# UCDAVIS STUDENT HEALTH AND COUNSELING SERVICES

# How to Upload & Verify Your Immunizations

## Logging in

<u>Health-e-Messaging</u> will open with a UC Davis Central Authentication Service (CAS) page. You will use your UC Davis login and Kerberos passphrase to access the site.

UCDAVIS UNIVERSITY OF CALIFORNIA Central Authentication Service (CAS) Username:
Passphrase:
LOGIN
Need Help?
Protect your campus computing account login ID and passphrase. Use them only for campus websites and campus online services.
UC Davis will never ask you to provide your passphrase via phone or email. A message that asks you to is probably a phishing scam. Delete it without responding.
Se extremely wary of messages that ask you to enter your passphrase into a non-UC Davis website. If you have doubts about a message or website, or think you have been tricked into submitting your passphrase or personal information, call your local IT service desk:
UC Davis Campus: IT Express at 530–754-HELP (4357) UC Davis Health: Technology Operations Center at 916–734-HELP (4357)
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If you have not yet set-up your UC Davis <u>computing account</u>, you won't be able to log in. Once you have created your computing account, it can take a couple of days for the systems to update your record with your login credentials. You will also need to have <u>Duo set-up</u>. Any issues with these require contacting <u>IT Express</u> at (530) 754-4357.

#### **Basic Navigation**

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General questions or feedback hemBildes.uddavis.edu (Westor: 12.11.6700)	Hona Pola Macia Cearnon Color Apportments Consert Form Status Among Returns Handouts Anterns Handouts Colores Status Survey Colore Status Survey Colore Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status Survey Colores Status S	Home for Sam Test Type of the Hadden Statute Ty	aton
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Once you have logged into Health-e-Messaging from a computer, this is the first page you will see. If you log in from a mobile device, the menu on the left will be under a dropdown menu on the upper left side.

The primary buttons will quickly take you to the most used areas on the site. You can schedule an appointment, view lab results, edit your profile and more. The menu on the left side will give you more in-depth options including consent forms, messages, online statements, and other items.

Uploading COVID-19 Immunization	В
I would like to	
Enter My COVID-19 Vaccination Information	
Schedule an Appointment	
Report COVID (Click "New Message" on next screen)	
View My Lab Results	
Clinical Surveys	
Edit My Profile	

To upload your COVID-19 immunization record, click on the top button on the home page labeled *"Enter My COVID-19 Vaccination Information"*. Please include your booster information.

For more details about the COVID-19 immunization requirements and a <u>step-by-step guide</u> on how to upload your vaccinations, visit the <u>Campus Ready page</u>.

С	Inputting and Uploading Entrance Immunizations (Not COVID)
Home	Home for Sam Test
Profile	You last logged in: 6/14/2022 8:21 AM Log Out
Medica	al Clearances Not Satisfied Complete your Symptom Screening survey now
Appoin	nt Forms 6 to Sign

To input your vaccinations, select "Medical Clearances" from the menu on the left.

This will load a new screen with all the requirements and their status. This includes all clearances, not just the entrance requirements.

COVID-19	Medical Clearances for Here's a step-by-step tutorial on how to enter your im Add immunization record Save Records Overall Clearance Status: in Not Satisfied Items required for clearance:	or Sam Test		
Boquiromont	Clearance		Status	Details
(IN Hold)	COVID-19 Vaccine	Update	3 Not Compliant	Not Satisfied 0
	Influenza Immunization	Update	Not Compliant	No Data 0
	Measles	Update	Not Compliant	No Data
Seasonal	Meningococcal	Update	Compliant	Satisfied <b>0</b>
Requirement	Mumps	Update	Not Compliant	No Data 0
	Pertussis (Tdap)	Update	Not Compliant	No Data
	Rubella	Update	Not Compliant	No Data 0
Immunization	TB Screening	Update	Not Compliant	No Data 0
Requirements	Varicella	Update	Not Compliant	No Data
(IZ Hold)	Additional items NOT required for	or clearance:		
	Clearance	Status		Details
	COVID-19 Vaccine Verification Authorization	ON Not Compliant		No Data 0

This will load a new screen with all the requirements and their status. This includes all clearances, not just the entrance requirements.

