

HOW TO USE THE MICHIGAN IMMUNIZATION PORTAL

Computer/Web-Based Tutorial

If you have been immunized in the State of Michigan, you may be able to download your Immunization Record from the Michigan Care Improvement Registry (MCIR).

START HERE: [Visit Michigan Immunization Portal](#)



Michigan Immunization Portal

Michigan Department of Health and Human Services

FAQ

Welcome to the Michigan Immunization Portal

If you have been immunized in the State of Michigan, you may be able to download your Immunization Record from the Michigan Care Improvement Registry (MCIR).



Steps to get your Immunization Record

1. You must be 18 years of age or older
2. Create or Sign-in to your MiLogin account
3. Upload an image of either your US Passport, Driver's License, or State ID.

[↓ Get My Immunization Record \(Sign In\)](#)

* Information uploaded to find your record will not be stored or saved.

Need Help?

Please see our *Michigan Immunization Portal Frequently Asked Questions*

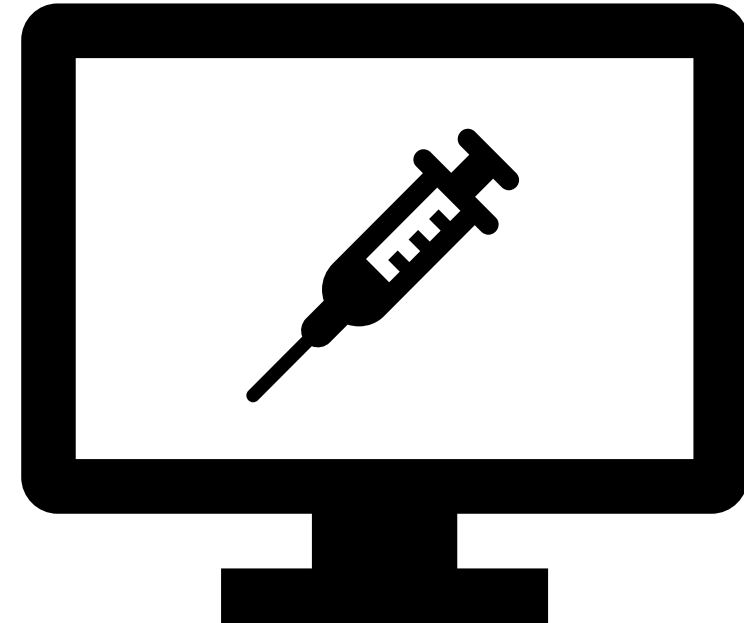
Contact +1-833-999-2484

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Who Can Use the Michigan Immunization Portal?

- You must be **18 years of age or older**
- You must have or create a **MiLogin Account**
- You must upload an image of either your valid **US Passport, Driver's License, or State ID**
- Your **Name** and **Address** on your ID must match what is in MCIR to access your record
 - If your information has changed, complete a [Request to Change Information](#) form and return to MDHHS-MCIRHelp@michigan.gov or fax to 517-763-0370
 - Passports and out-of-state licenses can be used for non-Michigan residents if the address entered in the portal matches the address in MCIR.



For more information on how to get an immunization record copy for someone under 18, an out-of-state resident, or to get a copy without using the portal, please see [page 20](#).

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Before Using the Portal

- Before using the portal, take a picture of your US Passport, Driver's License or State ID.
- You can take a picture using a cell phone, digital camera, or scanner.
- Take the picture in an area with bright light and hold the camera steady to get a clear image showing all 4 corners.
- If you take the picture on your cell phone, you can email the image to yourself to save it on your computer.
- Save the picture in an easily accessible location such as your Desktop or Download folder.
- The portal will **not** accept expired IDs.



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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

Click here to get started: [Michigan Immunization Portal](#)


Click **Get My Immunization Record (Sign In)**

Michigan Immunization Portal
Michigan Department of Health and Human Services

FAQ

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Using the Michigan Immunization Portal

Have a MiLogin account?

Enter your **User ID/Email** and **Password**.

Check the box next to “I’m not a robot”.

Click **Log In**.

***Note:** MiLogin is also used for Secretary of State Online Services, MI Bridges, Unemployment/MiWAM, and more. If you have an existing account from one of these programs, it can be used here.*

Need a MiLogin account?

Click **Create an Account**.

Skip to [page 13](#) if you have an existing account.

