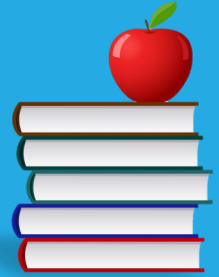
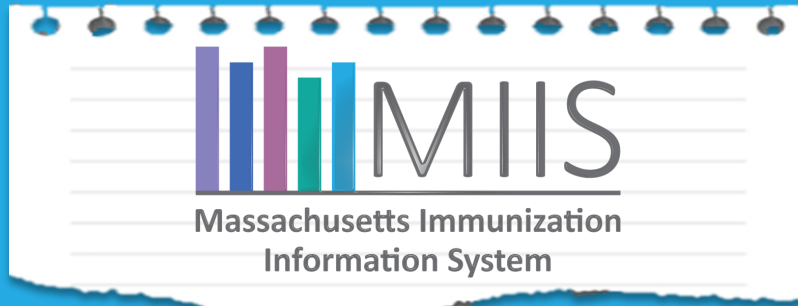
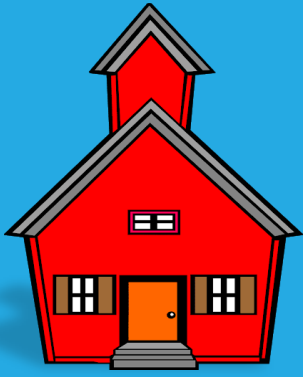


# HOW TO COMPLETE AN IMMUNIZATION SURVEY THROUGH

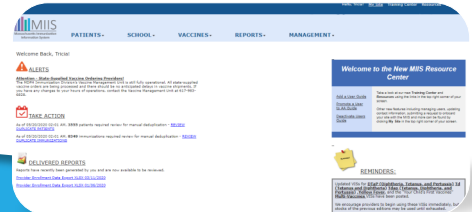


## 1 REGISTER

To access the MIIS, you need a user account. Ask your Access Administrator to designate you as a user to begin the registration process. Not sure who your Access Administrator is, call the **MIIS Helpdesk 617-983-4335** or email [miishelpdesk@mass.gov](mailto:miishelpdesk@mass.gov).

## 2 NAVIGATE

Learn how navigate through the MIIS. Watch [Navigating the MIIS](#) or view the [Login and Navigation](#) mini guide.



## 3 PATIENT RECORDS

School nurses may search patient immunization records for their students in order to check whether required vaccines have been administered. To learn how to view a students immunization record in the MIIS, watch [Look Up a Patient Record](#).

## 4 IMMUNIZATION SURVEY

Surveys must be submitted through the MIIS. For more information on how to submit surveys, watch [The School Immunization Survey Training video](#) or view [Immunization Survey](#) mini guide.

## 5 FLU SURVEY

Flu surveys are due slightly later than the standard immunization survey because the flu vaccine may be administered up until December 31 of the school year. The flu survey can be accessed separately or from within the standard immunization survey. For information about when the survey will be open, go to the Immunization Survey History page in the MIIS.

