

SITE ENROLLMENT AGREEMENT
To participate in the Kansas Immunization Registry [KSWebIZ]

KSWebIZ is an Internet-based immunization registry operated by the Immunization Program of the Kansas Department of Health and Environment. Enrolled health care providers can obtain immunization information for patients, including tracking and recall. Patient information is confidential and is only available to the authorized users of the system.

Pursuant to K.S.A. 65-101, the Secretary of the Kansas Department of Health and Environment shall exercise general health supervision of the health of the people of the State of Kansas; take action to prevent the introduction and spread of infectious disease within the state; and provide public health outreach services to the people of the state, including educational and other activities designed to increase the individual's awareness of public and other preventive services. A goal of KDHE is to ensure that all citizens of the State of Kansas are properly and appropriately immunized against preventable communicable diseases. Consistent with the authority of the Secretary to prevent the introduction and spread of communicable diseases among the people of Kansas, the KSWebIZ program has been established to enable KDHE to share selected immunization information and encourage individuals to obtain appropriate and timely immunization.

Provider participation in KSWebIZ is voluntary.

Type of Organization: **Public** ☐ **Private** ☐

Local Health Department, Private Practice, Public School, Health Plan, etc.:
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Name of Health Care Provider / Organization:
.....

Number of Clinic Sites in Organization: _____

Provider / Organization's Representative:
.....

Title of Organization's Representative:
.....

Street Address: _____

City: _____ **Zip:** _____ **County:** _____ **State:** _____

Phone: () _____ **Fax:** () _____

Email: _____

VFC PIN # / SCHOOL DOE # _____

As a condition of participating in KSWebIZ, the above-named Provider enters into this agreement with the Kansas Department of Health and Environment to use KSWebIZ only for the immunization needs of patients.

- The provider/organization and affiliated staff will access the registry only to:
 - Assure adequate immunization
 - Avoid unnecessary immunizations
 - Confirm compliance with mandatory immunization requirements
- If this agreement is violated by any use of the system in an unauthorized manner, the Kansas Department of Health and Environment reserves the right to immediately terminate the provider's access. Unauthorized use may also subject the provider to sanctions and penalties under state or federal law.
- The Provider shall abide by the requirements in the KSWebIZ Confidentiality Policy, which is incorporated by reference into this agreement. Each provider employee having access to KSWebIZ must sign the User Agreement, which must be kept in the employee's personnel file.
- The Provider will take all reasonable steps to assure employee compliance with confidentiality requirements.
- The Provider shall furnish the personal demographic and immunization information for the individual receiving immunizations as required by the registry and strive for submission of such data within one week of administering the immunization.
- Providers may correct and/or update information pursuant to patient feedback/input.
- In the event the Provider discovers a suspected breach or intrusion of any of their electronic systems that have a relationship to KSWebIZ, the user shall notify KDHE immediately (not to exceed 4 hours from the discovery of the suspected breach or intrusion).

Signature of Provider or Authorized Representative

Date

Signature of KSWebIZ Authorized Representative

Date

Signature of KSWebIZ Program Manager

Date

Attachment: KSWebIZ Confidentiality Policy