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EVDS Communication 16: Update on Back Capturing on EVDS

Dear Colleagues

The vaccination teams have been doing an excellent job with vaccination back capturing. However, we have been receiving reports of errors occurring when back-capturing:

1. The incorrect date is back-captured. Staff are capturing the date of the back capture rather than the date of the vaccine.
2. The vaccinator name is incorrect.
3. The incorrect facility is selected when back capturing

These errors have serious consequences for the vaccine recipient as their vaccine record will be incorrect. We must remember that the record on EVDS is the equivalent of a folder/clinical record and details must be accurate.

In order to assist you, we have prepared a quick guide on back capturing (see below). The guide includes links to an account application, back capturing forms and even a training video. We hope that this guide will help prevent errors when back capturing.

A QUICK guide to back-capturing

Step 1- you will need a back-capturing account on EVDS. To get an account, click on the following link and complete the online form. EVDS account application .

Remember to select back capturing administrator as the type of account you would like created. Note - If you already have a vaccinator account or administrator account on EVDS, you will still need a back-capturer account to back- capture. You must not back-capture using a vaccinator account.

Step 2- in order to back-capture, you will need a fully completed vaccination form. We have tweaked the form to make it easier to back capture. Please use the form titled **EVDS back-capturing form. V2** which is included with this communication.

Step 3- The video link below is a training video on how to back-capture on EVDS.

EVDS back-capturing tutorial video

Step 4- It is recommended that all back-capturing occurs within 2 days of the vaccination.

If you have any queries or need help, please contact your District Office, melvin.moodley@westerncape.gov.za or Lesley.shand@westerncape.gov.za

Regards

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