

Information for Health Care Providers Serving Adults

What is the Citywide Immunization Registry (CIR)?

The Health Department's Citywide Immunization Registry (CIR) is a computerized filing system that since 1996 has been keeping immunization records of people vaccinated in New York City (NYC). The CIR can help ensure that NYC residents receive all required immunizations and are protected from vaccine-preventable diseases. The CIR makes immunization records available to individuals, parents, legal guardians and custodians, health care providers, health plans, the Women, Infants, and Children (WIC) program, schools, and other agencies concerned with health.

Immunization reporting requirements timeline:

- 1997:** NYC Health Code amendment goes into effect, requiring health care providers to report immunizations given to all children under 8 years of age to the CIR.
- 2005:** The NYC Health Code requires providers to report immunizations given to all people under 19 years of age, and **allows for reporting of immunizations given to people 19 years of age and over with written consent from the patient.**
- 2006:** New York State (NYS) Public Health Law 2168 is enacted, requiring providers in NYS to report immunizations given to people under 19 years of age. Under this law, NYC providers continue reporting to the CIR, even if the patient lives outside of NYC. Providers with offices outside of NYC report to the NYS Immunization Information System (NYSIIS). The CIR and the NYSIIS will exchange information regularly on shared patients.
- 2013:** **NYS Public Health Law 2168 is amended, removing the requirement for written consent for reporting immunizations given to people 19 years of age and over. Providers have the option of documenting either verbal or written consent.**
- 2014:** **NYS Public Health Law 2168 is revised, allowing registered nurses and pharmacists authorized to administer immunizations to be authorized users of the NYSIIS or CIR. Registered nurses and pharmacists authorized to administer immunizations must report immunizations administered to adults ages 19 years and older with consent from the patient.**

How can the CIR help you?

Health care providers, pharmacists, and nurses serving adults:

- Report immunizations into a NYC-centralized database.
- Quickly look up immunizations your patient may have received from another provider or pharmacy using the web-based Online Registry.
- Use decision support to see which immunizations are due to help avoid unnecessary immunizations and reduce missed opportunities.
- Generate an official immunization record to print to give to a patient.
- Generate Reminder/Recall reports of patients due for immunizations, then either send text messages or letters through the Online Registry.

Online access for authorized users: Steps to set up and access the Online Registry:

- (1)** First, to obtain or retrieve your CIR **facility code**, please go to the online [registration page](#). The CIR will contact the registrant and authorizing provider of your facility by email.
- (2)** Next, refer to the [Online Registry Access](#) page, find your practice type, and complete the appropriate set of forms for your site. Fax both the [Site Security Administrator Designation Form](#) and [Security Administrator Confidentiality Statement](#) to **(347) 396-2559**. You will receive Online Registry account set up instructions by email. Additional users must sign a [User Confidentiality Statement](#)
- (3)** Review the attached [Online Registry Quickguide](#) for log-in instructions and record searching.
- (4)** Call the CIR at **(347) 396-2400** if you are unable to find a record in the Online Registry.

(cont'd. on next page)

Visit Us Online! nyc.gov/health/cir

The Citywide Immunization Registry
 contact: cir@health.nyc.gov

Individuals and parents, legal guardians, or custodians:

- Get a free copy of your own or your child's immunization record from the Health Department by completing a short application. This application is available online at www.nyc.gov/health/cir in the parents/guardians/individuals section. The CIR record is an official immunization record that may be presented to a health care provider, or given to an employer for documentation of immunization history.
- Participation in the CIR is voluntary for people 19 and older, so immunizations you receive after 18 years of age will not be included unless you give consent. See attached for a sample consent form.
- Coming soon...Search for your record or your child's record online if you are an IDNYC cardholder.

Links to online documents:

- Fact Sheet for Health Care Providers of Adults:** <https://www1.nyc.gov/assets/doh/downloads/pdf/cir/cir-hcp-adult-facts.pdf>
- Register with CIR:** <https://a816-healthpsi.nyc.gov/OnlineRegistration/dohmh/>
- Online Registry Access page:** <https://www1.nyc.gov/site/doh/providers/reporting-and-services/cir-security-admin-info.page>
- User Confidentiality Statement:** <https://www1.nyc.gov/assets/doh/downloads/pdf/cir/user-confidentiality.pdf>
- Online Registry Quickguide:** <https://www1.nyc.gov/assets/doh/downloads/pdf/cir/cir-quick-guide-hcp-adults.pdf>
- Sample Consent form:** <https://www1.nyc.gov/assets/doh/downloads/pdf/cir/cir-hcp-adults-consent.pdf> [\[Spanish\]](#) https://www1.nyc.gov/assets/doh/downloads/pdf/cir/consent103mr_1-sp.pdf

In accordance with New York State Public Health Law 2168 and the NYC Health Code 11.11, information in the CIR is kept confidential and may not be disclosed except to protect the health of the individual or the health of others.

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Health Care Providers may document verbal voluntary consent or adapt this sample form for use.

Consent for Participation in Citywide Immunization Registry (CIR)

for individuals 19 years of age and older

The Health Department's Citywide Immunization Registry (CIR) is a confidential, computerized system that allows authorized users access to a person's immunization records. Strict federal and state laws protect the privacy of personal information in the system. Here are some benefits of participating in the CIR:

- Your health care provider can use the CIR to ensure that you receive all needed immunizations.
- The CIR provides you with a permanent and easily accessible record of your immunizations.

Participation in the CIR is voluntary for people 19 and older, so immunizations you receive after 18 years of age will not be included unless you give consent. If you want to participate, please read the statement below carefully and sign in the space provided.

Declaration of Consent

I give my consent for _____ (name of doctor or organization) to release my immunization(s) and identifying information to the New York Citywide Immunization Registry (CIR). I understand the purpose of the CIR is to assist in my medical care and to record the immunizations that I have had or will receive in the future. My immunization information may potentially be used by the Department of Health for quality improvement purposes, epidemiologic research, and disease control purposes. Information used for quality improvement or any research purposes will have my personal identifying information removed.

The immunization information in the CIR may be released to the following: myself, my health insurance organization, state and local health departments, the school that I am registered to attend, and authorized medical providers that deliver my medical care.

I understand that there will be no effect on my treatment, payment, or enrollment for benefits if I choose not to participate in the CIR. This consent may be withdrawn at any time by using the form provided. Information about immunizations received by the CIR with my consent will remain in the CIR if I later choose to withdraw my consent. However, future immunizations will not be recorded in the CIR.

Print Name

Date of Birth

Signature

Date