

State of Wyoming



Department of Health

Rules and Regulations for the Wyoming Immunization Registry

**Brent D. Sherard, M.D., M.P.H., F.A.C.P.
Director and State Health Officer**

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Chapter 1 Rules and Regulations for the Wyoming Immunization Registry

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Wyoming Department of Health
Community and Public Health Division
Immunization Section

Additional information and copies may be obtained from:
Jan Bloom, M.S., Immunization Section Chief
6101 Yellowstone Rd., Ste. 420
Cheyenne, WY 82002
Phone: (307) 777-7952
Fax: (307) 777-3617
E-Mail: jan.bloom@health.wyo.gov

This document is available in alternative format upon request.

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CHAPTER 1

Rules and Regulations for the Wyoming Immunization Registry (WyIR) Final Adoption

Statement of Reasons

The Wyoming Department of Health has adopted a New Rule pursuant to W.S. §§ 35-4-101, 35-1-240, 35-4-139, and the Wyoming Administrative Procedure Act at W.S. § 16-3-101, *et seq.*

The Department is promulgating these Rules and Regulations to ensure continued operation of the WyIR. The WyIR assists in preventing disease outbreaks and protecting Wyoming residents against vaccine-preventable diseases by allowing Authorized Users of the WyIR to verify immunization status as well as identify necessary immunizations.

As required by W.S. § 16-3-103(a)(i)(G), the Rules and Regulations for the Wyoming Immunization Registry meet minimum substantive state statutory requirements.

CHAPTER 1

Rules and Regulations for the Wyoming Immunization Registry

General Provisions

Section 1. Authority. The Wyoming Department of Health (Department) is promulgating rules and regulations for the management and control of communicable diseases to comply with Wyoming Statute (W.S.) §§ 35-4-101, 35-1-240, and 35-4-139.

Section 2. Purpose. This Chapter authorizes the Department to implement, maintain, or otherwise supervise the Wyoming Immunization Registry (WyIR), establish accessibility of immunization data recorded and stored in the WyIR, define reporting guidelines for the WyIR, and outline consent, confidentiality, and guidelines for the WyIR.

Section 3. Definitions. The following definitions shall apply in the interpretation and enforcement of these rules. Where the context in which words are used in these rules indicates that such is the intent, words in the singular number shall include the plural and vice-versa. Throughout these rules gender pronouns are used interchangeably except where the context dictates otherwise. The drafters have attempted to utilize each gender pronoun in equal numbers in random distribution. Words in each gender shall include individuals of the other gender.

(a) “Authorized User” means any individual who is permitted to access immunization records of individuals falling within his administrative or clinical responsibilities. An Authorized User may designate the ability to access the system to others as appropriate.

(b) “Designee” means an individual, acting under the authority of a health care provider or another category of Authorized User, who has been specifically delegated responsibility to access the WyIR, an Immunization Information System (IIS), and perform the functions permitted the primary Authorized User.

(c) “Electronic Health Record” (EHR) means a longitudinal electronic record of patient health information generated by one or more encounters in any care delivery setting.

(d) “Health Information Exchange” (HIE) means the electronic movement of health-related data and information among organizations according to agreed standards, protocols, and other criteria.

(e) “Health Care Provider” means a person who is licensed, certified, or otherwise authorized by the law of this state to provide health care in the ordinary course

of business or practice of a profession, but does not include a person who provides health care solely through the sale or dispensing of drugs or medical devices.

(f) “Immunized or immunization” means initial immunization and any boosters or reimmunizations required to maintain immunization pursuant to the vaccination standards and recommendations issued by the State Health Officer.

(g) “Immunization Information System” means a confidential, computerized information system that attempts to collect vaccination or immunization data about individuals.

(h) “Immunization Section” means the program housed within the Wyoming Department of Health that orders and distributes publicly-provided vaccines. The Immunization Section is also responsible for the maintenance and coordination of the WyIR and related activities.

(i) “Wyoming Immunization Registry” (WyIR) means the secure, confidential, Internet-based, full-lifespan immunization database maintained within or otherwise supervised by the Immunization Section.

Section 4. Applicability. This rule shall apply to the WyIR.

Section 5. General Provisions.

