

## **What is ALERT IIS?**

ALERT Immunization Information System (ALERT IIS) is a statewide immunization registry that allows you to look up records for children at your school or child care. For more information, go to [www.alertiis.org](http://www.alertiis.org) or call the help desk at 1-800-980-9431.

## **What are the benefits of ALERT IIS?**

ALERT IIS allows you to:

- Find a child's immunization record
- Know what immunizations the child needs for school or child care attendance
- Print the child's immunization record on the Certificate of Immunization Status (CIS) form

## **How can I get access to ALERT IIS?**

1. Go to:  
<https://www.oregon.gov/oha/PH/PREVENTIONWELLNESS/VACCINES/IMMUNIZATION/ALERT/Pages/EnrollNewUser.aspx>
2. Watch the online training video and print the certificate at the end.
3. Have your school administrator or child care director fill out a site agreement, if they have not already completed one.
4. Fill out an individual user agreement.
5. Send the completed forms and training certificate to [alertiis@state.or.us](mailto:alertiis@state.or.us) or fax to (971) 673-0276. Once you receive an email with your account information, log in within 24 hours or your temporary login may expire.

### ***Tips for ALERT IIS users***

#### **Are you having problems logging in?**

- Check the capitalization in your three part login. Your Org Code, Username and Password are all case-sensitive.
- If you don't remember your password, click the "Forgot Password" button.

#### **Did your email or address change?**

- Click the "Manage Access/Account" tab
- Click "Edit My User Account"
- Update your information and click "Save"