#### **Clearance Status & Details**

Once you have entered necessary information, the status for an immunization will change from "*Not Compliant*" to "*Compliant*". The details on the right side give you more information when you click on them. Here are a few examples of each status type. Each immunization detail box will list the immunization, whether it is required, your status and how it is satisfied.

Items required for clearance:			
Clearance		Status	Details
COVID-19 Vaccine	Update	Not Compliant	Not Satisfied ()
Influenza Immunization	Update	Not Compliant	No Data 🛛
Measles	Update	Not Compliant	No Data 🔁
Meningococcal	Update	Compliant	Satisfied 0
COVID-19 VACCINE Required for Students - All Current Status: Non-Compliant Satisfy this requirement by any one of the following: • Vaccination Series was started but not complted	MEASLES Required for Entering Current Status: No D Satisfy this requirem one of the following: • Serology (lab ter this requirement • Vaccination(s) cc this requirement	g Students ata G ent by any st) can fulfill	MENINGOCOCCAL Required for Entering Students Current Status: Compliant Reason this requirement s satisfied: • Satisfied by age exepttion

E	Immunization Update Window Example		
,,	ola)		
Two (2) doses with first dos	e on or after 1st birthday; OR posi	tive the (laboratory evidence of immunity to disease)	
Loses of Measles of M	MH Vaccine		
Date 1		Vaccine1	
		Nuclear Street	
MM/DD/YYYY		Select one	
Measles Antibody Titer	(blood test)		
Date		Result dear	
MM/DD/YYYY		O Positive O Negative	
			Cancel Done

After you click on the green "Update" button, you will have a window like the one shown here. In this example for Measles (rubeola), you have two options to meet the requirement. If you have received two doses of the vaccine, enter the dates, and select the vaccine given. If you have not received two doses of the vaccine, you can have a blood test (Measles Antibody Titer) and if it shows positive immunity, it will meet the requirement instead by entering the date and result of the test. You do not need to fill out both sections.

Dates need to be entered using the Month/Day/Year format. If you are not able to enter the dates using that format, please check your browser language settings to so that they are English (US).

Once you have entered this information, click Done, which will close the window. You will need to continue this process for each item.



Once you have entered the dates for your immunizations, you will need to upload your documentation. This information can be obtained from your medical provider. Your medical provider can use <u>this form</u> to provide you with the necessary information if they do not have a different record available for you. You can submit your immunization documents, your yellow immunization card, or a copy of your immunization from the doctor's office.

Click on the "Add immunization record" button at the top of the screen. This will open a pop-up window which will allow you to select your documentation. Once you have selected your file, click on open.

Pavorites	<>	Downloads	0	Q Search	h
A Applicati	Today	1			1
Desktop Documents Downloads ICloud Cloud Drl	IZ_documen_ur_Doc_A.pdf       Yesterday       ICal.ics       Previous 7 Days	900 900 900 900 900 900 900 900 900 900			
Cocations Cocat	<ul> <li>(c) Handout - 2PoC 2022.pdf</li> <li>Hs_entry_instructions.docx</li> <li>Previous 30 Days</li> <li>2022.06.06t Review.docx</li> <li>2022.06.06t Review.docx</li> </ul>	IZ_document_for_ df POF document - 322 M Information	pt_to_take	_to_provide	Show More Today, 2:09 PM
Orange	Options			Cancel	Open

#### Immunization Records Upload (Continued)

Be sure to click on "Save Records" to complete the upload.

