

South Dakota Immunization Information System (SDIIS)

- **Website:** sdiis.sd.gov

- **Logging In**

- Unique username and password
- Assigned by Immunization Registry Coordinator
- Staff are recommended to change password and keep confidential
- Log in each time you access SDIIS, or after each timed out session



A screenshot of the SDIIS login interface. The background is a dark blue color. At the top center, the word "LOGIN" is written in white, spaced-out capital letters. Below this, there are two input fields. The first field is labeled "USER NAME" in white capital letters and contains the text "djohnson". The second field is labeled "PASSWORD" in white capital letters and contains a series of asterisks. Below the input fields, there are two buttons: "SUBMIT" and "RESET", both in white capital letters on a dark blue background.

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- **Website:** sdiis.sd.gov
- **Locked Out**
 - **You have exceeded the maximum number of login attempts. Please contact your system administrator for assistance.**
 - Three (3) failed attempts to log in will result in LOCKOUT.
 - Login information is case sensitive
 - LOCKOUT will last for 15 minutes.
 - If you know your login information, try again in 15 minutes
 - If you forgot your login information, notify Immunization Registry Coordinator to reset password.
 - LOCKOUT will still continue for 15 minutes even after reset.



South Dakota Immunization Information System (SDIIS)

South Dakota Immunization Information System (SDIIS) USER ACCESS ACCOUNT APPLICATION

Please complete this form to request a user account for each staff member who needs access to the SDIIS. Upon completion and return of this form, a USER ID and temporary PASSWORD will be assigned. Once the credentials have been assigned, we recommend you change your password after you log in for the first time. Password: Passwords should be AT LEAST characters and include a combination of letters, numbers, and special characters. **PLEASE DO NOT SHARE PASSWORDS AND USER ACCOUNTS.** If you have questions, please contact Brett Oakland at (605) 367-4902 or Radhi Saripalli at (605) 773-7473. Retain a copy of this form in your files and email the completed form to brett.oakland@state.sd.us or fax to (605) 367-5357.

SDIIS USER ACCESS ACCOUNT INFORMATION

First Name: _____ Last Name: _____

(List your name as you'd like to see it displayed in the Immunization Information System)

Name of Clinic/ Facility: _____

SDIIS PIN: _____ Phone Number: _____ Ext. _____

Individual Email Address: _____

(Shared email accounts are not acceptable)

Access Required: New User Existing User

View only – view and print record, but cannot add immunizations or edit record

Data Entry - enter immunizations and edit patient records, but no access to inventory

Inventory Management - enter immunizations, edit patient records, access to facility inventory

Does user float between clinic sites? (Check one): Yes No
(If yes, a separate application must be completed for each clinic)

VACCINATOR STATUS:

I will be administering vaccinations for this facility.

I am: RN CMA PA Pharmacist Other

LPN MD/DO NP Student

I will NOT be administering vaccinations for this facility.

• **SDIIS User Access Application**

- Used to request access for new users to SDIIS
- For those who to need view/enter data into the SDIIS
- **NEW:** Section regarding vaccinator status
- Has been added to Provider Education website
- <https://doh.sd.gov/COVID/Vaccine/Providers.aspx>

South Dakota Immunization Information System (SDIIS)

The screenshot shows the SDIIS homepage. At the top left, there is a navigation menu with buttons for: SEARCH PATIENTS, PRINT REPORTS, INVENTORY, MY SETTINGS, CLINIC SETTINGS, MAINTENANCE, TUTORIAL, and LOG OUT. The main header area contains the AVANZA SYSTEMS logo. Below the logo, there is a welcome message: "Welcome to the South Dakota Department of Health's Immunization Information System (SDIIS)." followed by a paragraph: "SDIIS is a statewide immunization tracking system that serves the public health goal of preventing the spread of vaccine preventable diseases in South Dakota. It was developed to ensure complete and timely immunization for all people in the state, particularly in the age group most at risk, birth through two years." To the right of the text are two small images: one showing three children and another showing a baby being vaccinated. At the bottom of the main content area, there is a small link for "Terms and Conditions of Use - VAERS Reporting Site" and copyright information: "Public Health Information System - Immunization Module Copyright © 2016 Avanza Systems, Inc. All rights reserved. US8."

- **Options**

- Search Patients
- Print Reports
- Inventory
- My Settings – changing password
- Clinic Settings
- Log Out

- **Links**

- Terms and Conditions of Use
- VAERS Reporting Site

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SDIIS

SEARCH PATIENTS

PRINT REPORTS

INVENTORY

MY SETTINGS

CLINIC SETTINGS

MAINTENANCE

TUTORIAL

LOG OUT

EDIT MY SETTINGS

FIRST NAME	MIDDLE NAME	LAST NAME
<input type="text"/>	<input type="text"/>	<input type="text"/>
LOGIN ID	PASSWORD	CONFIRM PASSWORD
<input type="text"/>	<input type="password"/>	<input type="password"/>
IMMN. PROVIDER		
<input type="text" value="SELECT"/>		
USER NOTES		
<input type="text"/>		
SIGNATURE BLOCK		
<input type="text"/>		

UPDATE CLOSE MY SETTINGS

- ***Changing your Password***
 - Click **MY SETTINGS**
 - Create and confirm new password
 - At least 6 characters
 - Letters, numbers, special character
 - Click **UPDATE**

South Dakota Immunization Information System (SDIIS)

• *Contact Information*

- Brett Oakland, Immunization Registry Coordinator
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