The screenshot shows the Michigan MiLogin portal. At the top left is the Michigan state logo and the text "MiLogin". At the top right are links for "Help", "Contact Us", and "News". The main heading is "Welcome to MiLogin". Below this are two input fields: "User ID or Email" and "Password". There are links for "Lookup your user ID" and "Forgot your password?". Below the password field is a checkbox for "I'm not a robot" and a reCAPTCHA logo. There are two main buttons: "Log In" and "Create an Account". Below these is an "or" separator and a section for "Enrolled in passwordless?" with a "Log In Passwordless" button. At the bottom, there is a note: "If you are not enrolled, login with your user ID (or email) and password and we will guide you through the enrollment steps." with a "Learn More" link. The footer contains "Copyright 2023 State of Michigan" and "Policies".

Callouts:

- Top callout: "If you already have a MiLogin account, sign in here." with an arrow pointing to the "Log In" button.
- Bottom callout: "If you need to create a MiLogin account, click Create an Account." with an arrow pointing to the "Create an Account" button.

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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Enter your **email address**.

Check the box next to “I’m not a robot”.

Click **Next Step**.


MiLogin


Help Contact Us

Enter your email

MiLogin is used for a variety of government services. If you've ever used any online services you might already have an account.

Email

I'm not a robot  reCAPTCHA
Privacy - Terms

 We will never send you spam or share your information with anyone outside of the State of Michigan services you choose to access.

Next Step

Having Trouble?

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Check your email for the passcode to verify your email address.

Enter the passcode.

If you do not see the email, check your spam or junk folders. The email will come from DONOTREPLY-MILogin@michigan.gov.

Click **Next Step**.

MiLogin Help Contact Us

[< Previous Step](#)

Step 2 of 8

Passcode verification

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Enter your passcode

We have sent you a passcode to your email ke*****@yahoo.com

Passcode

[Next Step](#)

[Resend Passcode](#)

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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Enter your **First Name and Last Name.**

Check the box next to “I agree to the Terms & Conditions.”

Click **Next Step.**

MiLogin for Business

Help Contact Us

Enter your information

First Name

Middle Initial (Optional)

Last Name Suffix (Optional)

I agree to the [Terms & Conditions.](#)

Next Step

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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Click **Skip this for now** to skip phone number verification.

OR

Enter your **Phone Number** and click **Next Step** to complete phone number verification (*steps not shown*).

The screenshot shows the MiLogin website interface. At the top left is the MiLogin logo with a Michigan map icon. At the top right are links for Help, Contact Us, and News. The main content area is a dark blue panel with the following elements:

- A back arrow and the text "Previous Step".
- The text "Step 4 of 8".
- The heading "Phone number verification" in large white font.
- A progress indicator consisting of seven circles, with the fourth circle (under "Phone number verification") filled with a teal color.
- A right-pointing teal arrow.

To the right of the dark blue panel is a white form area with the following elements:

- The heading "Enter your phone number".
- A paragraph: "Your phone number is required for many state of Michigan services and can help us identify you and recover your account if you get locked out."
- The label "Phone Number".
- A dropdown menu showing a US flag and "+1".
- A light blue information box with an 'i' icon: "You can skip this step if you'd like but we recommend adding your phone number for account security."
- A dark teal button labeled "Next Step".
- A link labeled "Skip this for now" with a purple arrow pointing to it.

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Create your **User ID**.

The **User ID** must be at least **6 characters**, start with a **letter**, end with a **letter** or a **number**, and **must not contain** special characters including space but can contain @, . and -.

Click **Next Step**.

The screenshot shows the MiLogin website interface. At the top left is the Michigan state logo and the text "MiLogin". At the top right are links for "Help", "Contact Us", and "News". The main content area is dark blue and features a progress indicator with a teal arrow pointing left to "Previous Step" and "Step 7 of 8". Below this, the text "User ID" is displayed with a teal arrow pointing right. Underneath are eight circles representing progress steps, with the seventh circle filled in teal. To the right of the main content area, there is a white box titled "Create your user ID". It contains the text: "The User ID is required to sign in, so choose something that you will remember and also follow our ID guidelines." Below this is the heading "ID Guidelines" followed by a list of three items: a warning triangle icon for "Must be at least 6 characters", a warning triangle icon for "Must start with upper or lower case letter", a warning triangle icon for "Must end with upper or lower case letter or a number", and a checkmark icon for "Must not contain special characters including space but can contain only @, . and -". Below the guidelines is a text input field labeled "User ID" and a teal button labeled "Next Step". Two purple arrows point from the "User ID" text in the main content area to the input field and the "Next Step" button.

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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

Create your **Password**.

Your password must be at least **8 characters** in length, **not** based on your User ID, contain at least **one upper case letter, one lower case letter, a number, and a symbol** (@#\$!~&)

Enter your **Password** again to **Confirm**.

Click **Create Account**.

