

Health Information Document (HID) Configuration

Updated Jul 15, 2021

As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

Overview

Health Information is a generic document designed specifically to display available health information to parents via Household Profile Update. This article details all of the customizable features available to a school.

The document's content is highly customizable on a per-school basis. Schools should communicate with their Account Manager to request customizations, which are made by Veracross engineers.

Document Defaults

Show Confidential Data: True

Note: This displays medical conditions and medications that have been marked in Veracross as Confidential

Privacy

The Medical Data Visibility options only address visibility for users within Axiom. Toggling this to one of the 3 privacy settings will not prevent the any of the fields from showing on the Health Information Document. To modify what is displaying on the Health Information Document, a school must contact their account manager to have the given field withheld from view.

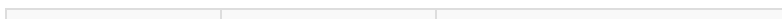
Header Boxes

Each box, in addition to the following options, can be hidden from the document. Box 2, by default, is hidden.

Box 1 Label: General

Box 2 Label: Doctor

Box 3 Label: Insurance



Box 1 Fields	Box 2 Fields	Box 3 Fields
Date of Birth	Doctor Name	Medical ID
Grade	Doctor Phone	Insurer
Gender		Group Number
Campus		Subscriber Number
Blood Type		Dental Insurer
		Dental Group Number
		Dental Subscriber Number
		(dental fields off by default)

Notes Fields

Note #1: Allergies

Show: True

Label: Allergies Symptoms

Note #2: Medications

Show: True

Label: Current Medications

Note #3: Medical

Show: True

Label: General Medical Notes

Note #4: Medications Allowed (At Bottom of Document)

Show: True

Label: Medications Allowed

Medical Conditions

Show: True

Label: Conditions

Mark as Critical: True

Mark as Confidential: True

Codes

Show: True

Condition Code: True

Intervention Code: True

Disposition Code: True

Provider

Show: True

Medical Provider Name: True

Medical Provider Phone: True

Health Care Organization Name: True

Health Care Organization Phone: True

Notes: True

Show Medications Associated with Condition: True

Medications

Show: True

Label: Other Medications

Mark as Critical: True

Mark as Confidential: True

General Cycle: True

Dosage Instruction: True

Medication Date: True

Immunizations

Show: True

Label: Immunizations

Mark as Critical: True

Mark as Confidential: True

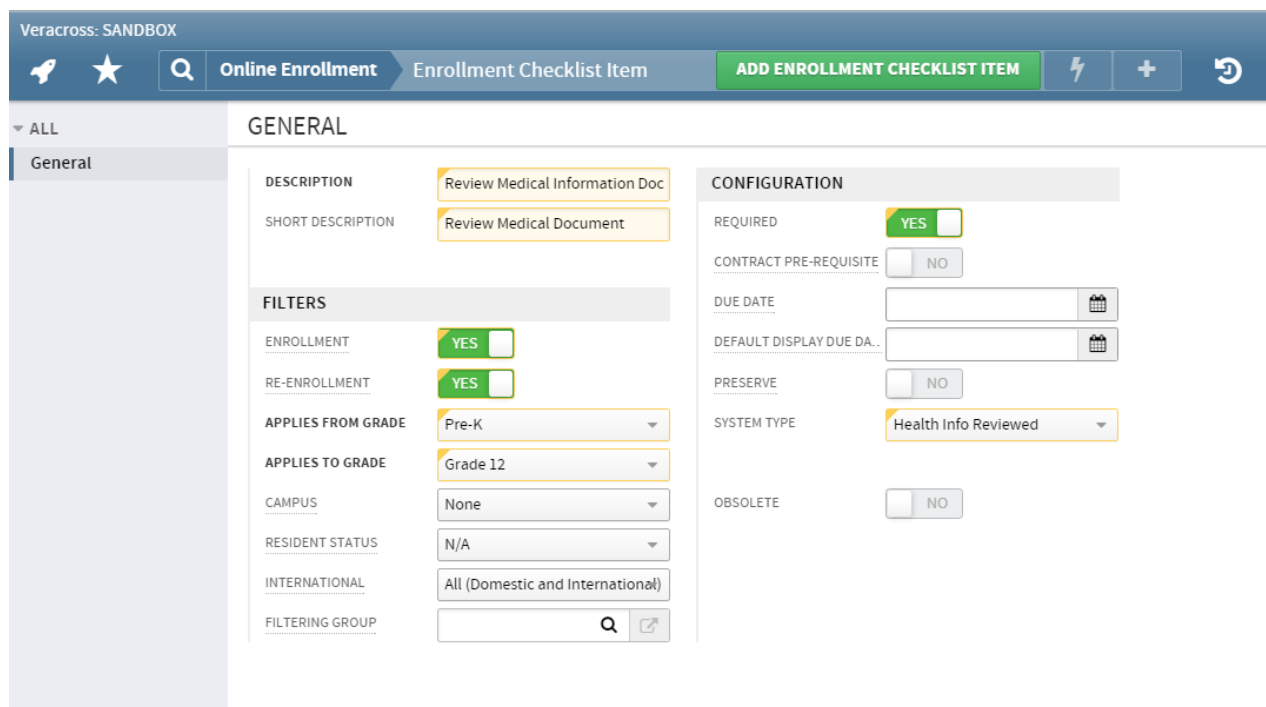
Dose Number: True
Actual Date: True
Vaccine Used: True
Dosage Amount: True
Out Of Compliance: True
Verified Complete: True
Exemption: True

