

Capture Staff Covid Vaccination Data

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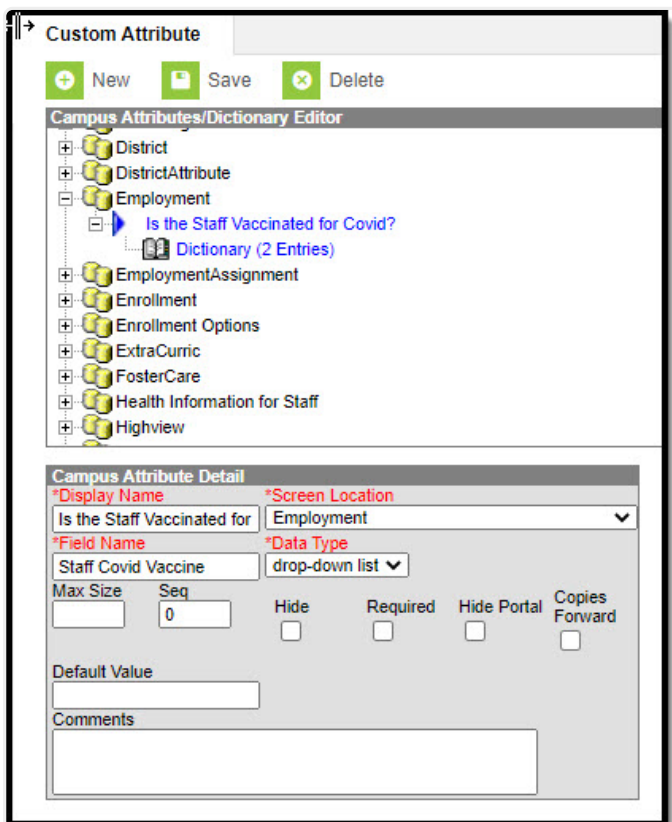
When you need to capture COVID vaccination information on Staff, Campus recommends adding a custom attribute for staff on the District Employment tool.

The Student [Immunizations](#) tool is for student vaccine data entry ONLY.

District Employment Custom Attribute Setup

Tool Search: Custom Attribute

The first step is to set up a custom attribute on the District Employment tool at Custom Attribute > Employment. See the [Custom Attribute](#) documentation for additional information on setting up custom fields.



Custom Attribute

New Save Delete

Campus Attributes/Dictionary Editor

- District
 - DistrictAttribute
 - Employment
 - Is the Staff Vaccinated for Covid?
 - Dictionary (2 Entries)
- EmploymentAssignment
- Enrollment
- Enrollment Options
- ExtraCurric
- FosterCare
- Health Information for Staff
- Highview

Campus Attribute Detail

*Display Name: Is the Staff Vaccinated for

*Screen Location: Employment

*Field Name: Staff Covid Vaccine

*Data Type: drop-down list

Max Size: Seq: 0

Hide: Required: Hide Portal: Copies Forward:

Default Value:

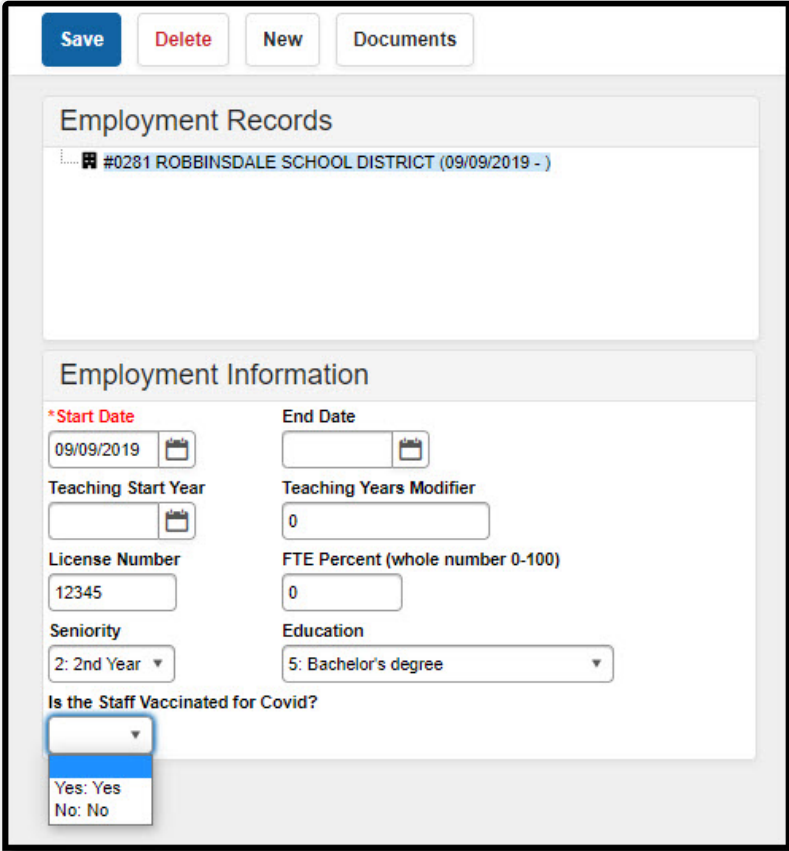
Comments:

Custom Attribute Setup Example

District Employment Example

Tool Search: District Employment

The field displays in the District Employment tool. In the example below, a dropdown field has been used to indicate if the staff has been vaccinated in a Yes/No question format. See the [District Employment](#) documentation for additional information.



The screenshot shows a web interface for the District Employment tool. At the top, there are four buttons: 'Save' (blue), 'Delete' (red), 'New' (white), and 'Documents' (white). Below these is a section titled 'Employment Records' containing a list item: '#0281 ROBBINSDALE SCHOOL DISTRICT (09/09/2019 -)'. Below this is a section titled 'Employment Information' with various input fields:

- *Start Date: 09/09/2019 (with a calendar icon)
- End Date: (empty field with a calendar icon)
- Teaching Start Year: (empty field with a calendar icon)
- Teaching Years Modifier: 0 (text input)
- License Number: 12345 (text input)
- FTE Percent (whole number 0-100): 0 (text input)
- Seniority: 2: 2nd Year (dropdown menu)
- Education: 5: Bachelor's degree (dropdown menu)
- Is the Staff Vaccinated for Covid?: A dropdown menu with 'Yes: Yes' and 'No: No' options visible.

 Below the form, there is a caption: 'Staff Covid Vaccine Custom Attribute Example'.

Query Custom Attribute Data

Custom Attributes can be queried in Ad hoc. See the [Query Wizard](#) documentation for additional information.