

Recording 2022 influenza vaccines in the CIR



Onboarding

1 First step will be to email NIS.engagement@health.govt.nz to get a copy of the new site and/or new user set up

2 Fill out the forms and send to the following;

- For site set up please email the spreadsheet to NIS.engagement@health.govt.nz
- For user set up please [click here](#) to upload to files the NIS dropbox.

Please save your user set up form following either of the below naming conventions;

- If you are requesting access on behalf of multiple users at your site:
Site Name-User Set Up Form-Date Submitted
E.g. Unichem Wynyard Pharmacy-User Set Up Form-18.03.22
- If you are a single user requesting access who may work across one or more sites:
Users Full Name-User Set Up Form-Date Submitted
E.g. Jack Smith-User Set Up Form-18.03.22

3 Receive a confirmation email with links to e-Learning, Webinar and classroom for practice.



Training



eLearn

IMAC have hosted a Flu 2022 in CIR eLearn module. **This is mandatory for new CIR users.** [Click Here](#) to access the eLearn.



Webinar – New CIR Users

Access to a 1 hour live session, to walk through recording flu vaccinations in CIR. Please register using the links below:

Morning weekdays 10:00 am [Click Here](#)

Afternoon weekdays 2:30 pm [Click Here](#)

Evenings, Wed, Thur, and Mon 6:00pm [Click Here](#)



Webinar – Existing CIR Users

Access to a 30 minute live session, to walk through recording flu vaccinations in CIR. Please register using the links below:

Morning weekdays 9:30 am [Click Here](#)

Afternoon weekdays 3:30 pm [Click Here](#)

Evenings, Wed, Thur, and Mon 7:00pm [Click Here](#)



User Experience Videos

Videos demonstrating the CIR in Practice available for download from CIR and CIR classroom.



Quick Step Guide

There will be a variety of CIR Guides with step by step instructions.



Where to get help

For face-to-face help with getting onto CIR or using the Flu form please join the MS Teams drop-in sessions available Mon to Fri 1:00pm – 1:30pm. [Click here to join the meeting](#)

Note: During the launch of the Flu form in CIR there will also be evening drop in sessions. Monday, Wednesday and Friday at 5:30 pm from March 28th till April 8th.

For all questions related to CIR please call 0800 223 987 or email help@c19imms.min.health.nz

For help on the flu form please contact either;

- Regional NIR Admin
- Helpdesk: call 0800 223 987 or email help@c19imms.min.health.nz

For all Clinical questions about the vaccine or vaccination process Call the Immune Health Professionals at 0800 (466 863)