MiLogin

Help Contact Us News

< Previous Step

Step 8 of 8

Password →

○ ○ ○ ○ ○ ○ ○ ●

Create your password

Choose something secure, but also something you can remember.

Password Guidelines

- ⚠ Must be at least 8 characters in length
- ⚠ Should not be based on your User ID
- ⚠ Must contain at least one upper and lower case letters, a number, and a symbol (@#\$!~&)
- ⚠ Confirm password must match new password

Password

Confirm Password

Create Account

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Create a MiLogin Account

You may be returned to the MiLogin Home Page.

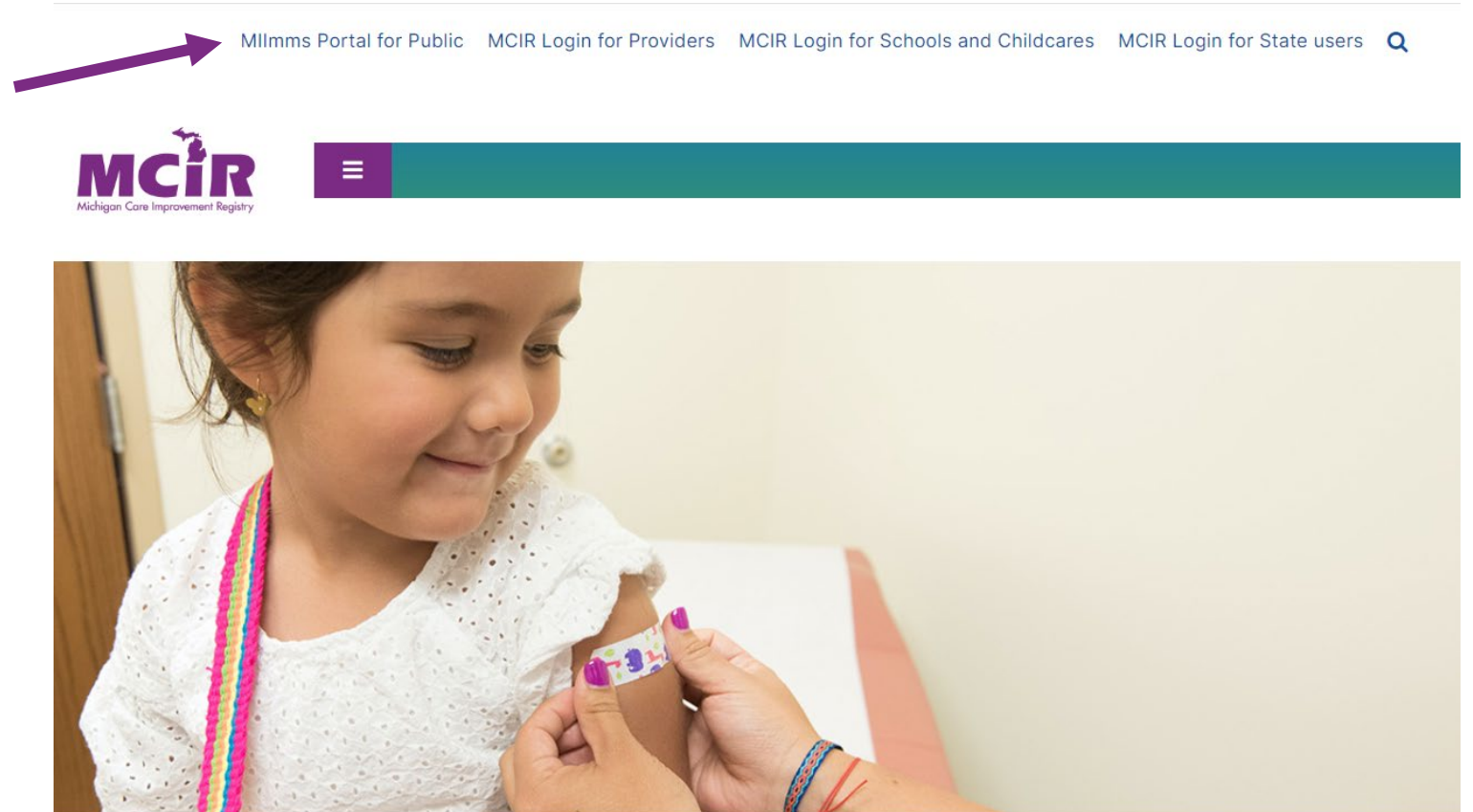
Click [HERE](#) to return to the Michigan Immunization Portal

OR

Visit mdhhs.miimmsportal.state.mi.us

OR

Go to www.mcir.org and select MIIMMS Portal for Public



News & Announcements

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

Click **Get My Immunization Record (Sign In)**.

