

# CHIRP Quick Reference Guide



Division of  
Immunization

## Documenting Historical Doses in CHIRP

### What is CHIRP?

The Children and Hoosier Immunization Registry Program (CHIRP) is secure web-based application that works as an immunization registry program designed to permanently store a person's immunization records in electronic format. Healthcare providers use the registry to review vaccination records for their patients and record all newly administered vaccines per Indiana Code 16-38-5-2.

### Why do I need to document in CHIRP?

For VFC Providers, doses administered must be entered into CHIRP at the time of vaccination unless data is going to be entered "off-site." Then data must be entered within 24 hours of vaccination.

### What do I need to document in CHIRP?

Per NCVIA, all providers must submit to the registry the patient's first and last name, date of birth, address, race, gender, funding source, and vaccination presentation or code [using approved immunization information system (IIS) code type].

### How do I document in CHIRP?

1. Log into Chirp at [www.chirp.in.gov](http://www.chirp.in.gov). Please use Google Chrome. You will be redirected to the login page shown below.

**CHIRP** Children and Hoosier Immunization Registry Program

Date: October 27, 2020

888-227-4439

**Main**  
Home  
Login  
**Patient**  
Vaccinations  
View  
Forecast  
Summary  
**Scheduled Reports**  
Job Queue  
Change Password  
Answers

We are aware that the School Action report currently displays students with vaccination status that are "Not yet due" along with the ones that are "Past due". We are working with the vendor to exclude "Not yet due", however we currently don't have a timeline for this.

We have identified new processes that will help speed up the processing of letters. Please use the following steps:

1. Go to "School Reports"
2. Select "Action Report or Action Report Notice/Letter"
3. Select a school and "Series"
4. Select the option to "Run Report or Run Letters". On this page you will see a list of students with past due vaccines.

Please call the help desk at 1-888-227-4439 for more detailed instructions.

**CHIRP** 888-227-4439

USERNAME

PASSWORD

LOG IN

[Forgot Password?](#)

**Note:**  
First time users will be sent an email to confirm sign on and reset password.



Division of  
Immunization

- At login, you will find and select your organization (VFC Pin #). Upon selection, you will see the page below.

Logged in: [REDACTED]

Organization: 1-INDIANA STATE IMMUNIZATION INFORMATION SYSTEM (99) Date: October 26, 2020

888-227-4439

**Main**  
Home  
Logout  
Select Application  
Select Organization  
Select Facility  
Select VFC Pin  
Document Center  
Help

**Dashboard**  
**Message**  
**Favorites**  
**Patient**  
Search/Add  
Demographics  
Remote Registry

**Patient Search** [Click here to use the 'advanced' search](#)

First Name or Initial:  ID:   
 Last Name or Initial:  SIIS Patient ID / Bar Code:   
 Birth Date:  Chart Number:

**Family and Address Information:**  
 Guardian First Name:  Mother's Maiden Name:   
 Street:   
 City:  State:   
 Zip Code:  Phone Number:   
 Country:

**Note:** When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and \_ to replace a single character.  
☐ Check here if adding a new patient.

- To view and add patient records, type the patient's information into the boxes. Select the search button.

**Patient Search** [Click here to use the 'advanced' search](#)

First Name or Initial:  ID:   
 Last Name or Initial:  SIIS Patient ID / Bar Code:   
 Birth Date:  Chart Number:

**Family and Address Information:**  
 Guardian First Name:  Mother's Maiden Name:   
 Street:   
 City:  State:   
 Zip Code:  Phone Number:   
 Country:

**Note:** When searching by First and Last Name, you may use the wildcard character % to replace multiple characters and \_ to replace a single character.  
☐ Check here if adding a new patient.



#### Tips:

- Include DOB
- Use "%" for wildcard when spelling is not known
- Can sort lists by name, DOB, guardians, SIIS #, etc.

- Select the patient from the list. You may use the search box to narrow down results.

**Patient Search Results**  
 Records Found = 14 Search Criteria: First Name / Last Name (Exact)

Show  entries

First Name	Middle Name	Last Name	Birth Date	SIIS Patient ID	Grd First Name	Grd Last Name
DONALD	C	DUCK	01/01/2009	7528900		
DONALD	DAVID	DUCK	01/01/2001	5717768	TEST PATIENT	TEST PATIENT
DONALD		DUCK	05/15/1936	4888737	DONALD	DUCK
DONALD		DUCK	11/07/2014	8091937	VALERIE	DUCK
DONALD	E	DUCK	09/07/1935	7739229		DUCK
DONALD		DUCK	12/13/1964	3249105	PENNY	DUCK
DONALD	Z	DUCK	07/08/2011	6371310		DUCK
DONALD		DUCK	01/12/1978	7279820		DUCK
DONALD		DUCK	01/01/1999	7404023	MICKY	DUCK
DONALD		DUCK	12/25/2010	7597277		DUCK
DONALD		DUCK	02/14/2014	7668821		DUCK
DONALD		DUCK	01/21/1990	7802596		DUCK
DONALD		DUCK	08/27/2014	7901492	MAGGIE	DUCK



- You will be directed to the patient's demographics page. **Confirm Patient information**, and update address and contact information as needed.