Medical Clearances for Sam Test	
Add investigation record	
Removed Re-	
Save Records	

Homa	Success Your immunization documents have been saved successfully			×
Medical Clearances Rectanded		-		Print
Health History Med In More	Immunizations for Sam	Test		
Appointments	We always extending data specific has a basis parad as accordingly			
Consent Forms				
Groups/Workshops	Add immunication record			
Parlamate	2 document to			
Handouts Ethnial	$\sim$			
Messages				
Letters	Save Records			
Form Upload	Immunization Events			Show Details
Insurance Card	Procedure	Event Date	Comment	
Surveys	COVID-19 Janesen	8/11/2021		
Online Statements				
Health Records				
Personal Records				
Immunications				
(+ Log Out				

If you need to upload multiple documents, repeat the above steps. This should only be for your immunizations and not the *TB Health Assessment Form*.

This will automatically load a new page, showing that your document has been saved successfully.

# **G** TB Screening

All incoming students must complete a Tuberculosis risk questionnaire and/or a TB Health Assessment. To access the survey, click on the *"Update"* button next to TB Screening.

tere a a step of step totolial on now to	enter your immunization records.		
Add immunization record			
Save Records			
overall Clearance Status: 🔕 Not Satisfie	d		
tems required for cleara	nce:		
Clearance		Status	Details
COVID-19 Vaccine	Update	Not Compliant	Not Satisfied 0
Influenza Immunization	Update	O Not Compliant	No Data 🖲
Measles	Update	O Not Compliant	No Data 🖲
Meningococcal	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0
Mumps	Update	<ul> <li>Not Compliant</li> </ul>	No Data O
Pertussis (Tdap)	Update	O Not Compliant	No Data 🛛
Rubella	Update	O Not Compliant	No Data O
TB Screening	Update	Not Compliant	No Data O
Varicella	Update	Not Compliant	No Data O



This will load the questionnaire which will determine if you need to provide further documentation. Please answer all the questions and click on the *"Submit"* button. It can take up to 24 hours to update your compliance. Please wait 24 hours before contacting us.

#### **TB Screening (Continued)**

Based on your responses to the questions, the system will determine your next steps. If you need to do more, a screen with further instructions will load immediately after you click submit.

✓ Buttess for 19 screening has been submitted successfully. Based or your screening results.	addition form with enoughed.
urther Action Necessary	
Your TB not accessing indicates you may be all higher risk for TB intection. You are no	panel to submit proof of registre TB being witten the part 12 months. This teeting can be completed by effect elds here, sheet a ray or biomstory blood being
19 Skin Twee	
les	Proof Lots
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Pende upkant is sopy of your chest s-ray	
Land Canad	

If the system determines that you may be at higher risk for TB infection, you are required to complete a <u>TB Health</u> <u>Assessment Form</u> and submit proof of negative TB testing within the 12 months prior to the start of your first term. You can become compliant for the TB testing requirement with laboratory blood testing, skin test, and/or a chest x-ray. A chest x-ray is required if you currently have (or have previously had) a positive skin or blood test.

MM/DD/YYYYY	MM/DD/YYYY		
	MINUDOFTITI		
Result clear	Induration		
) Positive () Negative	п		
IB Skin Test Results			
Upload			
rease upload a copy of your skin test result			
-SPOT TB Blood Test			
Date	Result dear		
MM/DD/YYYY	O Positive O Negative O Borderline O Invalid		
TB Spot Test Results			

Quantiferon Gold TB Blood Test	
Date MM/DD/YYYY Quantiferon-Gold Test Results Upper Please upload a copy of your lab result	Result Cour Positive Negative Cindeterminate
Chest X-Ray Date MM/DD/YYYY Chest X-Ray Results Uplant	Result case Positive Negative

If you have the medical information necessary to demonstrate compliance in any of the ways listed, you may enter those dates and upload a copy of those records. Be sure to select your result and enter the date in the month/ day/year format. If you need to upload this information later, you can do so by clicking on the green "*Update*" button.