Health Information Document Review

Require a family to review their Medical Information Document

It is possible to require families to review their health information document as a part of online enrollment/re-enrollment.

This is done through adding a required enrollment checklist item with the system type of 'Health Info Reviewed'. To do this



Veracross: SANDBOX

Online Enrollment Enrollment Checklist Item **ADD ENROLLMENT CHECKLIST ITEM**

ALL GENERAL

General

DESCRIPTION: Review Medical Information Doc
SHORT DESCRIPTION: Review Medical Document

FILTERS

ENROLLMENT: YES
RE-ENROLLMENT: YES
APPLIES FROM GRADE: Pre-K
APPLIES TO GRADE: Grade 12
CAMPUS: None
RESIDENT STATUS: N/A
INTERNATIONAL: All (Domestic and International)
FILTERING GROUP: [Search]

CONFIGURATION

REQUIRED: YES
CONTRACT PRE-REQUISITE: NO
DUE DATE: [Calendar]
DEFAULT DISPLAY DUE DA...: [Calendar]
PRESERVE: NO
SYSTEM TYPE: Health Info Reviewed
OBSOLETE: NO

- Navigate to the Add button on the Online Enrollment homepage
- Select the option "Enrollment Checklist"
- Fill out the description & applies from/to grade or any other filters
- Choose the system type of "Health Info Reviewed" and mark the checklist item as required.

The Family's Experience

FAMILY INFORMATION

[My Family has Changed](#)

Relationship changes, new members, etc.

[My Personal Contact Information](#)

Jonathon, Miki

[Change Primary Address](#)

27 Byrd Street
Bradford, MA 01835

[Add/Change Secondary Address](#)

No secondary address on file (example: summer home)

[Manage School Communication](#)

Miki: send SMS; send email
Jonathon: send SMS; send email

[Update Employers](#)

[Review Vehicles](#)

[Education](#)

DIRECTORY PREFERENCES


[Family Directory Preferences](#)

Suppress from Directory

[Personal Directory Preferences](#)

Miki: Display work number
Jonathon: Display work number

You must review Medical Profile(s) before proceeding. [Review Now](#)



After the checklist item is added, a family will see this functionality while reviewing their HPU form as a part of online enrollment/re-enrollment. At the bottom of the Household Profile update form, there will be a link to that redirects them to the Review Medical Information screen. Because this update form is based on the household, marking that the information is accurate will translate across all children in said household.

As always, on the Medical Information screen, they can add a new request if the information is incorrect. Once their review is done, they can select the option "Child's information is correct: return to Family Update". After that, the option to confirm the information in the HPU form is available for selection.
