

Factsheet 4 – How to amend or correct an immunisation record on AIR?

Table 4 – How to amend or correct information on AIR

How to:	AIR reporting method
<p>2.6.1 Amend Medicare related details</p> <p>Any amendments to details such as individual's name, address or date of birth must be notified to Medicare by the individual (or parent of the child).</p>	<p>The parent (for children under 14 years) or individual can either:</p> <ol style="list-style-type: none"> 1. Telephone Medicare on 132 011 2. Use Medicare online via myGov 3. Download and use the Express Plus Medicare mobile app.
<p>2.6.2 Amend or correct an immunisation record reported by another provider</p> <p>To make amendments or corrections to an immunisation record, for example, change a vaccine name or dose number.</p>	<p>Email through AIR's secure site to report amended vaccination details (refer to Appendix 3). Provide individual's full name, date of birth and Medicare number.</p> <p>Note: If Centrelink payments or childcare enrolments are affected telephone AIR on 1800 653 809 and report amended vaccination details.</p> <p>Note: Check the individual's record on AIR no less than 24 hours later to ensure the amendment has been made.</p>
<p>2.6.3 Amend or correct an immunisation record where the vaccination was reported by the same provider</p>	<ol style="list-style-type: none"> 1. Access the individual's record on the AIR encounter screen and amend (refer to Appendix 5 or 6). OR 2. Email through AIR's secure site to report amended vaccination details (refer to Appendix 3). Provide individual's full name, date of birth and Medicare number. <p>Note: If Centrelink payments or childcare enrolments are affected telephone AIR on 1800 653 809 and report amended immunisation details.</p>

Factsheet adapted from 'Immunisation records and data explained: a guide for providers' July 2018



Queensland
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