

Quick Guide for School/Childcare Users

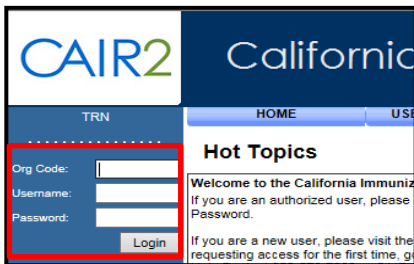
To Log-in, Search for a Student, and View/Print a Student's Record

Updated: 10/20/2020

IMPORTANT NOTE: This Quick Guide only describes how to log into CAIR2, search for a student and view their CAIR2 record. For more detailed information, such as information contained in the student's record and creating student lists and generating reports, please refer to the [CAIR2 School/Childcare User Guide](#).

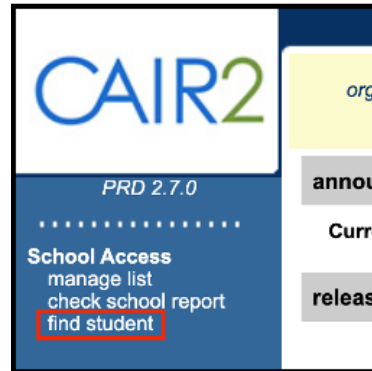
Step 1: Log into CAIR2

- Go to <https://cair.cdph.ca.gov>
- Enter your **Org Code, Username, and Password** and click the **Login** button.
(NOTE: Only Password is case-sensitive)



Step 2: Go to the Student Search Screen

- On the Home screen, click the 'find student' link.



Step 3: Search for the Student

On the Student Search Criteria screen that displays:

Search by Patient: Enter two pieces of information (e.g., Last Name and First Name). If you don't find the student, we recommend searching using Last Name and Birth Date and/or First Name and Birth Date.

You can also search using the student's full unique CAIR2 ID# (CAIR ID) if you have it.

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

Step 4: Open Your Student's Record

- Results that match your search criteria will display. Look closely to find the correct student.
- Click on the student's Last Name to open their record.

| Possible Matches: 3 | | | | |
|------------------------|------------|-------------|------------|--------|
| Last Name | First Name | Middle Name | Birth Date | Gender |
| CARTER | SARAH | | 03/04/2016 | F |
| CARTER | SARA | CASSIEL | 05/13/2018 | F |
| CARTER | SARAT | KUSH | 07/27/2013 | M |

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

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

Student Information

Student Name (First - MI - Last) DOB Gender Tracking Schedule

Current Age: 4 years, 7 months, 16 days

Yellow Card CSIR Blue Card Print Confidential Cancel

Reports

Add this Student to a Report List

Immunization Record

| Vaccine Group | Date Admin | Series | Vaccine [Trade Name] | Dose | Reaction |
|-----------------|----------------------------|--------|--|------|----------|
| DTP/aP | 04/15/2016 | 1 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 07/04/2016 | 2 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 09/05/2016 | 3 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| HepA | 06/04/2017 | 1 of 2 | HepA-Ped 2 Dose [Havrix-Peds 2 Dose ©] | Full | |
| | 04/14/2018 | 2 of 2 | HepA-Ped 2 Dose [Havrix-Peds 2 Dose ©] | Full | |
| HepB | 04/15/2016 | 1 of 3 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 07/04/2016 | 2 of 3 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 09/05/2016 | 3 of 3 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| Hib | 06/04/2017 | 1 of 1 | Hib-PRP-T [ActHib ©] | Full | |
| MMR | 03/05/2017 | 1 of 2 | MMRV [Proquad ©] | Full | |
| PneumoConjugate | 03/20/2018 | 1 of 1 | PCV13 [Prennar13 ©] | Full | |
| Polio | 04/15/2016 | 1 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 07/04/2016 | 2 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| | 09/05/2016 | 3 of 4 | DTaP-HepB-IPV [Pediarix ©] | Full | |
| Varicella | 03/05/2017 | 1 of 2 | MMRV [Proquad ©] | Full | |

Vaccines Recommended by Selected Tracking Schedule

| Vaccine Group | Vaccine | Earliest Date | Recommended Date | Past Due Date |
|-----------------------------------|--------------|---------------|------------------|---------------|
| DTP/aP | DTaP, NOS | 03/04/2020 | 03/04/2020 | 03/04/2022 |
| HepA | HepA, NOS | | Complete | |
| HepB | HepB, NOS | | Complete | |
| Hib | Hib, NOS | | Complete | |
| Influenza-seasonl | Fiu NOS | 09/04/2019 | 08/01/2020 | 10/04/2020 |
| MMR | MMR | 04/02/2017 | 03/04/2020 | 03/04/2022 |
| PneumoConjugate | PCV13 | | Complete | |
| Polio | Polio-Inject | 03/04/2020 | 03/04/2020 | 03/04/2022 |
| Varicella | Varicella | | Contraindicated | |

There are four options at the top of the student's record:

- **Yellow Card:** To view/print the student's Immunization Record.
- **CSIR Blue Card:** To view/print the student's School Immunization Record.
- **Print Confidential:** To print a copy of the screen above.
- **Cancel:** To return to the Student Search screen.

For more detailed information, such as creating student lists and running student reports, please refer to the [CAIR2 School/Childcare User Guide](#).

IMPORTANT NOTE:

As a School/Childcare user, you are not allowed to see Patient Comments such as history of disease (e.g., History of Varicella) or TB test history. However, Comments that impact recommendations will be marked in the recommendations section as "Contraindicated."

FOR ADDITIONAL SUPPORT

Local CAIR Representatives (LCRs):
<http://cairweb.org/lcrs/>

CAIR Help Desk:

Phone: 800-578-7889

Email: CAIRHelpDesk@cdph.ca.gov

CAIR Website: www.cairweb.org