If you are not already logged into **MiLogin**, enter your **User ID** or **Email** and **Password**, and click **Log in**.

The image shows two overlapping screenshots. The top screenshot is the Michigan Immunization Portal homepage. It features a header with the Michigan state logo and the text "Michigan Immunization Portal" and "Michigan Department of Health and Human Services". Below the header, there is a "Welcome to the Michigan Immunization Portal" section with a photo of a woman. A list of "Steps to get your Immunization Record" includes: 1. You must be 18 years of age or older; 2. Create or Sign-in to your MiLogin account; 3. Upload an image of either your US Passport, Driver's License, or State ID. A green button labeled "Get My Immunization Record (Sign In)" is highlighted with a purple arrow. Below the button, there is a "Need Help?" section with contact information.

The bottom screenshot is the MiLogin login page. It features a dark blue header with the "MiLogin" logo and navigation links for "Help", "Contact Us", and "News". The main content area has a dark blue background with the text "Michigan's one-stop login solution" and a description of MiLogin. On the right side, there is a white login form with fields for "User ID or Email" and "Password", a "Log In" button, a "Create an Account" button, and a "Log In Passwordless" button. A purple arrow points from the "Get My Immunization Record (Sign In)" button in the top screenshot to the "Log In" button in the bottom screenshot.

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

Click **Select Files** to locate your ID picture.
Or drag and drop files into the box with the cloud icon.

A new window will open if you **Select Files**. Locate your **ID Photo** file and click it. The File Name should appear in the box.

Click **Open**.

***Note:** Screen may appear slightly different if using a different web browser or if using a Mac or Apple computer. The process will be the same.*

The screenshot shows the Michigan Immunization Portal interface. At the top, it says "Michigan Immunization Portal" and "Michigan Department of Health and Human Services". There are links for "FAQ" and "Logout". The main heading is "Locate your Michigan Immunization Record". Below this, it says "To locate your State of Michigan Immunization Record, upload an image of either your US Passport, Driver's License, or State ID." and a note: "* Information uploaded to find your record will not be stored or saved." There is a section titled "Upload Government Approved Document" with a cloud icon and the text "You can upload a photo ID by phone or by computer." and "Select files or drag and drop files onto this window to upload." Below this, it says "* .png, .jpg, .jpeg or .pdf are supported file types." A purple arrow points from the "Select Files" text in the instructions to the "Select files or drag and drop files onto this window to upload." text. Overlaid on the bottom right is a Windows "Open" file dialog box. The address bar shows "This PC > Desktop > ID PHOTO". The file list shows several folders and files, with "SampleIDPhoto" selected. A purple arrow points from the "SampleIDPhoto" file in the list to the "Open" button at the bottom of the dialog box. The "File name" field at the bottom of the dialog box contains "SampleIDPhoto".

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

Review the **Information from your Photo ID** section to check for errors.

The Address **MUST** match what is in MCIR or the portal will **not** locate a record.

Confirm or enter in the correct address.

Note: You do not need to enter your SSN or Phone Number. No other fields can be edited except the Address field.

Check the box to certify your information is entered correctly and truthfully.

Check the box next to “I’m not a robot”.

Click **Get My Immunization Record**.

Michigan Immunization Portal
Michigan Department of Health and Human Services

*.png, .jpg, .jpeg or .pdf are supported file types.

Information from your Photo ID

First Name *	June	Middle Name	Marie
Last Name *	Sample	Sex	Female
Date of Birth *	05/01/1984	Document Number *	S 100 100 100 100
Expiration Date *	05/01/2024	State where ID was issued	
Address *			
123 NORTH STATE ST LANSING, MI 48918-0000			

The information requested below is optional.
Adding this information will increase identity search accuracy, which may increase success in locating your Immunization Record.

SSN	Phone Number
<input type="text"/>	(area code)-XXX-XXXX

Do not enter hyphens

I certify the information I provided to access my State of Michigan Immunization Record is true and correct to the best of my knowledge. I also understand that any false statements or deliberate omissions on this form may subject me to legal actions for fraudulent misrepresentation.