Items required for clearance:			
Clearance		Status	Details
COVID-19 Vaccine and Test	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0
Influenza Immunization	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0
Measles	Update	<ul> <li>Not Compliant</li> </ul>	Not Satisfied 0
Meningococcal	Update	Not Compliant	Not Satisfied 0
Mumps	Update	<ul> <li>Not Compliant</li> </ul>	Not Satisfied 0
Pertussis (Tdap)	Update	<ul> <li>Not Compliant</li> </ul>	Not Satisfied 0
Rubella	Update	Not Compliant	Not Satisfied 0
TB Screening	Submitted	<ul> <li>Compliant</li> </ul>	Satisfied O
TB Testing	Update	Not Compliant	Not Satisfied O
Varicella	Update	<ul> <li>Not Compliant</li> </ul>	Not Satisfied 0
Additional items NOT required	for clearance:		
Clearance		Status	Details
COVID-19 Vaccine Verification Authorization	Update	<ul> <li>Not Compliant</li> </ul>	Not Satisfied 0

#### **TB Screening (Continued)**

You must download the <u>TB Health Assessment</u> form and take it to your Primary Care Provider. Once any required testing is complete and your provider has determined you are free of active TB, the provider must complete and sign the TB Health Assessment form. This form can also be downloaded from the SHCS site.

Slearance			Status	Details
COVID-19 Vaccine and Test	Update	0	Compliant	Satisfied 0
nfluenza immunization	Update	0	Not Compliant	No Data O
feasies	Update	0	Compliant	Satisfied 0
feningococcal	Update	0	Compliant	Satisfied 0
fumps	Update	0	Compliant	Satisfied 0
ertussis (Tdap)	Update	0	Compliant	Satisfied 0
lubella	Update	0	Compliant	Satisfied 0
B Health Assessment Form	Update	0	Compliant	Satisfied 0
B Nurse Review		0	Compliant	Satisfied 0
B Screening	Submitted	0	Compliant	Satisfied 0
faricella	Update	0	Compliant	Satisfied 0

Upload the form under the TB Health Assessment Form section. Select the "Upload" button.



After selecting your file, select "Open". This will open the image to verify the upload.



Click on *"Looks Good"* or if something looks wrong, you can click on the *"Cancel Upload"* button.

Verify Upload						
Does this image look correct? If it looks wrong for any reason, click Cancel Upload and upload a new image.						
≡ 99e1dbc1-efe2-4b43-e6ec 1 / 1   - 100% +   🗄 👌 👲 🔮	ə i					
UCDAVIS STUDENT HEALTH AND COUNSELING SERVICES Name of Student: SDPF This tudent is REQUIRED to complete tuberculouk testing prior to encoling in classes.						
The form must be completed and gened by a located health care provider. Al indicated text results MUST be in Engine.  I contribute the student is free of infectious tuberculosis.  Biginterier of License Resolution  With or Middae License Number  Dete						
Cancel Upload	Looks Good					

Please note that all test results **MUST** be in English. Incomplete forms or medical information entered in a language other than English will not be accepted and you will **NOT** be cleared to register for classes.

Note: Please allow at least 14-21 business days for your documentation to be processed.

Н

#### **Clearance Status Satisfied**

After you have updated your immunization information and completed the TB assessment, including any further action, the status for each item will change to Compliant. Your overall Clearance Status may still say Not Satisfied as the Influenza Immunization will be not compliant unless the university implements a mandate for the season. Please refer to <u>OASIS</u> to determine if you have a hold.

If you had a hold related to the entrance immunization and TB requirements, they will be cleared within 24 hours of being compliant. If you still have the hold after 24 hours, please message the <u>Immunization Nurse through HEM</u>.

