDMS) Operation Management interface. The top navigation bar includes the Health Commerce System logo, user information (David A Casey), and navigation links for Home, My Content, Search, Help, and Log out. The main content area shows a welcome message and a map of New York State with a location marker for Columbia Memorial Hospital. Below the map, there is an 'Event Type' filter with 'Operations' selected. The left sidebar contains navigation options: Home, Organization Admin, Operational (with sub-options for Recall Registration and Recall Visits), and Reports. The version number v7.2.3 is visible at the bottom left.

## Instructions for Recalling Visits:

1. From the Home screen, select the '**Operational**' menu option and click on '**Recall Visits.**'
2. In the 'Set Session Specifics' screen, select the **Event**, the **Form Name** and the name of the **POD** from the provided drop-down menus.
3. Click on 

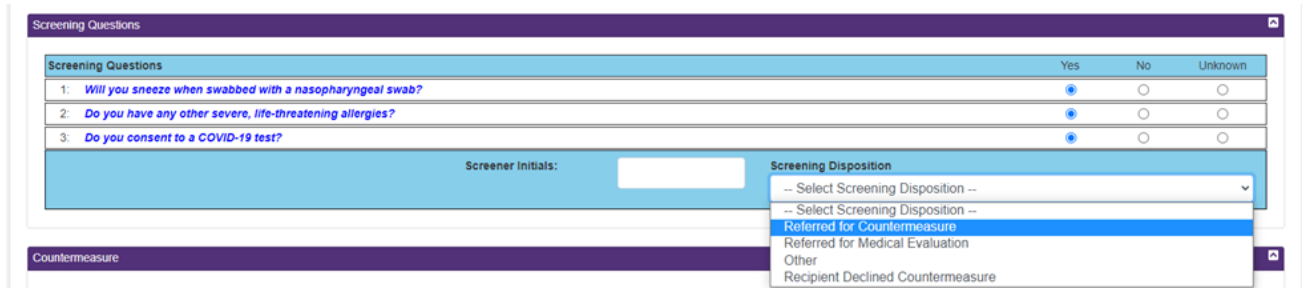


### **Instructions for Recalling Visits:**

4. On the '**Recall Visit Search Results**' screen, select the name of the registrant you wish to process.
  
5. A 'Recall Visit' screen will appear that shows the record of the patient and includes demographic information including address, telephone number, date of birth, emergency contact information (if provided) and primary care provider (if provided).
  
6. Verify patient's demographic information is correct.

## Instructions for Recalling Visit:

7. Scroll down to the 'Screening Questions' section and place your initials in the 'Screener Initials' box and select the appropriate option in the 'Screening Disposition' box (this will most likely be 'Referred for Countermeasure.')

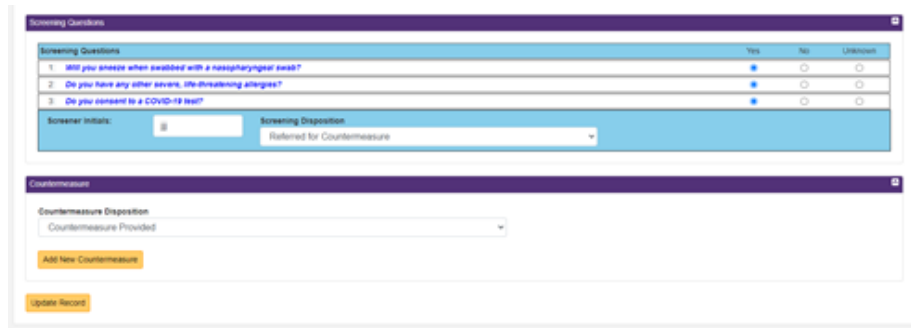


Screening Questions	Yes	No	Unknown
1: Will you sneeze when swabbed with a nasopharyngeal swab?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2: Do you have any other severe, life-threatening allergies?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3: Do you consent to a COVID-19 test?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Screener Initials:

Screening Disposition:   
 -- Select Screening Disposition --  
 -- Select Screening Disposition --  
**Referred for Countermeasure**  
 Referred for Medical Evaluation  
 Other  
 Recipient Declined Countermeasure

8. Creating this record will confirm in CDMS that the patient came to the vaccination clinic (but does not confirm that the patient received a vaccination of any kind.



Countermeasure Disposition:   
 Countermeasure Provided

Add New Countermeasure

Update Record

9. Be sure to click on  to save the record!