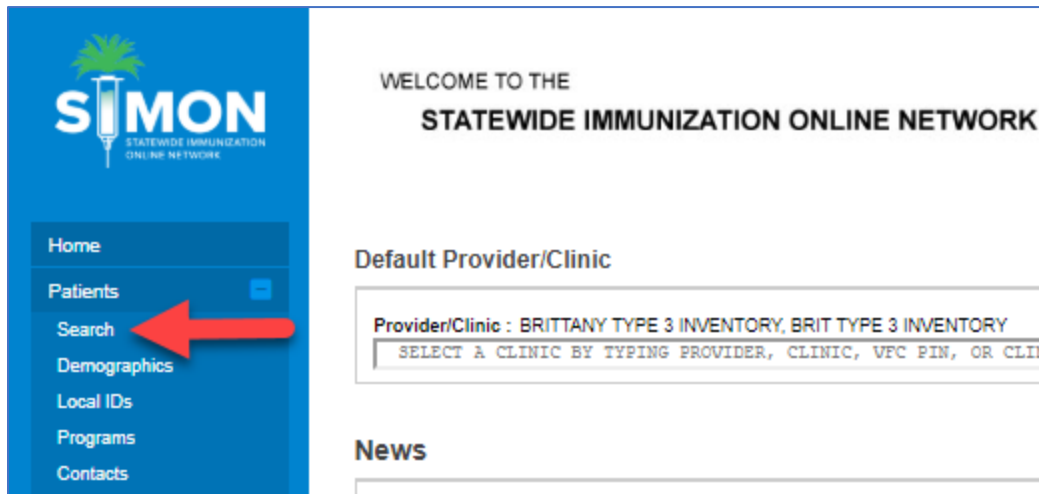# Printing a Certificate of Immunization
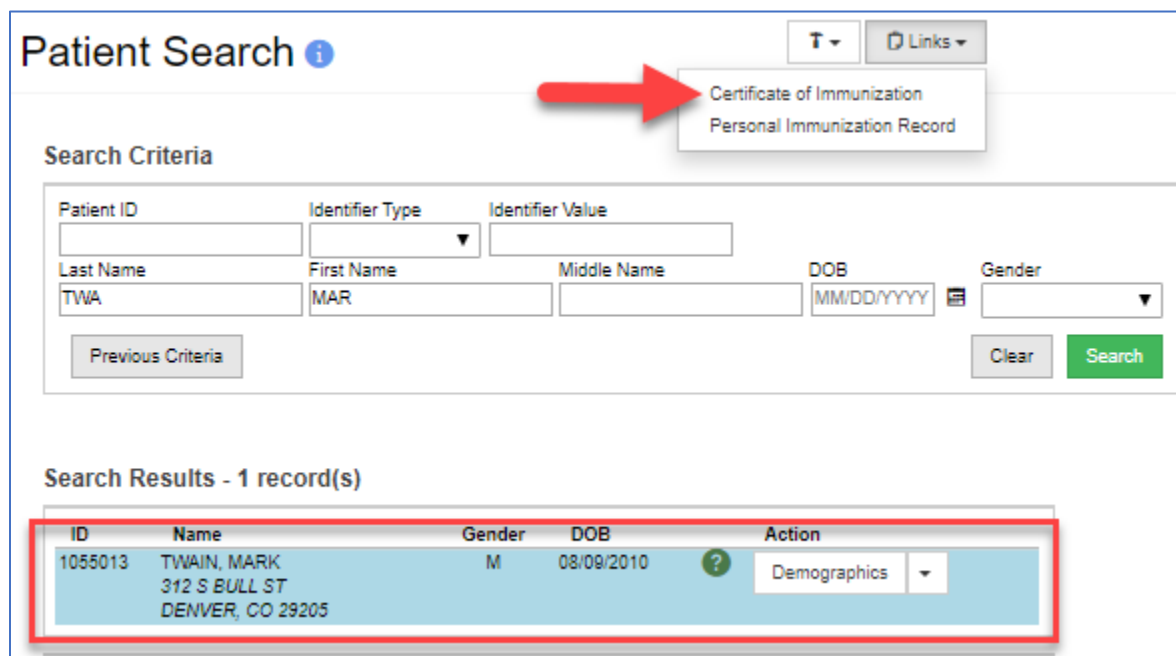
This user guide shows the multiple workflows for printing a certificate of immunization.

Workflow #1

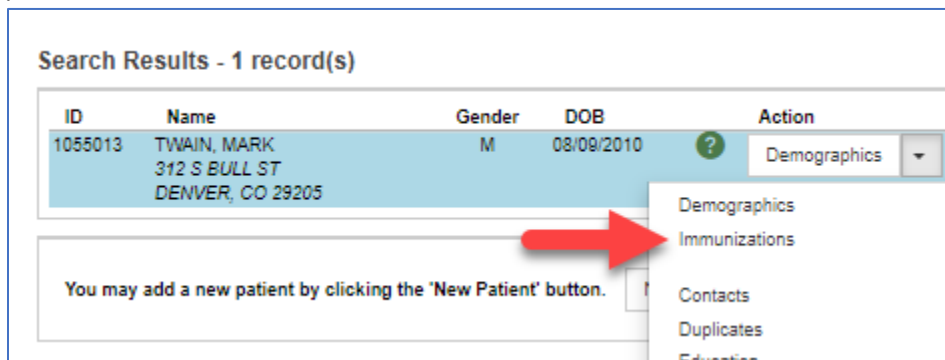1. Search for a patient under the "Patients" module.

