NCIR Competency Test (Pharmacy Administrator Role)

Home Page Screen

_____ 1. Which of the following responsibilities belong _only_ to an administrator?
   A. Editing patient records
   B. Adding immunizations to patients' records
   C. Printing immunization records for clients
   D. Managing users/adding new users

_____ 2. After staff registers and authenticates their user ID, where do you click on the NCIR menu to activate them as a user?
   A. Manage Users
   B. Manage Clients
   C. Nowhere– must call the pharmacy trainer to activate new staff

_____ 3. Where can pharmacy users click while in the NCIR for online help?
   A. Home, Light Bulb Button
   B. System User Manual, Light Bulb Button
   C. Manage Immunizations, Light Bulb Button
   D. Help Desk

_____ 4. Where do you click to search for a client?
   A. Manage Users
   B. Manage Client
   C. System User Manual

Edit Client Screen

_____ 5. Where would you click to enter the patient's address?
   A. Client Information tab
   B. Responsible Person(s) tab
   C. Client Comment(s) tab
   D. History/Recommend button

_____ 6. Where would you click to document if a patient had Varicella (chicken pox) disease in the past?
   A. Client Information tab
   B. Responsible Person(s) tab
   C. Client Comment(s) tab
   D. History/Recommend button

History/Recommend Screen

Client Information - Client ID: 10562051

Client Name (First - MI - Last)	DOB	Gender	Mother's Maiden	Tracking Schedule	Chart #
WILLIE LEE WONKA	05/01/2008	M		ACIP	5572

Address	NC (919) 707-5580
Comments	{1 of 2} .. 06/14/2009 ~ Parent Refusal of HepB

History | New Immunization Entry | Historical Immunization | Edit Client | Reports | Print | Print Confidential |

Vaccine Group	Date Administered	Series	Trade Name	Dose	Owned?	Reaction	Hist?	Edit
DTP/aP	07/02/2008	1 of 5					Yes	
	07/16/2009	2 of 5	Pediarix ®	Full				🖊
HepB	06/15/2009	1 of 3					Yes	
	07/16/2009	2 of 3	Pediarix ®	Full				🖊
Hib	06/21/2009	1 of 2					Yes	
PneumoConjugate 7	10/01/2008	1 of 4	Prevnar ®				Yes	🖊
	12/15/2008	2 of 4					Yes	🖊
Polio	07/02/2008	1 of 4					Yes	🖊
	06/21/2009	2 of 4					Yes	🖊
	07/16/2009	3 of 4	Pediarix ®	Full				🖊

1 → (pointing to 06/21/2009 Hib date)

2 → (pointing to Edit column)

Current Age: 1 year, 4 months, 9 days

Vaccines Recommended by Selected Tracking Schedule | Add Selected |

Select	Vaccine Group	Earliest Date	Recommended Date	Overdue Date	Latest Date
☑	DTP/aP	08/13/2009	08/13/2009	10/16/2009	04/30/2015
☑	HepA	05/01/2009	05/01/2009	05/01/2027	
☐	HepB	10/05/2009	10/05/2009	11/01/2009	
☑	Hib	08/16/2009	08/16/2009	01/21/2010	04/30/2013
☑	Influenza	11/01/2008	11/01/2008	05/01/2009	04/30/2027
☐	Meningo	05/01/2019	05/01/2019	05/01/2023	04/30/2027
☑	MMR	05/01/2009	05/01/2009	09/01/2009	
☑	PneumoConjugate 7	01/12/2009	02/15/2009	03/15/2009	04/30/2013
☐	Polio	08/13/2009	05/01/2012	05/01/2015	
	Varicella	Immunity Recorded for Vaccine Group			

3 → (pointing to Hib Select checkbox)

_____ 7. Where would you click to enter an immunization that has been administered?
  A. New Immunization Entry button
  B. Historical Immunization button
  C. Edit Client button
  D. Add Selected button

_____ 8. Where do you click to edit immunization (dose) information?
  A. 1
  B. 2
  C. 3

_____ 9. Where do you click to print a patient copy/official record of immunization?
  A. Reports button
  B. Print button
  C. Print Confidential button

_____ 10. What information should be documented in the NCIR after a dose has been administered at your pharmacy?
  A. Store name and store number
  B. Immunizing Pharmacist's name & credentials and date of administration
  C. Vaccine trade name and the vaccine lot number
  D. All of the above