


NMSIIS Quick Reference Guide for viewing approved Certificates of Exemption

1. Navigate to patient search and search for desired child – results returned look similar to below screen shot. You'll notice the gray flag for anyone who has exemptions on file. If no patient results are returned or the gray flag is not present, then that means the child does not have an approved exemption on file with the DOH.

Patient Search

 Links ▾

Search Criteria

Patient ID	Identifier Type	Identifier Value		
<input type="text"/>	<input type="text"/> ▾	<input type="text"/>		
Last Name	First Name	Middle Name	DOB	Gender
<input type="text" value="SIMP"/>	<input type="text" value="BART"/>	<input type="text"/>	<input type="text" value="MM/DD/YYYY"/> 	<input type="text"/> ▾
Birth Info				
Mother Last Name	Mother First Name	Mother Middle Name	Mother Maiden Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Father Last Name	Father First Name	Father Middle Name		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
<input type="button" value="Previous Criteria"/>		<input type="button" value="Clear"/>		<input type="button" value="Search"/>

Search Results - 2 record(s)

ID	Name	Insurance	VFC	Gender	DOB	Action
2341051	SIMPSON, BART M 1011 WINWARD ALBUQUERQUE, NM 87108	CAID: 12345	1	M	01/01/1999	  Demographics ▾
2	SIMPSON, BART P.O. BOX 123 RUIDOSO, NM 88345	CAID: MOLINA0000	1	M	01/01/2009	    Demographics ▾

2. Select the drop-down arrow next to the demographics and select Exemptions

The screenshot shows a patient record for SIMPSON, BART. The patient's address is P.O. BOX 123, RUIDOSO, NM 88345. The CAID is MOLINA0000. The patient is 1 year old, male, born on 01/01/2009. A dropdown menu is open next to the 'Demographics' tab, listing various options: Demographics, Immunizations, Duplicates, Education, Events, Exemptions (highlighted with a yellow arrow), Local IDs, Notes, Precautions / Contraindications, and Programs. Below the patient record, there is a message: 'You may add a new patient by clicking the 'New Patient' button.' with a 'New Patient' button.

3. You will arrive at the Exemptions screen for the selected patient and a view of any approved exemptions will display. Please ensure the Status is “Active” and not “In-Active” for expired exemptions.

The screenshot shows the 'Exemptions' screen for patient SIMPSON, BART. The patient's ID is 2, DOB is 01/01/2009, AGE is 7Y 7M 21D, and GENDER is M. The screen displays a table of exemptions with the following columns: Vaccine Group, Precautions / Contraindications, Medical Exemption, Begin Date, End Date, and Status. A yellow arrow points to the 'Status' column, which shows 'ACTIVE' for all listed exemptions. Each row also has a 'View' button and a question mark icon.

Vaccine Group	Precautions / Contraindications	Medical Exemption	Begin Date	End Date	Status
DTaP / TD / Tdap	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Hep A	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Hep B	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Hib	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
MMR	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Pneumococcal	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Polio	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE
Varicella (CPOX)	Religious Exemption without Affidavit		08/22/2016	05/22/2017	ACTIVE

****Remember if this screen is blank, then this indicates that the NMDOH does not have an approved COE on file for this patient.**