2. Single click the patient to highlight them in blue, then click the "Links" button menu and select "Certificate of Immunization".

Workflow #2

1. Navigate to the Immunizations home page either from the drop down to the right of the patient's name:

Or by double clicking the patient to go to demographics and then select Immunizations from the main menu:
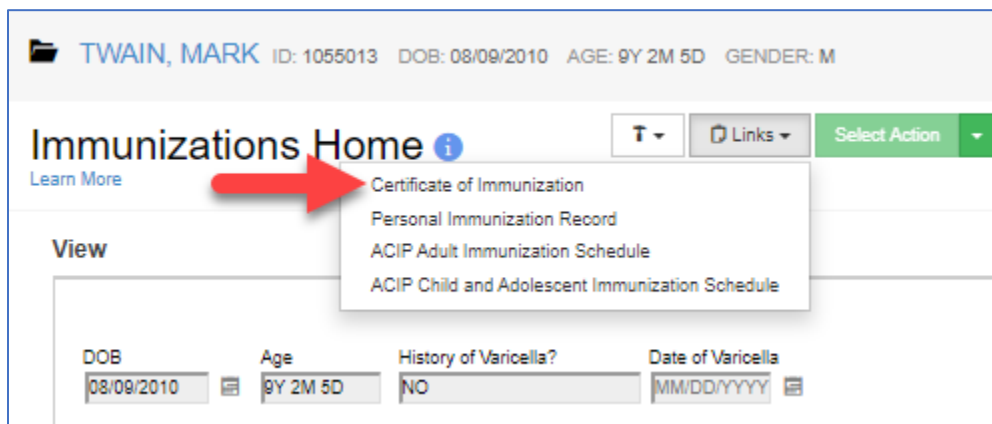
2. From the Immunizations Home Page, click the "Links" button and select Certificate of Immunization.