Overall Clearance Status: 🚷 Not Sa	tisfied			
Items required for clea	arance:			
Clearance		Status	Details	IN hold
COVID-19 Vaccine and Test	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	removed
Influenza Immunization	Update	Not Compliant	No Data O	
Measles	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	11/602
Meningococcal	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	
Mumps	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	
Pertussis (Tdap)	Update	<ul> <li>Compliant</li> </ul>	Satisfied O	I A A
Rubela	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	
TB Health Assessment Form	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	IZ hold
TB Nurse Review		<ul> <li>Compliant</li> </ul>	Satisfied O	A la removed
TB Screening	Submitted	<ul> <li>Compliant</li> </ul>	Satisfied 0	
Varicella	Update	<ul> <li>Compliant</li> </ul>	Satisfied 0	11/20-

# Immunization Entrance Requirements for New Students

All incoming new, transfer and graduate students, including students in the Veterinary Medicine and School of Nursing programs, are required to meet the <u>UC Immunization and TB Risk Screening</u> requirement.

Check out our <u>resources for new students</u> for more information.

#### **COVID-19 Vaccination Requirements**

All students, including those currently enrolled, are required to provide proof that they are update to date with their COVID-19 vaccines and have received a booster if applicable. The campus policy can require repeat vaccinations or boosters on an annual or recurring basis consistent with FDA-approved labeling and CDC recommendations.

View the official University of California <u>SARS-CoV-2</u> (COVID-19) Vaccination Program.

#### **International Students**

Any of the vaccines that have been authorized by the World Health Organization can be entered into your Healthe-Messaging records to meet the university's vaccine mandate requirements. The university will accept any FDA- or WHO-authorized vaccine as fulfilling the mandate. Current WHO-authorized vaccines include Pfizer, Moderna, Janssen (Johnson & Johnson), Novavax, AstraZeneca, Covishield, Covaxin, Sinopharm/BIBP, and Sinovac. Booster shots are a part of the mandate and are needed to be compliant. However, refer to the <u>CDC guidance</u> to determine whether you are required to receive booster if your primary vaccine series was completed outside of the United States.

#### **Influenza Immunization Requirements**

The influenza vaccine is a seasonal mandate announced by the university. More information will be available closer to the start of flu season, usually mid-October. You are **not** required to have a flu vaccine to meet the current Entrance Requirements.

#### **Immunization Holds**

The University of California Immunization Policy requirements, commonly referred to as Entrance **Requirements** correspond to the **IZ hold**. This hold will prevent you from registering for the term following your initial start term. For example, if you are an incoming student for Fall 2022, your IZ hold will prevent you from registering for winter quarter classes in 2023 if you are not compliant for your entrance immunization requirements. The due date for compliance is entirely dependent on when you begin your **first** term, which is why there is no standard due date.

Unlike the **IZ hold** which applies to entering students, the <u>SARS-CoV-2 (COVID-19) Vaccination Program</u> applies to **all** students, and corresponds to the **IN hold** on your student account. The COVID vaccination requirement is a separate UCOP mandate and not part of the entrance immunization program. The **IN hold** is placed on your student registration record immediately after beginning your degree program. However, we recommend that you be vaccinated as soon as possible before you start classes, and as soon as you are able to log onto the <u>SHCS patient portal</u>, also known as <u>Health-e-Messaging</u>. There is no pre-defined due date for this requirement because COVID vaccination eligibility dates can vary from person to person.

#### **Questions for the Immunization Nurse?**

Contact us via <u>Health-e-Messaging</u> using these <u>step-by-</u> <u>step instructions.</u>



### UCDAVIS STUDENT HEALTH AND COUNSELING SERVICES

**Counseling Services - North Hall** Phone: 530-752-0871

Hours:

Sunday: Closed Monday: 8 am - 4:45 pm Tuesday: 8 am - 4:45 pm Wednesday: 9 am - 4:45 pm Thursday: 8 am - 4:45 pm Friday: 8 am - 4:45 pm Saturday: Closed

**Student Health and Wellness Center** Phone: 530-752-2300

Hours:

Sunday: Closed Monday: 8 am - 5:30 pm Tuesday: 8 am - 5:30 pm Wednesday: 9 am - 5 pm Thursday: 8 am - 5:30 pm Friday: 8 am - 5:30 pm Saturday: Closed