Patient Demographics			
<b>Record Info</b>			
SIIS Patient ID:	8091937		
Organization (IRMS) Owner:	930006 - MHIN - MICHIANA HEALTH		
Facility Owner:	73527 - COMMUNITY PEDIATRIC PHYSICIANS		
Entry Date:	11/07/2014 06:31:01 PM	Last Update:	05/08/2015 10:40:35 AM
Entered By:	TRINITY HEALTH HL7 ACCOUNT	Last Updated By:	MHIN HL7
<b>Status</b>			
<b>Patient Status:</b>	<b>Inactive</b>		
<b>Patient</b>			
First Name:	DONALD	Race:	
Middle Name:	E	Ethnicity:	
Last Name:	DUCK	Language:	
Suffix:		Medicaid #:	
Birth Date:	11/07/2014	Multi Birth Indicator:	
Birth File #:		Birth Order:	
Age:	197 weeks, 45 months, 3 yrs	Military:	
Reminder/Recall Publicity Code		Recall Attempts:	0
Sex:	MALE	VFC status:	(Ineligible)
Mother Maiden Nm:		Vaccine Supply:	PRIVATE
<b>Primary Address</b>			
Address 1:		Address 2:	
City:		State:	
Zip Code:			
Email:			
Country:		County/Parish:	
<b>Family &amp; Contact</b>			
Contact 1 First:		Contact 2 First:	
Contact 1 Middle:		Contact 2 Middle:	
Contact 1 Last:		Contact 2 Last:	
Phone Number	Phone Use Code	Equipment Type	
+ Alias			
+ Secondary Patient Demographics			
+ School			
+ Primary Insurance			
+ Medical Home			
+ Birth & Death			
+ Patient Specific Reports			
<a href="#">Print VaxCare Consent</a> <a href="#">MyVaxIndiana</a> <a href="#">Edit High Risk Categories</a> <a href="#">Update Programs</a> <a href="#">Back</a> <a href="#">Edit</a>			

- To add an administered vaccine, select the Vaccinations tab for the side bar, then select

**View/Add.**

<b>▼ Patient</b>
Search/Add
Demographics
Remote Registry
Manage Population
<b>▼ Vaccinations</b>
View/Add
Forecast
Summary



- This page is where you will **document the vaccination administration date**. Locate the correct vaccine. If you double-click, today's date will appear. To reflect an earlier, please manually enter it or use the calendar.

Influenza, injectable, quadrivalent	12/05/2014 *	01/04/2023 *				
MMR	10/10/2015 *	01/04/2023				
TST-PPD intradermal	03/12/2013					
Tdap	06/01/2011					
meningococcal MCV4P (Menactra)	10/02/2004 *					
pneumococcal conjugate PCV 7	01/01/2000 +					
COVID-19, mRNA, LNP-S, PF, 100 mcg/0.5mL dose or 50 mcg/0.25mL dose (Moderna Vaccine)						
COVID-19, mRNA, LNP-S, PF, 30 mcg/0.3 mL dose (Pfizer Vaccine Vaccine)						
COVID-19 vaccine, vector-nr, rS-Ad26, PF, 0.5 mL (Janssen Vaccine)						
DTaP-IPV						

- Once the date is entered, please click **Add Historicals** at the bottom.

☐ Do not take ownership when adding vaccinations.

• If a combination vaccine is marked with a 'X', please verify which components of the vaccine are outside the ACIP schedule by viewing the Vaccination Summary .

- Dates in blue indicate doses administered by your IRMS/Facility. Dates in black indicate doses administered by another IRMS/ Facility. You can only change vaccine information for the does administered by your IRMS/ Facility.

Vaccine	1	2	3
DTaP-Hep B-IPV (Pediarix)	01/08/2015	X 03/10/2015	05/08/2015
Hep B, adolescent or pediatric	11/07/2014		
Hib (PRP-T)	01/08/2015	03/10/2015	05/08/2015
Pneumococcal conjugate PCV 13	01/08/2015	03/10/2015	05/08/2015
Tdap	08/23/2018		
rotavirus, monovalent	01/08/2015	03/10/2015	
DTaP			
DTaP, 5 pertussis antigens			
DTaP-Hib-IPV (Pentacel)			
DTaP-IPV			





---

**Tip:** You can view all vaccine details by clicking on the dates.

---

## Common Red Marks

Vaccinations must be administered as approved by the FDA or as recommended by the Advisory Committee of Immunization Practices (ACIP) to be valid. Doses administered outside of these guidelines are marked with a red X.

## Other Common Marks

(\*) Indicates a historical entry (date only) (!) Indicates a warning

(+) Indicates that the data was entered by a school nurse (#) Indicates in adverse reaction



**Questions?** Please call the CHIRP Help Desk at 1-888-227-4429 or email [chirp@isdh.in.gov](mailto:chirp@isdh.in.gov).