Workflow #3

1. Select "Reports" from the main menu.
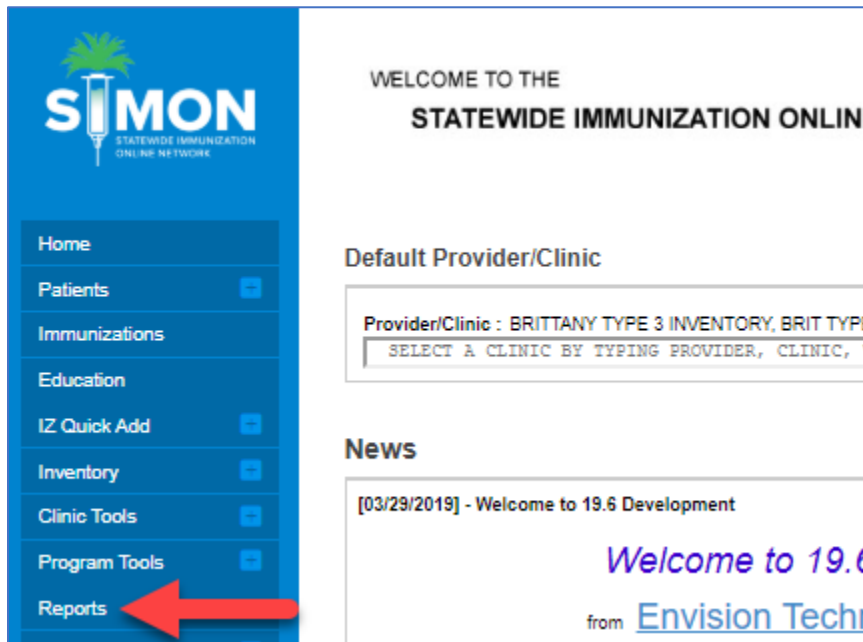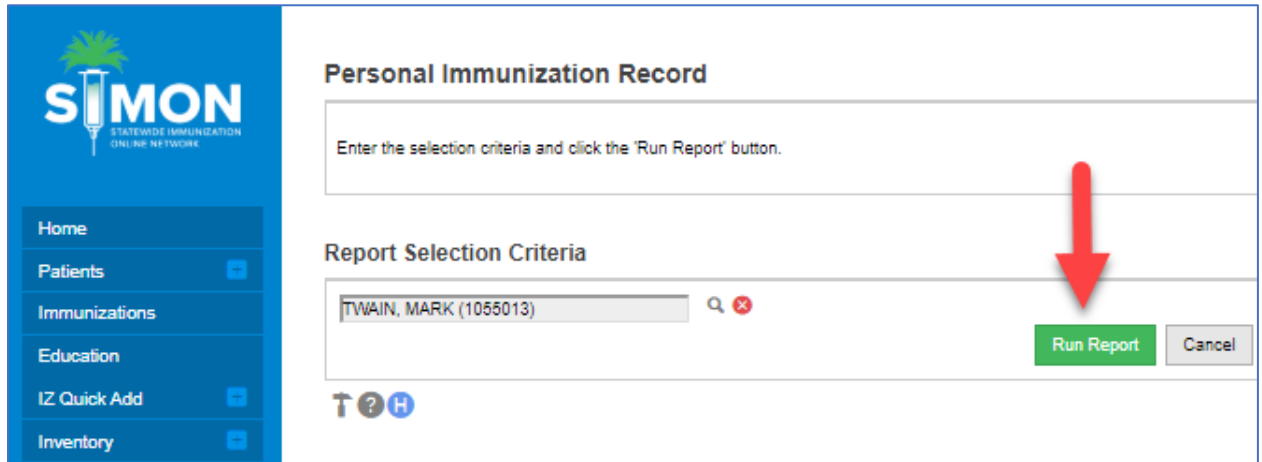

2. Under the "Patient" category, select the "Certificate of Immunization".
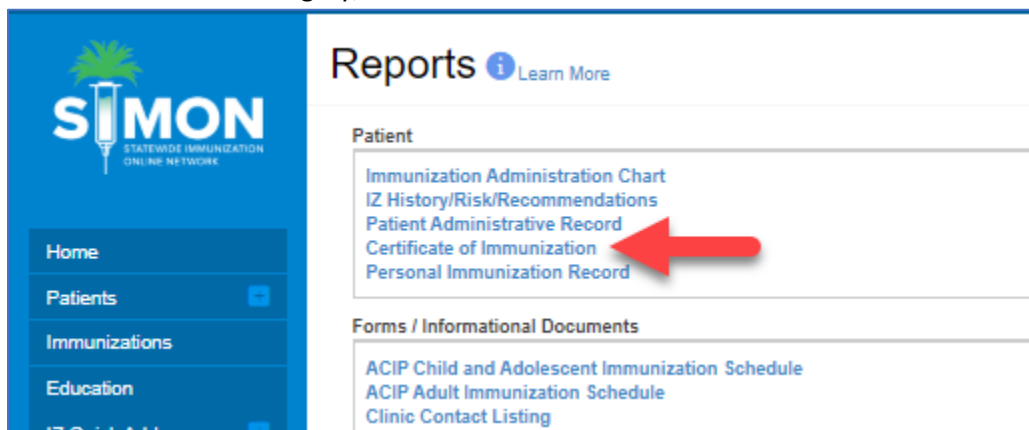
3. If you were previously working with a patient, their name will auto-populate. You can then click "Run Report" to generate the Certificate of Immunization.
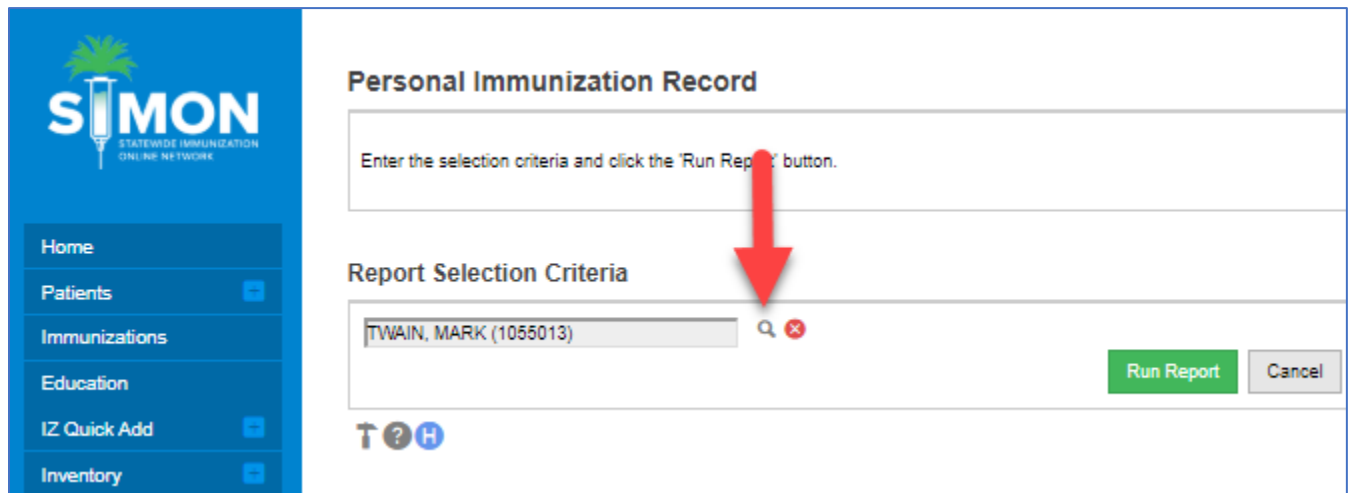
4. If you'd like to switch patients, you can select the magnifying glass to search for a new patient.

5. Type the patient's name and click "Search." Then double click the patient you're looking for to populate their name into the selection criteria. Then perform step number 3 by clicking "Run Report".