I'm not a robot

reCAPTCHA
Privacy - Terms

Get My Immunization Record

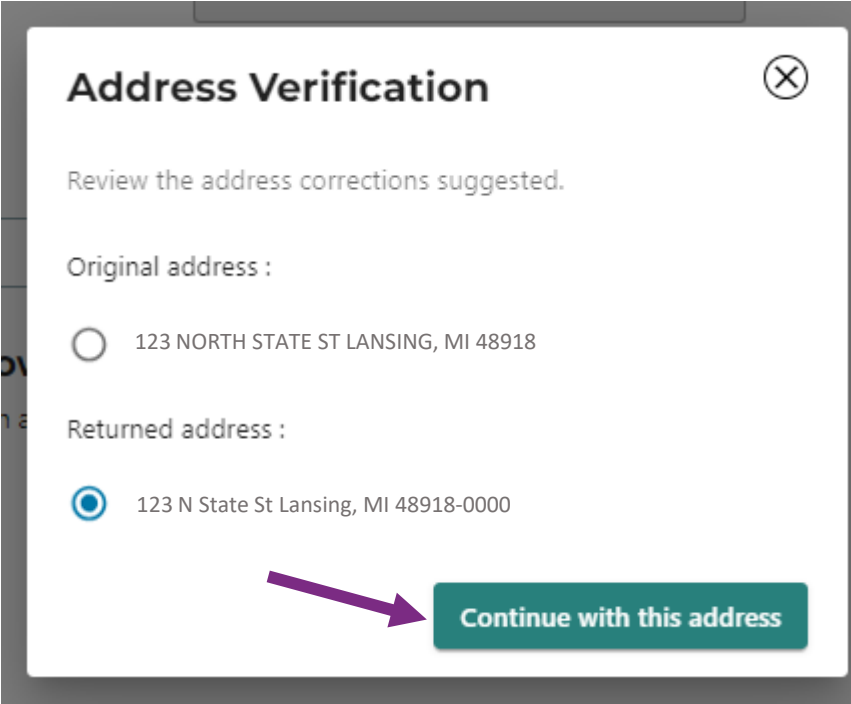
Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

A pop-up may appear requesting you to review suggested address corrections. Select the most accurate option using the button to the left.

Click **Continue with this address.**



Address Verification ⓧ

Review the address corrections suggested.

Original address :

123 NORTH STATE ST LANSING, MI 48918

Returned address :

123 N State St Lansing, MI 48918-0000

Continue with this address

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

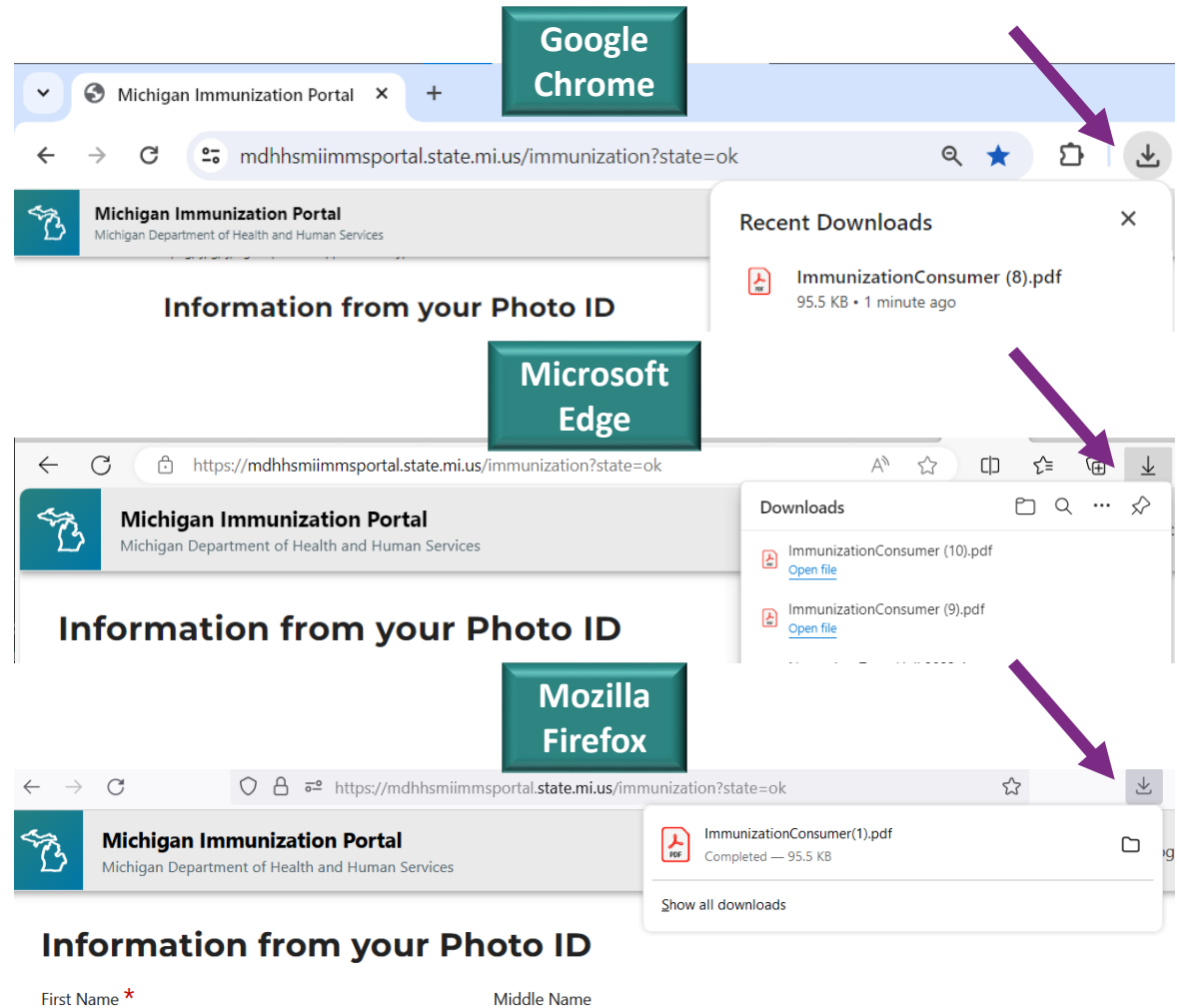
Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Using the Michigan Immunization Portal

