

The Weekly COVax Dose

WDG Public Health's weekly update on all things COVaxON

Date Issued: Friday, November 26th, 2021

Purpose: To share information that will improve the COVaxON experience for WDG COVID-19 vaccine clinic staff and community partners.

Important Updates and Information

Select the Correct Asset

All immunizers should take care to ensure they are selecting the correct vaccine product (i.e. Pfizer or Moderna), as well as the correct lot # at the time of dose administration. Due to the expansion of eligibility to the 5-11 age group, immunizers may now see two separate product lot #s in the vaccine drop down. One of these will be a pediatric vaccine, which **must** be selected for all clients in the 5-11 age group.

Proxy Consent 5-11 Age Group

Due to the expansion of eligibility to the 5-11 age group, please note that all clients under the age of 18 will have two consent box options in COVax at the time of dose administration.

Administer Dose

Dose Information

The Vaccine Information Sheet has been reviewed and client consents to receiving the vaccine and all recommended doses in the series.

I am consenting on the client's behalf and I confirm that I am the client's substitute decision maker (e.g., parent, legal guardian).

* Reason vaccine was not administered

Select Reason vaccine was not administered▾

PreviousNext

For all clients in the 5-11 age group, you **must** select the following checkbox:

“I am consenting on the client’s behalf and I confirm that I am the client’s substitute decision maker (e.g. parent, legal guardian).”

It is important that only 1 of the 2 checkboxes is selected.

Once this checkbox is selected the mandatory proxy information fields will appear, which need to be populated with the proxy’s full name, phone number, and their relationship to the client.

Administer Dose

Dose Information

The Vaccine Information Sheet has been reviewed and client consents to receiving the vaccine and all recommended doses in the series.

I am consenting on the client’s behalf and I confirm that I am the client’s substitute decision maker (e.g., parent, legal guardian).

* Proxy Name

Proxy Phone

* Relationship to the Client

Vaccine : PFIZER-BIONTECH COVID-19 VACCINE mRNA 0.3 ml - 8657, 2022-01-06

The Proxy information that is entered during the Administer Dose stage will then populate in the client profile.

Client Search OLD Removed from COVax

With the November 24th release of the COVax_{ON} 12.2 Functionality Changes, the Client Search OLD functionality has been removed from COVax. When searching for clients, please enter their Health Card Number (HCN) in the default Client Search, leaving out spaces, dashes, and the version code.

 Client Search

Enter the Health Card Number (HCN). If Health Card Number is unavailable, click 'Search Client' to search using other parameters.

Health Card Number

HCN unavailable

If the client does not have an HCN, select the “HCN unavailable” checkbox, and then select “Search Client”. You will then be able to search by other information, such as first and last name, date-of-birth, or phone number.

Search Client

Search using the Last Name with the other search parameters.

First Name

* Last Name

Birthdate
 

Gender
 

Home Phone

Mobile

For full instructions on how to search for clients, please watch the Client Search, Creation, and Check-In video [here](#).

[New Training Environment Login Credentials](#)

The login credentials for the COVax Training Environment were updated on November 24th. The new login credentials can be found [here](#).

[Re-Activating COVax Accounts](#)

COVax accounts are deactivated if users have not signed in within 30 days.

- Sign in periodically to keep your account active.
- If your account deactivates, please email [Madison Fach](#) or the [COVax Data Team](#) at least 1-2 days before you require access.
- COVax updates happen frequently. Up-to-date training materials can be accessed [here](#) as needed.

Training Material

All up-to-date COVax training material can be found at the following link:

[COVax Training Dropbox](#)

COVax Support Contacts

Ministry Help Desk

Support Hours: 7:00 a.m. to 8:00 p.m. 7 days a week.

Email: COVaxonsupport@ontario.ca

Phone: (416) 637-8672 or 1-866-333-0640

WDGPH COVax Support Line

Support Hours: 8:30 a.m. to 4:30 p.m. Monday to Friday

Email: covaxdatateam@wdgpublichealth.ca

Phone: 1-800-265-7293 ext. 4202