



Quick Guide for Read-Only Users

(To Log In, Search for a Patient, and View/Print a Patient's Record)

Revised: 05/02/2023

Important Note: This Quick Guide only describes how to log into CAIR2, search for a patient, and view/print a patient's record. For more detailed information, please visit the [CAIR2 Training Guides page](#) and refer to the CAIR2 Read-Only User Guide.

For additional support, the following resources are available:

[Local CAIR Representatives \(LCRs\)](http://go.cdph.ca.gov/cair-lcr): (go.cdph.ca.gov/cair-lcr)

CAIR Help Desk:

Phone: 800-578-7889

Email: CAIRHelpDesk@cdph.ca.gov

[CAIR Website](http://cdph.ca.gov/cair): (cdph.ca.gov/cair)

Step 1: Log into CAIR2

- [CAIR2 Login Page](#)
- Enter your **Org Code**, **Username**, and **Password**. Then click the **Login** button.

Note: Only the 'Password' field is case-sensitive.

CAIR2 California Immunization Registry

TRN

HOME USER RESOURCES RELATED LINKS TRAINING

Welcome to the California Immunization Registry, CAIR ! Posted on 08/19/2015

If you are an authorized user, please login using your unique combination of Organization Code, Username, and Password.

If you are a new user, please visit the training tab above to access training options. If you are from an organization requesting access for the first time, go to the [CAIR Enrollment](#) page to enroll. For additional information, contact the CAIR Help Desk at 800-578-7889 or CAIRHelpDesk@cdph.ca.gov. Hours are 8:00 a.m. - 5:00 p.m. Monday through Friday, excluding government holidays.

This site will work optimally for users logging in with Internet Explorer browsers versions 8 or higher, as well as Chrome, Safari or Firefox. If you are using alternate browsers and experience display issues, please consider switching to one of the supported browsers.

Step 2: Go to the Patient Search Screen

- On the 'Home' screen, click the **view patient report** link in the left blue menu panel.

CAIR2 California Immunization Registry

home manage access/account forms related links logout help desk

organization LCR TRN Clinic • user WILLOW SMITHTEST • role CAIR Read Only

announcements:

NEW 09/30/2016 ~ [Welcome to CAIR2!](#)

release notes:

NEW 07/29/2020 ~ [Release Version 2.7.0](#) California Immunization Registry

TRN 2.8.3.10

Query Only
view patient report


Step 3: Search for the Patient

- On the 'Patient Search Criteria' screen that displays:

Patient Search Criteria


Search by Patient

** Minimum search criteria includes any two fields.*

Last Name Mother's First Name **Find** 

First Name Home Phone - - **Clear**

Middle Name Cell Phone - -

Birth Date 

Search by Medical Record Number

* Medical Record Number

Search by CAIR ID

* CAIR ID

Search for the patient **at least three times** by entering two pieces of information each time in the 'Search by Patient' section. We recommend:

- Last Name and First Name
- Last Name and Birth Date
- First Name and Birth Date

You can also search using one of the following fields:

- Medical Record Number** (the patient's MRN associated with your clinic/agency).
- CAIR ID** (the patient's unique CAIR2 ID#).

Once you enter the search information, click the **Find** button.

Step 4: Open Your Patient's Record

- Results that match your search criteria will display at the bottom of the screen. Look closely at all the information that displays to find the correct patient.
- Click on the patient's **Last Name** to open their record.

Possible Matches: 3

Last Name	First Name	Middle Name	Birth Date	Primary Patient Identifier	Mother's First	Gender	Status	CAIR ID
LOU	LIZA		10/18/2016		MARY	F	A	5998985
	AKA: LOU,LIZZY							
	AKA: TESTER,ALEXANDRA							
LOU	LIZA		03/11/2001		SARAH	F	N	5074755
LOU	LIZA		07/24/1990		LEONA	F	N	5264473



Step 5: View/Print the Patient's Immunization Record

Once you open the patient's record, the following screen will display. It includes the immunizations the patient has received (Immunization Record section) and immunizations that are due/overdue (Vaccines Recommended by Selected Tracking Schedule section).