If the search was successful, your **Immunization Record** will be downloaded automatically.

Click the down arrow next to the web address bar to look at your recent downloads. Click on the file titled **ImmunizationConsumer.pdf** to open your record.

The record will open in a new tab. The PDF file will automatically save in your Downloads folder.



Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

How to Read Your State of Michigan Immunization Record

Your immunization record provides a history of all the vaccines reported to the Michigan Care Improvement Registry (MCIR). The MCIR is an immunization database that documents immunizations given to individuals receiving immunization care in Michigan. If you were born before December 31, 1993, your childhood vaccines may not be entered in our system. If you have medical documentation of your childhood immunizations work with your healthcare provider to update your immunization record in the MCIR. Connect with your health care provider if you have any questions or concerns regarding your immunization record information.

This is a list of vaccines recommended for adults. You will see more on your record if your childhood vaccines were recorded in the registry.

STATE OF MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES										As of: July 06, 2021			
Official State of Michigan Immunization Record													
MCIR ID#: 000000000		Name: Test, Person			DOB: 08/27/1977		Age: 43 Years 10 Months						
History of Immunizations Given by Series										Status	Accelerated Date	Recommended	Shots Given
DTP/DTaP/DT/Td/Tdap	10/29/02 Td (adult) adsorbed	02/18/08 Tdap (adol/adult)	04/20/18 Td PF (adol/adult)							Up-To-Date	04/20/2028	04/20/2028	
MMR										Overdue	08/27/1978	08/27/1978	
Hepatitis B	10/18/93 Hep B (ped/adol)	11/16/93 Hep B (ped/adol)	04/15/94 Hep B (ped/adol)							Complete			
Varicella										Immune			
Hepatitis A										Overdue	08/27/1978	08/27/1978	
Seasonal Influenza	10/17/13 IV4 (P-free,inject)	10/28/14 IV4 (inject)	10/15/15 IV4 (P-free,inject)	11/03/16 IV4 (inject)	10/19/17 IV4 (P-free,inject)	10/18/18 IV4 (P-free,inject)	10/22/19 IV4 (P-free,inject)	10/16/20 IV4 (inject)		Up-To-Date	09/01/2021	09/01/2021	
Tuberculosis	03/09/09 Tuberculin												
Pneumococcal Adult	02/11/11 PPSV23 (Pneumovax)												
2009 H1N1 Influenza	10/27/09 H1N1-09 (Inject)												
SARS-CoV-2	12/29/20 COVID-19 (Pfizer)	01/19/21 COVID-19 (Pfizer)											

The status column indicates if you are eligible, or overdue for recommended vaccine(s) and suggests a timeline to be immunized. *see Status Definitions

These columns include each date the vaccine or vaccine series was given to you and recorded by a health care provider.

STATUS DEFINITIONS:

- **Eligible:** A dose in this series can be given now.
- **Complete:** All recommended doses in this series have been received. No further doses are recommended.
- **Immune:** Indicates person does not need this vaccine because they already have non-vaccine related immunity to the disease the vaccine prevents.
- **Overdue:** Vaccine is past the recommended date for the dose of vaccine, it is recommended to contact your healthcare provider.
- **Up to Date:** Additional doses recommended in this vaccine series, but it may not be time for your next dose.
- **Accelerated Date:** The earliest date the vaccine may be given to catch-up a person that may be more than one month behind the immunization due date.
- **Consider:** Health care providers considering giving a vaccine dose to their patient based on age and risk factors
- **Discuss/Due now:** Health care provider encourage to discuss with the patient about risk of disease and benefit of vaccination and then based on clinical decision the patient may receive the vaccine.