(a) The WyIR shall establish a system to coordinate immunizations. That system shall:

- (i) Create an electronic immunization record;
- (ii) Provide electronic access to immunization records;
- (iii) Track an individual’s immunization status;
- (iv) Allow health care providers to identify and send reminders to individuals about immunizations that are necessary for vaccine series completion;
- (v) Allow health care providers to identify and contact individuals about vaccine recall issues;
- (vi) Provide evidence-based guidelines related to immunizations for health care providers;
- (vii) Reduce the likelihood of unnecessary immunizations;
- (viii) Provide official copies of an individual’s immunization record;

(ix) Generate reports to determine compliance with immunization mandates and/or program evaluation; and

(x) Generate reports required for participation in the state's vaccine distribution program.

(b) In addition to immunization data, the WyIR may also record results of Tuberculosis skin tests (PPD) and immunization exemption status.

Section 6. Authorized Users.

(a) Individuals requesting access to the WyIR shall be screened and approved by the Immunization Section in accordance with WyIR policy developed by the Department. Authorizer Users shall understand and agree to adhere to the confidentiality policies developed by the Department.

(b) Authorized Users shall access the WyIR only to assure adequate immunization, to confirm compliance with mandatory immunization requirements, to control disease outbreaks, and for treatment and program oversight.

Section 7. Access Levels.

(a) WyIR access shall be role based. Authorized Users shall be assigned an appropriate Access Level by the Immunization Section. Role-based access shall include:

(i) Administrator Access: The Administrator Access Level or her designee shall have the ability to activate new accounts for Authorized Users based on their roles in an organization as defined by the organizational representative, to inactivate Authorized Users who should no longer have access to the WyIR, and to inactivate immunization records from the WyIR. Individuals who have Administrator Access shall be limited to employees of the Wyoming Department of Health who are responsible for supporting and maintaining the WyIR or authorized individuals who work for an organization that has a Business Associate Agreement on file with the Immunization Section.

(ii) View or Read-Only Access: Read-only access allows Authorized Users to view records of those individuals under their administrative responsibility and to compile reports based on data aggregated on those records.

(iii) Client or Read/Write Access: Only health care providers who order and/or administer immunizations or his designee and designated local and state Wyoming Department of Health personnel may generate reports and enter immunization information.

(iv) Additional access may be granted if determined necessary to comply with Section 6(b) of this Chapter.

(b) Individuals participating in a statewide Health Information Exchange supported by the Wyoming Department of Health shall be provided appropriate access in accordance with WyIR policy.

Section 8. Reporting Guidelines.

(a) Health care providers who administer vaccines or their designee(s) may record doses administered into the WyIR contingent upon receiving access approval from the Immunization Section. Immunization data entered by an Authorized User shall include demographic and vaccination information in accordance with WyIR policy.

(b) In the event that the State Health Officer, in response to a public health emergency, orders vaccines such as smallpox, anthrax, or pandemic influenza vaccines, any health care providers who receive or administer such vaccines shall enter doses administered data into WyIR within a timeframe designated by the State Health Officer.

(c) Health care providers or their designee(s) who have access to the WyIR shall record doses administered into the WyIR through one of the following methods:

(i) Direct online entry of immunization information into the WyIR;

(ii) Secure transmission of electronic files extracted from clinical management information systems, such as Electronic Health Records (EHR); or

(iii) Information uploaded from other electronic media.

Section 9. Consent.

(a) Any individual who receives vaccines from a Wyoming health care provider shall be provided notice that her immunization information may be entered into the WyIR. This notice shall be written in plain language and contain uses and disclosures, individual rights, and an assurance to maintain the privacy of protected health information.

(b) Exclusion of immunization information from the WyIR may be obtained by submitting written notification to the Department in a format prescribed by the Department or substantially similar and mailed to the Immunization Section. The Department may not retain individually identifiable information about any person for whom exclusion has been requested.

(c) Any inactivated immunization information shall be maintained in aggregate format.

Section 10. Confidentiality. Immunization information recorded in the WyIR shall be protected in accordance with federal and state confidentiality laws and policies and shall not be disclosed except to protect the health of the individual and the health of others.

Section 11. Security. Upon receipt of any information contained in the WyIR, Authorized Users shall be responsible for securing all such information at least to the minimum standards required by applicable law. Any violation of WyIR security policies by Authorized Users shall result in a suspension or termination of access to the WyIR.

Section 12. Hearing. If access to the WyIR has been suspended or terminated, an Authorized User may request a hearing pursuant to the Department's Procedures for the Conduct of Contested Case Hearings.