Patient Information					Print	Print Confidential	Reports	Cancel
Patient Name (First - MI - Last)	DOB	Gender	Tracking Schedule	Medical Record Number				
LIZA LOU	10/18/2016	F	ACIP					
Provider (PCP)	Not on file							
School	Not on file							
Comments	04/17/2019 ~ History of varicella (chicken pox)							
*Comments other than History of Varicella will not appear for this level of User Access.								
Current Age: 6 years, 6 months, 14 days								
Immunization Record								
Vaccine Group	Date Admin	Series	Vaccine [Trade Name]	Dose	Owned?	Reaction	Hist?	
DTP/aP	11/02/2017	1 of 4	DTP-Hib-HepB [Pentavalente ©]					Yes
	12/16/2017	2 of 4	DTaP-HepB-IPV [Pediatrix ©]					Yes
	07/15/2021	3 of 4	DTaP,IPV,Hib,HepB [VAXELIS ©]	Full	No			
HepA	04/04/2019	1 of 2	HepA-Ped 2 Dose [Havrix-Peds 2 Dose ©]					Yes
HepB	11/02/2017	1 of 3	DTP-Hib-HepB [Pentavalente ©]					Yes
	12/16/2017	2 of 3	DTaP-HepB-IPV [Pediatrix ©]					Yes
	07/15/2021	3 of 3	DTaP,IPV,Hib,HepB [VAXELIS ©]	Full	No			
Hib	11/02/2017	1 of 2	DTP-Hib-HepB [Pentavalente ©]					Yes
	07/15/2021	NOT VALID	DTaP,IPV,Hib,HepB [VAXELIS ©]	Full	No			
MMR	12/16/2017	1 of 2	MMR [MMR II ©]	Full	No			
Polio	12/16/2017	1 of 3	DTaP-HepB-IPV [Pediatrix ©]					Yes
	07/15/2021	2 of 3	DTaP,IPV,Hib,HepB [VAXELIS ©]	Full	No			
Vaccines Recommended by Selected Tracking Schedule								
Vaccine Group	Vaccine	Earliest Date	Recommended Date	Past Due Date				
COVID-19	SARS-COV-2 (COVID-19) vacc, UNSPECIFIED	04/18/2017	04/18/2017	04/18/2017				
DTP/aP	DTaP, NOS	01/15/2022	01/15/2022	10/18/2022				
HepA	HepA, NOS				Contraindicated			
HepB	HepB, NOS				Complete			
Hib	Hib, NOS				Maximum Age Exceeded			
Influenza-seasn1	Flu NOS	04/18/2022	08/01/2022	05/18/2023				
MMR	MMR	01/13/2018	10/18/2020	10/18/2022				
Polio	Polio, NOS	01/15/2022	01/15/2022	10/18/2022				
Varicella	Varicella				Contraindicated			

Important Note: As a Read-Only user, you cannot see 'TB Test History' or 'Comments', except for 'History of varicella (chicken pox)'. However, 'Comments' impacting vaccine recommendations will be marked in the 'Vaccines Recommended by Selected Tracking Schedule' section as 'Contraindicated'.

There are three view/print options at the top of the patient's record (see screenshot above):

- **Print:** Allows you to print an exact copy of the screen above.
- **Print Confidential:** Allows you to print the screen above without 'Medical Record Number', 'Provider (PCP)', 'School', and 'Comments'.
- **Reports:** Allows you to view/print four different patient-level reports (see screenshot below).

Reports Available for this Patient

Report	Description	Additional Information
Immunization History Report	Displays demographics, registry data, contact information, as well as detailed immunization history.	None
Immunizations Needed/Routing Slip	Displays demographics, contact information, immunization history, as well as immunizations needed.	None
Yellow Card Report	Prints the California Immunization Record (Yellow Card).	None
Blue Card Report	Prints the California School Immunization Record (Blue Card).	None

Click on the hyperlinked name of the report you want to view/save/print.