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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Immunization Record Not Found

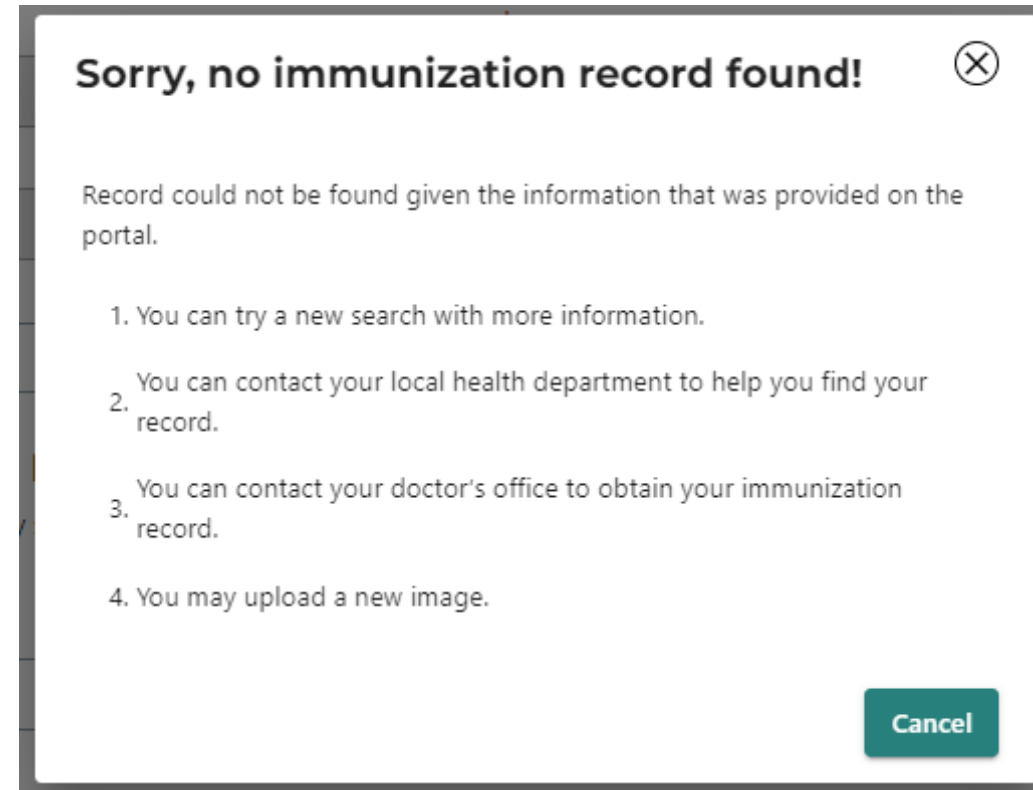
If the search was unsuccessful, a new window will pop-up saying the record could not be found.

Double check that the address you have entered is correct, and that none of the populated fields from your ID have errors in your name or date of birth.

If your ID picture is unclear/blurry, try uploading a retaken picture. Alternatively, use another form of ID if you have it.

Remember, your name and address on your ID must match what is in MCIR.

If your record still cannot be found, contact the MCIR Help Desk for troubleshooting at 888-243-6652. The Help Desk can also confirm if the name and address in your MCIR record is the same as your ID or check for duplicate records that may cause this error.



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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652

Missing Immunizations on MCIR Record

If there are immunizations missing from your record you received **recently**, contact the provider or pharmacy who administered the immunization to confirm it is uploaded to MCIR.

MCIR may not include all **childhood** immunizations if you received them prior to December 31, 1993 - all immunizations administered to a child under 20 after this date are required to be reported to MCIR within 72 hours. If you need help adding immunizations to your record, contact your physician or [Local Health Department](#). The LHD can also help input vaccine records into MCIR from other states or countries with proof/documentation.

Check with your previous health care providers, schools (preschool – college), past employers, or family records to locate old immunization records.

Note: MCIR requires the reporting of childhood vaccines through age 19 years, and highly recommends the reporting of adult vaccination records. Not all records may be in the registry.

Tips for Finding Old Immunization Records



Your immunization history is important. Immunization records are needed at doctor visits and to meet childcare, summer camp, and school (including college and post-secondary training and education) immunization requirements. Your records may be needed for a job or international travel. If you have a copy of your immunization record, keep it safe. If the record is lost, it can be a challenge to replace. Here are some tips on how to find old immunization records.

Where to look for old immunization records?

- **Family Records:** Look through family records, such as baby books. Remember to look through old papers, such as camp and medical forms.
- **Doctor Offices or Clinics:** Check with all previous health care providers, including the local health department, where immunizations may have been given.
 - Don't forget that sometimes when a physician retires or the medical practice changes hands, old patient records may be stored electronically or in a storage unit. It may be possible to obtain records, for a fee, from the company.
- **School (including preschool through college) or Childcare Provider:** Schools and licensed childcare providers must verify immunizations for students. Check schools or any childcare provider that was attended, to see what immunization records have been kept. For some teens, vaccines are required for college entry. Don't forget to check colleges attended to see if any records have been kept.
- **Previous Employers:** Check with previous employers (including military) that may have required immunizations in an employee personal file.
- **An Immunization Registry (immunization information system):** The Michigan Care Improvement Registry (MCIR) for Michigan is a confidential, computerized system for storing immunization records. The registry has the ability to collect reliable immunization information and gather vaccine history from multiple providers.

What immunization records are in the Michigan Care Improvement Registry (MCIR)?

Immunization records have been stored in the MCIR since 1994. MCIR is a lifespan registry. MCIR requires the reporting of childhood vaccines through age 19 years, and highly recommends the reporting of adult vaccination records. Not all records may be in the registry.

How to obtain an immunization record through MCIR?

Information about how you can find MCIR immunization records can be obtained from your physician, local health department, or MCIR website www.mcir.org. Computerized immunization records for Michiganders are easy to find with MCIR. The registry provides a complete history of immunizations to help get needed vaccines at the right time and provides printed immunization records that can be used for things such as but not restricted to daycare, school, or camp registration. If you have been [immunized](#) in the State of Michigan, you may be able to download your Immunization Record from the Michigan Care Improvement Registry (MCIR). Immunizations given in another state may require contacting the registry in that state, in order to get a complete record. A list of registries can be found at www.cdc.gov/vaccines/programs/iis/contacts-locate-records.html#state.

What do I do if I can't find my record?

You and your provider will discuss the next steps towards updating your immunization status. No national registry maintains this information. So, if immunization records are lost or not available, you or your child may need to repeat vaccine doses.

What to do if you find your record? Congratulations! Now you should take the records to your provider or local health department and ask them to document this information on an official record, and, if possible, in the state or local immunization registry. Many schools, camps, etc., will accept only this type of "provider-verified" record because this ensures the information has been verified by a medical professional. Be sure to keep a copy with your home records and place all your supporting documentation in a safe place where you can find it. It is a good idea to take a picture of records with a smartphone or scan and save a copy electronically.

For more information or updates to this handout refer to the Michigan Department of Health and Human Services Division of Immunization website at www.michigan.gov/immunize or the Michigan Care Improvement Registry (MCIR) at www.mcir.org

Revised August 11, 2023

Need Help using MiLogin? Contact DTMB Client Services 1-877-932-6424

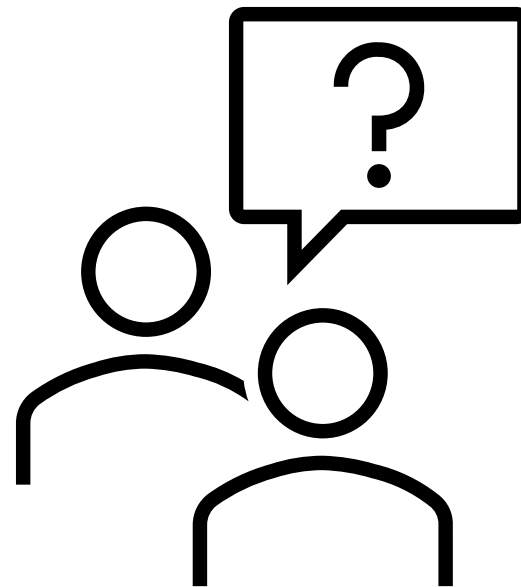
Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652



Local Health Departments and Immunization Records

The [Local Health Department](#) (LHD) can help you:

- Obtain a copy of you or your child's immunization record.
- Submit requests to modify your immunization record for legal name changes, address updates, spelling or date of birth corrections, or combining duplicate accounts.
- Update your record if you have proof of missing vaccinations.
- Interpret your immunization record and identify upcoming or overdue vaccines.
- Input (or translate) your out-of-state or international immunization records into MCIR with proof/documentation.
- Learn the immunization requirements for schools and childcares for your child.
- Provide vaccines to you or your child (many LHDs have programs to provide low/no-cost vaccines with or without health insurance, call to determine eligibility requirements).



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Need Help with MCIR? Contact MCIR Help Desk 1-888-243-6652